

## Agenda

4.00 pm Wednesday 24 November 2004

Alamein Suite

City Hall, Salisbury

Contact Officer: Stewart Agland 01722 434253

	<i>Cabinet Member</i>	<i>Key Decisions</i>
1. <b>Apologies:</b>		
2. <b>Declarations of Interest:</b>		
3. <b>To Receive Minutes of Last Meeting:</b> To receive minutes of last meeting and to receive updates on the decisions from the respective Portfolio Holders.		
4. <b>Public Question/Statement Time:</b> To receive public questions/statements at this meeting  Please note that in accordance with the Council's Constitution a question/statement may only be asked /made if written notice has been given to the Head of Democratic Services by midday on the working day before the meeting.		
5. <b><u>Forward Plan (Agenda):</u></b> To consider the Leader's proposed 4 month Forward Plan for the period 1 December 2004 – 31 March 2005 (copy attached) which needs to be approved for publication on 25 November 2004 to become operational from 1 December 2004.	<i>Leader</i>	
6. <b>Call-in Decisions:</b> To consider any Scrutiny Panel Call-in's of decisions taken at last meeting.	<i>Relevant Portfolio Holder</i>	
7. <b><u>Wiltshire and Swindon Partnership - Customer First Programme:</u></b> To consider the attached report of Debbie Dixon, Policy Director (background appendix 1 attached on colour paper).	<i>Deputy Leader</i>	
<b>The Recommendation is:</b>		
i) Approve in principle the Customer First Programme, subject to specific consideration of detailed project plans for projects outlined in 3.4.		
ii) Give consideration in the portfolio plan for any		

- additional resources required for future stages of the project.
- iii) Delegate to the Policy Director (e-Government Officer Champion) responsibility to allocate budget for all projects within the programme that already have agreed individual project plan.
  - iv) Authorise the Council's Policy Director (e-Government Officer Champion) to enter into any legal agreements that may be necessary in the future for the successful completion of the projects that already have agreed individual project plans contained within the Customer First Programme.
  - v) Request the partnership to identify the potential savings that the Customer First Programme is likely to achieve for each authority.

**8. Housing Stock Options Appraisal - Consultation Issues:**

To consider the attached report of the Head of Housing Management.

**The recommendation is:**

That the Cabinet endorses the key issues of consultation expressed in 3.2 – 3.7 of the report.

**9. Licensing Act 2003: (a) Policy and (b) Terms of Reference of the Committee:**

(A) To consider the attached report of the [Principal Environmental Health Officer](#) (incorporating the views and recommendations of the Environment and Transport Overview and Scrutiny Panel. Also attached is the proposed Licensing Policy which takes account of the Panel's views and the outcome of the Consultation exercise.) (B) To consider the report of the [Head of Legal and Property Services](#) in respect of (b)

Background Appendices relating to item (a) are attached on colour paper

**(Full Council)**

**The Recommendation is:**

**(A) that the Cabinet considers the draft licensing policy (attached) and makes recommendations to Council on -**

- (i) the preferred option for setting a terminal hour for licensed premises
  - (ii) Adoption of the amendments as set out in the draft policy (attached)
2. in accordance with the Scrutiny Panel's recommendation, a survey be undertaken comparing disturbance levels experienced now with those experienced 12 months after the introduction of the new licensing policy. This survey should include the City Area and other parts of Salisbury

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*Cabinet Member for  
Environment &  
Transport*

**(B)**

- (1) Council reconsiders resolution [2] to Minute 84[D] of its meeting 29<sup>th</sup> March 2004 and resolve to rescind the second sentence " In exceptional circumstances applications from outside the sub-committee's geographical area could be determined" and resolve as follows:

" Membership shall be drawn initially from the members for the area committee to whose area an application relates. In the event that one or more of those members is unavailable members shall be drawn from outside that area committee's area."

- (2) the terms of reference for the Licensing Committee are as set out in Schedule 2.  
(3) the terms of reference for Licensing Sub – Committees are as set out in Schedule 3.  
(4) the Constitution is changed as set out in Schedule 4.

**10. A Review of Churchfields Industrial Estate:**

To consider the attached report of the Head of Marketing, Economic Development and Tourism.

**The Recommendation is:**

- (1) receive the report 'A Review of the Churchfields Industrial Estate'; and  
(2) confirm that any future development options for the Churchfields Industrial Estate are considered as part of the development of other key policies and plans, particularly the Local Development Framework and the council's Vision for the future of Salisbury.

**11. Future Use of the Guildhall - Outcome of the Consultation Exercise:**

To consider the attached report of the Property Manager.

**The Recommendation is:**

that option appraisals be undertaken in respect of the short term uses and any long term proposals be considered as part of the vision for the future of Salisbury.

**12. Salisbury Lifeline - Budget Revisions and Business Plan:**

To consider the attached report of the Head of Strategic Housing Services. Background Appendix attached on colour paper.

**The Recommendation is:**

- (1) To delete the post of Team Leader Salisbury Lifeline from the establishment list but to re-allocate savings against overtime overspend.  
(2) To set a corporate recharge for handling general out of hours calls of £11,900 per annum.  
(3) Approve above inflation increase of 5% per annum for the next three years for service.

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Development***

***Cabinet Member for  
Resources***

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Community & Housing***

- (4) Approve the Business Plan
- (5) Re-naming Salisbury Lifeline to Careconnect Salisbury.
- (6) Note the proposed revisions to the budget.

**13. Performance Monitoring:**

To consider the attached report of Debbie Dixon, Policy Director. Background Appendices attached on colour paper

**The Recommendation is:**

- (1) receive updates on areas of concern identified in the first quarter;
- (2) note new areas of concern and improvement;
- (3) approve the actions as recommended.

**Leader**

**14. Compliance with Freedom of Information Act 2000 and Environmental Information Regulations 2004:**

To consider the attached report of the Corporate Information Officer. Background Appendices attached on colour paper. The Document Retention and Disposal Schedule is available for viewing on the internet or in the Members' Room or a copy can be provided on request and will be available at the meeting.

**The Recommendation is:**

that the Council adopt the approach in the report to compliance with the FoI Act and the EIRs and approve the Access to Information and Retention and Disposal policies.

**Leader**

**15. Community Safety Partnership Audit:**

To consider the attached report of the Acting Head of Community Initiatives

**The Recommendation is:**

- (1) note the suggested crime reduction priorities that will form the basis of South Wiltshire's Community Safety Strategy for 2005 - 2008 and
- (2) note the suggested priorities that could form the basis for a strategy for combating the misuse of drugs in the area.
- (3) highlight any other issues that should be considered in either strategy

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**16. Regional Spatial Strategy for the South West 2006-2026:**

To consider the attached summary report of the Senior Planning Officer (the full version is also attached on colour paper)

**The Recommendation is:**

that the consultation report "Regional Spatial Strategy for the South West 2006-2026 be noted and that the comments set out in Section 5, of the report, should form the basis of the response to South West Regional Assembly.

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Planning & Economic  
Development**

**17. Appointment of Designated Persons under the Regulation of Investigatory Powers Act 2000:**

To consider the attached report of the Legal Services Manager.

**(Full Council approval)**

**The Recommendation is:**

- (1) Clause 1.16 of Annex B to the Officers Scheme of Delegation be amended to read as follows:  
  
1.16 – To appoint Officers to be authorised or designated for the purposes of the Regulation of Investigatory Powers Act 2000.
- (2) Clause 2.6 of Annex B to the Officers Scheme of Delegation be amended to read as follows:  
  
2.6 – To approve collectively as the Management Team any changes necessary from time to time to the procedures pursuant to the Regulations of Investigatory Powers Act 2000.

**18. Appointment of Monitoring Officer:**

To consider the attached report from the Chief Executive

**(Full Council approval)**

**The Recommendation is:**

- (1) Council approves an amendment to Article 12 Part C of the Constitution designating the Head of Legal & Property Services as the Monitoring Officer.
- (2) Council approves an amendment to Part 4 of the Constitution that the Head of Paid Service or his/her nominee shall not appoint nor dismiss the Monitoring Officer, when acting in such capacity, contrary to any material or well founded objection from the Leader of the Council.
- (3) It is noted that the Leader of the Council does not have any objection to the appointment of the Head of Legal & Property Services as the Monitoring Officer.

**19. Joint Consultative Forum:**

To receive the attached minutes of the Forum's meeting held 11 October. The recommendation on leave policy was dealt with at the last meeting.

**Leader**

**Leader**

**Deputy Cabinet  
Member for Resources**

**20. Exempt Information:**

In view of the confidential or sensitive nature of the matters to be considered, the Cabinet will consider excluding the press and public from the meeting during consideration of agenda items 21-23 on the grounds that they may involve the likely disclosure of 'exempt information' as defined in Part I of Schedule 12A inserted into the Local Government Act 1972 by the Local Government (Access to Information) Act 1985 as explained below:

**Paragraph 1** namely: 'Information relating to a particular employee of the Authority

**Paragraph 3** namely information relating to a particular occupier of accommodation provided at the expense of the Authority

***Summary of Exempt Matters***

***Agenda Items 22-23 - Staffing Matters***

***Agenda item 21 - Tenant Matter***



**Richard Sheard**

Chief Executive

16 November 2004