

WEST WILTSHIRE DISTRICT COUNCIL

MINUTES

Minutes of the: **CABINET**

Held on: **WEDNESDAY 18 JUNE 2003**

Held at: **COUNCIL CHAMBER, BRADLEY ROAD,
TROWBRIDGE**

Present: Cllrs Phillips (Leader), Clark, Payne, Wiltshire, While.

Also present: Other members of the Council were also present

Officers: Chief Executive, Corporate Officer (Democratic Services),
Corporate Officer (Policy), Head of Commercial Services,
Head of Financial Services, Sustainability and Energy
Efficiency Co-ordinator, Head of Regulatory Services and
Legal Services Manager

89. APOLOGIES

Apologies for absence were received from Councillors Mounde and Newbury.

90. MINUTES

The minutes of the last meeting of Cabinet held on 28 May 2003 were approved as a correct record and signed by the Leader.

91. DECLARATIONS OF INTEREST

No declarations of interests were made.

92. ANNOUNCEMENTS FROM THE LEADER & URGENT BUSINESS

Update on Computer Service

The Leader apologised for the difficulties with the email service. He explained that officers and the contractor were making strenuous efforts to cure the problems.

There was no urgent business.

93. UPDATES BY PORTFOLIO HOLDERS

No updates were given.

94. MATTERS REFERRED TO CABINET BY OVERVIEW COMMITTEES

It was noted that no matters had been referred to Cabinet by either Overview Committee.

95. MATTERS REFERRED TO CABINET BY AREA COMMITTEES

It was noted that no matters had been referred to Cabinet by Area Committees.

KEY DECISIONS

96. REVISIONS TO AFFORDABLE WARMTH GRANT CRITERIA

The Sustainability & Energy Efficiency Co-ordinator presented a report which suggested changes to the affordable warmth grant for 2003/04. He explained that utility companies together with insulation installers were currently operating discounted prices (50% on average) in respect of loft and cavity wall insulation.

Given that the Council had limited funds available for grants, it was suggested that it made full use of the discounts available in order to help as many people as possible. It was noted that the scheme would be fully reviewed over the coming year as part of the housing renewal strategy.

RESOLVED:

That the following changes to the affordable warmth grant scheme be approved:

For 2003/04, no changes be made to the qualifying criteria, but to reduce both the total amount of grant that could be awarded to £500 per applicant and the range of measures covered by the grant to just insulation and draft proofing.

Statement of reasons for recommendation	To implement changes to the criteria for the affordable warmth grant.
Options considered and rejected	A range of options has been considered through consultation process and a review of the grant process.
Date of implementation	Full implementation following decision after 26 June 2003.

NON-KEY DECISIONS

97. BOUNDARY CHANGES IN AREA COMMITTEES

The Legal Services Manager presented a revised report which requested Cabinet to consider the results of consultation on changes to the Area Committee boundaries.

It was noted that the issue at hand was that as a result of the changes made by the Boundary Commission, North Bradley now fell within the district ward of Dilton Marsh which was mainly in the Southern Area Committee.

The report gave the results of consultation with North Bradley Parish Council which considered that it's community links were with Southwick and Trowbridge and not with Dilton Marsh or Westbury. The Parish Council very much wanted to be represented on this Council's Central Area Committee.

The views of the local Members, Councillors Bower and Conley were also presented.

RECOMMENDED TO COUNCIL:

That Cabinet recommend to Council that:

- **its decision of 19 February 2003 (minute no. 23/03) be confirmed;**
- **it should thank the Standards Committee for its recommendation on wards which fall into two Area Committees but not implement it because of the views expressed by North Bradley Parish Council.**
- **Dilton Marsh Councillors should only have the right to vote on matters which concern North Bradley.**

98. CORPORATE ENFORCEMENT POLICY

The Head of Regulatory Services invited Cabinet to endorse the Corporate Enforcement Policy as presented.

The need for the Policy was explained. Previously, different sections of the Council had had their own separate enforcement policies. In order to provide greater consistency, a review group was formed to develop a corporate policy. The aim was to develop a policy to ensure that enforcement action formal or informal taken by the Council was carried out in a fair, clear and consistent manner in compliance with relevant legislation and good practice.

RECOMMENDED TO COUNCIL:

Cabinet in noting and endorsing the Corporate Enforcement Policy recommends it to Council for approval.

99. TREASURY MANAGEMENT POLICY

Councillor Roy While, the Corporate Portfolio Holder presented a report which advised Members of the new code of practice requirements for Treasury Management.

The Code had been issued by the Chartered Institute of Public Finance and Accountancy and recommended for adoption by all local authorities.

All documents had been prepared in accordance with the guidance and reviewed by SECTOR, the Council's independent external treasury advisors and the Corporate Team.

The three main documents related to:

- Treasury Management Policy Statement – a short statement of principles to be adopted by Cabinet and Council.
- Treasury Management Practices – which set out how treasury management will be conducted in particular monitoring and reporting arrangements. The detailed procedures are contained in schedules.
- Treasury Management Strategy Statement – which sets out the strategy to be followed in the financial year.

RESOLVED:

- (a) **That Cabinet note the Treasury Management Policy Statement.**
- (b) **That Cabinet agree the Treasury Management Strategy Statement 2003-04.**

100. RECYCLING POLICY PROJECT GROUP

The Head of Commercial Services presented a report which sought approval to establish a Recycling Policy Project Group (PPG) with membership as set out in the report including 2 Members nominated from each Area Committee.

He explained that the target set by the Government for recycling in West Wiltshire for this year was 10% increasing to 21% for 2005/06 which was considered to be extremely challenging. The current recycling rate was around 8%. The Council's External Overview Committee had at its meeting in December 2002 recommended Cabinet to form the PPG to drive forward recycling initiatives to meet these targets

He also explained the funding for recycling from which it was noted that Government funding was only available for the first year.

RESOLVED:

That a Policy Project Group on Recycling be appointed to undertake the work programme in accordance with the following membership and timescale:

Membership:

- **Chaired by the appropriate Portfolio Holder (Cllr Wiltshire)**
- **Two members nominated by each Area Committee**
- **An officer from Wiltshire County Council's Waste Management Section**
- **Community champions for recycling.**

101. REVIEW OF CABINET FORWARD WORK PLAN

Cabinet was asked to review its Forward Workplan for the period July to October 2003.

RESOLVED:

That the Cabinet Forward Workplan be approved subject to the following amendments:

Draft Housing Renewal Strategy - moved from June to July 2003

Decriminalised Parking - moved from June to September 2003.

Long Term Financial Strategy - moved from June to July 2003

Additional items:

Compact - July 2003

Policy Project Group for Parking - July 2003

Financial Support to Arts Organisations - July 2003

Vision for Trowbridge - September/October

Homelessness - July 2003

Best Value Performance Plan - quarterly monitoring reports - July and October 2002 and January 2004.

Note: Date of Next meeting

The next meeting of Cabinet was scheduled for Wednesday 16 July 2003 at 7pm in the Council Chamber, at the Council Offices, Bradley Road, Trowbridge.

These minutes were prepared by Yamina Rhouati, Member Support Officer who can be contacted on direct line 01225 770322 or email yrhouati@westwiltshire.gov.uk