

WEST WILTSHIRE DISTRICT COUNCIL

MINUTES

Minutes of the: **CABINET**

Held on: **WEDNESDAY 30 MARCH 2005**

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

Present:

Councillors: Phillips (Leader), Clark, Fortescue, Mounde, Payne, While and Wiltshire

Also present: Cllrs Brice, Brown, Knight, Manasseh (part), Repton, Osborn, Viles

Officers: Chief Executive, Corporate Director (PW), Corporate Director (IG) Head of Finance (IJ), Legal and Democratic Services Manager (SB), Initiatives Manager (GG), Housing Needs Manager (NS), Arts Development Officer (MM), Technical & Professional Services Manager (CW), Principal Environmental Health Officer (Protection) (KB), Environmental Health Manager (JC), Area Environmental Health Officer (Air Quality) (RK), Member Support Officer (SS)

449. APOLOGIES

Apologies for absence were received from Cllr Bower

450. MINUTES

The minutes of the last meeting held on 9 March 2005 were approved as a correct record and signed by the Leader.

451. DECLARATIONS OF INTEREST

Cllr Clark declared an interest in the Hilperton Village Design Statement as Hilperton Parish Council had funded the statement, but had taken no part in the production.

Cllr Mounde declared a personal interest in the Affordable Housing Supplementary Planning Document

452. ANNOUNCEMENTS FROM THE LEADER

The Leader made the following announcements:

a) Local Hospitals

The Leader said that he was disturbed that none of the 5 towns in the district had an Accident and Emergency department, and that there was only a minor injuries unit in Trowbridge. He felt that the Council should be taking steps to make the Primary Care Trust aware that the district needed proper facilities.

Cllr Mounde echoed the Leaders concern and informed members that in Warminster the strength of feeling on this subject remained very strong.

Cllr Fortescue asked the Leader whether it was his wish that she took note of this announcement and took it back to the Primary Care Trust Board Meeting.

The Leader agreed to this.

b) Regional Assembly Spatial Strategy

The Leader made members aware that under this strategy in terms of housing up to 600 houses could be lost. The whole district is in agreement on this subject, and it will be raised at the Regional Assembly Spatial committee meeting on 13 April.

c) Tourist Information Centres and Health

The Leader asked the Chief Executive to update the Cabinet on the progress in the transfer of the Tourist Information Centres (TICs) and the Health Element

The Corporate Director (IG) informed members that there were ongoing discussions with the TICs. Trowbridge Town Council had agreed in writing to take over the service and the TUPE letters had been issued. Westbury and Melksham had taken the decision not to take over the services and redundancy notices had also been issued. Warminster have set up a working party to consider in more detail whether to take on the TIC service. Because of the time scale involved it has still been necessary to issue redundancy notices for the staff employed at Warminster TIC.

The Corporate Director (PW) informed members that the Cardiac Rehabilitation programme and GP Referral Scheme were key programmes and that the council had had written confirmation from the Primary Care Trust and D C Leisure that they would take on the services. The PCT and DC Leisure are making separate arrangements for ABACUS

453. UPDATE FROM THE HOUSING PORTFOLIO HOLDER

Mediation Service

The new mediation service Re-connect will commence on 1 April it will offer to mediate between young people between 16 and 25 and their parent in the hope of preventing or delaying homelessness.

Bed and Breakfast update

WWDC continues to have no one placed in Bed and Breakfasts.

Preparation for Choice Based Lettings

Choice Based Lettings goes live on 1 April, the first adverts will appear in the Wiltshire Times and The Star on 14 April, but anyone can log onto the Homes 4 West Wiltshire web site. As one of only 29 Council across England to have progressed this far Nicole Smith and Adele Lodwig have been asked by the ODPM to give a presentation and lead a workshop at a South West Regional Conference in May

Temporary Accommodation Review

Further to the widespread consultation with Service users and stakeholders an update report will be brought to cabinet in April setting out the progress on marketing Ethundune together with the details of the progress made on the temporary accommodation review. It had been intended to bring the conclusions of the Review to cabinet in April however it has been decided that the financial implications of each option be explored the recommendations will therefore be presented to the June cabinet.

Affordable New Homes

A further Housing Corporation Grant of £1 million has been obtained due to slippages in other schemes this additional grant will support the development of homes in Beanacre. The programme has delivered 65 completions, 63 starts on site and 4 homebuy properties.

454. SUPPORTING PEOPLE – 5 YEAR STRATEGY

Nicole Smith delivered a presentation to Cabinet of the Supporting People – 5 year Strategy. The aim of the strategy is to enable people to maintain their independence, by providing low level, appropriate housing related support to people who need it. It enables 9 separate funding schemes to be brought into one mechanism, the Supporting People Grant. The

strategy assumes that the funding received will be reduced between 2005 and 2010 but it is committed to maintaining quality services and the members of the Partnership will ensure that even with the reduced funding the services provided will not suffer.

Cllr Payne said that the challenge would be from 2010 for elderly people, and asked if the funding be skewed, and whether there was a mechanism for it. He congratulated Nicole Smith and requested that a considered bi should be made to the necessary authority pointing out the flaws for the elderly

Cllr Brice asked whether the formula was based on age.

Nicole Smith informed members that the ODPM had not as yet worked out the formula and that there was a need assessment in progress for the elderly population. She said she would take on board the members comments and would address them.

RESOLVED:

That Cabinet would ratify the 5 year Supporting People strategy

455. UPDATE FROM THE LEISURE, COMMUNITY ISSUES AND RURAL AFFAIRS PORTFOLIO HOLDER

Arts Council

We have been granted approximately £3,500 from the Arts Council to help fund the Community Arts Training Scheme, delivered in partnership with the other districts. It helps community groups develop their own arts projects

Wiltshire Youth Arts Partnership

Having attended a recent function congratulations should be passed to Angela Stribling the Youth Arts Co-ordinator

Individual Sports Grants

The £1,500 small grants budget for sports will no longer be used solely for individuals, it is hoped that this will increase access to these grants

456. COMMUNITY INITIATIVES: GRANT ALLOCATIONS

Cllr Clark informed members that the allocation of grants of £5,000 or over needed to be approved by Cabinet, and grants of less than that amount have been approved under delegated powers to officers with the support of the relevant portfolio holders.

Cllr Mounde asked a question concerning the period of the Service Level Agreements.

Cllr Clark said that the Service Level Agreements for Community Initiatives and Support to the Arts were on a rolling 3 year programme.

RESOLVED:

That

- i. Cabinet approves the grant review and proposed allocations.**
- ii. Cabinet subject to annual reviews and the Council's annual service and revenue planning, is minded to support in principle a minimum of inflation increases in 2006/7 and 2007/8.**
- iii. Cabinet agrees that service level agreements and partnership agreements be finalised in accordance with the "Change up Programme" principles.**

457. FINANCIAL SUPPORT TO ARTS ORGANISATIONS AND PROJECTS 2005/06

Cllr Clark informed the members that the key themes of the Arts Development Service were young people, rural areas and achieving more activities and facilities through supporting key arts organisations, local groups and participatory projects, and that all figures in the report were in existing resources.

Cllr Mounde asked what the level of support Bournemouth Symphony Orchestra received, and whether it fallen below the £5,000 level.

Cllr Repton said that she had previously been ashamed of the level of support WWDC used to give the Arts, but was pleased to see an increase, for which she thanked the committee.

Cllr Brice asked for exact amount given to the Symphony Orchestra, and where the list of grants under £5,000 was situated.

The Arts Development Officer (MM) advised the members that the amount given to the Bournemouth Symphony Orchestra in the current year was £3,600.

The Arts Development Officer (MM) will included details of support given to groups receiving less than £5,000 in the Members Information Sheet

RESOLVED:

That

- i. financial support for 2005/06 be approved for the following**
 - a) £11,000 to the Arc Theatre**
 - b) £13,000 to Wiltshire Music Centre**
 - c) £6,500 to the Wiltshire Youth Arts Partnership**
 - d) £5,500 to Rural Arts Wiltshire**
- ii. Cabinet subject to annual reviews and the Council's annual service and revenue planning, is minded to support in principle a minimum of inflation increases in 2006/7 and 2007/8.**
- iii. Cabinet agrees that service level agreements and partnership agreements be finalised with all initiatives mentioned above for the next three years 2005-08 which coincides with the approved Arts Development Plane 2005-08**

458. HOPE NATURE CENTRE, SOUTHWICK

Cllr Clark informed members that since preparation of the agenda HSBC bank had agreed to provide a Bond for the site remediation works. If Cabinet was minded to grant a lease to HNC then this could be achieved as soon as the Bond is agreed and the lease terms finalised.

Discussions with Hope Nature Centres consultant quantity surveyors Nixey, Powell and Partners have highlighted the probable need to amend to date for obtaining a fixed price tender from 30 June 2005 to 31 July 2005, this would not affect any later dates identified in the Heads of Terms of Lease.

Cllr Mounde supported the project but stated that the full cost of the project to the Council should be given in the annual accounts, along with other grants. Given the general agreement, he would discuss this further with Chris Waters and Ian Jamieson.

Cllr Osborn informed members that Council had supported the Notice of Motion to support Hope Nature Centre and that they should look to the future. The aim of the centre was to help young people get involved in useful activity.

RESOLVED:

That

- i. **In light of the additional information provided, Cabinet wishes to reinstate the conditional offer of a lease of land at Southwick.**
- ii. **The Heads of Terms be approved.**
- iii. **The Portfolio Holder for Finance and Performance, the Leader and Corporate Director be authorised to agree the details of the lease to be offered to the Hope Nature Centre; and authorised to agree the completion of the lease thereafter in the event of their being satisfied the relevant conditions in the report and Heads of Terms have been met.**

459. UPDATE FROM THE PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO HOLDER

Local Transport Plan 2006/11

The consultation process is becoming more visible, there will be information in the Members Information Sheet shortly

Cllr Repton asked whether the Waterloo rail link had been mentioned.

Cllr Mounde said that discussions had been in general terms. He would however ensure that it was covered.

Housing Private Finance Initiative

Progress has been steady, and Members were invited to the next project board to be held on Tuesday 5 April.

460. HILPERTON VILLAGE DESIGN STATEMENT

The purpose of the design statement is simply to provide guidance on design matters, if adopted the design statement will become a material consideration in the determination of planning applications and appeals.

Cllr Mounde congratulated the Hilperton Village Design Statement Group on the document, which is one of three in the district. He commended taking part in similar exercises to other villages.

RESOLVED:

That Cabinet approves the Hilperton Village Design Statement as supplementary planning guidance.

461. AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT

Open Forum Speaker:

Mr Francis Morland

Cllr Mounde informed Members that the Supplementary Planning Guidance had arisen from the District Plan 1st Alteration which noted that the district needed affordable housing of all types. The first draft of the guidance had not been complete and was seen by some to be overly prescriptive. Various changes have been to this new draft to give greater flexibility and completeness.

Cllr Brice felt that if the guidance was going to the public then it needed to be written plain English. He also asked whether this would be the subject of a Policy Project Group.

The Chief Executive explained that what ever happened judgements would be made, officers would adopt it as a working approach and use it in the interim

Cllr Payne appreciated the amount of work that had emerged from the constructive criticism, he suggested that a 6-8 week consultation period would give useful information for Cabinet to consider in the future.

Cllr Repton informed members that the Planning Committee would commitment as to what affordable housing is, as planning applications in rural areas coming through had little provision social housing, due to the fact that developers were building as many houses on one site as they could.

Cllr Manasseh informed the Members that Affordable housing and Shared Equity housing are two totally different things, he advised that the Members must be clear that he did not want to see more Shared Equity properties in the District.

Cllr Mounde agreed in principal but stated that there could well be circumstances where Shared Equity housing had a full part to play in achieving the District's objectives.

RESOLVED:

That

- i. Cabinet approves the revised draft affordable housing supplementary planning guidance for the purposes of development control and for the purposes of further public consultation.**

- ii. **Cabinet considers the results of public consultation and the adoption of affordable housing supplementary planning guidance at a future meeting.**

462. BROOK HALL – UPDATE

Open Forum Speaker:

Mr Francis Morland

Cllr Mounde update Members as to the progress made on this item, and informed Members that a full report would be presented at Cabinet in April

RESOLVED:

That Cabinet notes the report and awaits the full report on this matter on 20 April 2005.

463. UPDATE FROM THE ENVIRONMENTAL SERVICES PORTFOLIO HOLDER

Lafarge has agreed to postpone its trial of Liquid Fuel

464. AIR QUALITY ACTION PLAN

Open Forum Speakers:

Mr Godfrey Marks – Bradford on Avon Traffic and Transport Forum

Mr Bryan Harris – Bradford on Avon Preservation Trust

Mr Francis Morland

Cllr Wiltshire informed members of this draft plan which would be submitted to DEFRA on 31 March 2005. The air quality modelling information behind the report are still being finalised and when they have been completed they will be available to the public as part of the consultation process.

Cllr Mounde noted that while bypasses around Westbury and Bradford on Avon would be major contributors to better air quality, it was Central Government's view that Councils should not build their way out of problems and should look for other solutions. He would however seek to get both bypasses included in the new Local Transport Plan.

Cllr Brice said that there was no power to implement anything to make the plan effective and there appeared to be no possibility to plan for the long term, given the highway authority's separate powers.

Cllr Viles was concerned that there would be more traffic through Bradford on Avon after the development of the Kingston Mill Site, and whether the developer had considered this problem.

Cllr Brown hoped that the implementation of the final action plan would be sooner rather than later as the only thing that would suffer was the public's health

Cllr Wiltshire accepted the delays to the plan, caused partially by the change to the consultants mid way through the exercise, and he hoped that it would be a definitive tool to improve air quality in the two towns

RESOLVED:

That

- i. **The Cabinet note the report and endorsed the draft action plan.**
- ii. **The draft action plan is submitted to DEFRA**

465. UPDATE FROM THE FINANCE & PERFORMANCE PORTFOLIO HOLDER

Treasury Management

There has been a change to Butlers although there is a small reduction in the costs, Butlers have the experience that WWDC require.

Revenue and Benefits

Following the distribution of the Council Tax and Non Domestic Bills there have been a number of requests for Direct Debits. Approximately 300 benefit claimants have been identified and issued applications forms.

Risk Assessment

The work done over the previous 2 to 3 months means that that assessment exercise is almost complete, the assessments will be updated regularly.

Customer First

WWDC is preparing for the implementation of the scheme, the authorities which were apparently further ahead of us, have turned out to be no further ahead than we are.

466. WATERSIDE PROJECT - IN PRINCIPLE DISPOSAL OF COURT STREET CAR PARK

Cllr While informed Members that there was now a promising opportunity developing and that as a Council it was important to show commitment to the project.

Cllr Brice was pleased that the Council was supporting the initiatives to improve Trowbridge and hoped that it would produce more car parking rather than less.

Cllr Payne agreed that the provision of car parking needed to be addressed and stated that it was not just a question of finding in town parking but possible a Park and Ride scheme. The Council had been reluctant in the past as schemes had required public money upfront, this scheme required land and was seen as a more positive alternative to supporting regeneration in Trowbridge.

The Corporate Director (IG) informed Members that as part of the work in Trowbridge a Car Park Strategy has been commissioned. This piece of work is designed to assist in the creation of enough car parking within the town to support all requirements.

The Chief Executive said the project looked promising and certainly something to be enthusiastic about. There was hope that with one step at a time the rigor at which things were being achieved would continue. WWDC were committed to getting to the point at which they would hand the reins to WCC but would retain a say in how things were achieved.

The Leader thanked the energetic officers for the amount of work that had been done and hoped that the energy would spread to WCC.

RESOLVED:

That

- i. The Cabinet note the current position in respect of the potential redevelopment of the Waterside Site to include Cinema and Leisure provision.**
- ii. Cabinet will consider the matter further in the Summer when a more detailed report will be submitted to Cabinet.**
- iii. Cabinet agree in principle the decision to disposed of the Court Street Car Park to facilitate the Waterside scheme.**

467. FINANCIAL MONITORING

Cllr While informed Members of the Councils financial position for the period ending 28 February 2005. The under spend should continue through the financial year 2005/06 although there will be some ups and downs.

RESOLVED:

That Members note the report.

468. UPDATE FROM THE COMMUNICATIONS PORTFOLIO HOLDER

West Wilts Matters had been distributed and as yet there had been no complaints about people not receiving copies, in some areas people had received two copies.

469. UPDATE FROM THE POLICY CO-ORDINATION PORTFOLIO HOLDER

No update was received.

470. CABINET FORWARD WORK PLAN

RESOLVED:

That the Cabinet Forward Work Plan as presented be approved.

Date of Next Cabinet Meeting

The next scheduled meeting of Cabinet has been arranged for Wednesday 20 April 2005 to be held in the Council Chamber, at the Council Offices, Bradley Road, Trowbridge at 7pm.

(7.07pm - 9.03pm)

These minutes were prepared by Suzie Stanier, who can be contacted on 01225 770322 or email [sstanier@ westwiltshire.gov.uk](mailto:sstanier@westwiltshire.gov.uk)