

## CABINET

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MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on 23 June 2009

Present:

Mrs JA Scott	Leader of the Council
Mr J Thomson	Deputy Leader and Cabinet Member for Community Services
Mr J Brady	Cabinet Member for Economic Development, Planning and Housing
Mrs F de Rhé-Philipe	Cabinet Member for Finance, Performance and Risk
Mr L Grundy	Cabinet Member for Children's Services
Mr K Humphries	Cabinet Member for Health and Wellbeing
Mr J Noeken	Cabinet Member for BMP, ICT, HR, Procurement and Customer Services
Mr T Sturgis	Cabinet Member for Waste, Property and Environment
Mr D Tonge	Cabinet Member for Highways and Transport
Mr S Wheeler	Cabinet Member for Leisure, Sport and Culture

Also in attendance:

Mrs A Bucknell	Portfolio Holder for Customer Care
Mr C Cochrane	Portfolio Holder for ICT
Mr J Kunkler	Portfolio Holder for Leisure
Mr Osborn	On behalf of the Liberal Democrat Group

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1. **Apologies**

All members were present.

2. **Minutes of Previous Meeting**

**Resolved:**

**To confirm and sign the minutes of the meeting held on 16 December 2008.**

3. **Announcement from the Leader**

**Mr Tony Phillips OBE**

The Leader announced that Mr Tony Phillips OBE, Wiltshire Council Member for Southwick, had sadly passed away on 22 June after suffering a stroke. Mr Phillips had been a local councillor for more than fifty years and during his service for West Wiltshire District Council held the positions of Leader, Deputy Leader and Chairman. The Leader added that Members would be informed of funeral arrangements and details of any memorial service when they became available.

The meeting observed a minute's silence in remembrance of Mr Phillips OBE.

4. **Members' Interests**

Mr Humphries declared an interest in Item No. 12 - Registered Social Contractual Arrangements for Social Care – Contract Intention, as a board member for Selwood Housing. He agreed to leave the meeting for the duration of this item.

5. **Public Participation**

No public questions were received.

6. **Future Priorities and Work Plan**

The Cabinet received a presentation from the Chief Executive, entitled 'Setting the Priorities'. This gave an update on the progress made against targets in the Year One Plan, highlighted the changing social, economic and environmental climate, and described the Council's next steps and priorities for the future.

The Deputy Leader suggested that a greater focus was required on tackling persistent offenders and families in crisis. He felt that a significant up-front investment would help break the destructive cycle many offenders find themselves in, improve the lives of those families and would have a positive impact on residents. The Chief Executive agreed that a relatively small number of families undergoing difficulties have a huge financial impact on public services. He added that tackling this problem required a coordinated approach from all public services, and agreed to bring a report on this issue to the Cabinet's September meeting.

The Leader suggested parents and carers of children with special needs should be better advised of who is responsible for delivering services at each stage of a young person's life to provide better continuity of care.

The Deputy Leader expressed concern at the amount of Council funds spent on issuing public notices and completing legal procedures, for example regarding footpaths, and he suggested that this money could be better spent elsewhere.

The Leader requested that a letter be sent to the Secretary of State for Communities and Local Government introducing Wiltshire Council. The Letter to also highlight Cabinet's concern over the issues raised during discussion of this item and the impact of Government constraints in being able to tackle them as effectively as the Council would like.

## **7. Location of Council Meetings**

The Cabinet considered the report of the Head of Democratic Services. The report aimed to support one of the Council's key objectives of ensuring local, open, honest decision making by proposing future Cabinet meetings be held at locations around the county on a rotational basis. The report also asked Cabinet to endorse a proposal that, where possible, other Council meetings be held within the localities affected by decisions being taken at those meetings.

Following a Member request, the Leader asked that the arrangements proposed be reviewed after one year, including details of associated costs.

The Deputy Leader suggested that the arrangements would be helpful in encouraging Members to visit all of the Council's hubs, and would also give reassurance to staff that the Council is not solely based in Trowbridge.

### **Resolved**

#### **That Cabinet:**

- (a) agree that a rotation scheme for meetings of the Cabinet be devised so that meetings are regularly held around the County and that the Cabinet Forward Plan be used to identify specific meetings that should be held within a specific locality; and**
- (b) Commended the proposal that wherever possible and particularly where decisions are to be made that affect a specific locality, those meetings should be held within that locality.**

### **Reason for Proposal**

1. There has been some public concern that in the new Council, "everything will happen in Trowbridge".
2. One of the overall goals for the new council is "local, open honest decision making".

3. From a democratic point of view, it is far better for decisions to be made in the location most affected by that decision.

8. **Report on the Recruitment of a New Chief Executive**

The Chief Executive left the meeting for the duration of this item.

The Cabinet considered a report of the Service Director, Human Resources and Organisational Development. The report outlined the process for the recruitment and selection of the Chief Executive of Wiltshire Council, and outlined options for the Cabinet to consider with respect to the salary range of this post.

In a change to the report, the Leader explained that Cabinet was not being asked to approve the salary range for the post, but to recommend a range to the Staffing Policy Committee. The appointment would be subject to ratification by full Council.

During the ensuing debate, there was general Member consensus that the salary range for the new Chief Executive post should be set within the median quartile of the local government Chief Executive salaries presented within the report. It was agreed that, while it was important to be mindful of public concern at high public sector salaries, it was also vital to attract the calibre of candidate able to deliver the objectives of a large new unitary council.

Following a Member query, the Leader requested that the salary ranges for Chief Executives posts at London borough councils and at East Riding, West Berkshire and the Isle of Wight be circulated to all Cabinet Members.

**Resolved**

**That Cabinet:**

- (a) **agree the appointment of Tribal to manage the executive search campaign and appointment for Wiltshire Council;**
- (b) **agree the development of a recruitment advertising campaign by Tribal and that Human Resources & Organisational Development (HR & OD) work with Tribal to develop this campaign and agree the publications and websites to be used;**
- (c) **that Tribal produce a schedule to achieve an appointment of a new Chief Executive by no later than 1<sup>st</sup> March 2010.**
- (d) **agree to the development of a new job description and person specification for the post of Chief Executive. That It is recommended that HR & OD work with Tribal to develop a job description and person specification for the post of Chief Executive to be approved by the Officer Appointments Committee.**

**Recommended to the Staffing Policy Committee:**

**That the Council maintains the existing salary policy for the new Chief Executive post for Wiltshire Council to pay at the Median of the “Public Sector and Not for Profit” market. This would be a salary range of £171,000 to £189,000.**

**Reason for Proposal**

To ensure the Regulations, which provide that the post of Chief Executive of the unitary authority be the subject of open competition within one year of vesting day, i.e. by 31 March 2010, are met.

**9. Action for Wiltshire – Funding Proposals (Phase One)**

The Cabinet considered the report of the Chief Executive. The report advised Cabinet of the specific expenditure proposals to fund various initiatives that combat the impacts of the recession in Wiltshire. The overall allocation of expenditure for this purpose was approved by the Implementation Executive on the 13 May 2009, following a report on the impact of the recession in Wiltshire by Mr George Bright, Chair of the West Wilts Economic Partnership.

The Leader emphasised how important it had been that the Council had acted quickly in minimising the impacts of the recession. She added that the outcomes of the report’s proposals on families, businesses and young people will be communicated to Wiltshire residents.

Following a Member request, the Leader asked that proposal 11c within the report be extended to include an increased capacity to manage graduate opportunities as well apprenticeship opportunities.

**Resolved**

- (a) That Cabinet noted the funding proposals set out in paragraphs 11a and 11b of the report, as the first phase of the programme of work to combat the local impacts of the recession.**
- (b) That proposal 11c within the report be extended to include an increased capacity to manage graduate opportunities as well apprenticeship opportunities.**

**Reason for Proposal**

There is statistical evidence that demonstrates the local impacts of the recession in the County. Timely action is needed to enable an effective response to some of these impacts.

10. **Update on the Joint Strategic Needs Assessment (JSNA)**

The Cabinet considered the report of the Joint Director, Public Health. The report introduced the current draft of the Joint Strategic Needs Assessment (JSNA); the overarching needs assessment for health, wellbeing and social care in Wiltshire. A consultation on the JSNA, inviting comments from partnership organisations, stakeholders and members of the public, would close on 11 September 2009.

Mr Humphries, Cabinet Member for Health and Wellbeing, reported that officers were currently drafting area profiles for each Community Area containing data from the JSNA that is relevant to their locality. Mr Humphries emphasised the importance of the JSNA as a document and of maintaining a dialogue with Community Area Boards with regards to the information it contains.

**Resolved**

**That Cabinet having considered the report and additional documents, endorses the JSNA as the overarching needs assessment for health, wellbeing and social care in Wiltshire.**

**Reason for Proposal**

The provision of the progress report by the Joint Director of Public Health is a helpful opportunity for the Cabinet to note the direction of the process, recognise the multi-agency joint working and provide comments for the process and focus of the next JSNA.

11. **Revenue and Capital Outturn Reports**

The Cabinet consider the following reports of the Chief Financial Officer:

(a) **Summary of Revenue Outturn 2008-09 and Budget Monitoring 2009-10**

Cabinet considered a report which summarised the revenue outturn position for the former County Council and four District Councils in order to assess the impact on the 2009/10 budget position of the new Wiltshire Council.

Cabinet was asked to consider the proposals detailed in the reports referred to below at 11 (b) – (e) in light of the contents of this report.

**Resolved**

**That the report be noted.**

### **Reason for Proposal**

To inform the Cabinet of the year end position and the implications on the general fund balances.

#### **(b) Final Revenue Outturn Report for Wiltshire County Council 2008-09**

Cabinet considered a report which detailed the final spending statement for Wiltshire County Council for 2008/09, identifying the major variations against the budget and sought approval for rollovers into the 2009/10 Wiltshire Council budget, details of which were presented. The total net underspend for the County Council in 2008/09 stood at £1.223 million.

The Leader sought an assurance that the amount requested in respect of rollovers is kept within the underspend.

### **Resolved**

**That Cabinet:**

- (i) notes the revenue budget underspend of £1.223 million.**
- (ii) notes the level of balances relating to Wiltshire County Council of £9.414 million before any rollover requests.**
- (iii) approves the rollover requests subject to these being contained with the net underspend of £1.223 million.**

### **Reason for Proposal**

To inform the Cabinet of the year end position and the implications on the general fund balances.

#### **(c) Revenue Outturn 2008-09: Former District Councils**

Cabinet considered a report which detailed the 2008/09 revenue outturn position in respect of the four former District Councils. It was noted that the closing revenue balances for the former District Councils were aggregated and rolled forward into the Wiltshire Council and that the overall aggregate closing position stood at £7.353 million surplus.

It was clarified that at para. 7 within the report, "North Wiltshire District Council" should read "West Wiltshire District Council".

The Leader emphasised that some of the overspends shown by the district councils were as a result of them absorbing some of the redundancy payments as had been previously agreed.

## **Resolved**

**That Cabinet note the revenue outturn position.**

### **Reason for Proposal**

To inform the Cabinet of the year end position and the implications on the General Fund balances.

#### **(d) Capital Outturn 2008-09: Former County Council**

Cabinet considered a report which summarised the County Council's capital expenditure for 2008/09, comparing it to the approved capital budget which included explanations for variations over £100,000 (0.01%). The report also explained how the capital expenditure had been financed in 2008/09.

## **Resolved**

**That Cabinet:**

- (i) approve a supplementary capital estimate of £3.558 million which means that 2009-10 budgets are being reprogrammed (increased) to meet expenditure not incurred in 2008-09. (Funding previously identified), as detailed in Appendix A to the report presented.**
- (ii) notes the movement of 'Loan in respect of St John's Community School' (£0.675 million) ceasing to be treated as a Capital Programme scheme and grants/contributions (£0.122 million) not being due as expenditure previously match funded, as detailed in Appendix A to the report presented.**
- (iii) notes the financing decisions taken in respect of 2008-09 capital expenditure.**
- (iv) notes the use made of delegated powers in relation to the capital programme January 2009 - March 2009 as detailed in Appendix B to the report presented.**

### **Reason for Proposal**

Approval by Members of a Supplementary Capital Estimate (increase in 2009-10 budget) is required. This will mean that 2009-10 capital budgets will be adjusted appropriately to reflect over and under spends incurred in 2008-09. This enables capital expenditure not incurred in 2008-09 to be completed.

#### **(e) Capital Outturn 2008-09: Former District Councils**

Cabinet considered a report which summarised the capital expenditure for 2008/09 for the four former District Councils, comparing it to the approved capital budgets and provided a summary of requests for roll forwards



Following a Member request, the Chief Finance Officer agreed to replace the word “underspend” on page 1 of the report with the word “committed funds”.

### **Resolved**

**That Cabinet approve roll forward requests of £6.001 million to complete projects in progress as at 31 March 2009 by the former District Councils.**

### **Reason for Proposal**

Approval by Members of a Supplementary Capital Estimate (increase in 2009-10 budget) is required. This will mean that 2009-10 capital budgets will be adjusted appropriately to reflect over and under spends incurred in 2008-09. This enables capital expenditure not incurred in 2008-09 to be completed.

## **12. Registered Social Landlord Contractual Arrangements For Social Care – Contract Intention**

Mr Humphries having earlier declared an interest, left the meeting for the duration of this item.

Cabinet considered the report of the Service Director, Adult Care: Strategy & Commissioning. The report set-out a procurement process to secure framework agreements with Registered Social Landlords across Wiltshire to provide accommodation for vulnerable adults.

### **Resolved**

**That Cabinet:**

- (a) authorises the Director of Community Services to undertake a procurement process to secure framework agreements with Registered Social Landlords to provide housing and**
- (b) approves the monitoring of the procurement process (and subsequent contract management) through the Joint Commissioning Board.**

### **Reason for Proposal**

To fulfil the commissioning requirements of the Council to enable adults over the age of 18 to live independently within developed and new, good quality accommodation.

## **13. Re-commissioning of the Speech and Language Therapy Service in Wiltshire**

Cabinet considered the report of the Corporate Director, Children and Education which explained the background and rationale underlying the re-commissioning and associated re-procurement of the Speech and Language Therapy Service (SLT) across Wiltshire. The report also explained the tendering arrangements required by the Council's Contract Regulations to deliver this. It was noted that a report would be presented to the next meeting of Cabinet On 15 July 2009 to ratify the arrangements with the PCT for this service.

### **Resolved**

#### **That Cabinet notes**

- (a) the agreement of the Children's Trust Board Executive to re-commission the Speech and Language Therapy service across Wiltshire;**
- (b) that this is a Joint Procurement exercise between Wiltshire Council and the Commissioning Arm of the PCT;**
- (c) the costing of the joint Commissioning will amount to £2m for the financial year 2010/11; and**
- (d) that this will be achieved through a competitive tendering process to secure Best Value for money.**

### **Reason for Proposal**


Historically this service had been separately commissioned by Wiltshire County Council and Wiltshire PCT from three different service providers offering different levels of service to children & young people in different parts of Wiltshire.

The Children's Trust Board Executive have commissioned a review of additional communication needs , and in line with the Bercow recommendations we wish to re-commission an integrated county wide single provider Speech and Language service offering improved economies of scale and more consistent quality of service.

#### **14. Urgent Items**

There were no urgent items.

(Duration of meeting: 2.30 – 4.10pm)

Please note that matters defined as 'Key' decisions and included in the Forward Plan are shown thus .

The officer who has produced these minutes is Henry Powell, of Democratic Services, direct line 01225 718052 or email [henry.powell@wiltshire.gov.uk](mailto:henry.powell@wiltshire.gov.uk). Press enquiries to Communications, direct line (01225) 713114/71311

These decisions were published on 2 July and will come into force on 10 July 2009.
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