

Agenda Item 10

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Report

Subject : Parishing of Salisbury
Report to : City Area [Community] Committee
Date : Tuesday 6th May 2008
Author : John Crawford
Lead Member : Councillor Paul Clegg

1. Report Summary

1.1. To agree that Members preferred options are:

- The proposed parish council is named Salisbury City Council.
- There is one parish council limited to the whole of the unparished area of Salisbury.
- The number and names of wards will reflect the decision of the Boundary Committee for England with regard to warding arrangements for the new unitary authority for Wiltshire
- The total number of councillors will reflect Members preferred option for the number of councillors for each ward

1.2. To determine Members preferred option for the number of councillors for each ward. The suggested options are either 2 councillors per ward or 3 councillors per ward.

1.3. To determine Members preferred option for the role that the proposed parish council will perform.

1.4. To agree the Stage 2 consultation paper incorporating Members preferred options.

1.5. To note the updated programme management arrangements.

2. Background

2.1. The Government has decided that Wiltshire should become a new unitary authority to be called Wiltshire Council as from 1st April 2009. Salisbury District Council ["SDC"] will no longer exist.

2.2. On 24th September 2007 SDC agreed to start a review ["the Review"] into the creation of a city council ["the City Council"] for Salisbury ["the City"] in anticipation of the abolition of SDC as part of the creation of Wiltshire Council.



Awarded in:
Housing Services
Waste and Recycling Services



2.3. The first stage of the Review was to carry out a consultation exercise to assess the support for the creation of the City Council. The consultation took place during December 2007 and January 2008. Eighty six percent of those responding to the consultation were in favour of the creation of the City Council.

2.4. On 22nd January 2008 this Committee agreed to go ahead with the second stage of the Review – to consult on the detailed draft recommended arrangements for the City Council.

2.5. On 13th February 2008 the law was changed so that the Review which SDC started under the Local Government and Rating Act 1997 continues under the Local Government and Public Involvement in Health Act 2007 [“the 2007 Act”]. The main consequence is that the consent of the Secretary of State will no longer be required to the creation of the City Council.

2.6. On 9th April 2008 the Government issued guidance on carrying out reviews under the 2007 Act.

2.7 Officers have been reviewing the programme management arrangements so as to ensure that appropriate resources are made available to establishing the operational model for the City council. The updated programme management arrangements are set out in **Appendix 1 to this report**.

3. New City Council

3.1. The City is the only unparished area within Wiltshire with SDC providing those services normally provided by a parish council.

3.2. Parish councils are the only bodies operating at neighbourhood level that currently have the legal power to directly control and fund a range of local services. They can fill gaps in provision left by other service providers. However they are limited in law in terms of the scale and scope of services they can currently deliver.

3.3. The governance arrangements are the same whatever the size of council so whatever role the City Council takes on it will not be able to perform all of the functions that SDC performs. For example it will not be able to determine planning or licensing applications.

3.4. This report is written on the basis of having one city council covering the whole of the unparished urban area rather than a series of smaller parish councils dispersed throughout the City.

4. Area covered by the City Council

4.1 It is proposed that the City Council will cover the whole of the unparished area of urban Salisbury.

4.2. It is proposed that ward boundaries will reflect new unitary divisions.

4.3. Wiltshire County Council [“WCC”] is proposing eight wards for the City as part of its proposals to the Boundary Committee for England - the body that is carrying out an electoral review of the new unitary authority. The proposals are:

- Bemerton
- St Francis and Stratford
- St Mark and Bishopdown
- Fisherton and Bemerton Village
- St Paul
- St Edmund and Milford
- St Martin and Cathedral
- Harnham

5. Formation

5.1 It is proposed to establish the City Council on 1st April 2009.

5.2. Arrangements would need to be made for the governance of the City Council following its creation and pending the elections of councillors. The options are:

- The creation of a shadow city council by the residents of Salisbury using a secret ballot
- A temporary city council appointed by the body that takes the final decision to create the City Council

5.3. Whatever interim governance arrangements are made a responsible financial officer would have to be appointed. The role could be carried out as a secondment.

5.4 In the absence of either SDC or WCC meeting initial set up costs and election expenses for the first elections the City Council would have to pay these costs which would be included in the first budget.

6. Electoral arrangements

6.1. Elections to the City Council would be held in each ward.

6.2. Elections to the City Council would take place in May 2009.

6.3. Parish councillors are elected every four years with the whole council retiring at the same time. The last local elections in Wiltshire took place in 2007. This would normally mean that following elections to the City Council those elected would hold office until 2011 but the terms of office for local councillors are to be extended by the Government to 2013 so that the next local elections will coincide with elections for Wiltshire Council.

6.4. A Chair or Mayor must be elected annually by the City Council from among its members.

6.5. The City Council would be required by law to have a minimum of five councillors. There is no maximum number. Each ward must have at least one councillor. Almost all local councils representing a population over 20,000 have between 13 and 31 councillors.

6.6. Due to resource constraints the Boundary Committee for England is unable to carry out an electoral review of the City Council in tandem with the wider electoral review of the new unitary authority.

6.8. WCC has proposed eight single member wards. Based on eight wards the options would be for sixteen or twenty four councillors.

7. The role for the City Council

7.1. Possible roles

7.1.1. There are four main potential areas for local involvement by the City Council in the design and delivery of public services within the new unitary structure:

- Influencing services through consultative processes led by Wiltshire Council
- Working in partnership with Wiltshire Council to identify local needs and develop local solutions through the new City Community Board and Community Partnership. Decision making about allocating resources and spending would still rest primarily with Wiltshire Council
- Delivering local services commissioned by Wiltshire Council
- Directly controlling the planning and commissioning of specific local services funded through local taxes and other funding streams

7.1.2. Members need to consider which role or combination of roles they would wish the City council to perform in the context of the financial consequences in agreeing any particular role as set out in **Appendix 2 to the Stage 2 consultation paper**.

7.2.1 A ceremonial role and statutory allotments: option 1 in the consultation paper

7.2.1.1 A ceremonial city council will maintain the symbolic rights of history of the City by a continuation of the Charter Trustees.

7.2.1.2 The functions of the Charter Trustees are limited to ceremonial activities. They are unable to perform the functions that are carried out by parish councils yet alone those carried out by SDC.

7.2.1.3 On the creation of the City council the existing allotments within the City boundaries will automatically transfer to the City council.

7.2.2. Community leadership role

7.2.2.1. This role envisages that the City Council would act as the voice of the residents of Salisbury – seeking to influence Wiltshire Council and other service providers - to help inform and shape the delivery of local services. The City Council would play this role by being a member of both the City Community Board and Community Partnership.

7.2.2.2. This would enable the City council to work in partnership with Wiltshire Council and other partners to identify local needs and develop local solutions for a number of key services including:

- Community safety
- Affordable housing
- Transportation
- Planning
- Waste and environmental services

7.2.3 Guardian of the public realm: option 2 in the consultation paper

7.2.3.1 The role would broadly reflect the role that is currently undertaken by this Committee.

7.3.3.2 This would enable the residents of Salisbury to be involved in design and maintenance of the environment they live in.

7.2.4 Leisure and culture: option 3 in the consultation paper

The role envisages the City Council will be involved in the provision of the leisure and culture facilities that are responsive to the needs of local residents.

7.2.5 Tourism and economy: option 4 in the consultation paper

Salisbury is a tourism destination of international significance and a business centre of regional importance. This role would enable the City council to promote and provide appropriate facilities and activities.

8. Financial Matters

8.1. The majority of the City Council's income would be derived from the precept - an annual charge representing the City Council's share of council tax - on local electors to cover its costs. It would be set each year as part of the City Council's budgeting process and would be collected on the City Council's behalf by Wiltshire Council. The level of precept will depend on the nature and scope of the City Council's activities. The precept would not be subject to capping under existing law.

8.2. The financial consequences to agreeing to any particular role in section 7 above are set out in **Appendix 2 of the Stage 2 consultation paper**.

8.3 It is not possible to state the amount which the City Council will need from the residents of Salisbury to perform whatever role it takes upon itself. This will be a matter for the City Council to decide. The amount will depend on which services it provides and to what level.

9. WCC's proposals

9.1. WCC's bid for unitary status proposed that some functions and budgets will be delegated directly to interested parish councils but there are no details as yet. WCC has recently appointed a Project Manager to take this work forward.

9.2. The Wiltshire Charter For Local Councils 1996 version set out a list of services for which it is responsible that could be made available to be provided by parish councils acting as agents. A list is set out in **Appendix 3 of the Stage 2 consultation paper**.

9.3 The Council's programme management arrangements have been updated to reflect the links of the creation of a city council for Salisbury to the proposed area governance arrangements which are being developed as part of the structures for Wiltshire Council.

10. Councillors allowances

11.1. The law allows a basic allowance to be paid to the Chair or to each elected councillor. In setting any allowance the City Council would be required to have regard to the recommendations of a remuneration panel established by Wiltshire Council.

11.2. Travelling and subsistence allowances may also be paid for attendance at specified meetings and the performance of specified duties by any councillor whether elected or not.

11. City Council's operational base

12.1. The City Council will need to operate from some location. The location of the City Council's headquarters will depend on the outcome of the negotiations with WCC.

12.2. The most obvious location for the City Council's offices would be the Guildhall.

12. Benchmarking elsewhere

A table setting out comparative information about a selection of other parish councils is set out in **Appendix 4 to the Stage 2 consultation paper**.

13. Recommendations

15.1. The proposed parish council is named Salisbury City Council.

15.2. There is one parish council limited to the whole of the unparished area of Salisbury

15.3. The number of wards is 8. The boundaries are set out in the map attached as **Appendix 1 to the Stage 2 consultation paper**. The names of the wards are:

- Bemerton
- St Francis and Stratford
- St Mark and Bishopdown
- Fisherton and Bemerton Village
- St Paul
- St Edmund and Milford
- St Martin and Cathedral
- Harnham

15.4. Members determine their preferred option for the number of councillors for each ward.

15.5. Members determine their preferred option for the role or roles that the proposed parish council will perform.

15.6. Members agree the Stage 2 consultation paper attached as **Appendix 3 to this report** incorporating Members preferred options.

15.7. Members note the updated programme management arrangements.

14. What happens next

16.1. This Committee will consider the results of this consultation at its meeting next following the end of the consultation period on this paper and unless it decides not to make any final recommendations we will prepare final recommendations which depending on who is empowered to make the final decision will either be submitted to the Implementation Executive for consideration or be the subject of further consultation.

16.2 An indicative timetable for the creation of the proposed City Council is attached as **Appendix 2 to this report.**

17. Consultation undertaken

"Prescribed" internal consultees

18. Background papers

Published papers

19. Implications

- Financial: WCC has indicated that upto £15000 would be made available to fund this work. Additional funding is likely to be necessary.
- Legal: set out in the report
- Human rights: none identified at this stage
- Personnel: see programme management arrangements set out in Appendix 1 to this report
- ICT: none identified
- Equality and diversity: equalities screening was carried out with regard to the Stage 1 consultation exercise and will be carried forward with regard to the Stage 2 consultation exercise
- Community safety: none identified
- Environmental: none identified
- Climate change: none identified
- Council's core values:
- Wards affected: City wards

20. Appendices

Appendix 1 to this report: Programme Management arrangements

Appendix 2 to this report: Timescale

Appendix 3 to this report: Stage 2 Consultation Paper

APPENDIX 1 TO THIS REPORT: Programme Management arrangements

Role	Name	Contact details	Email
Programme Sponsor	Robin Townsend	01722 434666	rtownsend@salisbury.gov.uk
Programme Manager and project manager (Legal set up)	John Crawford	01722 434604	jcrawford@salisbury.gov.uk
Project manager (functions, structure and setting up of council) and Technical Adviser on tasks and delivery	Reg Williams	01722 434239	rwilliams@salisbury.gov.uk
	Geoff Hatcher	01722 434	ghatcher@salisbury.gov.uk
Financial advisor	DSU – to be confirmed		
Project Manager (Boundaries and elections)			
Technical advisor and key tasks	Johnathan Bourne	01793 850222	johnathan@woottonbassett.gov.uk
Community advisor	Ariane Crampton	01722 434641	acrampton@salisbury.gov.uk
Communications	Carolyn Johannessen	01722 434341	cjohannessen@salisbury.gov.uk
Programme officer	Hannah Barker (Tuesday and Thursday)	01722 434805	hbarker@salisbury.gov.uk
Programme support	Tamzin Ewers	01722 434223	tewers@salisbury.gov.uk

APPENDIX 2 TO THIS REPORT: Timescale

DATE	MILESTONES
24.09.2007	Full Council agrees to a review into the creation of a city council
02.10.2007	City Area Community Committee [CACCC] agrees arrangements for review and Stage 1 consultation
Dec 2007/Jan 2008	Stage 1 Consultation to assess the support for the creation of a city council
22.01.2008	CACC considers results of Stage 1 consultation
May 2008	CACC agrees Stage 2 consultation
May 2008/June 2008	Stage 2 Consultation on draft recommended arrangements for a city council
July 2008	CACC considers results of Stage 2 consultation and agrees to Stage 3 consultation
July/August 2008	Stage 3 consultation on final recommended arrangements for a city council
Sept 2008	Full Council or Wiltshire County Council's Implementation Executive considers results of Stage 3 consultation and agrees Stage 4 consultation on draft order providing for a city council
Oct/Nov 2008	Full Council or Implementation Executive considers results of Stage 4 consultation and makes order
01.04.2009	City Council established
May 2009	Elections to the City Council

APPENDIX 3 TO THIS REPORT: Stage 2 Consultation Paper

1. INTRODUCTION

1.1. This paper considers the options for the governance of the city of Salisbury ["the City"] following the abolition of Salisbury District Council as part of the creation of a new unitary authority for Wiltshire ["Wiltshire Council"] on 1st April 2009.

1.2. The law requires that any governance arrangements are reflective of the identities and interests of the whole community involved and are effective and convenient. This involves amongst other things considering the impact of any governance arrangements on community cohesion and basing the administrative unit on an area which is of a size and covers a population which is viable.

2. BACKGROUND

2.1. The Government has decided that Wiltshire should become a new unitary authority as from 1st April 2009. Salisbury District Council will no longer exist.

2.2. On 24th September 2007 Salisbury District Council agreed to start a review ["the Review"] into the creation of a city council ["the City Council"] for the City in anticipation of the abolition of Salisbury District Council as part of the creation of Wiltshire Council.

2.3. The first stage of the Review was to carry out a consultation exercise to assess the support for the creation of the City Council. The consultation took place during December 2007 and January 2008. Eighty six percent of those responding to the consultation were in favour of the creation of the City Council.

2.4. On 22nd January 2008 our City Area Community Committee agreed to go ahead with the second stage of the Review – to consult on the detailed draft recommended arrangements for the City Council.

3. SALISBURY TODAY

3.1. Salisbury is a medieval city dating back to the 13th century. It has a Charter with Charter markets and a Mayor. It has a unique and special character based on its history the quality of life it offers and on having a strong sense of pride.

3.2. The City is the only unparished area in Wiltshire. However before local government reorganisation in 1974 the City existed as a tier of local government in its own right as Salisbury Urban District Council. When it was abolished the area which it administered became part of Salisbury District Council. Charter Trustees were established to preserve the historic identity and status of the City.

3.3. The City is the key economic driver for the county of Wiltshire. It is the largest shopping and employment centre in Wiltshire and it is an important tourism destination. Its population is around 45000.

3.4. The City is an important centre in the south west of England. It is:

- A tourism destination of international significance
- A business centre of regional importance
- A sub-regional centre for retail culture housing and further education
- The centre of the Salisbury Diocese which covers most of Wiltshire and Dorset
- A judicial centre for most of Wiltshire

3.5. The City is developing its own vision to be a clean green safe and friendly city; a place that is consistently acknowledged as being one of England's best places to live.

3.6. This paper considers the options for maintaining the City's position as one of the southwest's premier centres and a pleasant and prosperous place to live and work.

4. A NEW CITY COUNCIL

4.1. The City is the only unparished area within Wiltshire with Salisbury District Council providing those services normally provided by a parish council.

4.2. There are over 8700 parish councils across England. There are a wide range of sizes and responsibilities. One of the largest parish councils is Weston Super Mare serving a population of over 70,000. Conversely there are parish councils serving a population of less than 100.

4.3. Parish councils are the only bodies operating at neighbourhood level that currently have the legal power to directly control and fund a range of local services. They can fill gaps in provision left by other service providers. However they are limited in law in terms of the scale and scope of services they can currently deliver.

4.4. The governance arrangements are the same whatever the size of council so whatever role the City Council takes on it will not be able to perform all of the functions that Salisbury District Council performs. For example it will not be able to determine planning or licensing applications.

4.5. A number of options exist for future arrangements within the City but this paper is written on the basis of having one city council covering the whole of the unparished urban area rather than a series of smaller parish councils dispersed throughout the City.

5. AREA COVERED BY THE CITY COUNCIL

5.1. We propose that the City Council will cover the whole of the unparished area of urban Salisbury as identified on the map attached as **Appendix 1**. The unparished area of Salisbury currently consists of:

- St Mark and Stratford
- Bishopdown
- St Edmund and Milford
- St Martin and Milford
- Harnham East
- Harnham West
- Fisherton and Bemerton Village
- Bemerton
- St Paul

5.2. It is proposed that ward boundaries reflect proposed new unitary divisions.

5.3. Wiltshire County Council has proposed eight wards for the City as part of its proposals to the Boundary Committee for England - the body that is carrying out an electoral review of the proposed new unitary authority. The proposals are:

- Bemerton
- St Francis and Stratford
- St Mark and Bishopdown
- Fisherton and Bemerton Village
- St Paul
- St Edmund and Milford
- St Martin and Cathedral

- Harnham

6. FORMATION

6.1. We would be looking to establish the City Council on 1st April 2009.

6.2. Arrangements would need to be made for the governance of the City Council following its creation and pending the elections of councillors. The options are:

- The creation of a shadow city council by the residents of Salisbury using a secret ballot
- A temporary city council appointed by the body that takes the final decision to create the City Council

6.3. Whatever interim governance arrangements are made a responsible financial officer would have to be appointed.

7. THE ROLE FOR THE CITY COUNCIL

7.1. Background

7.1.1 The Government's agenda is to give local people and local communities more influence and power to improve their lives by creating strong prosperous communities and delivering better public services by rebalancing the relationship between the Government local government and citizens.

7.1.2 The existing local government framework can be seen as too large and too remote to effectively engage with the diverse needs of neighbourhoods or to provide services that are inclusive responsive and accountable to local concerns. Localised services whether tailored to the needs of local users or controlled and commissioned by local communities can be more responsive to local needs and result in more targeted and effective spending and better service outcomes. Localisation can also support localised economic regeneration and improve civic and democratic engagement.

7.1.3 Wiltshire County Council's bid for unitary status seeks to develop the Government's agenda by amongst other things focussing on strengthening community engagement by:

- Ensuring that local people feel more empowered
- Building resilient communities who are more able to support themselves
- Tailoring public services to the needs of communities and users

7.1.4 For Salisbury this means the development of a strengthened democratic voice for the City through the creation of the City Council. For the City Council this means achieving consensus on its role the services it provides and the resources it needs to provide those services to enable it to perform its role.

7.1.5 Consensus on the City Council's role will be influenced by views on what the relationship between Wiltshire Council and the City Council should be. The factors that will influence the balance of the relationship include:

- Local empowerment – the extent to which local communities wish to shape the areas in which they live
- Capacity – the extent to which local communities are able and willing to take responsibility for their own futures
- Tailoring services – the extent to which local communities wish to influence service delivery to meet local needs

7.1.6 There are four main potential areas for local involvement by the City Council in the design and delivery of public services within the new unitary structure:

- Influencing services through consultative processes led by Wiltshire Council
- Working in partnership with Wiltshire Council to identify local needs and develop local solutions through the new City Community Board and Community Partnership. Decision making about allocating resources and spending would still rest primarily with Wiltshire Council
- Delivering local services commissioned by Wiltshire Council
- Directly controlling the planning and commissioning of specific local services funded through local taxes and other funding streams

7.1.7 Whilst there will be some public services that Wiltshire Council will be required at law to deliver and other services which because of their strategic significance it will wish to deliver there are a wide range of services that by reason of their strong relationship to neighbourhoods local communities will wish to consider delivering.

7.2 Possible roles

7.2.1 A ceremonial role and statutory allotments

7.2.1.1. A ceremonial city council will maintain the symbolic rights of history of the City by a continuation of the Charter Trustees.

7.2.1.2. The functions of the Charter Trustees are limited to ceremonial activities. They are unable to perform the functions that are carried out by parish councils yet alone those carried out by Salisbury District Council.

7.2.2. Community leadership role

7.2.2.1. This role envisages that the City Council would act as the voice of the residents of Salisbury – seeking to influence Wiltshire Council and other service providers - to help inform and shape the delivery of local services. The City Council would play this role by being a member of both the City Community Board and Community Partnership.

7.2.2.2. This role would enable the City Council to work in partnership with Wiltshire Council and other partners to identify local needs and develop local solutions for a number of key services e.g.:

- Community safety
- Affordable housing
- Transportation
- Planning
- Waste and environmental services

7.2.3. Guardian of the public realm

7.2.3.1. This role would broadly reflect the role that is currently undertaken by our City Area Community Committee.

7.2.3.2. This would enable the residents of Salisbury to be involved in the design and maintenance of the environment they live in.

7.2.4. Leisure and culture

This role envisages that the City Council would be involved in the provision of leisure and culture facilities that are responsive to the needs of the residents of Salisbury.

7.2.5. Tourism and economy

This role would enable the City Council to promote Salisbury as a tourism destination and a business centre and to provide appropriate facilities and activities.

8. ELECTORAL ARRANGEMENTS

8.1. Parish councils are made up of councillors who are elected by local residents. Elections to the City Council would be held in each ward.

8.2. Elections to the City Council would take place in May 2009.

8.3. Local councillors are elected every four years with the whole council retiring at the same time. The last local elections in Wiltshire took place in 2007. This would normally mean that following elections to the City Council those elected would hold office until 2011 but the terms of office for local councillors are to be extended by the Government to 2013 so that the next local elections will coincide with elections for Wiltshire Council.

8.4. A Chair or Mayor must be elected annually by the City Council from among its members.

8.5. The City Council would be required by law to have a minimum of five councillors. There is no maximum number. Each ward must have at least one councillor. Almost all local councils representing a population over 20,000 have between 13 and 31 councillors.

8.6. Due to resource constraints the Boundary Committee for England is unable to carry out an electoral review of the City Council in tandem with the wider electoral review of the proposed new unitary authority.

8.7. There are currently twenty district councillors representing the nine existing wards.

8.8. However Wiltshire County Council has proposed eight single member wards. Based on eight wards the proposals are for **[sixteen or twenty four]** councillors.

9. FINANCIAL MATTERS

9.1. The majority of the City Council's income would be derived from the precept - an annual charge representing the City Council's share of council tax - on local electors to cover its costs. It would be set each year as part of the City Council's budgeting process and would be collected on the City Council's behalf by Wiltshire Council. The level of precept will depend on the nature and scope of the City Council's activities. The precept would not be subject to capping under existing law.

9.2. Salisbury District Council provides city services at present. In 2008/09 we will precept a city only rate of £40.60 for the year for a Band D property in the City. This precept will raise £609,094. This may not be enough to fully fund the City Council dependent on the services provided. The reason for this is that a large proportion of services and facilities provided in the City are paid for either (a) out of income or (b) council tax charged on the District precept. All existing administrative and democracy costs are covered by the District precept and other income. If a city council were created those costs would have to be financed by the City only. This would require a shift of the levy on the council tax from the District to the City.

9.3. In the absence of either Salisbury District Council or Wiltshire County Council meeting initial set up costs and election expenses for the first elections the City Council would have to pay these costs which would be included in the first budget.

9.4. The City Council would have the ability to set its own precept and raise income in excess of that already achieved by the City only precept. However this would be an additional burden on

the council taxpayers of the City if it did not match the current City precept and has not been provided for in Wiltshire County Council's unitary bid.

9.5. There are other potential resources available to the City Council such as income from charges for the use of any facilities it owns or manages and from any investment properties it holds.

9.6. Salisbury District Council owns considerable property assets throughout the urban area. The only assets that would automatically transfer to the City Council would be the allotments held by Salisbury District Council within the City boundary. Negotiations would need to take place with Wiltshire County Council with regard to transferring any other assets to the City Council rather than to Wiltshire Council. The number of assets and income received from investments would influence the range of services provided by the City Council and the amount of revenue required to be raised from council tax.

9.7. The City Council could also apply for funding from a variety of external sources.

9.8. It is not possible to state the amount which the City Council will need from the residents of Salisbury to perform whatever role it takes upon itself. This will be a matter for the City Council to decide. The amount will depend on which services it provides and to what level.

9.9. The likely financial consequences of the City Council performing the respective roles set out above are set out in **Appendix 2**.

10. POTENTIAL SERVICES AND FUNCTIONS FOR THE CITY COUNCIL

10.1. Existing powers.

The current powers and duties of parish councils are derived from various laws. The City Council would not be required by law to provide any services other than in limited circumstances. It can decide what it wants to do.

10.2. Wiltshire County Council's proposals

10.2.1. Wiltshire County Council's bid for unitary status proposed that some functions and budgets will be delegated directly to interested local councils but there are no details as yet. Wiltshire County Council has recently appointed a Project Manager to take this work forward.

10.2.2. The Wiltshire Charter For Local Councils 1996 version set out a list of services for which it is responsible that could be made available to be provided by local councils acting as its agent. A list is attached as **Appendix 3**.

11. EMPLOYEES

11.1. Most parish councils employ a clerk to oversee the administration of their affairs. Parish councils are required by law to appoint a responsible financial officer to manage their financial affairs. The clerk can hold the post.

11.2. Larger parish councils may also have other employees such as administrative assistants and staff to carry out particular services such as grounds maintenance. The more services that are provided by the City Council the more employees and/or contracted agents it will require.

11.3. The City Council would have the same duties and responsibilities to its employees as any other employer.

12. COUNCILLORS ALLOWANCES

12.1. The law allows a basic allowance to be paid to the Chair or to each elected councillor. In setting any allowance the City Council would be required to have regard to the recommendations of a remuneration panel established by Wiltshire Council.

12.2. Travelling and subsistence allowances may also be paid for attendance at specified meetings and the performance of specified duties by any councillor whether elected or not.

13. CITY COUNCIL'S OPERATIONAL BASE

13.1. The City Council will need to operate from some location. The location of the City Council's headquarters will depend on the outcome of the negotiations with Wiltshire County Council.

13.2. The most obvious location for the City Council's offices would be the Guildhall.

14. CHARTER TRUSTEES

14.1. The Charter Trustees were established following local government reorganization in 1974. Their powers and duties include electing a Mayor, owning and maintaining ceremonial property and receiving official visits to or on behalf of the City. The Charter Trustees are not directly elected but comprise the councillors who sit on our City Area Community Committee. The Charter Trustees set a precept to cover their expenses. In 2008/09 this will be £2.69 for the year for a Band D property in Salisbury.

14.2. The power to elect a Mayor would transfer to the City Council.

14.3. The civic regalia and ceremonial property would transfer to the City Council.

14.4. The City Council would set a precept to cover its costs including expenses historically incurred by the Charter Trustees.

15. BENCHMARKING ELSEWHERE

A table setting out comparative information about a selection of parish councils is attached as **Appendix 4**.

16. DRAFT RECOMMENDATIONS

16.1. The proposed parish council is named Salisbury City Council.

16.2. There is one parish council limited to the whole of the unparished area of Salisbury.

16.3. The number of wards is **8**. The boundaries are set out on the map attached as **Appendix 1**. The names of the wards are as follows:

- Bemerton
- St Francis and Stratford
- St Mark and Bishopdown
- Fisherton and Bemerton Village
- St Paul
- St Edmund and Milford
- St Martin and Cathedral
- Harnham

16.4. There are [] city councillors. The number of councillors for each ward is []

17. WHAT HAPPENS NEXT

17.1. The Government has made arrangements for the Review which we started under the Local Government and Rating Act 1997 to be concluded under the Local Government and Public Involvement in Health Act 2007. The effect of this is that the final decision on whether to create the City Council, which would previously have been taken by the Secretary of State, will now be taken by either Salisbury District Council or by Wiltshire County Council. Our understanding of the Government's thinking is that Wiltshire County Council's Implementation Executive – which is responsible for the creation of the new unitary authority in Wiltshire – will be empowered to make the final decision.

17.2. We welcome views on the issues covered by this paper and on the draft recommendations. Comments should be sent to Parishing Review Democratic Services Salisbury District Council PO Box 2117 Salisbury SP1 3UZ or by e-mail to DSUMail@salisbury.gov.uk by **20th June 2008**.

17.3. Our City Area Community Committee will consider the results of this consultation at its meeting on 1st July 2008 and unless it decides not to make any final recommendations we will prepare final recommendations which depending on who is empowered to make the final decision will either be submitted to the Implementation Executive for consideration or be the subject of further consultation.

18. EQUAL OPPORTUNITIES

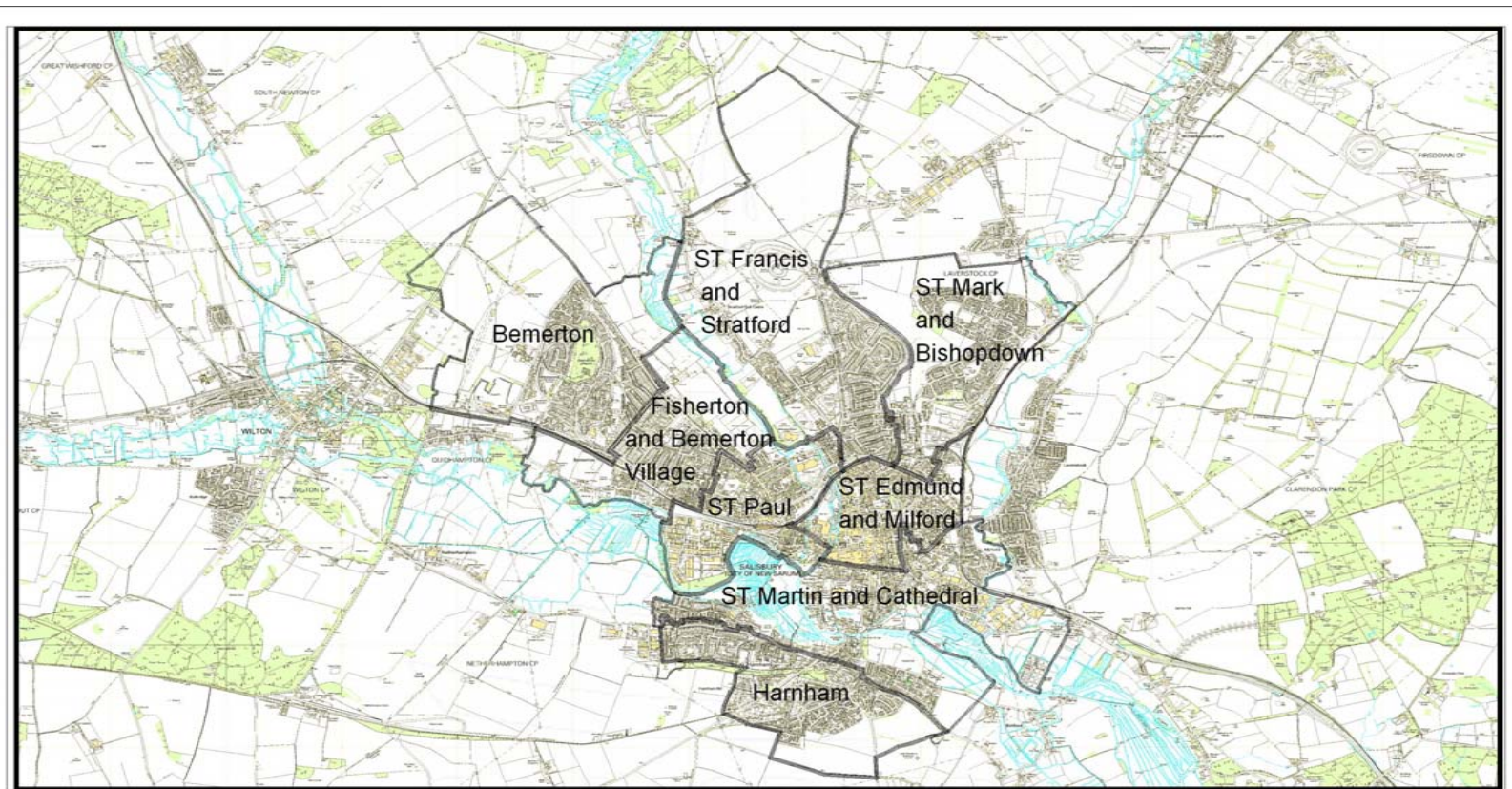
18.1. Copies of this paper may be viewed at Pennyfarthing House 18 Pennyfarthing Street Salisbury SP1 1HJ during normal opening hours. This paper is also available on our website at www.salisbury.gov.uk

18.2. We are committed to equal opportunities. If you have any specific needs please contact Customer Services at Pennyfarthing House to make special arrangements.

19. APPENDICES

1. MAP OF UNPARISHED AREA OF SALISBURY
2. INDICATIVE COSTS OF POSSIBLE ROLES
3. 1996 LIST OF DELEGABLE SERVICES
4. BENCHMARKING INFORMATION

Appendix 1: MAP OF UNPARISHED AREA OF SALISBURY WITH PROPOSED WARDS



Salisbury

SCALE: 1:45000

DATE: April 2008

DEPARTMENT: Legal and Property

THIS MAP IS FOR INTERNAL USE ONLY.

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Appendix 2: INDICATIVE COSTS OF POSSIBLE ROLES

OPTIONS SUMMARY:

Option	08/09 Net Budget (£)	08/09 Income (£)	Band D Council Tax Impact (£)
1 - Charter Trustees, Allotments, Guildhall, Admin	193,703	149,670	12-91
2 - Option 1 plus Current City Precept	696,723	324,720	46-44
3 - Option 2 plus Leisure and Culture	1,943,313	3,021,691	129-53
4 - Option 3 plus Tourism and Economy	1,816,313	3,634,720	121-06

Notes:

1. Allotments are an automatic transfer to a new City Council
2. Allotment costs included exclude contribution from reserves
3. Administration costs included are an estimate of need only
4. Net budget includes impact of current depreciation and CSR charges
5. City tax base = 15,004

Option 1 - Guildhall plus Charter Trustees plus Allotments

	2008/09 Original Budget	Income	CSRs	Depreciation	Net 1 (Budget less Depreciation)	Net 2 (Budget less CSRs & Depreciation)	Effect on Council Tax Original Budget Band D	Effect on Council Tax Net 1 Budget Band D	Effect on Council Tax Net 2 Budget Band D
Guildhall	133,210	-131,320	26,560	60,000	73,210	46,650	8.88	4.88	3.11
Charter Trustees	40,393	-	-	-	40,393	40,393	2.69	2.69	2.69
Allotments	11,830	-18,350	-	-	11,830	11,830	0.79	0.79	0.79
Administration	8,270	-	-	-	8,270	8,270	0.55	0.55	0.55
	60,493	18,350	-	-	60,493	60,493	4.03	4.03	4.03
	193,703	-149,670	26,560	60,000	133,703	107,143	12.91	8.91	7.14

N.B. Excludes Income from Magistrates' Courts (due to end 2009)

Condition Survey indicates approximately £85,000 needs to be spent shortly plus an additional £700,000 over the next 10 years

Charter Trustees is precept for 2008/09

Allotments is 2008/09 budget excluding contribution from reserves

Administration is based on 7 hours per week @ £163 per week

Option 2 - Option 1 plus Current City Precept (allowing for Allotments already being in Option 1)

	2008/09 Original Budget	Income	CSRs	Depreciation	Net 1 (Budget less Depreciation)	Net 2 (Budget less CSRs & Depreciation)	Effect on Council Tax Original Budget Band D	Effect on Council Tax Net 1 Budget Band D	Effect on Council Tax Net 2 Budget Band D
Guildhall	133,210	-131,320	26,560	60,000	73,210	46,650	8.88	4.88	3.11

Charter Trustees	40,393	-	-	-	40,393	40,393	2.69	2.69	2.69
Allotments	11,830	-18,350	-	-	11,830	11,830	0.79	0.79	0.79
Administration	8,270	-	-	-	8,270	8,270	0.55	0.55	0.55
	60,493	-18,350	-	-	60,493	60,493	4.03	4.03	4.03
City	503,020	-175,050	137,190	-	503,020	365,830	33.53	33.53	24.38
	696,723	-324,720	163,750	60,000	636,723	472,973	46.44	42.44	31.53

N.B. CSRs for 2008/09

Central Establishment Charges £170

Personnel £670

Payroll £80

Accountancy £2,590

Exchequer £9,830

Committee Services £2,000

Procurement £1,730

Parks £120,120

Banbury Town Council's Precept for 2008/09 is £1,686,272 giving a Band D charge of £117.61. Corporate Management for 2006/07 was £191,498,

Democratic Representation and Management was £102,462

Members Allowances based on 27 (9 x 3 member wards) would be c £21,400

Option 3 - Option 2 plus Leisure and Culture

	2008/09				Net 1 (Budget less Depreciation)	Net 2 (Budget less CSRs & Depreciation)	Effect on Council Tax Original Budget Band D	Effect on Council Tax Net 1 Budget Band D	Effect on Council Tax Net 2 Budget Band D
	Original Budget	Income	CSRs	Depreciation					
Guildhall	133,210	-131,320	26,560	60,000	73,210	46,650	8.88	4.88	3.11
Charter Trustees	40,393	-	-	-	40,393	40,393	2.69	2.69	2.69
Allotments	11,830	-18,350	-	-	11,830	11,830	0.79	0.79	0.79
Administration	8,270	-	-	-	8,270	8,270	0.55	0.55	0.55
	60,493	-18,350	-	-	60,493	60,493	4.03	4.03	4.03
City	503,020	-175,050	137,190	-	503,020	365,830	33.53	33.53	24.38
City Hall	335,950	-497,460	108,520	68,870	267,080	158,560	22.39	17.80	10.57
Five Rivers Leisure Centre	1,163,800	-1,521,940	193,280	242,310	921,490	728,210	77.57	61.42	48.54
Crematorium	-323,930	-670,600	20,290	19,310	-343,240	-363,530	-21.59	-22.88	-24.23
Bemerton Heath Neighbourhood Centre	70,770	-6,970	17,480	1,400	69,370	51,890	4.72	4.62	3.46
	1,246,590	-2,696,970	339,570	331,890	914,700	575,130	83.09	60.97	38.33
	1,943,313	-3,021,690	503,320	391,890	1,551,423	1,048,103	129.53	103.41	69.86

N.B. Crematorium will need c£1,000,000 capital expenditure in the next few years in respect of curbing mercury emissions
 Bemerton Heath Neighbourhood Centre includes Centre Manager (currently charged to HRA)

Option 4 - Option 3 plus Tourism and Economy

	2008/09				Net 1 (Budget less Depreciation)	Net 2 (Budget less CSRs & Depreciation)	Effect on Council Tax Original Budget Band D	Effect on Council Tax Net 1 Budget Band D	Effect on Council Tax Net 2 Budget Band D
	Original Budget	Income	CSRs	Depreciation					
Guildhall	133,210	-131,320	26,560	60,000	73,210	46,650	8.88	4.88	3.11
Charter Trustees	40,393	-	-	-	40,393	40,393	2.69	2.69	2.69
Allotments	11,830	-18,350	-	-	11,830	11,830	0.79	0.79	0.79
Administration	8,270	-	-	-	8,270	8,270	0.55	0.55	0.55
	60,493	-18,350	-	-	60,493	60,493	4.03	4.03	4.03
City	503,020	-175,050	137,190	-	503,020	365,830	33.53	33.53	24.38
City Hall	335,950	-497,460	108,520	68,870	267,080	158,560	22.39	17.80	10.57
Five Rivers Leisure Centre	1,163,800	-1,521,940	193,280	242,310	921,490	728,210	77.57	61.42	48.54
Crematorium	-323,930	-670,600	20,290	19,310	-343,240	-363,530	-21.59	-22.88	-24.23
Bemerton Heath Neighbourhood Centre	70,770	-6,970	17,480	1,400	69,370	51,890	4.72	4.62	3.46
	1,246,590	-2,696,970	339,570	331,890	914,700	575,130	83.09	60.97	38.33
Tourist Information	186,960	-87,790	37,630	-	186,960	149,330	12.46	12.46	9.95

Produce Market	-210,380	-354,870	3,740	-	-210,380	-214,120	-14.02	-14.02	-14.27
Pleasure Fair	-8,980	-21,570	830	-	-8,980	-9,810	-0.60	-0.60	-0.65
Shops	-139,100	-148,800	-	-	-139,100	-139,100	-9.27	-9.27	-9.27
Events	44,500	-	-	-	44,500	44,500	2.97	2.97	2.97
	-127,000	-613,030	42,200	0	-127,000	-169,200	-8.46	-8.46	-11.28
	1,816,313	- 3,634,720	545,520	391,890	1,424,423	878,903	121.06	94.94	58.58

N.B. Produce Market includes £32,210 in CSRs for staff directly managing the market

Pleasure Fair includes £6,070 in CSRs for staff directly managing the fair

Appendix 3: LIST OF DELEGABLE SERVICES

SCHEDULE TWO

SERVICES WHICH MAY BE OFFERED TO LOCAL COUNCILS ON AN AGENCY BASIS:

- ◆ Management of temporary and permanent markets
- ◆ Licensing of street traders
- ◆ Management of off-street car parking*
- ◆ Street cleaning, litter collection and monitoring of fly tipping*
- ◆ Licensing of street and door to door collections
- ◆ Street naming
- ◆ Management of parks, open spaces, gardens, village greens, play areas, recreation grounds, picnic sites, and maintenance of road verges
- ◆ Management of public toilets*
- ◆ Footpath management including maintenance, waymarking and removal of obstructions*
- ◆ Management of bus shelters and maintenance of transport information*
- ◆ Administration of schemes and concessionary fares permits
- ◆ Management of school crossing patrols
- ◆ Road safety initiatives including cycle and motorcycle training
- ◆ Organisation of local programmes of events, festivals and carnivals*
- ◆ Management of community halls and centres*
- ◆ Lettings of buildings and grounds owned by the principal council (except schools, where lettings are the responsibility of the governing body, or where for operational reasons it is not practicable)
- ◆ Local environmental management: - monitoring of the local area for such problems as abandoned cars, potholes and footway hazards, sign cleaning, management of local recycling points.

* Local councils already have certain statutory powers for such functions, the list is intended to refer to facilities or services provided by the principal council.

Appendix 4: BENCHMARKING INFORMATION

Local council	Tax Base	Precept	Total raised
Chippenham Town Council	10,221	£143.08	£1,462,420.68
Devizes Town Council	4,345.67	£97.64	£425,615
Melksham Town Council	4,878	£66.64	£325,070
Trowbridge Town Council	10,653.40	£109.36	£1,165,056
Salisbury [exc Charter Trustees]	15002.97	£40.60	£609,120.58