



Wiltshire
COUNTY COUNCIL

ANNUAL MEETING
9th MAY, 2000

SUMMONS AND
REPORTS OF COMMITTEES

COUNTY COUNCIL : 9th MAY, 2000

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Annual County Council Meeting

Date: Tuesday 9th May 2000

Time: 10.30 a.m.

Place: Council Chamber, County Hall, Trowbridge.

**PLEASE SIGN ATTENDANCE BOOK BEFORE
ENTERING THE COUNCIL CHAMBER**

Please direct any queries on this Summons to Paul Kelly, Committee Services Unit, Corporate Services Department, County Hall, Trowbridge. Tel: (01225) 713049.
(Press enquiries to Communications on Trowbridge (01225) 713115/713116.)

Members are reminded of the need to consider whether they have a pecuniary or non-pecuniary interest to declare in any of the matters on this agenda.

PART I

Items to be considered while the meeting is open to the public

1. Election of Chairman

(Note: If neither the Chairman nor the Vice-Chairman of the Council is present for this item, the Council will be asked to choose a person to preside at the election from amongst the members present.)

2. Appointment of Vice-Chairman

3. Apologies

4. Minutes of Previous Meeting (Extraordinary, 11th April, 2000) Circulated – pages CC1-2 on green paper.

5. Communications by the Chairman

6. Questions from the Public

APPOINTMENTS

7. Review of Allocation of Seats on Committees to Political Groups A report by the Chief Executive is circulated – pages CC3-10 on green paper.

8. Appointment of Committees

- (a) To appoint members to the following standing committees to serve until the next occasion membership is reviewed under the provisions of the Local Government and Housing Act 1989:-

Policy & Resources
 Education
 Environment & Transport
 Social Services
 Client Access to Manual Records
 Joint Committee for Appointments to the Wiltshire Police Authority
 Salisbury Transportation Plan Joint Committee (if established at item 7)

(Note: List of current committee memberships is circulated, pages CC11-12 on green paper.)

- (b) To appoint the following non-elected members to the Education Committee to serve until the next Annual Meeting of the Council:-

<u>Non-elected voting members</u>	<u>Representing</u>
Mr. H. Head (Reserve/substitute – Miss C. Barker-Bennett)	Salisbury Diocesan Board of Education (C of E)
Canon L. O'Driscoll (Reserve/substitute – Mr. L. Allsopp)	Clifton Diocese (RC Church)
Mrs. B. Gilbert	Parent Governor (Primary-Salisbury/Kennet area)
Mrs. L. Hickman	Parent Governor (Primary – N. Wilts/W. Wilts area)
Dr. P. Biggs	Parent Governor (Secondary/Middle)
Vacancy	Parent Governor (Special)

<u>Non-elected non-voting members</u>	<u>Representing</u>
Lt.-Col. P. Tarrent	Army and RAF

Four representatives of the teaching profession as follows:-

Primary – Mr. A. Madgett
 Secondary – Mr. J. Hawkins
 Special – Mr. R. Nethercott
 Further – Mr. G. Bright
 (Reserve for teaching profession – Mr. S. Coles)

9. **Chairmen and Vice-Chairmen of Committees** To appoint members as chairmen and vice-chairmen of the following standing committees to serve until the allocation

of places on committees is next reviewed under the provisions of the Local Government & Housing Act 1989:-

Policy & Resources
Education
Environment & Transport
Social Services
Client Access to Manual Records

(Note: Current chairmen and vice-chairmen are shown on the list of committee memberships at pages CC11-12 on green paper.)

10. **Wiltshire and Swindon Fire Authority : Membership** To consider the appointment of 9 County Council members to serve on the Combined Fire Authority.

Current members are:-

<u>Labour</u>	<u>Liberal Democrat</u>	<u>Conservative</u>
Mrs. M.E. Salisbury	Mr. B.E. Atfield Mr. P.R. Davis Mr. N.S.E. Westbrook	Mrs. C. Crisp Mrs. L.P. Morris Mrs. P. Rugg Mr. T.R. Sturgis Mr. D.J. Willmott

The Local Government and Housing Act 1989 applies in respect of political proportionality. The 9 places divide Conservative 5, Liberal Democrat 3, and Labour 1.

PLANNING

11. **Applications for Planning Permission by Wiltshire County for Construction of Secondary Schools** The County Council at an extraordinary meeting on 11th April, 2000, granted planning permission to itself and the White Horse Education Partnership Ltd. as joint applicants for the three new secondary schools. For technical reasons and at the request of the lawyers acting for the scheme funders, identical applications for the three schemes have to be submitted in the sole name of the County Council. An explanation for the reasons for this action was reported to the PFI Project Sub-Committee.

As was the case with the previous applications, these must also be considered by the County Council (and not the Environment & Transport Committee or its Sub-Committee) under the provisions of the Town & Country Planning Regulations.

- (1) **Wootton Bassett : Construction of Replacement Secondary School and Ancillary Works, Demolition of some Existing School Buildings, Construction of New Vehicle Access, Landscaping, Provision of Playing Fields and New Youth Centre at Wootton Bassett Comprehensive School Site, Lime Kiln (N.00.0881.CP)** A report by the Director of Environmental Services is circulated separate to this Summons (on green paper).

- (2) **Malmesbury/Brokenborough : Construction of Replacement Secondary School and Ancillary Works, Demolition of some Existing Buildings, Construction of New Road Junction and Vehicle Access, Landscaping and Playing Fields at Malmesbury School, Corn Gastons (N.00.0871.CP)** A report by the Director of Environmental Services is circulated separate to this Summons (on green paper).
- (3) **Chippenham/Bremhill : Construction of New Secondary School Buildings and Ancillary Works, Construction of New Vehicular Access and Road Junction, Landscaping of Site and Provision of Playing Fields on Land at Hardens Farm, Stanley Lane (N.00.0849.CP)** A report by the Director of Environmental Services is circulated separate to this Summons (on green paper).

POLICY & RESOURCES COMMITTEE

12. **Report of Policy & Resources Committee** (15th and 29th February and 11th April 2000) (Pages PR1-17 on pink paper).

The Chairman of the Policy & Resources Committee to move the report

13. **County Council Meetings 2001**

The Chairman of the Policy & Resources Committee to move:

To hold four scheduled meetings of the Council in 2001 at 10.30 a.m. on the following dates:-

Tuesday, 13th February
Tuesday, 15th May
Tuesday, 10th July
Tuesday, 20th November

14. **Delegation to Committee : Amendment** To amend the Scheme of Delegation to Committees involving the Policy & Resources Committee requires the approval of the County Council.

The Chairman of the Policy & Resources Committee to move:

- (1) *To amend the Scheme of Delegation to Committees as follows:-*

- (i) *Environment & Transport Committee – delete delegation 9.3.*
- (ii) *Environmental Services Sub-Committee – delete delegation 10.6.*
- (iii) *Policy & Resources Committee – add delegations 9.3 and 10.6 referred to in (i) and (ii) above.*

- (2) *To note the possibility of these new powers being undertaken by a sub-committee of the Policy & Resources Committee at a later date.*

A paper is circulated – pages P18-21 on pink paper.

15. **Questions : Policy & Resources Committee**

- (1) Questions on matters referred to in the Policy & Resources Committee report (Standing Order 15.1).
- (2) Questions in accordance with Standing Order 15.2.

EDUCATION COMMITTEE

16. **Report of Education Committee (18th February and *14th April, 2000) (Pages E1- on yellow paper)**

(* These minutes will be circulated.)

The Chairman of the Education Committee to move the report.

17. **Questions : Education Committee**

- (1) Questions on matters referred to in the Education Committee report (Standing Order 15.1).
- (2) Questions in accordance with Standing Order 15.2.

SOCIAL SERVICES COMMITTEE

18. **Report of the Social Services Committee (17th February and 6th April, 2000) (Pages SS1-13 on salmon paper).**

The Chairman of the Social Services Committee to move the report.

19. **Questions : Social Services Committee**

- (1) Questions on matters referred to in the Social Services Committee report (Standing Order 15.1).
- (2) Questions in accordance with Standing Order 15.2.

ENVIRONMENT & TRANSPORT COMMITTEE

20. **Report of the Environment & Transport Committee (16th February and 29th March 2000) (Pages ET1-15 on light blue paper)**

The Chairman of the Environment & Transport Committee to move the report.

21. **Notice of Motion by Mr. T.P. Chivers : Winter Gritting Policy (CC Min. 24(1)-00)** At the County Council on 15th February, 2000, Mr. Chivers moved the following motion which was referred to the Environment & Transport Committee for consideration and report:-

Due to recent public concern and criticism after the recent severe weather conditions over the Christmas and New Year period, this Council should once again examine its gritting policy as a matter of great urgency.

The Environment & Transport Committee considered the motion on 16th February, 2000 as part of a wider report on winter gritting.

The Chairman of the Environment & Transport Committee to move:

- (1) *To re-affirm the County Council's current winter gritting policy in response to Mr. Chivers' notice of motion.*
- (2) *To note that the petitioners have been assured that the C107 route would be retained as a secondary gritting route to be treated when conditions of ice and snow persist.*
- (3) *To note that officers have been asked to look at the criteria for treating secondary routes taking into account the points made during the debate at the Environment & Transport Committee including public awareness, flexibility within the contract provisions with Ringway/Parkman and management of resources in prolonged conditions for report to a future meeting.*

A paper is circulated – pages ET 16-31 on light blue paper.

22. **Salisbury Transportation Plan Joint County/District Working** The Environment & Transport Committee on 29th March considered a report setting out the options for future joint working as a consequence of Council not re-establishing the Salisbury Transportation Plan Joint Committee at its meeting on 15th February, 2000 when appointing committees.

The Environment & Transport Committee has recommended Council at this meeting to re-establish the Joint Committee as an executive body by delegating it with highway authority powers within the transport plan area. This recommendation has been included in the Chief Executive's report at item 7 on the Summons.

(N.B. In the meantime, a joint members' working party between the County Council and Salisbury District Council was established by the Committee on 29th March.)

23. **Notice of Motion by Mrs. M.E.M. Groom : Park and Ride for Junction 16 of M4 (CC Min. 86(2)-99)** At the County Council on 23rd November, 1999, Mrs. Groom moved the following motion which was referred to the Environment & Transport Committee for consideration and report:-

“In view of the rapidly changing situation on the A3102 between Wootton Bassett (North Wiltshire District Council administrative area) and Blagrove (Swindon Borough Council administrative area) it is proposed that the site of the park and ride for Junction 16 of the M4, (currently proposed at Spittleborough Farm) should be reconsidered.”

The Environment & Transport Committee considered the motion on 15th December, 1999 and 29th March, 2000.

The Chairman of the Environment & Transport Committee to move:

- (1) *To note the Director of Environmental Services' report.*

- (2) *To note the decision of North Wiltshire District Council to refuse planning permission for the proposed site.*
- (3) *To await the outcome of further developments.*

A paper is circulated – pages ET32–44 on light blue paper.

24. Questions : Environment & Transport Committee

- (1) Questions on matters referred to in the Environment & Transport Committee report (Standing Order 15.1).
- (2) Questions in accordance with Standing Order 15.2.

WILTSHIRE DIRECT SERVICES MANAGING BOARD

25. Report of Wiltshire Direct Services Managing Board (13th March, 2000) (Pages WDS1–4 on dark blue paper)

The Chairman of the Wiltshire Direct Services Managing Board to move the report.

26. The Implications for Wiltshire Direct Services of the Abolition of Compulsory Competitive Tendering and the Introduction of Best Value The Managing Board on 13th March, considered a report reviewing the constitution of Wiltshire Direct Services (WDS) and the role of the Board. One of its resolutions was to recommend Council not to reappoint the WDS Managing Board and assign its current responsibilities to the Policy & Resources Committee. This recommendation has been included in the Chief Executive's report at item 7 on the Summons.

27. Questions : Wiltshire Direct Services Managing Board

- (1) Questions on matters referred to in the Wiltshire Direct Services Managing Board report (Standing Order 15.1).
- (2) Questions in accordance with Standing Order 15.2

**QUESTIONS ON DISCHARGE OF FUNCTIONS OF
POLICE AND FIRE AUTHORITIES**

28. Wiltshire Police Authority Questions on matters relating to the discharge of functions of the Wiltshire Police Authority in accordance with Standing Order 15.4. Any received will be circulated prior to the start of the meeting. Mrs. M.E. Groom and Mr. P.W.L. Sample have been appointed by the Police Authority to respond to such questions.

The minutes of the Wiltshire Police Authority meeting held on 16th February, 2000 are circulated – pages WPA1–6 on buff paper.

29. **Wiltshire and Swindon Fire Authority** Questions on matters relating to the discharge of functions of the Wiltshire and Swindon Fire Authority in accordance with Standing Order 15.5. Any received will be circulated prior to the start of the meeting. Mr. N.S.E. Westbrook (or in his absence, Mr. B.E. Atfield) has been nominated by the Fire Authority to respond to any questions arising from these minutes at County Council meetings.

The minutes of the meetings of the Wiltshire and Swindon Fire Authority held on 20th January and *30th March, 2000 are circulated – pages WSFA1-11 on grey paper.

(*These minutes are circulated separate to this Summons.)

NOTICE OF MOTION

30. **Notice of Motion : Procedure** Under Part I Standing Order No.13, the following motion has been received. The member who gave notice of the motion shall formally move it. On being seconded, it is at the Chairman of the Council's discretion whether to allow it to be dealt with and debated at this meeting or whether it stands referred without discussion to the appropriate committee for consideration and report. Following the briefing meeting, members will be informed of the likely method of dealing with the motion:

(1) **Mr. T.P. Chivers : Public Open Forums**

“To encourage the residents of Wiltshire to take part in the decision-making of the Council, a period of 30 minutes be set aside at the beginning of all Council meetings to allow time for a public open forum, to allow comments on any item on the agenda. With each member of the public being given a maximum of 3 minutes each.”

PART II

Items during whose consideration it is recommended that the public should be excluded because of the likelihood that exempt information would be disclosed

NONE

PETER SMITH,
Director of Corporate Services,
Wiltshire County Council,
County Hall,
Bythesea Road,
Trowbridge,
Wilts. BA14 8JN

28th April 2000

Wiltshire

COUNTY COUNCIL

COUNTY COUNCIL MEETING

MINUTES of an EXTRAORDINARY MEETING held at COUNTY HALL, TROWBRIDGE on TUESDAY, 11th APRIL, 2000.

PRESENT: Mr. R.J. Baddeley (Chairman), Mr. P.G. Allnatt, Mr. B.E. Atfield, Mrs. L.C.S. Bennett, Mrs. N.S. Bryant, Mr. R.G. Catton, Mr. P.F. Chalke, Mr. P.C.B. Coleman, Mr. M. Connolly, Mrs. C. Crisp, Mr. P.R. Davis, Miss M.F. de Rhé-Philipe, Mr. G. Downes, Mrs. M.E. Groom, Mrs. G. Hill, Mr. C.P. Humphries, Mr. J.N.B. Irving, Lt.-Col. D.B.W. Jarvis, Mr. J.P. Johnson, Mrs. V.C.S. Landell Mills, Mrs. L.P. Morris, Mr. C. Newbury, Mr. A.G. Peach, Mr. R.T. Rogers, Mrs. M.E. Salisbury, Mr. P.W.L. Sample, Mrs. J.B.P. Savage, Mrs. Jane Scott, Mrs. J.H. Seager, Mrs. C.A. Soden, Mr. W.A. Spiers, Mr. T.R. Sturgis, Mr. J.E. Syme, Mrs. M.S.N. Taylor, Mrs. I. Throp, Mr. I.C. West, Mr. N.S.E. Westbrook, Mr. D.J. Willmott, Mr. K.C. Wren.

22. **Apologies** Apologies for absence were received on behalf of Mrs. M. Boulton, Mr. T.P. Chivers, Mr. T.R. James, Mrs. B.M. Jay, Mrs. D.J. Main, Mrs. P. Rugg, Mrs. Jenny Scott and Mrs. J.M. Wood.

23. **Minutes of Last Meeting** On motion by the Chairman,

***Resolved:** To confirm and sign the minutes of the meeting of the Council held on 15th February, 2000 subject to replacing the name of "Mr. C.T. Blackwood" with "Mr. G. Downes" in minute 10 on page 6.*

24. **Communications by the Chairman**

(1) **National Performance Indicators** The Chairman was pleased to announce that Wiltshire was the second best performing County Council according to the latest national PI league table. He congratulated everyone connected with the work of the Council.

(2) **McDonald's "Our Town Story"** The Chairman congratulated pupils and staff from the schools in Chippenham whose production on 5th April was Wiltshire's contribution to the series of "Our Town" stories being staged by McDonald's at the Millennium Dome.

25. **Applications for Planning Permission by Wiltshire County Council and White Horse Education Partnership Ltd. for Construction of Secondary Schools** It was reported that under the provisions of the Town & Country Planning Regulations 1992 these applications must be determined by the Council and not the Environment & Transport Committee or its sub-committee.

- (1) **Wootton Bassett : Construction of Replacement Secondary School and Ancillary Works, Demolition of some Existing School Buildings, Construction of New Vehicle Access, Landscaping, Provision of Playing Fields and New Youth Centre at Wootton Bassett Comprehensive School Site, Lime Kiln (N.00.0124.CP)** The Council considered a report by the Director of Environmental Services which was introduced by Mr. Chalke. The Chairman acknowledged earlier receipt of a petition from local residents objecting to the proposed location of the new school building.

On motion by the Chairman and following debate in which the Director of Environmental Services responded to questions,

Resolved: To grant planning permission, subject to the conditions set out in the report, and inform the petitioners accordingly.

- (2) **Malmesbury/Brokenborough : Construction of Replacement Secondary School and Ancillary Works, Demolition of some Existing Buildings, Construction of New Road Junction and Vehicle Access, Landscaping and Playing Fields at Malmesbury School, Corn Gastons (N.00.0122.CP)** The Council considered reports by the Director of Environmental Services which were introduced by Mr. Chalke.

On motion by the Chairman and following debate in which the Director of Environmental Services responded to questions,

Resolved: To grant planning permission, subject to the conditions set out in the report.

- (3) **Chippenham/Bremhill : Construction of New Secondary School Buildings and Ancillary Works, Construction of New Vehicular Access and Road Junction, Landscaping of Site and Provision of Playing Fields on Land at Hardens Farm, Stanley Lane (N.00.0123.CP)** The Council considered reports by the Director of Environmental Services which were introduced by Mr. Chalke.

On motion by the Chairman and following debate in which the Director of Environmental Services responded to questions,

Resolved: To grant planning permission, subject to the conditions set out in the report.

(N.B. Mr. P.G. Allnatt, Mr. P.C.B. Coleman, Mrs. C. Crisp and Mrs. Jane Scott declared non-pecuniary interests in respect of minute 25(3) above as either local secondary school governors and/or members of North Wiltshire District Council and/or Chippenham Town Council.)

(Duration of meeting : 9.00 a.m. - 9.55 a.m.)

The Officer who has produced these minutes is Paul Kelly, of the Committee Services Unit, direct line 713049.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

CC2

ANNUAL MEETING

9 May 2000

**REVIEW OF ALLOCATION OF SEATS ON COMMITTEES
TO POLITICAL GROUPS**

Introduction

1. This report will guide the Council in constituting committees and following legal requirements in appointing members to serve on them.

Legal Position

2. Under the Local Government & Housing Act 1989 ("the Act") and subsequent Regulations, ("the Regulations"), the County Council must review the representation of the different political groups on committees at the Annual Council meeting.
3. It is open to the Council when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Summons, and a decision would have to be by unanimous resolution, ie no-one should vote against it. The remainder of this report assumes that the Council will not want an alternative arrangement to that prescribed by law, except possibly in the case of the Salisbury Transportation Plan Joint Committee where there is a recommendation from the Environment and Transport Committee (paragraphs 15-17 refer).

Political Groups

4. There are three political groups and their strengths are as follows:

Name of Group	Number of Members in Group
Conservative	24
Liberal Democrat	18
Labour	4

5. In law, two or more members may form and register a group.
6. One member of the County Council - Mr C Newbury - is not in membership of a group.

Principles

7. The Act sets out four principles which must be followed so far as reasonably practicable. They are:
 - (a) *Preventing domination by a single group:* All the seats on a committee should not be allocated to the same political group.
 - (b) *Ensuring a majority group enjoys a majority on all committees:* If one political group has a majority in the full Council, that political group should have a majority on each committee.

- (c) *Aggregating all committee places and allocating fair shares:* Subject to the above two principles, the total number of seats on all the committees of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.
- (d) *Ensuring as far as practicable fairness on each committee:* Subject to the above three principles, the number of seats on each committee of the Authority allocated to each political group should be in the same proportion as that political group's seats on the full Council.

Application of Principles

- 8. The application of the general principles to the committees and sub-committees to which they apply is best considered separately for ordinary committees, for advisory committees and for other bodies to which appointments must be made. This report is concerned chiefly with ordinary committees, namely the Social Services Committee and other executive committees appointed under Section 102(1)(a) of the Local Government Act 1972. These "ordinary committees" of the County Council are shown in Appendix A.
- 9. The County Council must review the establishments of its committees in accordance with the principles laid down in the Act. Immediately this is done, each political group should state the names of the members it wishes to take its allocated places on committees, and when those wishes are known, the Council is under a duty to make the appointment of those members as soon as practicable.

Members not in a Political Group

- 10. In the case of county councillors who are not members of a political group, a proportion of seats on committees equal to the proportion of Council members who do not belong to a political group has to be reserved, with appointments to these seats being made by the Council in its discretion.
- 11. When the last review took place at the Council meeting on 15 February 2000, Mr Newbury (see paragraph 6 above) was appointed to the Environment and Transport Committee.

Committees of the Council

- 12. The Council must constitute the following committees by statute:
 - (a) Social Services Committee (which may be of any size).
 - (b) Client Access to Manual Records Committee [which must have three members, at least two of whom must not serve on (a)].
 - (c) Committee for Making Appointments to the Wiltshire Police Authority (which is a joint committee of ten members, of whom Wiltshire County Council appoints seven and Swindon Borough Council three).
- 13. At present the Council operates through six committees and one joint committee. (Details appear in Appendix A).

14. The Education Committee includes nominees of the Church of England and the Roman Catholic Church. Furthermore, there are now three parent governors serving on the Education Committee (appointed to serve from May 2000 until May 2003) and, like the church appointees, they too have votes. Other non-County Council members of the Education Committee do not have voting rights. Having regard to paragraphs 7(b) and 21(viii), it is probable that the overall size of the Education Committee will increase as the majority Conservative group adds members to the committee to ensure the majority to which it is entitled. (Alternatively, the Council could further reduce the number of elected councillors on the Education Committee).
15. At the Council meeting on 15 February 2000, the Salisbury Transportation Plan Joint Committee was not re-appointed. The Environment and Transport Committee considered the matter on 29 March and resolved:

To recommend the County Council at its Annual meeting in May to re-establish the Salisbury Transportation Plan Joint Committee as an executive body by delegating it with highway authority powers within the Transport Plan area.

16. The re-establishment can be achieved:

Either under Section 101(5) of the Local Government Act 1972 ("two or more local authorities may discharge any of their functions jointly and ... may also arrange for the discharge of those functions by a joint committee of theirs") in which case, like the joint committee of this council and Swindon Borough Council which appoints members to the Police Authority, it would be subject to political proportionality under the Local Government and Housing Act 1989;

or advantage may be taken of the Local Government (Committees and Political Groups)(Amendment) Regulations 1998 and 1999 which provide an exception to the duty to allocate seats to different political groups in relation to a joint committee of a county and a district council which is established exclusively to discharge functions in respect of the whole or part of the area of a district, and which secures that the district council's voting rights shall match the number of county council appointees with voting rights. *However*, if it is desired to limit the number serving to fewer than the number of county councillors representing divisions or parts of divisions, it will require a vote in which no member dissents (as it was before).

17. The Salisbury District Council preference is for a repeat of the earlier arrangement allowing five members from each side with no need for political proportionality.
18. Also for consideration at this meeting is a recommendation from the WDS Managing Board for it to be dissolved and, therefore, to cease being a main committee of the council. The recommendation of the WDS Managing Board is set out below:

To recommend the County Council:

- (a) Not to reappoint the Wiltshire Direct Services Managing Board in May 2000.
- (b) To assign the Managing Board's current responsibilities to the Policy & Resources Committee.
- (c) To invite the Policy & Resources Committee to delegate those responsibilities to a sub-committee with a membership in excess of five.
- (d) To confirm that the present policy for the provision of WDS services will continue until any changes are adopted as a result of Best Value reviews of the services.

19. There is also a Wiltshire and Swindon Fire Authority to which the County Council appoints nine members, but that is outside the scope of this report and appears as a separate item on the Summons.
20. Also outside the scope of this report are the various sub-committees, panels and working parties. The relevant parent committees appoint them. The places on these bodies do not have to be aggregated in the same way as main committees must be (see paragraph 7(c) above).

Method to Calculate Places

21. The principles in paragraph 7 can be applied in the following sequence:
 - (i) Calculate the total of seats with votes on all the ordinary committees (in doing so, the seats with votes on the Education Committee to be filled by the representatives of voluntary schools, ie Church of England and the Roman Catholic Church, and the three parent governors, should be excluded);
 - (ii) Reserve $\frac{1}{47}$ th (2.128%) of the total seats for the independent member;
 - (iii) Calculate the proportion that each political group forms of the total membership of the authority (the "total membership of the authority" includes vacant seats);
 - (iv) Apply those proportions to the total number of ordinary committee seats to give the aggregate entitlement of each group; the requirement to apply the proportions "so far as reasonably practicable" can be met by rounding down fractional entitlements of less than half, and rounding up entitlements of a half or more; if this results in a greater aggregate than the number of seats available, the fractional entitlement(s) closest to a half should be rounded in the other direction until entitlements balance the available seats;
 - (v) Apply the proportions to the number of members on each ordinary committee to give provisional entitlement to seats on that committee;
 - (vi) If the provisional entitlement gives only one group seats on the committee, adjust the entitlement so that the next largest group has a seat (thus applying principle (a) in paragraph 7);
 - (vii) Adjust, if necessary, the seats on each committee so that the total allocated to each group is as near as possible to their aggregate entitlement, whilst preserving the results reached at steps (v) and (vi) (thus applying principle (c) in paragraph 7); and,
 - (viii) Finally, examine the results and add a place(s) for the Conservative Group to provide a voting majority where this does not occur naturally on committees (thus applying principle (b) in paragraph 7); an example of how this works is shown in Appendix B.
22. The Council is free to adopt any aggregate number of places on ordinary committees so long as it follows the principles in paragraph 7 and the sequence in paragraph 21. In February 2000, the Council adopted an aggregate number of sixty-eight (to which five extra places were added to provide the Conservative Group with the majorities to which it is entitled) and this is reflected in the calculation shown in Appendix A.

Scheme of Allocation of Committee Places

23. To assist members wishing to propose a scheme, a guide to proportional representation on committees forms Appendix B to this report. I may circulate one or more possible schemes before the Council's meeting, after discussion with the Group Leaders.

Matters for Decision

24. The Council is asked:
- (i) to note this report and the legal requirements;
 - (ii) to consider and agree a policy for the re-establishment of the Salisbury Transportation Plan Joint Committee, noting that limiting the number to five from each side and excluding the Joint Committee from the aggregated sum requires a vote in which no dissent is registered;
 - (iii) to set aside $\frac{1}{47}$ th of the aggregate number of places for the independent member;
 - (iv) except in the cases of:
 - Client Access to Manual Records (which must have three members)
 - Committee for Making Appointments to Wiltshire Police Authority (which must have seven County Council members)to decide how many members shall serve on each of the committees the Council wishes to constitute to undertake its business (taking account of the recommendation to dissolve the WDS Managing Board); and,
 - (v) to appoint Mr Newbury, the independent member to one or more named committees depending on his entitlement [see paragraph 21(ii)]. The Council has discretion as to which committee(s) these will be, and may keep in mind any wishes expressed by Mr Newbury.
25. Subsequently, the political parties will be expected to provide the names of their members whom they wish to take the committee places allocated to them. The following item on the Council Summons provides for the appointment of members to the committees currently in existence and for which the current membership lists have been circulated. It will probably suit the party leaders to announce the variations they propose to these lists at the Council meeting.

KEITH ROBINSON
Chief Executive

Unpublished documents relied upon in the production of this report: None

Environmental impact of the recommendations contained in this report: None

WILTSHIRE COUNTY COUNCIL

ALLOCATION OF SEATS ON COMMITTEES: 2000-2001

Committee	Total Number of Places for Elected Members	Conservative Places	Labour Places	Liberal Democrat Places	Independent Places
Education	10 (+3)	5 (+3)	1	4	-
Environment & Transport	22 (+1)	11 (+1)	2	8	1
Policy & Resources	11	6	1	4	-
Social Services	10 (+1)	5 (+1)	1	4	-
WDS Managing Board	5	3	-	2	-
Appointments to Wiltshire Police Authority (Joint Committee with Swindon Borough Council)	7	3	1	3	-
Client Access to Manual Records	3	2	-	1	-
TOTAL	68 (+5)	35 (+5)	6	26	1

WILTSHIRE COUNTY COUNCIL

REPRESENTATION ON COMMITTEESA GUIDE TO PROPORTIONAL REPRESENTATION ON COMMITTEES

1. The strengths of the party groups established on the County Council are as follows:

Conservative	24 members	51.063%
Liberal Democrat	18 members	38.298%
Labour	4 members	8.511%

2. Mr Newbury is an independent member. He represents 2.128% of the Council's members. For main committees, which have places aggregated, Mr Newbury is entitled to a reserved proportion of places. For sub-committees etc the column in the schedule headed "Independent share" indicates (for larger bodies) the point at which Mr Newbury is entitled to representation. If Council (or committees when constituting sub-committees) is unwilling to constitute large bodies in order to meet Mr Newbury's entitlement, it is open to a political group to give up one of their places to the independent member.
3. The number of members serving on the sub-committees does not have to be aggregated.
4. Scaling down the relative strengths of the party groups pro rata to the number of places on a committee often results in each group being entitled to several whole places plus a fraction of a whole place. The convention has been to "round-up" to a whole place one half of anything in excess of one half and "round-down" to a whole place anything less than one half. Even so, with the current strengths of the parties there are occasions where, to end up with the correct establishment, a rounding-up has to take place simply based on which group's or individual's claim is best; or, more seriously, a group's or individual's entitlement is not rounded-up at the point they would expect because other claims to the remaining place are stronger. These "imperfect" or "unsound" establishments are:

"Premature" rounding-up: 14, 16 and 22
 "Delayed" rounding-up: 7, 14 and 25

Both are cause for grievance, "delayed" rounding-up especially so, to the group or individual denied.

The Council has no choice but to appoint three members to the Client Access to Manual Records Committee and seven members (although seven is a number which gives difficulty) to the Joint Committee for Appointments to the Wiltshire Police Authority. In other cases it is free to select any establishment, so long as the Conservative Group is given a majority of seats on committees and the aggregate of places on committees is fairly apportioned.

Proportional Representation Table

Committee Size	Conservative	Liberal Democrat	Labour	Independent
	24	18	4	1
1	1	0	0	0
2	1	1	0	0
3	2	1	0	0
4	2	2	0	0
5	3	2	0	0
6	3	2	1	0
7	<3	3	1	0
8	4	3	1	0
9	5	3	1	0
10	5	4	1	0
11	6	4	1	0
12	6	5	1	0
13	7	5	1	0
14	7	6>	1	0
15	8	6	1	0
16	8	6	2>	0
17	9	7	1	0
18	9	7	2	0
19	10	7	2	0
20	10	8	2	0
21	11	8	2	0
22	11	8	2	1>
23	12	9	2	0
24	12	9	2	1
25	13	10	2	<0
26	13	10	2	1
27	14	10	2	1
28	14	11	2	1
29	15	11	2	1
30	15	11	3	1

> rounded up on best claim although under 0.5.

< over 0.5 but other claims are stronger.

The Conservative Group has an overall majority on the Council. It is entitled for this to be reflected on each committee. A majority naturally occurs on all committees with an odd number, except 7. Where it does not occur (ie. all even numbers), the simplest method of meeting the entitlement is to add a place(s) for the Conservative Group to provide a voting majority eg.

Committee Size	Conservative	Liberal Democrat	Labour	Independent
12	6(+1)	5	1	0

Keep in mind that there are five non-County Council voting members of the Education Committee. The Conservative Group is entitled to a majority, the calculation of which includes those five members.

ANNUAL MEETING
9 May 2000

SUPPLEMENTARY REPORT
REVIEW OF ALLOCATION OF SEATS ON COMMITTEES
TO POLITICAL GROUPS

Purpose of Supplementary Report

1. To advise members of developments since the original report was prepared and published.

Client Access to Manual Records Committee (see paragraph 12 (b) of original report).

2. This committee existed under regulations made under the Access to Personal Files Act 1987. That Act was repealed by the Data Protection Act 1998 which came into force on 1 March 2000. Requests to see files in future will be dealt with under a scheme set up by the new Act.
3. Although requests by individuals for sight of their social services files which were made before 1 March 2000 will be processed under the Personal Files Act 1987, the prospect of those remaining in the pipeline going to appeal stage is remote, and to establish a committee on the off-chance of an appeal hearing would be misguided.
4. **RECOMMENDATION:**
 - (a) To note the change in the law from 1 March 2000, repealing the need to constitute a committee to hear appeals under the Access to Personal Files Act 1987.
 - (b) To dissolve the Client Access to Manual Records Committee.
 - (c) To authorise the Director of Corporate Services to make exceptional arrangements to convene meetings and select members should any requests made before 1 March 2000 to see personal files proceed to appeal.

Political Groups (see paragraphs 4-6 of original report)

5. Since the original paper was prepared, Mr T P Chivers has left the Liberal Democrat Group. The situation is now, therefore, as follows:

Name of Group	Number of Members in Group
Conservative	24
Liberal Democrat	17
Labour	4

6. Two members of the County Council are not in membership of a group. Paragraph 10 of the original report applies to those members.
7. Appendix B of the original report is now inaccurate. A revised Appendix B is attached to this supplementary report.

Keith Robinson
Chief Executive

Unpublished documents relied upon in the production of this report: None

Environmental impact of the recommendations contained in this report: None

WILTSHIRE COUNTY COUNCIL

REPRESENTATION ON COMMITTEES

A GUIDE TO PROPORTIONAL REPRESENTATION ON COMMITTEES

1. The resignation of Mr Chivers from the Liberal Democrat Group means that the strengths of the party groups established on the County Council are now as follows:

Conservative	24 members	51.063%
Liberal Democrat	17 members	36.17%
Labour	4 members	8.511%

2. Messrs Chivers and Newbury are independent members not in a party group. Collectively they represent 4.256% of the Council's members. This is important for main committees because all the places on them are aggregated and the Council must reserve a proportion of seats on committees equal to the proportion of Council members who do not belong to a party group. For sub-committees etc the columns in the schedule headed "Independent" indicate the claim of the independents, which is limited to larger sizes (over 23 members) unless the constituting committee has a mind to add the two independents together (despite their not being a party group) for calculations, in which case the number reduces to 12 members when one of the independents would be accommodated (at the expense of the Liberal Democrat Group at this particular establishment). The number of members serving on sub-committees does not have to be aggregated in the same way as main committee places are.
3. It is open to a party group to give up one of their places to an independent member of their choosing if they wish.
4. Scaling down the relative strengths of the party groups pro rata to the number of places on a committee often results in each group being entitled to several whole places plus a fraction of a whole place. The convention has been to "round-up" to a whole place anything in excess of one half and "round-down" to a whole place anything less than one half. Even so, with the current strengths of the parties there are occasions where, to end up with the correct establishment, a rounding-up has to take place simply based on which group's claim is best; or, more seriously, a group's entitlement is not rounded-up at the point it would expect because other claims to the remaining place are stronger. These "imperfect" or "unsound" establishments are:

"Premature" rounding-up: 4, 12, 15, 16, 17
 "Delayed" rounding-up: 7

Both are cause for grievance, "delayed" rounding-up especially so, to the group denied.

5. Amplifying paragraph 2 above in respect of independent members: the schedule shows some strange results. A sub-committee of 14, 20, 22 or 23 members ought to admit membership of one independent even though individually their claims are less than 0.5. This is caused by arithmetical vagaries. At 24, 25 and 27 there should be an independent member appointed; individually they are over 0.5 at these numbers. However, their claims are equal and inseparable. At 26 members, their claims can both be met.

The Council has no choice but to appoint 7 members (although 7 is an imperfect number) to the Joint Committee for Appointments to the Wiltshire Police Authority. In other cases it is free to select any establishment, so long as the Conservative Group is given a majority of seats on committees and the aggregate of places on committees is fairly apportioned.

SCHEDULE

Proportional Representation Table

	Conservative	Liberal Democrat	Labour	Independent 1	Independent 2
	24	17	4	1	1
1	1	0	0	0	0
2	1	1	0	0	0
3	2	1	0	0	0
4	2	2>	0	0	0
5	3	2	0	0	0
6	3	2	1	0	0
7	4	<2	1	0	0
8	4	3	1	0	0
9	5	3	1	0	0
10	5	4	1	0	0
11	6	4	1	0	0
12	6	5>	1	0	0
13	7	5	1	0	0
14	7	5	1	?	?
15	8	6>	1	0	0
16	8	6	2>	0	0
17	9	6	2>	0	0
18	9	7	2	0	0
19	10	7	2	0	0
20	10	7	2	?	?
21	11	8	2	0	0
22	11	8	2	?	?
23	12	8	2	?	?
24	12	9	2	*	*
25	13	9	2	*	*
26	13	9	2	1	1
27	14	10	2	*	*
28	14	10	2	1	1
29	15	10	2	1	1

> Rounded up on best claim although under 0.5

< Over 0.5 but other claims are stronger

? One of the independents would be entitled to a place because of arithmetical vagaries at these numbers.

* One of the independents has a claim; but the claims of two independents cannot be separated.

The Conservative Group has an overall majority on the Council. It is entitled for this to be reflected on each committee. A majority naturally occurs on all committees with an odd number. Where it does not occur (i.e. all even numbers), the simplest method of meeting the entitlement is to add a place(s) for the Conservative Group to provide a voting majority e.g.

Committee Size	Conservative	Liberal Democrat	Labour	Independent
12	6(+1)	5	1	0

Keep in mind that there are five non-County Council voting members of the Education Committee. The Conservative Group is entitled to a majority, the calculation of which includes those five members.

PUBLIC INVOLVEMENT AT COMMITTEE MEETINGS

Introduction

1. The following motion from Mr. T.P. Chivers has been referred to this Committee for consideration and report:-

"To encourage the residents of Wiltshire to play an active role in the decision making of the Council. Prior to the commencement of business of any committee or sub-committee, to include full council, a period of 30 minutes shall be allowed for the receipt of verbal presentations to the committee by members of the public in regard to any item on the agenda".

2. The Committee is asked to consider what advice it should offer to the Council.

Current Arrangements

3. Currently members of the public may address a committee or sub-committee under two different procedures:-

(a) **Public Question Time**

- (i) This was introduced in July, 1996.
- (ii) It provides a maximum of 15 minutes at the beginning of each public meeting for members of the public to ask questions.
- (iii) Standing Order 28 of Part 2 Standing Orders sets out the full procedure.

(b) **Petitions**

- (i) This was introduced in July 1993.
- (ii) The procedure permits a member of the public to present a petition of 100 or more signatures to a public meeting and to speak on the subject of the petition for not more than two minutes.

(iii) Standing Order 27 of Part 2 Standing Orders sets out the full procedure.

Issues

4. If the Committee is minded to support the motion a number of issues arise:
- (a) Is the period of 30 minutes for the verbal presentations, additional to the current arrangements or inclusive of them?
 - (b) Should individuals making verbal presentations be restricted to, say five minutes?
 - (c) Should individuals be asked to register their wish to speak and their topic beforehand?
 - (d) Are individuals making representations entitled to responses?

Recommendation

5. The Committee is asked to consider a response to the motion and to make recommendations to the Council.

OLIVER HOLDER
County Secretary & Solicitor

The following unpublished documents have been relied upon in the production of this report -
NONE.

Environmental impact of the recommendations contained in this report - NONE.

SUMMONS ITEM NO 8**LIST OF COMMITTEE MEMBERSHIPS AT 28th APRIL 2000****Policy & Resources Committee (11)**

<u>The Conservative Group (6)</u>	<u>The Labour Party Group (1)</u>	<u>The Liberal Democrat Group (4)</u>
Mr. R.G. Catton Mr. P.F. Chalke (Chairman) Mr. J.P. Johnson Mrs. Jane Scott Mrs. J.H. Seager (Vice-Chairman) Mrs. C.A. Soden	Mr. R.T. Rogers	Mr. P.G. Allnatt Mr. B.E. Atfield Mr. P.W.L. Sample Mr. N.S.E. Westbrook

Education Committee (10+3)

<u>The Conservative Group (5+3)</u>	<u>The Labour Party Group (1)</u>	<u>The Liberal Democrat Group (4)</u>
Mrs. D.J. Main Mrs. L.P. Morris Mr. A.G. Peach Mrs. P. Rugg Mrs. J.B. Savage Mrs. Jane Scott (Vice-Chairman) Mrs. C.A. Soden (Chairman) Mrs. I. Throp	Mrs. M.S.N. Taylor	Mrs. L.C.S. Bennett Mr. P.C.B. Coleman Mrs. G. Hill Mrs. Jenny Scott

Environment & Transport Committee (22+1)

<u>The Conservative Group (11+1)</u>	<u>The Labour Party Group (2)</u>	<u>The Liberal Democrat Group (8)</u>
Mr. R.J. Baddeley Mrs. N.S. Bryant Miss M.F. de Rhé-Philipe (Vice-Chairman) Mr. G. Downes Mrs. M.E. Groom Mr. C.P. Humphries Mr. J.P. Johnson (Chairman) Mrs. D.J. Main Mrs. J.B.P. Savage Mr. W.A. Spiers Mr. T.R. Sturgis Mr. K.C. Wren	Mrs. B.M. Jay Mrs. M.S.N. Taylor <u>Independent (1)</u> Mr. C. Newbury	Mr. B.E. Atfield Mrs. M. Boulton Mr. T.P. Chivers Mr. M. Connolly Mr. P.R. Davis Mr. J.N.B. Irving Mr. J.E. Syme Mr. I.C. West

Social Services Committee (10+1)

<u>The Conservative Group (5+1)</u>	<u>The Labour Party Group (1)</u>	<u>The Liberal Democrat Group (4)</u>
Mr. R.G. Catton Mrs. C. Crisp (Vice-Chairman) Lt.-Col. D.B.W. Jarvis Mr. A.G. Peach Mrs. J.H. Seager (Chairman) Mrs. I. Throp	Mrs. M.E. Salisbury	Mr. T.R. James Mrs. V.C.S. Landell Mills Mr. P.W.L. Sample Mrs. J.M. Wood

Wiltshire Direct Services Managing Board (5)

<u>The Conservative Group (3)</u>		<u>The Liberal Democrat Group (2)</u>
Mr. R.G. Catton (Chairman) Mrs. M.E. Groom Mr. C.P. Humphries (Vice-Chairman)		Mr. P.R. Davis Mr. T.R. James

Client Access to Manual Records Committee (3)

<u>The Conservative Group (2)</u>		<u>The Liberal Democrat Group (1)</u>
Mrs. J.B.P. Savage (Vice-Chairman) Mrs. J.H. Seager (Chairman)		As and when required

Joint Committee for Appointments to the Wiltshire Police Authority (7)

<u>The Conservative Group (3)</u>	<u>The Labour Party Group (1)</u>	<u>The Liberal Democrat Group (3)</u>
Mr. R.J. Baddeley Mr. J.P. Johnson Mrs. J.H. Seager	Mr. R.T. Rogers	Mr. B.E. Atfield Mr. P.W.L. Sample Mr. N.S.E. Westbrook

COUNTY COUNCIL

9th MAY 2000

**WOOTTON BASSETT: CONSTRUCTION OF REPLACEMENT
SECONDARY SCHOOL AND ANCILLARY WORKS,
DEMOLITION OF SOME EXISTING SCHOOL BUILDINGS,
CONSTRUCTION OF NEW VEHICLE ACCESS,
LANDSCAPING, PROVISION OF PLAYING FIELDS AND
NEW YOUTH CENTRE
(Application No. N.00.0881.CP)**

Purpose of Report

1. To comment on the application, and to recommend that planning permission be granted subject to conditions.

The Application

2. The application has been submitted by the County Council under Regulation 3 of the Town and Country Planning General Regulations 1992. It seeks full planning permission to construct a new secondary school, a new vehicle access, landscaping and provision of playing fields, and the demolition of some existing school buildings as shown on Drawings which will be displayed at Committee.
3. Except for the deletion of White Horse Education Partnership as a named co-applicant with the County Council, this application is unchanged from that previously determined under Application No. N.00.0124.CP on the 11th April 2000 by the County Council. This application is necessary to ensure that those operating the proposed school can benefit from any planning permission that is granted.
4. A site plan is attached at **Appendix 1**.
5. A planning and design statement prepared by Scott Wilson, Architects for the project, describes the proposal as follows:-

"Site layout

The new school building complex is located to the north of the existing Sports Centre on land currently used for playing fields.

This location provides a level, easily accessible site discrete from the existing school complex. It provides a relatively unconstrained building site that can be accessed and secured independently from the existing school.

The Sports Centre is retained with improved access and parking areas. A new Youth Centre building is proposed to the north of the Sports Centre.

Site Access

Access into the school site is proposed from a southern entry junction in Showfield, to the north-east of the Sports Centre, and a northern exit junction, also in Showfield, towards the end of the current playing field boundary. A loop road linking the two junctions extends into the site and runs parallel to Showfield but some 50 metres to the west.

The loop road provides the main vehicular access into the school site to the north of the small group of seven bungalows at the northern end of Lime Kiln.

The loop road gives one-way access to the school, bus setting-down points, service areas, car parking and fire access points, providing a straightforward and much simplified circulation network for vehicles.

Consistent with Green Transport objectives, pedestrian and cycle routes into the site are planned to be retained and improved. Pedestrian routes along Lime Kiln and Showfield will be enhanced and extended into the school site. Links through the housing development, to the east from Bath Road, will be retained and a traffic-calmed crossing provided across Showfield, with a direct link into the school site towards the main entrance.

The existing pedestrian route from Springfield Crescent is retained and re-routed through land to the south of the proposed school site to link-up with the Lime Kiln path system. Access from the footpath on the western site boundary is provided by means of a hard surface link between sports fields to the school building complex.

School Access

Vehicular access from the local highway network is from Lime Kiln and Showfield, via the loop road. Car parking areas are to the east of the loop road.

There is a bus/coach set-down lay-by to the west of the loop road which has the capacity to handle at least 12 large buses/coaches at one point in time, with additional stacking length for other vehicles. This arrangement allows free movement by students from the set-down/pick-up points directly into a traffic-free pedestrianised area leading up to the school.

There are four gallery access points, in addition to the main entrance into the school, for staff and students, with the potential to provide additional access points on the western side if required.

Cycle stands for 150 bicycles are provided to the south of the complex in a prominent position

Car Parking

The main car park is to the east of the loop road served by two access points. It has the capacity for 155 vehicles. It is separated from the main circulation areas and bus set-down points and has its own formal circulation system. The car park is screened from residential development on Showfield and Lime Kiln by the partial retention of the existing hedgerow, supplemented by additional tree and shrub planting.

Service access is provided to the south of the school complex to service the kitchen.

The improved car park to serve the Sports Centre and Youth Centre has the capacity for 25 vehicles. Additional parking for these activities could be provided in the main school car park.

Further car parking for special events such as parents' evenings etc. could be accommodated within the hard surfaced recreational areas to the east of the school building.

Building Layout and Form

The Wootton Bassett School building layout takes advantage of the site to the north of the Sports Centre to provide a building complex in a level unobstructed location with the scope for expansion.

The school design comprises a circulation spine/Gallery on a north to south axis with three blocks of teaching space and support service areas. The double height Gallery passes between each of the blocks. The façade of the school complex faces east, set back some 75 metres from the existing residential development on the east side of Showfield.

The retention of the existing landscape with additional screen planting will provide a sense of enclosure for school activities and will minimise the visual impact of the school on adjacent residential development. In respect of the seven bungalows on the west side of Showfield, intensive screen planting is proposed on the north and western sides of the development.

The buildings are two storeys in height with sloping/pitched roofs. The Gallery façades between the teaching and support service blocks are glazed and the Youth Centre is a single storey building.

The aspect to the west is over playing fields and unobstructed rural land. As this development is on the edge of Wootton Bassett, it is proposed to intensify the trees and shrubs adjacent to the path on the western edge of the existing site.

Expansion of the school complex can take place in two ways. Firstly, it will be possible to extend the Gallery northwards to provide additional faculty or support service blocks, should they be required. Also, an alternative expansion can take place by extending the blocks westwards by adding additional structural bays.

The layout of the main functions of the school is as follows:-

Central Block	Northern Block	Southern Block
Main Entrance	English faculty	Hall
Central Resources	Languages faculty	Gymnasium
Administration	Mathematics faculty	Canteen/kitchen
Sixth Form		Humanities faculty
IT/Business Studies		Art and Design
Learning Support		Performing Arts
Staff facilities		Changing rooms

Landscape

The school will be positioned on the edge of the urban area to the west of Wootton Bassett. Long views and vistas from the north-west from the M4 motorway, rural roads, bridleways and pathways extend across the escarpment to Wootton Bassett which appears as though on a hill top. Although the topography is not exaggerated, or extreme, the prominent position of the settlement and its juxtaposition in the rural landscape will not be jeopardised by the location of the new school which will blend into the built fabric of the settlement.

In order to strengthen the rural character of the area to the west of the new school, the hedgerows will be reinforced with tree and shrub planting.

To the east, screen planting is proposed to reinforce the existing hedgerow that acts as a visual barrier between the housing facing onto Showfield.

Tree and shrub planting is also proposed to provide screening to the cluster of bungalows on the west side of Lime Kiln.

Planting within the school site is predominantly limited to the periphery, with structure planting in key locations to offset the hard building form.

Shade-producing trees are proposed in the car park. Informal meeting areas are sited on the periphery of the sports field.

The greenhouse and potential cultivated area are proposed to the south-west corner of the site.

Sports Fields

The proposals include an area of new sports fields, approximately 9.0 hectares in extent, located to the west of the existing playing fields, beyond the footpath that currently defines the edge of the site.

The addition of this land to the existing school playing fields will increase provision to meet the needs of the enlarged Wootton Bassett School.

The preparation of the level surfaces for the new playing fields will take account of the sloping topography to minimise excessive cut and fill wherever possible to achieve a balanced solution. Exposed cut surfaces and embankments will be grassed and landscaped to minimise adverse visual impacts.

A site for a potential synthetic floodlit pitch is proposed to the west of the southern block in proximity to the Sports Centre and changing rooms in the school.

Hard surfaced courts are sited to the north and west of the site with the existing floodlit tennis courts adjacent to the Sports Centre retained.

Sports fields and hard courts include:-

Football Pitch	4
Rugby Pitch	3
Hockey Pitch	3
Tennis/Netball Court	5

Two running tracks and three cricket squares can be accommodated over the pitches during the Summer months.

Existing Sports Centre

The existing Sports Centre remains a key element in the school campus continuing to provide sports facilities and swimming pool. The access to the Centre is from a junction onto Lime Kiln with an improved parking area for 25 cars.

The southern block of the school houses the gymnasium and school changing facilities. The distance between this block and the Sports Centre is less than 60 metres."

Background

6. The Chief Education Officer has submitted the following statement in support of the application:-

"Wootton Bassett School is one of the largest 11-18 comprehensive schools in Wiltshire and has grown in parallel with the development of the town. Further growth from a major residential development in the town will increase pressure on the school raising demand to 1,600 places by 2006 – existing capacity is 1,361. Almost 400 of these places are currently in more than 20 temporary classrooms."

Consultations

7. North Wiltshire District Council – objects to the proposal because:-

- (i) The application, despite being a full submission, lacks the normally required specific details in respect of external materials and landscaping.
- (ii) The submitted revised drawings show no car parking for the existing Sports Centre and apparently proposed Youth Centre, although it is understood that a total of 60 spaces will be provided. This level of car parking is considered to represent a bare minimum to service the Sports and Youth Centre.
- (iii) The external design is utilitarian and this is compounded by the use of brickwork and cladding to external walls and profiled metal cladding to the roof, and the very prominent external staircases. The design and external appearance take little reference from its context and can be best described as disappointing for such a large new "public" building.
- (iv) The location of the coach and car park could be detrimental to the residential amenity of the small number of dwellings located to the west of the frontage highway.
- (v) Wishes the existing footpath link from the existing school site to Springfield Crescent/Coxstalls to be retained.

8. Wootton Bassett Town Council – raises no objections to the proposal but:-

- (i) Wishes to encourage the County Council to consider a land swap for the elderly persons' bungalows that will be surrounded by the new school.
- (ii) Expresses concern over the location of the additional playing fields at the escarpment bottom because of drainage problems, vehicular access and visibility in the countryside.
- (iii) Suggests provision of an Astro Turf playing field would solve some of the playing field problems.
- (iv) Asks have the traffic implications of the development been addressed?

9. Environment Agency – no objection subject to conditions being imposed on any planning permission to secure satisfactory surface water drainage of the site and the protection and conservation of its water environment.

10. Southern Electric – no objection.

11. Wessex Water – no objection in principle subject to:-

- (i) An agreed connection point between the developer and Wessex Water (WW) to WW's foul water system.

- (ii) The County Council being satisfied with the provisions regarding surface water drainage.
 - (iii) Agreement by the developer with WW, prior to commencement of any works, and connection into WW infrastructure where applicable.
12. **Sport England** – no objection provided:-
- (i) Replacement playing fields are up to standard.
 - (ii) Replacement playing fields are provided prior to school use.
 - (iii) New playing fields available for community use by way of a formal agreement.
 - (iv) A floodlit synthetic turf pitch close to the sports centre available for an already identified community use.
13. **Thames Water** – no objection on water supply grounds, subject to the Company's normal financial terms and bye-law requirements.
14. **Serco Gulf Engineering** – no objection.
15. **Energis** – no objection.
16. **Street Works Act Management Point (British Telecom)** – no response received.
17. **National Grid Company Plc** – no response received.
18. **Germans (Esso Pipelines)** – no objection.
19. **Simon Aviation Group** – no response received.
20. **Cable and Wireless** – no objection.
21. **County Highways** – comments as follows:-
- Details of junction types, traffic calming and pedestrian crossing points are still under discussion. Concern continues to be expressed (both internally and externally) regarding details of parking (quantum) and the picking-up and setting-down facilities for parents and coaches. These details on the application plans are limited. Submission of such details should be the subject of conditions attached to any planning permission.
22. Copies of the consultation replies referred to above are available for inspection in the **Members' Room**.

Publicity

23. The application has been advertised on site, in the local press and a neighbour notification exercise has also been carried out. The representations received as a result are referred to below.

Representations

24. Eight letters of representation were received, including one petition with 103 signatures appended, together with ten comment forms, in response to the original application N.00.0124.CP. The letters and comment forms are still felt to be worthy of consideration in the context of the current proposal the subject of this application and refer to the following matters:-
- (i) The proposed development will result in a loss of residential amenity for properties in Lime Kiln, Showfield and Withey Close.
 - (ii) Wish the new buildings to be located further back into the school site. This would reduce overlooking of surrounding properties.
 - (iii) The new access and vehicular parking will exacerbate existing problems of noise, pollution and disturbance.
 - (iv) Loss of views for some residents across currently open playing fields because of the new buildings and/or possible landscaping proposals.
 - (v) A wish was expressed that the County Council discuss the project with a Tenants' Association.
 - (vi) Seven OAP's bungalows fronting the western side of Lime Kiln Road would become "an island" surrounded by the school. Could there be a land exchange so that the residents could be relocated in a purpose-built residence by John Watson House?
 - (vii) Noise, dust and disturbance during construction of the new school.
 - (viii) Concern over the proposal's possible effect on Footpath 66 (Row de Dow).

Relevant Planning Policy Guidance

25. Section 54 of the Town and Country Planning Act 1990 requires Planning Authorities first and foremost to consider the Development Plan position and to determine applications in accordance with the Plan unless material considerations exist which justify a departure from the Plan.
26. The Adopted North Wiltshire Local Plan contains Policies LF1, B1, C2 and C12 which are considered relevant to this proposal. These Policies cover respectively educational facilities in settlements, design standards in settlements, development in the Rural Buffer, and development within the landscape setting of Wootton Bassett. The core content of these Policies is replicated in the North Wiltshire Local Plan Review as Policies RLF1, RB2, RC2 AND RC6. Both sets of Policies are set out in the attached **Appendix 2**.

Planning Considerations

27. Wootton Bassett School is one of Wiltshire's largest comprehensive schools. There are currently 1,360 pupils and the new school will cater for 1,600 by 2006. No other site in or around Wootton Bassett is available for this scale of establishment and none has the locational advantages of this site with its established educational use.
28. The new buildings of the replacement school will be located within the existing school curtilage. Because the new building will utilise a part of the existing school playing fields, additional playing field provision will be made to meet this loss and to cater for a predicted increase in pupil numbers.
29. The new playing fields are located at the foot of the escarpment which is immediately adjacent to the school's existing western boundary on what is currently agricultural land and which is also within the designated landscape setting of Wootton Bassett and the Rural Buffer. However, these new facilities should not adversely affect the visual and rural amenities of the area as they and the engineering operations associated with their provision will be generously landscaped. With maturity, the landscaping scheme should effectively integrate the playing fields with, and also enhance, the surrounding environment. The new boundaries of the replacement school are indicated on **Appendix 1**.
30. Given the pupil numbers involved, educational, functional and technical considerations ensure that the school buildings will be of considerable size. In order to minimise any possible effects such development might have on the interests inherent in Policies C2 and C12, the built structures have been located away from the escarpment that forms such an important feature of Wootton Bassett's landscape setting, especially when viewed from the lower ground to the west of the settlement. In this position the buildings are also on the eastern extremity of the Rural Buffer and are visually and physically related to the built-up area of the town. However, by virtue of the intervening internal access roads, parking areas and boundary landscaping, the buildings are far enough away not to produce an inhibiting presence on the adjacent residential areas.
31. The new school is of a conventional appearance being a three-block, two-storey structure of brick with some first floor elevations in other appropriate types of cladding under a shallow pitched roof of profiled metal cladding. The new structures will be over 75 metres from properties fronting Showfield. Between these properties and the school building there will be an extensive parking area and tree planting. The new school, when completed and with the demolition of the existing, should provide a more attractive and coherent built form than the miscellany of existing school building styles that have accumulated on this site over the last 40 years or so. The County Council's Highways Development Control Section is satisfied that adequate parking facilities within the new school will be available for both the Youth and Sports Centres.
32. A condition attached to any planning permission for the project will require the submission of samples of external building materials for agreement in writing by the County Planning Authority before any development begins on site in order to comply with the criteria of the aforementioned relevant planning Policies. Such a condition will address the comments concerning the deficiency of current details.

33. The landscaping provisions are intended to both provide a sense of enclosure for the school and to minimise the visual impact of the school on adjacent residential development, particularly that on the eastern boundary of the school. The seven bungalows on the west side of Showfield will benefit from an intensive planting screen to their north and western side boundaries.
34. A condition will be attached to any permission given for this proposal requiring the submission of a comprehensive landscaping scheme to be agreed in writing with Officers of the County Council.
35. With respect to the traffic implications of the proposal, Lime Kiln and Showfield provide ready access to the school's internal road and parking facilities which will be served by two quite widely separated access points from and to the existing road system. Overall, the redevelopment of the school should have little effect on the distribution or level of school trip generation. It is now proposed that the new school's southernmost access will be to the north of the elderly persons' bungalows rather than to their south and west as originally envisaged. This should substantially reduce their perceived "traffic island" situation.
36. The proposed design of the school incorporates features which conform to the ideals of a School Travel Plan (STP):-
- A network of safe, visible and convenient footpaths throughout the school site and extending outside the school with pedestrian/cycle crossing facilities on Lime Kiln.
 - The use of a pinch point on the main through road in the school site which allows safe and easy access to the school buildings. This will promote the use of walking and cycling.
 - Bus drop-off and pick-up points located such that alighters do not have to cross a road to enter the school.
 - Bicycle stands close to the front of the school building which will increase security and present a positive image of the school.
37. A framework for an STP has been devised which aims to promote safety, the use of sustainable modes of transport and improvements to facilities for those pupils who currently walk or cycle.
38. A more comprehensive and locally focused set of measures to be introduced as part of an STP would be devised after a full travel survey had been undertaken.
39. Regular monitoring by the school is essential to ensure that the STP objectives are being worked towards, and to allow links with the national curriculum.
40. With regard to the issues raised by the letters of representation:-
- The location of the buildings within the site represents the optimum position after technical, educational and the surrounding playing field provisions have been taken into account.

- As explained above, the new school should have little effect on traffic generation and therefore produce few side effects regarding noise and pollution.
 - The potential loss of views from certain dwellings is not a material planning consideration.
 - With respect to the concern expressed over Footpath 66, these development proposals should have no effect on the continued public use of this footpath.
41. Concerning the communication points raised in representations (v) and (vi), Senior Officers of the County Council attended a meeting at Wootton Bassett on 14th February 2000 where it was agreed that a further meeting with Westlea Housing Association would be held. The amended access arrangements referred to in paragraph 35 above are believed to have substantially addressed point (vi).
 42. With regard to Sport England's comments, it will not be possible to provide the replacement playing fields at Wootton Bassett prior to the development of the existing school playing fields. The school is required by September 2001 and the build programme must therefore commence in April/May 2000. The new playing fields will be constructed at the same time as the main construction of the school buildings. There is a requirement to provide adequate arrangements for pupils to undertake outdoor activities during this time.
 43. Regarding the floodlit synthetic turf pitch, feasibility studies are being undertaken with costings to see if this proposal is viable.
 44. The County Council, in its design brief, highlighted the importance of the new facilities to the wider community. It stated that there should be extensive participation in the school by the local community and that the school facilities should be actively shared with the community. The new facilities will substantially increase the opportunities for attracting community use. Formal agreements will be entered into as appropriate.
 45. The design statement refers only to a potential site for a synthetic floodlit pitch in the proximity of the sports centre. Any such project will probably require a separate planning application to be submitted to the County Planning Authority for determination.

Conclusions

46. The urgent need for the educational facilities represented by this proposal has been explained in the Chief Education Officer's statement of support.
47. Whilst some consultees have expressed reservations over the nature and level of detail of certain aspects of this proposal, it is felt that these matters can be addressed by suitable conditions attached to any planning consent requiring subsequent submission of these details prior to on-site works.

48. Residents' concerns about the potential adverse impacts of the new school are acknowledged. However, the new school is unlikely to increase the level of impacts but rather redistribute the existing impacts to new locations. This is unavoidable, given that the proposed position of buildings, car parking and playing fields is the optimum having regard to technical, educational and landscape considerations. On balance, it is considered that the weight that can be attached to these amenity concerns is not sufficient to warrant a redesign of the proposed layout, nor are there any overriding planning objections to the proposed development.

Recommendation

49. That planning permission be granted subject to the following conditions:-

1. Unless otherwise agreed in writing by the County Planning Authority or required by conditions attached to this permission, the development hereby permitted shall be carried out in accordance with the submitted planning application N.00.0881.CP and Drawing Numbers W.SU.01.PP, W.SS.01.PP, W.LA.002.PP, W.LO.01.PP RevB, W.LO.02.PP RevB, W.LO.03.PP RevB, W.LO.04.PP RevB, W.LO.05.PP RevA, W.SL.01.PP and HDASA.W.001A.
2. No development shall take place until samples and colours of the materials for walls, roofs, rainwater goods, fenestration, doors and handrails etc. to be used in the construction of the development hereby permitted have been submitted to and agreed in writing by the County Planning Authority. Development shall be carried out in accordance with the agreed details.
3. No development shall take place until a scheme of hard and soft landscaping has been submitted to and agreed in writing by the County Planning Authority. Such a scheme shall include details of:-
 - Positions, species and size of all existing trees, shrubs and hedgerows to be retained.
 - The positions, species, density and initial size of all new trees, shrubs and hedges.
 - Any earthmoulding proposed.
 - The programme of implementation of the scheme.
 - The arrangements for subsequent maintenance.
4. The approved scheme of landscaping shall be carried out in accordance with the programme of implementation approved in Condition 3 and shall be so maintained thereafter. Within five years of planting, any trees, shrubs or other plants that die, become diseased, are removed or damaged shall be replaced in the first available planting season with others of a similar size and species in accordance with the details of the approved scheme, unless the County Planning Authority gives written approval to any variation.

5. Prior to the commencement of development, detailed drawings shall be submitted to and agreed by the County Planning Authority indicating:-
- Means of vehicular, pedestrian and service vehicle access to the school from Lime Kiln and Showfield.
 - Any proposed pedestrian and/or cycle crossings of Lime Kiln and Showfield into the school site, their type and method of operation, together with the associated safety and traffic calming measures.
 - Any other vehicular, pedestrian or service vehicle access to any part of the school site.
 - Areas for car and coach parking (at a level to be agreed) incorporating adequate manoeuvring and picking-up/setting-down facilities. These areas will need to make specific provision to ensure the safety of pedestrians.

The agreed details shall be implemented prior to the school being first brought into use.

6. Prior to development commencing, details of any external lighting and security equipment provisions shall be agreed in writing by the County Planning Authority and the works shall be carried out in accordance with the details thus agreed.
7. No development approved by this permission shall be commenced until a scheme for the provision of surface water drainage works has been submitted to and agreed in writing by the County Planning Authority. The drainage works shall be completed in accordance with the details and timetable agreed.
8. Any facilities for the storage of oils, fuels or chemicals shall be sited on impervious bases and surrounded by impervious bund walls, details of which shall be submitted to the County Planning Authority for approval. The volume of the bunded compound should be at least equivalent to the capacity of the tank plus 10%. If there is multiple tankage, the compound should be at least equivalent to the capacity of the largest tank, or the combined capacity of interconnected tanks plus 10%, or 25% of the total volume which could be stored at any one time, whichever is the greater. All filling points, vents, gauges and sight glasses must be located within the bund. The drainage system of the bund shall be sealed with no discharge to any watercourse, land or underground strata. Associated pipework should be located above ground where possible and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge downwards into the bund.
9. Prior to being discharged into any watercourse, surface water sewer or soakaway system, all surface water drainage from impermeable parking areas and hardstandings for vehicles shall be passed through an oil interceptor designed and constructed to have a capacity and details compatible with the site being drained. Roof water shall not pass through the interceptor.

10. The installation of all-weather playing/sports pitches and/or floodlighting facilities will require the submission of a specific planning application for this development to the County Planning Authority for determination prior to any such installation.
11. Prior to the school being brought into use, the applicant shall have submitted to, and have received the written agreement of, the County Planning Authority for a Green Transport Plan (embodying a School Travel Plan) for the school.
12. All buildings forming part of the existing Wootton Bassett Comprehensive School on this site shall be demolished and cleared from the site on the occupation of the new Secondary School the subject of this application.

Note to Applicant

So that the applicant is aware of the environmental legislation which may affect the proposed development and for the purposes of general information, comments from the Environment Agency are set out below:-

To prevent pollution of the water environment.

The District Council Technical Services Officer should be consulted to ensure that the proposal does not affect the Council's flood defence responsibilities (see Circular 30/92 (WO 68/92), Section 13).

The Agency would support the use of Best Management Practice for dealing with surface water at this site. This could include:-

- (i) Subject to suitable ground conditions, soakaways could be utilised to dispose of the relatively clean run-off from roofed areas.
- (ii) Alternatively, a valuable educational resource could be incorporated into the surface water run-off design by attenuating flows and creating a wildlife amenity pond.
- (iii) The use of permeable paving in parking areas may make it possible to dispense with the need for petrol/oil interceptors.
- (iv) Attenuation of flows may also be achieved by the use of grass swales, detention basins etc.

If you would like to discuss this matter further, please contact Alison Jones, Development Control Engineer, on 01278 484603, quoting reference NW/2000/004179/001.

Any culverting of a watercourse requires the prior written approval of the Agency under the terms of the Land Drainage Act 1991 or Water Resources Act 1991. The Agency resists culverting on conservation and other grounds, and consent for such works will not normally be granted except for access crossings.

If off-site waste disposal is utilised it must be in accordance with the Duty of Care and the Waste Management Licensing Regulations 1994.

The applicant's attention is drawn to letters concerning this development from Sport England dated 1st February 2000 and Wessex Water dated 10th February 2000, and a memorandum dated 11th February 2000 from the County Council's Urban Estates Team that identifies certain landscaping elements and details to be included in the landscaping scheme required by Condition 3 above.

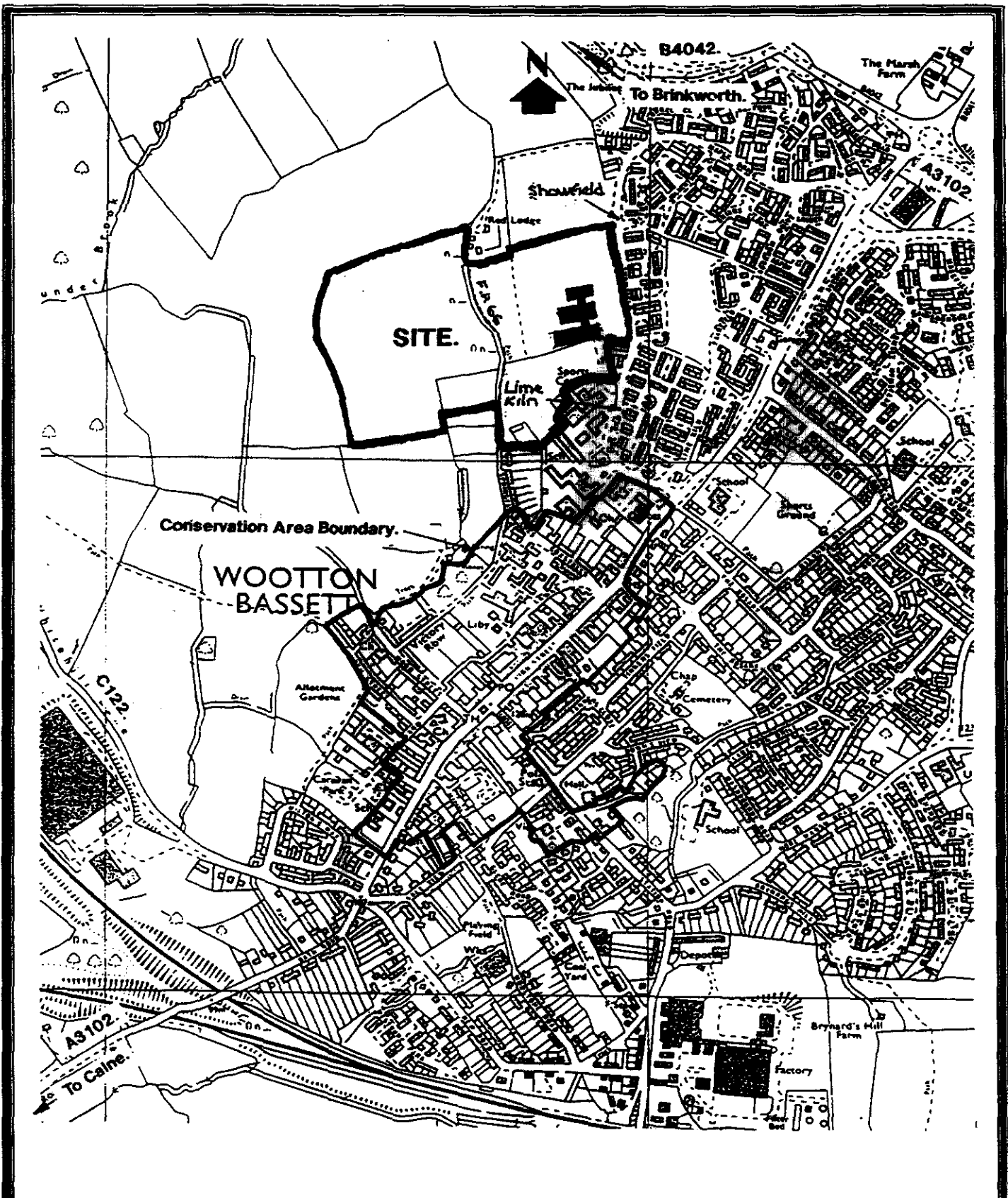
RICHARD J. LANDER
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

Consultation replies and correspondence

Environmental Impact of the Recommendations contained in this Report:

See paragraphs 30-39 of this Report.



COUNTY COUNCIL:

DATE: 9TH MAY 2000

PLANNING APPLICATION: N.00.0881.CP

SITE LOCATION: WOOTTON BASSETT

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WILTSHIRE COUNTY COUNCIL
Director of Environmental Services
County Hall
Trowbridge
Wiltshire BA14 8JD

SCALE: 1:10,000

**RELEVANT PLANNING POLICIES OF THE
ADOPTED NORTH WILTSHIRE LOCAL PLAN 1993**

- LF1 WITHIN THE TOWNS AND VILLAGES, THE PROVISION OF LOCAL COMMUNITY, EDUCATION AND RECREATIONAL FACILITIES WILL NORMALLY BE PERMITTED, PROVIDING:
1. THE PROPOSALS DO NOT DETRACT FROM THE CHARACTER AND ENVIRONMENT OF THE LOCALITY;
 2. ACCESS, HIGHWAYS AND PARKING FACILITIES ARE ACCEPTABLE; AND
 3. THE PROPOSALS ARE IN ACCORDANCE WITH OTHER APPROPRIATE POLICIES IN THE PLAN.
- B1 NEW DEVELOPMENT AND ADVERTISEMENTS WILL BE REQUIRED TO ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS BY A HIGH STANDARD OF DESIGN AND BY ENSURING THAT THEY ARE IN SCALE AND HARMONY WITH THEIR SURROUNDINGS.
- C2 IN THE RURAL BUFFER, AS DEFINED ON THE PROPOSALS MAP, APPROVAL WILL NOT NORMALLY BE GIVEN FOR THE CONSTRUCTION OF NEW BUILDINGS, OTHER THAN FOR AGRICULTURE, FORESTRY, MINERAL EXTRACTION, OR OTHER USES APPROPRIATE TO A RURAL AREA.
- C12 PROPOSALS FOR DEVELOPMENT WILL NOT NORMALLY BE PERMITTED, IF BY REASON OF THEIR SCALE, SITING OR DESIGN, THEY WOULD ADVERSELY AFFECT THE APPEARANCE OF IMPORTANT PHYSICAL FEATURES WHICH ARE A PART OF THE CHARACTER AND LANDSCAPE SETTING OF WOOTTON BASSETT.

NORTH WILTSHIRE LOCAL PLAN REVIEW 1995
PROPOSED RELEVANT PLANNING POLICIES AS AT JULY 1999

RLF1 WITHIN OR ADJOINING THE FRAMEWORK BOUNDARIES OF TOWNS AND VILLAGES AS DEFINED ON THE PROPOSALS MAP, THE PROVISION OF LOCAL COMMUNITY, EDUCATION AND RECREATIONAL FACILITIES WILL BE PERMITTED, SUBJECT TO:

1. THERE BEING NO HARM TO THE AMENITIES OF THE OPEN COUNTRYSIDE;
2. NO DEMONSTRABLE HARM ON THE ENVIRONMENT; AND
3. THE PROPOSAL BEING IN SCALE AND HARMONY WITH ADJACENT DEVELOPMENT AND THE CHARACTER, APPEARANCE AND ENVIRONMENT OF THE AREA;
4. THE PROPOSALS FOR ACCESS AND PARKING, TOGETHER WITH THE EFFECT ON ANY HIGHWAYS, BEING ACCEPTABLE.

[Amends adopted Local Plan Policy LF1]

RB2 NEW DEVELOPMENTS AND ADVERTISEMENTS WILL BE REQUIRED TO MAINTAIN OR ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS. NEW DEVELOPMENT SHOULD EXHIBIT A GOOD STANDARD OF DESIGN, AND BE IN SCALE AND HARMONY WITH ITS SURROUNDINGS.

[Amends adopted Local Plan Policy B1]

RC2 IN THE RURAL BUFFER, AS DEFINED ON THE PROPOSALS MAP, NEW DEVELOPMENT WILL BE STRICTLY CONTROLLED. APPROVAL WILL NOT BE GIVEN FOR THE CONSTRUCTION OF NEW BUILDING WHICH, INDIVIDUALLY OR CUMULATIVELY, WOULD LEAD TO THE COALESCENCE OF SETTLEMENTS OR SERIOUSLY UNDERMINE THE OPENNESS OF THE RURAL LANDSCAPE. SUBJECT TO THAT PROVISIO, NEW BUILDINGS FOR THE PURPOSES OF AGRICULTURE, FORESTRY, OR OTHER USES APPROPRIATE TO A RURAL AREA WILL BE PERMITTED.

[Amends adopted Local Plan Policy C2]

RC6 DEVELOPMENT WILL NOT BE PERMITTED WITHIN THE DEFINED LANDSCAPE SETTING OF WOOTTON BASSETT AS SHOWN ON THE PROPOSALS MAP, WHERE SUCH PROPOSALS ARE LIKELY TO CAUSE DEMONSTRABLE HARM TO THE AMENITIES AND OPEN LANDSCAPE OF THE AREA.

ATTRACTIVE VIEWS AND VISTAS FROM PUBLIC RIGHTS OF WAY AND PUBLIC OPEN SPACES WITHIN THE DEFINED AREA WILL BE PROTECTED FROM DEMONSTRABLE HARM CAUSED BY DEVELOPMENT.

[Replaces adopted Local Plan Policy C12]

MALMESBURY AND BROKENBOROUGH:
CONSTRUCTION OF REPLACEMENT SECONDARY SCHOOL AND
ANCILLARY WORKS, DEMOLITION OF SOME EXISTING BUILDINGS,
CONSTRUCTION OF NEW ROAD JUNCTION AND VEHICLE ACCESS,
LANDSCAPING AND PLAYING FIELDS AT
MALMESBURY SCHOOL, CORN GASTONS
(Application No. N.00.0871.CP)

SUPPLEMENTARY REPORT

The comments below have been received as a result of a recent consultation exercise relating to Drawing No. HDASA/M/003, showing proposed amendments to the vehicular access to the school and an indication of a proposed footbridge for pupil use between the school and the proposed new playing fields and the above amended application.

Where the comments have raised new issues not previously addressed in the Committee Report of the 11th April 2000, the County Council's additional responses are set out.

1. **Malmesbury Town Council**

This Council have considered the amended drawing No. HDASA/M/003 entitled "Highway Access to Sherston Road with Footbridge (option 3), and wish to make the following comments.

1. *Our comments have been documented reference Pick Up Point for Parents. However, this Council have raised concerns over the temptation for parents to make convenient use of the Bristol Road as the pick-up and drop off point – as they will not be allowed admittance into the school grounds. If this were to be so, it would cause much danger to pedestrians and drivers on this already busy main road.*

Therefore could consideration please be given to introducing parking restrictions (double yellow lines) along both sides of the Bristol Road the full length of the proposed new school.

2. *Our comments are also documented reference the inclusion of a footbridge. We note on the plan it is written in as 'indicative position of future footbridge'.*

For the safety of the pupils, we wish to see the Footbridge become a permanent feature.

2. **W.K and T.I. Smith, 18 Corn Gastons, Malmesbury**

I wish to object to the proposed alterations on the planning of Corn Gastons site for the new comprehensive school.

The alterations have not taken into account the effect of the loss of the car park, now resulting in increased cars parked on the roadside thus causing additional traffic problems in Corn Gastons.

The plans do not take into account a service access to the rear of the properties adjoining the Corn Gastons boundaries.

The plans put forward show you wish to build the proposed new school on part of this land which shows up on the deeds of our property 18 CORN GASTONS and its not something we would not like to loose.

The County Council's position on the above representations is as follows:-

1. **Malmesbury Town Council**

Officers of Wiltshire County Council are currently working to ensure the provision of safe and adequate pick-up and drop-down points within the school's curtilage. Parents' right of access to these facilities will be safeguarded via a legal agreement. The legal agreement also requires the funding of the cost of providing any parking restriction works and materials on highways in the vicinity that may be deemed necessary as a result of this development.

The decision has been taken that a footbridge between the school and its proposed new playing fields west of the B4040 will be installed.

2. **W.K. and T.I. Smith**

The parking places referred to were never a formal provision, merely an "opportunistic" use of the access way to the school's playing fields. It is not considered that the loss of this casual parking will lead to any material increase in car parking problems in Corn Gastons.

This Council is unaware of any rights of access over its school grounds for properties in Corn Gastons.

No part of this development is on land that is part of 18 Corn Gastons.

RICHARD J. LANDER
Director of Environmental Services

COUNTY COUNCIL

9th MAY 2000

MALMESBURY AND BROKENBOROUGH:
CONSTRUCTION OF REPLACEMENT SECONDARY SCHOOL
AND ANCILLARY WORKS, DEMOLITION OF SOME EXISTING
BUILDINGS, CONSTRUCTION OF NEW ROAD JUNCTION
AND VEHICLE ACCESS, LANDSCAPING AND PLAYING FIELDS
AT MALMESBURY SCHOOL, CORN GASTONS
(Application No. N.00.0871.CP)

Purpose of Report

1. To comment on the application, and to recommend that planning permission be granted subject to conditions.

The Application

2. The application has been submitted by the County Council under Regulation 3 of the Town and Country Planning General Regulations 1992. It seeks full planning permission to construct a new secondary school, new road junction and vehicle access, landscaping and playing fields and the demolition of some existing buildings, as shown on Drawings which will be displayed at Committee.
3. Except for the deletion of White Horse Education Partnership as a named co-applicant with the County Council, this application is unchanged from that previously determined under Application No. N.00.0122.CP on the 11th April 2000 by the County Council. This application is necessary to ensure that those operating the proposed school can benefit from any planning permission that is granted.
4. A site location plan is attached at **Appendix 1**.
5. A planning and design statement prepared by Scott Wilson, Architects for the project, describes the proposal as follows:-

"Site Layout

The strategic design concept for the Malmesbury School is to provide a new school building to the west of the existing school on level ground, currently forming part of the school playing field.

The new building complex is on a north/south axis with its principal east/west aspects over open land to the west and the proposed playing field/artificial pitch to the east.

The proposed building complex accommodates all school functions with the exception of the Design Technology Department which remains in its present location to the north-east of the site. The existing single storey building will be expanded to meet the requirements of the new school. The reason for retaining the existing single storey building is that it is in reasonable condition and, with modification and expansion, can provide an affordable and acceptable solution.

Site Access

The proposals are based on a new point of access into the site close to the Sherston Road/Corn Gastons junction.

The new access is via a mini roundabout junction on the Sherston Road (B4040)/Corn Gastons Road with another mini roundabout from Corn Gastons Road into the school site. A footbridge crossing is proposed to the south of the B4040 roundabout to provide access from the school site to the proposed playing fields to the west.

School Access

The proposal follows the Government's Green Transport initiative and makes provision for a potential change in modal split with greater emphasis on public transport, pedestrian and cycle use.

Pedestrian access to the school is from Corn Gastons, Sherston Road and the residential areas to the east, using the existing public footpath network into the school site.

Access by vehicle to the new school complex extends from the mini roundabout junctions and follows a loop road network that extends across the western façade of the school building. The purpose of this loop is to enable school buses to park adjacent to the school building to off-load students directly onto the pedestrian area, thus avoiding the need to cross roads at busy times.

Service access is provided to the south of the loop to service the kitchen.

Cycle stands for 150 bicycles are provided to the north of the school building in a prominent position.

Car Parking

Access to teacher and student car parking, which is contained within the loop road network, is directly from the loop road. A stacking lane for buses is proposed on the western side of the return loop road for buses waiting to drive around to the loading area. It is not envisaged that students would load on to buses waiting in this area. It will be possible to park six large buses nose-to-tail, with manoeuvring space between, in the set-down area adjacent to the school building at any one time during peak periods.

The capacity of the main car park is 102 spaces, with an additional car park accessible from the loop road to the north of the site with a capacity of 40 spaces. This gives overall capacity of 142 spaces for cars and 12 large bus bays, of which six are adjacent to the school building.

Further car parking for special events can be accommodated within the hard surfaced recreational areas to the east of the school building.

Building Layout and Form

The building layout, form and position on the site optimises the dimensions of the unbuilt part of the site by presenting the shortest faces of the building to the northerly and southerly residential areas. This will minimise the visual impact of the school as far as possible on the adjacent residential areas. The school complex comprises a double height circulation spine/Gallery with three blocks of teaching accommodation and support service areas. The Gallery bisects each of the three blocks and is the circulation core of the school. The school buildings are two storeys in height with sloping/pitched roofs. The distance from the edge of the school façades to the residential development to the north is 75 metres. The distance from the school building façade to the residential development to the south is 50 metres.

The layout of the main functions of the school is as follows:-

Central Block	Southern Block	Northern Block
Main entrance	English faculty	Hall
Central resources	Languages faculty	Gymnasium
Administration	Mathematics faculty	Canteen/kitchen
Sixth Form		Drama
Learning support		Humanities faculty
Staff facilities		Performing Arts
Science faculty		Changing rooms

Landscape

In order to provide a visual buffer between the residential areas and the school building, screen planting is proposed adjacent to the rear fence of the gardens to the north and south. Screen planting will comprise trees and shrubs to reinforce and enhance the weak landscape quality of the site. Additional planting is proposed to enhance the visual impact of the building, with structure planting in key locations throughout the site. Shade-producing trees are proposed in the parking areas and in the informal gathering areas around the site.

Sports Fields

The school proposals include an area of new sports fields approximately 9.2 hectares in size located on the west side of Sherston Road.

On-site sports fields and hard surfaced courts to the east of the new school complex will be completed following demolition of the existing school. The main sports field could be a floodlit artificial surfaced pitch for school use and for use by the local community. It lies close to the existing sports centre.

Sports facilities and hard court areas include:-

Football Pitch	2
Rugby Pitch	3
Hockey Pitch	4
Tennis/Netball Court	4

Two running tracks and three cricket squares can be accommodated over the pitches during the Summer months.

Existing Sports Centre

Access to the existing sports centre and associated parking area will be from the current school access in Bremilham Road.

A site for a future swimming pool, between the existing sports centre and the southern part of the school complex, has been retained.

School changing rooms and the gymnasium are located in the south-eastern school block, close to the existing sports centre and playing field. *(There is a discrepancy in this description. Plans show the gymnasium is located in the north-eastern block. The plans prevail in this case).*

Background

6. The Chief Education Officer has submitted the following statement in support of the application:-

"Malmesbury School is an existing 11-18 comprehensive school serving the town and surrounding villages. Currently proposed residential development will increase likely demand to 1,200 places by 2004 – the existing capacity is 1,067 with many places provided in temporary accommodation. The school suffers from its present location on three sites and this development will bring all school buildings onto one site at Corn Gastons. Playing fields are to be provided on adjoining land."

Consultations

7. **North Wiltshire District Council** – expressed concern on planning grounds regarding the following:-

- (i) The design and external appearance of the buildings do not seek to reflect the special character of Malmesbury.
- (ii) The general layout of the site, the new roundabout and the minimum provision of footpath links does not comply with the Draft PPG13 (Transport) to provide Safer Routes to Schools and improved road safety. Little, if anything, appears to be proposed to encourage alternatives to the use of the private car. This is referred to in more detail in the memo dated 8th February 2000 from the Principal and Sustainable Transport Planners.
- (iii) The change of use of the agricultural land for playing fields will need to be carried out concurrently with the implementation of an appropriate substantial planting scheme to satisfactorily integrate the new use into the Area of Outstanding Natural Beauty.
- (iv) An appropriate pedestrian footbridge should be provided over the B4040 rather than the surface level crossing in the interests of highway safety.
- (v) The lack of detail in respect of external lighting which could have a specific adverse effect in relation to residential and rural amenity.
- (vi) The potential impact on highway safety and residential amenity of construction traffic. No vehicles should be permitted to access the site via Gloucester Road, The Triangle and Bristol Street.
- (vii) On the amended access arrangements showing, inter alia, a footbridge crossing the B4040, North Wiltshire District Council comments that the footbridge is not included in the original planning application, and believes it should be. The District Council also expresses concern over the narrowness in the vicinity of the proposed footbridge when compared with the likely numbers of pupils that will use this facility.

8. **Malmesbury Town Council** – comments "Malmesbury Town Council is delighted that at long last a new school is to be built on the Corn Gastons site. We are pleased with many of the proposed ideas for the new school. However, we have no alternative but to object to the plans as presented. Our reasons are as follows:-

Playing Field Site

- **Pedestrian crossing – school/playing field** – The Council's greatest concern is the lack of a substantial footbridge from the school site to the playing field site. We feel a 'Pelican Crossing' is totally unacceptable and would not safeguard the lives of children crossing this already busy area.

- **Store** – We are anxious that the proposed store for sports equipment should be built on a lower level on the playing field site.
- **Possibility of further building** – We would be against further building on the playing field site and request a covenant to be put on this extensive area to protect the whole area from any industrial/housing development at any time in the future.
- **Service vehicle access** – We are concerned that no provision has been made on the application for service vehicles to enter the playing field site.
- **Layout** – Suggest further consultation with the Head Teacher as to the layout of the playing field site.
- **Power cables/footpath** – Members would like to point out the overhead power cables crossing the playing field site and also the public footpath that must be re-sited.

School Site

- **Earth mounds** – Would like further clarification of the reasons for the mounds proposed along the south side of the proposed new school site. Is this a barrier between the school/houses or rather a method of depositing unwanted earth?
- **Wild flower areas** – Members felt that the wild flower areas were possibly inappropriate. Planners need further consultation with the Head Teacher.
- **Pick-up point for parents** – We applaud the provision being made for coaches carrying pupils to drop and pick-up on site. However, because of the busy entrance and the roundabout, we emphasise the need for parents to park their vehicles away from the school in either Corn Gastons or Avon Road.
- **Stage facilities** – Concern was expressed by some Council Members at the omission of a conventional stage in the proposed assembly hall. Members of local organisations voiced fears that the town of Malmesbury would miss a conventional stage for local productions such as pantomime.
- **Detailed plans** – Request to see more description of colour and building materials. Would appreciate coloured illustrations of the proposed building.
- **Inaccurate drawings** – We feel we must point out that we are concerned that some of the buildings are not drawn to scale.

Please note that the above comments are not intended to damage this very worthwhile project."

9. **Brokenborough Parish Council** –
- (i) Expresses concern over the traffic flow calculations for this scheme.
 - (ii) How will the scheme accommodate these flows?
 - (iii) What is the future of a footpath between the rear of the houses and the present playing fields, as it does not appear on the plans?
10. **Southern Electric** – no objection.
11. **Environment Agency** – no objection subject to the imposition of conditions on any planning permission to secure satisfactory surface water drainage and the protection and conservation of its water environment.
12. **Countryside Agency** – no response received.
13. **Wessex Water** – no objection subject to the satisfactory agreement between the developer and Wessex Water over satisfactory connection points to foul and surface water systems.
14. **Sport England** – no objection provided that the replacement playing fields are:-
- Of a suitable standard
 - Provided before the school is operational
 - Made available for community use by formal agreement
15. **County Archaeologist** – no objection.
16. **Transco** – no response received.
17. **Street Works Act Management Point (Telecom)** – no response received.
18. **National Grid Company Plc** – no objections.
19. **Energis** – no objection.
20. **Simon Aviation Hallam Group** – no objection.
21. **Serco** – no objection.
22. **Cable and Wireless** – no objection.
23. **Germans (Esso Pipeline)** – no objection.

24. **County Highways** – comments as follows:-

There is great concern regarding the safety of students having to cross the Sherston Road. Recent discussions are likely to result in the replacement of the large roundabout with two minis, and the inclusion of a footbridge. Concern continues to be expressed (both internally and externally) regarding details of parking (quantum) and picking-up and setting-down facilities for parents and coaches. The details on the application plans are somewhat limited. The submission of such details should be the subject of conditions attached to any planning permission.

25. Copies of the consultation replies referred to above are available for inspection in the **Members' Room**.

Publicity

26. The application has been advertised on site, in the local press and a neighbour notification exercise has been carried out. This has resulted in the receipt of twelve letters of representation.

Representations

27. The letters of representation have raised the following concerns:-

- (i) This proposal has not been shown on any Local Plan and is therefore premature.
- (ii) Filands would have been a better location. At Filands there is space for the school, adjoining land for playing fields and all served by good roads. The site adjoins residential development and would thus reduce cross-town pupil commuting. It would obviate taking land from the Area of Outstanding Natural Beauty (AONB). To build houses at Filands will lead to more school commuting.
- (iii) There would be danger to pupils accessing the playing field across the busy B4040 by the signalised crossing. There should be a bridge.
- (iv) The Corn Gastons proposal will increase traffic flows through narrow residential roads and town streets.
- (v) Residents in the bungalows fronting the Bristol Road will suffer amenity loss due to noise, disturbance and vandalism from playing field users across the road.
- (vi) Land taken from Hyam Farm for playing fields will lead to loss of farm amenity and adversely affect the access to and from the farm complex.
- (vii) There appears to be a lack of facilities for community drama use at the school.

- (viii) Conditions should be imposed preventing the erection of any structures on the playing fields within the AONB not essential for school use and requiring a high standard of design and materials to safeguard the environmental quality of the site.
- (ix) There are discrepancies between the position of the gymnasium as shown on the plans and as described in the Design Statement.
- (x) Properties fronting Bremilham Road and Pool Gastons Road which back onto the proposed pitch facilities will suffer from possible trespass for the retrieval of lost balls from games played here. Also, community use of pitches could lead to noise and disturbance after school hours. This problem could be exacerbated by after school hours use of potential all-weather floodlit pitches if these facilities are provided.
- (xi) Properties fronting Bremilham Road and Pool Gastons Road should have the protection of a "ball catching" fence and landscaping between their rear gardens and the school.
- (xii) There is concern over the proximity of the proposed sports field to the designated River Valleys Area shown in the adopted North Wiltshire Local Plan.
- (xiii) The amended access arrangements of the Sherston (B4040) Corn Gastons junction have given rise to two further letters of representation concerning:-
 - Problems of access restriction to Nos. 1 and 2 Corn Gastons from vehicles setting down and collecting children and increased traffic volumes.
 - A loss of car parking for the roundabout construction.
 - The use of Corn Gastons as a short-cut by school-related traffic and amenity loss.

Relevant Planning Policy Guidance

- 28. Section 54 of the Town and Country Planning Act 1990 requires Planning Authorities first and foremost to consider the Development Plan position and to determine applications in accordance with the Plan unless material considerations exist which justify a departure from the Plan.
- 29. The adopted North Wiltshire Local Plan contains Policies LF1, B1, B8 and C3 which are considered relevant to this proposal. These Policies cover respectively educational facilities in settlements, design standards in settlements, the protection of archaeological sites and developments in AONBs. The core content of these Policies is replicated in the North Wiltshire Local Plan Review as Policies RLF1, RB2, RB21 and RC7. Both sets of Policies are set out in the attached **Appendix 2**.

Planning Considerations

30. The new buildings of the replacement school will be located within the existing school curtilage at Corn Gastons. Because the new buildings will utilise a part of the existing school playing fields, additional playing field provision will be provided to meet this loss and to accommodate the pupils of the Filands school who are to relocate to this new school.
31. The new playing fields are located just to the west of the existing school across the B4040 (Malmesbury to Sherston road) on what is currently agricultural land located within the Cotswold AONB. The entire school is within an Area of Special Archaeological Significance as designated in the adopted North Wiltshire Local Plan.
32. Because the new built structures are on the existing school's curtilage within the Malmesbury settlement framework, the project conforms with the basic tenets of Policies LF1 and RLF1.
33. The location of some of the sports facilities within a designated AONB complies with relevant Policies as being appropriate to the educational and social needs of this community school, does not cause demonstrable harm to any natural features and is located conveniently close to and in association with the school. The public use of Footpath No. 2 which crosses the new playing field will remain unaffected in practical terms and it is not considered necessary to divert this footpath at this time. Vehicular access for maintenance vehicles is to be provided.
34. The County Archaeologist has indicated that there are no known archaeological constraints on this site, nor is there any record of any footpath between the rear gardens of properties fronting Corn Gastons and the existing school playing fields.
35. Reflecting the criteria of the relevant planning policies, the applicant's Planning and Design Statement indicates that thought has been given to the configuration and orientation of the school buildings in order to minimise the visual impact on surrounding residential areas. The miscellany of 20th century development surrounding the site is not felt to represent the essence of Malmesbury's special character derived from its built heritage. The new school and its landscaping are believed to represent a positive contribution to the character of this particular area.
36. The buildings themselves will offer a less austere appearance than the existing structures which are to be demolished. They are of a conventional appearance, being a three-block, two-storey structure under a shallow pitched roof. External walls are brickwork with other appropriate external finishes on some first floor elevations and the roof is of profiled metal cladding.
37. All materials will be selected to be as sympathetic with their surroundings as possible. A condition attached to any permission for this development will require submission of samples of external materials for agreement in writing by the County Planning Authority before any development takes place, to ensure compliance with the aforementioned relevant Policies.

38. With respect to the traffic implications of this proposal, a new access via a mini roundabout from the B4040 and another from the Corn Gastons Road is envisaged for vehicular and pedestrian access. This facility should reduce vehicular volumes attributable to the school in Pool Gastons and associated feeder routes. A condition attached to any planning permission will seek further elaboration of the more detailed aspects of the highway elements of the overall scheme. Gloucester Road, Bristol Road and The Triangle are signposted in and around Malmesbury as part of a through route avoiding the town centre for all categories of traffic. Imposing planning conditions to prevent construction traffic from this route would therefore be invalid in this instance. The points raised by North Wiltshire District Council regarding the amended access and footbridge arrangements will be included in the ongoing discussions between this Council's Highways Development Control Section and the applicant.
39. A landscaping scheme will provide additional planting that will enhance the buildings, bring structural landscaping features to a site currently inadequately served with such attributes, and provide a visual buffer between residential areas and the school buildings. The scheme will provide more details of, inter alia, the purposes and scales of earth mounding features.
40. A redesign of the sports pitch facilities between the proposed school buildings and the rear of properties fronting Avon, Pool Gastons and Bremilham Roads ensures a generous 16 metres space between the pitches and the property boundaries for a "ball catching" fence and further boundary planting opportunities which should overcome the problem of footballs and tennis balls etc. falling into the rear gardens of these properties.
41. With regard to Sport England's comments, it will not be possible to provide the replacement playing fields at Malmesbury prior to the development of the existing school playing fields. The school is required by September 2001 and the build programme must therefore commence in April/May 2000. The new playing fields will be constructed at the same time as the main construction of the school buildings. There is a requirement to provide adequate arrangements for pupils to undertake outdoor activities during this time.
42. The County Council, in its design brief, highlighted the importance of the new facilities to the wider community. It stated that there should be extensive participation in the school by the local community and that the school facilities should be actively shared with the community. The new facilities will substantially increase the opportunities for attracting community use. Formal agreements will be entered into as appropriate.
43. Whilst the design statement makes reference only to a potential floodlit artificial surfaced pitch for the school, a condition requiring a separate planning application for such a proposal, to be determined by the County Planning Authority, will be attached to any planning permission for this application.

44. An analysis of current and future pupil movements to this school, carried out by the design architects, shows that:-

- Bus is the main access mode for travel to Malmesbury School, with walking accounting for almost one-quarter of trips to school. This is confirmed by the preliminary results of a County Council travel survey carried out in Summer 1999 and by data supplied by the school.
- The redevelopment will not change the level of generation associated with the school, but the distribution of traffic on the local road network will change substantially.
- An assessment of junction operation indicates that the roundabout will operate well within acceptable parameters, with the inclusion of background traffic and school traffic.
- A framework for a School Travel Plan (STP) has been devised which aims to promote safety, the use of sustainable modes of transport and improvements to facilities for those pupils who currently walk or cycle.
- A more comprehensive and locally focused set of measures to be introduced as part of an STP would be devised after a full travel survey has been undertaken.
- Regular monitoring by the school is essential to ensure that the STP objectives are being worked towards and to allow links with the national curriculum.
- The proposed design of the school incorporates features which conform to the ideals of an STP:-
 - (i) A network of safe, visible and convenient footpaths throughout the school site.
 - (ii) Safe and easy access to the school buildings for pedestrians. This will promote the use of walking and cycling.
 - (iii) Bus drop-off and pick-up points located such that alighters do not have to cross a road to enter the school.
 - (iv) Bicycle stands close to the front of the school building which will increase security and present a positive image of the school.
 - (v) Relief to the current access routes of Corn Gastons, Pool Gastons and Bremilham Roads which will benefit pedestrians using these routes, as well as the wider community.

45. With regard to the issues raised by the letters of representation:-

- (i) The largest element of this scheme is located on land already in educational use. The playing fields located in the AONB are not considered contrary to policy.

- (ii) Filands does not form part of this application and is therefore not a material consideration.
- (iii) and (iv) The applicant considers the existing roads and proposed access improvements will prove adequate to the demands of the proposal.
- (v) It is not considered likely that the residents fronting Bristol Road will suffer undue noise, disturbance or vandalism as a result of the new playing fields.
- (vi) During the negotiations with the landowner of Hyam Farm, an alternative access road has been offered, as has a restrictive covenant preventing the County Council erecting floodlights on this additional land. An effort has, therefore, already been made to address point (vi) of the representations.
- (vii) Whilst no stage is envisaged, other facilities for drama productions are planned.
- (viii) To control development on the playing field facilities in the AONB, a suitable condition will be attached to any planning permission.
- (ix) The discrepancy over the position of the gymnasium has been acknowledged.
- (x) There is no provision in this application for all-weather floodlit sports pitches. Any future developments of this nature would need another planning application to be determined by the County Planning Authority.
- (xi) A "ball catching" fence is proposed between the school pitches and properties fronting Bremilham Road and Pool Gastons Road.
- (xii) The proposed playing fields should have no adverse effects on the designated Malmesbury River Valley Area or the County Wildlife Site as they are located outside of the boundaries of these special areas.
- (xiii) In response to the two letters of representation relating to the amended access arrangement, the setting-down and collecting of school children will take place entirely within the curtilage of the new school. The loss of the small car parking area should have only minimal effect elsewhere and this amended scheme should generate no extra traffic or amenity reduction over and above that of the original submission.

Conclusions

- 46. The urgent need for the educational facilities represented by this proposal and the reason for centralising Malmesbury's secondary education facilities on this one site have been explained in the Chief Education Officer's statement of support.
- 47. Whilst some consultees have expressed reservations over the nature and level of detail of certain aspects of this proposal, it is felt that these matters can be addressed by suitable conditions attached to any planning permission requiring subsequent submission of such details prior to on-site works commencing. In general terms, it is considered that this application for full planning permission is in conformity with the criteria contained in the relevant planning policies referred to above.

Recommendation

48. That planning permission be granted subject to the following conditions:-

1. Unless otherwise agreed in writing by the County Planning Authority or required by conditions attached to this permission, the development hereby permitted shall be carried out in accordance with the submitted planning application N.00.0871.CP and Drawing Numbers M.SU.01.PP RevA, M.LA.001.PP, M.SS.01.PP, M.LO.05.PP RevB, M.LO.06.PP RevB, M.LO.07.PP RevA, M.LO.08.PP RevA, M.LO.09.PP RevA, M.SL.01.PP and HDASA/M/003.
2. No development shall take place until samples and colours of the materials for walls, roofs, rainwater goods, fenestration, doors and handrails etc. to be used in the construction of the development hereby permitted have been submitted to and agreed in writing by the County Planning Authority. Development shall be carried out in accordance with the agreed details.
3. No development shall take place until a scheme of hard and soft landscaping has been submitted to and agreed in writing by the County Planning Authority. Such a scheme shall include details of:-
 - Positions, species and size of all existing trees, shrubs and hedgerows to be retained.
 - The positions, species, density and initial size of all new trees, shrubs and hedges.
 - Any earthmoulding proposed.
 - The programme of implementation of the scheme.
 - The arrangements for subsequent maintenance.
4. The approved scheme of landscaping shall be carried out in accordance with the programme of implementation approved in Condition 3 and shall be so maintained thereafter. Within five years of planting, any trees, shrubs or other plants that die, become diseased, are removed or damaged shall be replaced in the first available planting season with others of a similar size and species in accordance with the details of the approved scheme, unless the County Planning Authority gives written approval to any variation.
5. Prior to development commencing, detailed drawings shall be submitted to and agreed in writing by the County Planning Authority showing the location and details of the following:-
 - Access facilities from the B4040 to the school and the new playing fields for pedestrians, vehicles and service vehicles.
 - Details of any other access points to the school for vehicles, pedestrians and service vehicles.

- Pedestrian crossing points for pupils between the school and the new playing fields over the B4040 and the type and operation of such crossing points.
- Areas for car and coach parking (at a level to be agreed) incorporating adequate manoeuvring and picking-up/setting-down facilities. These areas will need to make specific provision to ensure the safety of pedestrians.

The agreed details shall be implemented prior to the school being first brought into use.

6. Prior to development commencing, details of any external lighting and security equipment provisions shall be agreed in writing by the County Planning Authority and the works shall be carried out in accordance with the details thus agreed.
7. No development approved by this permission shall be commenced until a scheme for the provision of surface water drainage works has been submitted to and agreed in writing by the County Planning Authority. The drainage works shall be completed in accordance with the details and timetable agreed.
8. Any facilities for the storage of oils, fuels or chemicals shall be sited on impervious bases and surrounded by impervious bund walls, details of which shall be submitted to the County Planning Authority for approval. The volume of the bunded compound should be at least equivalent to the capacity of the tank plus 10%. If there is multiple tankage, the compound should be at least equivalent to the capacity of the largest tank, or the combined capacity of interconnected tanks plus 10%, or 25% of the total volume which could be stored at any one time, whichever is the greater. All filling points, vents, gauges and sight glasses must be located within the bund. The drainage system of the bund shall be sealed with no discharge to any watercourse, land or underground strata. Associated pipework should be located above ground where possible and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge downwards into the bund.
9. Prior to being discharged into any watercourse, surface water sewer or soakaway system, all surface water drainage from impermeable parking areas and hardstandings for vehicles shall be passed through an oil interceptor designed and constructed to have a capacity and details compatible with the site being drained. Roof water shall not pass through the interceptor.
10. The installation of all-weather playing/sports pitches and/or floodlighting facilities will require the submission of a planning application for this development to the County Planning Authority for determination prior to any such installation.

11. Notwithstanding the provisions of the Town and Country Planning Act (General Permitted Development) Order 1995 (or any Order amending, revoking or re-enacting that Order), no development shall be undertaken without the prior written agreement of the County Planning Authority in those parts of the school's playing fields and sports facilities which are located within the Cotswold AONB.
12. Prior to the school being brought into use, the applicant shall have submitted to, and have received the written agreement of, the County Planning Authority for a Green Transport Plan (embodying a School Travel Plan) for the school.

Note to Applicant

So that the applicant is aware of the environmental legislation which may affect the proposed development and for the purposes of general information, comments from the Environment Agency are set out below:-

To prevent pollution of the water environment.

The District Council Technical Services Officer should be consulted to ensure that the proposal does not affect the Council's flood defence responsibilities (see Circular 30/92 (WO 68/92), Section 13).

The Agency would support the use of Best Management Practice for dealing with surface water at this site. This could include:-

- (i) Subject to suitable ground conditions, soakaways could be utilised to dispose of the relatively clean run-off from roofed areas.
- (ii) Alternatively, a valuable educational resource could be incorporated into the surface water run-off design by attenuating flows and creating a wildlife amenity pond.
- (iii) The use of permeable paving in parking areas may make it possible to dispense with the need for petrol/oil interceptors.
- (iv) Attenuation of flows may also be achieved by the use of grass swales, detention basins etc.

If you would like to discuss this matter further, please contact Alison Jones, Development Control Engineer, on 01278 484603, quoting reference NW/2000/004180/001.

Any culverting of a watercourse requires the prior written approval of the Agency under the terms of the Land Drainage Act 1991 or Water Resources Act 1991. The Agency resists culverting on conservation and other grounds, and consent for such works will not normally be granted except for access crossings.

If off-site waste disposal is utilised it must be in accordance with the Duty of Care and the Waste Management Licensing Regulations 1994.

The applicant's attention is drawn to letters concerning this development from Sport England dated 1st February 2000 and Wessex Water dated 10th February 2000, and a memorandum dated 11th February 2000 from the County Council's Urban Estates Team that identifies certain landscaping elements and details to be included in the landscaping scheme required by Condition 3 above.

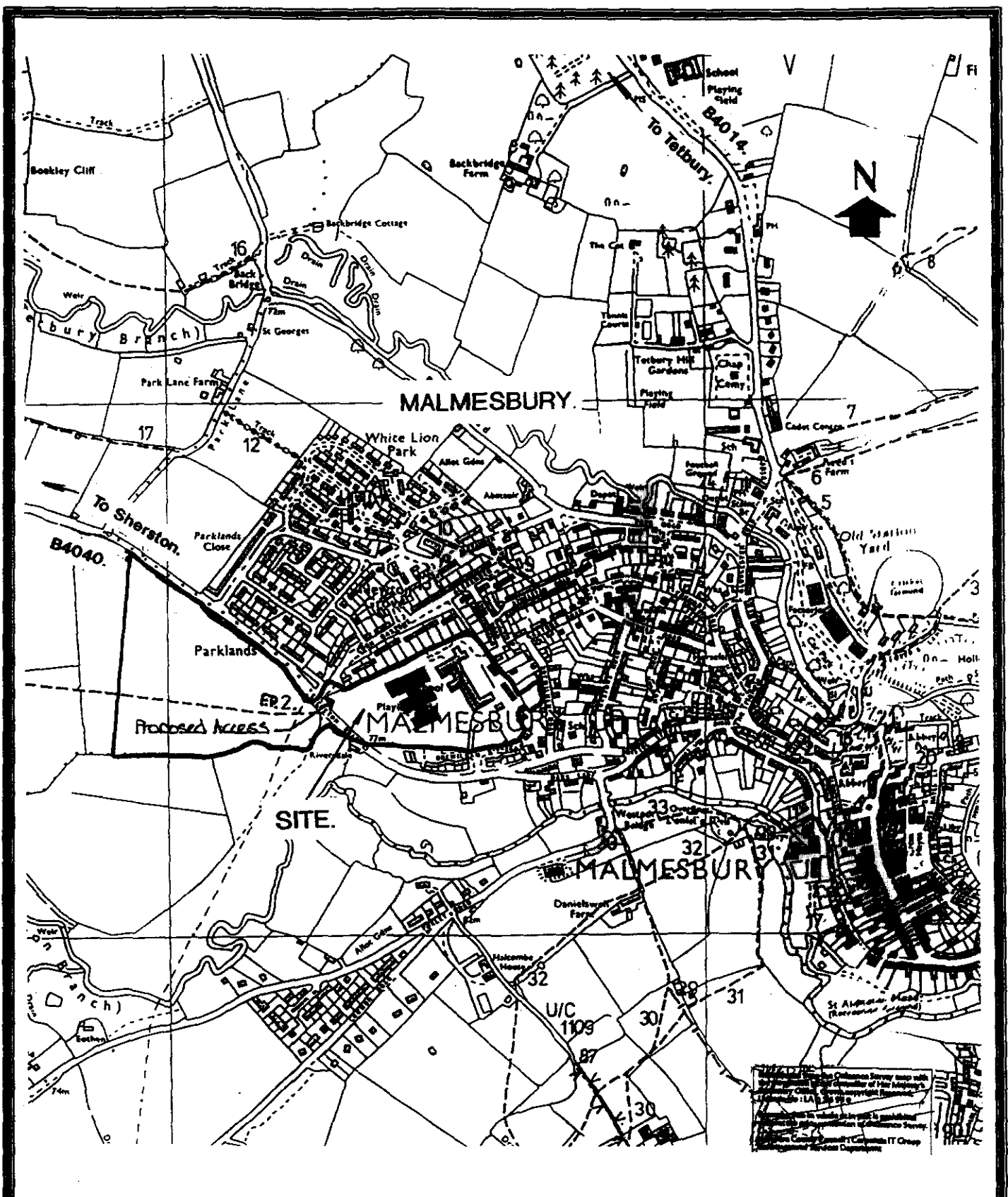
RICHARD J. LANDER
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:-

Consultation replies and correspondence

Environmental impact of the recommendations contained in this Report:-

See paragraphs 32-39 of the Report



COUNTY COUNCIL:

DATE: 9TH MAY 2000

PLANNING APPLICATION: N.00.0871.CP

SITE LOCATION: MALMESBURY

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WILTSHIRE COUNTY COUNCIL
Director of Environmental Services
County Hall
Trowbridge
Wiltshire BA14 8JD

SCALE: 1:10,000

ADOPTED NORTH WILTSHIRE LOCAL PLAN 1993
RELEVANT PLANNING POLICIES

- LF1 WITHIN THE TOWNS AND VILLAGES, THE PROVISION OF LOCAL COMMUNITY, EDUCATION AND RECREATIONAL FACILITIES WILL NORMALLY BE PERMITTED, PROVIDING:
1. THE PROPOSALS DO NOT DETRACT FROM THE CHARACTER AND ENVIRONMENT OF THE LOCALITY;
 2. ACCESS, HIGHWAYS AND PARKING FACILITIES ARE ACCEPTABLE; AND
 3. THE PROPOSALS ARE IN ACCORDANCE WITH OTHER APPROPRIATE POLICIES IN THE PLAN.
- B1 NEW DEVELOPMENT AND ADVERTISEMENTS WILL BE REQUIRED TO ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS BY A HIGH STANDARD OF DESIGN AND BY ENSURING THAT THEY ARE IN SCALE AND HARMONY WITH THEIR SURROUNDINGS.
- B8 IMPORTANT ARCHAEOLOGICAL SITES WILL BE PROTECTED FROM DEVELOPMENTS AS FAR AS POSSIBLE.
- C3 IN AREAS OF OUTSTANDING NATURAL BEAUTY, PRIORITY WILL BE GIVEN TO THE CONSERVATION OF THE CHARACTER AND SCENIC QUALITY OF THE LANDSCAPE BY RESTRICTING DEVELOPMENT TO THE CHANGE OF USE OF EXISTING BUILDINGS, OR TO THAT ESSENTIAL TO THE RURAL ECONOMY, OR DESIRABLE FOR THE ENJOYMENT OF ITS AMENITIES. OTHER PROPOSALS WILL NOT NORMALLY BE PERMITTED UNLESS PROVEN TO BE IN THE NATIONAL INTEREST AND INCAPABLE OF BEING ACCOMMODATED OUTSIDE AN AREA OF OUTSTANDING NATURAL BEAUTY, WHERE PROPOSALS ARE ACCEPTABLE IN PRINCIPLE, DETAILS WILL NEED TO ENSURE THAT:
1. THE SITING AND SCALE OF DEVELOPMENT ARE SYMPATHETIC WITH THE LANDSCAPE;
 2. THERE ARE HIGH STANDARDS OF LANDSCAPING AND DESIGN USING MATERIALS THAT ARE APPROPRIATE TO THE LOCALITY AND REFLECT THE CHARACTER OF THE AREA; AND
 3. ACCESS AND HIGHWAY CONSIDERATIONS ARE ACCEPTABLE.

NORTH WILTSHIRE LOCAL PLAN REVIEW 1995
PROPOSED RELEVANT PLANNING POLICIES AS AT JULY 1999

RLF1 WITHIN OR ADJOINING THE FRAMEWORK BOUNDARIES OF TOWNS AND VILLAGES AS DEFINED ON THE PROPOSALS MAP. THE PROVISION OF LOCAL COMMUNITY, EDUCATION AND RECREATIONAL FACILITIES WILL BE PERMITTED, SUBJECT TO:

1. THERE BEING NO HARM TO THE AMENITIES OF THE OPEN COUNTRYSIDE;
2. NO DEMONSTRABLE HARM ON THE ENVIRONMENT; AND
3. THE PROPOSAL BEING IN SCALE AND HARMONY WITH ADJACENT DEVELOPMENT AND THE CHARACTER, APPEARANCE AND ENVIRONMENT OF THE AREA;
4. THE PROPOSALS FOR ACCESS AND PARKING, TOGETHER WITH THE EFFECT ON ANY HIGHWAYS, BEING ACCEPTABLE.

[Amends adopted Local Plan Policy LF1]

RB2 NEW DEVELOPMENTS AND ADVERTISEMENTS WILL BE REQUIRED TO MAINTAIN OR ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS. NEW DEVELOPMENT SHOULD EXHIBIT A GOOD STANDARD OF DESIGN, AND BE IN SCALE AND HARMONY WITH ITS SURROUNDINGS.

[Amends adopted Local Plan Policy B1]

RB21 DEVELOPMENT IN DEFINED AREAS OF SPECIAL ARCHAEOLOGICAL SIGNIFICANCE, OR IN OTHER LOCALLY IMPORTANT ARCHAEOLOGICAL SITES, WILL ONLY BE PERMITTED WHERE:

1. ANY ARCHAEOLOGICAL REMAINS WOULD BE UNAFFECTED BY THE PROPOSALS; OR
2. SATISFACTORY MEASURES ARE TAKEN TO ENSURE THE PHYSICAL PRESERVATION OF ANY ARCHAEOLOGICAL REMAINS IN SITU; OR
3. IN CASES WHERE THE SIGNIFICANCE OF ANY ARCHAEOLOGICAL REMAINS IS OUTWEIGHED BY THE NEED FOR AND BENEFIT OF THE DEVELOPMENT, SATISFACTORY MEASURES ARE TAKEN TO EXCAVATE AND RECORD THE SITE AND ITS REMAINS.

[Amends adopted Local Plan Policy B8]

RC7 IN AREAS OF OUTSTANDING NATURAL BEAUTY, PRIORITY WILL BE GIVEN TO THE CONSERVATION OF THE NATURAL BEAUTY OF THE LANDSCAPE. DEVELOPMENT WILL BE RESTRICTED TO:

- (A) THE CHANGE OF USE OF EXISTING BUILDINGS; AND/OR
- (B) THAT WHICH IS APPROPRIATE TO THE ECONOMIC AND SOCIAL WELL-BEING OF THE AREA; AND/OR
- (C) THAT WHICH IS DESIRABLE FOR THE UNDERSTANDING AND ENJOYMENT OF ITS AMENITIES;

AND PROVIDED THE PROPOSAL:

- 1. DOES NOT CAUSE DEMONSTRABLE HARM TO THE NATURAL BEAUTY OF THE LANDSCAPE, INCLUDING ITS OPEN RURAL CHARACTER, AND ANY RIVERSIDE OR WATER FEATURES, WILDLIFE SITES, TREES OR WOODLAND;
- 2. IS SO SITED AS TO MINIMISE ITS IMPACT ON THE NATURAL BEAUTY OF THE AREA, AND WHERE POSSIBLE, IS LOCATED CLOSE TO AND IN ASSOCIATION WITH EXISTING BUILDINGS; AND
- 3. USES APPROPRIATE BUILDING MATERIALS AND LANDSCAPING.

OTHER PROPOSALS, INCLUDING MAJOR INDUSTRIAL AND COMMERCIAL DEVELOPMENT, WILL NOT BE PERMITTED UNLESS THEY ARE IN THE PROVEN NATIONAL INTEREST, AND CANNOT BE ACCOMMODATED OUTSIDE THE AONB.

**CHIPPENHAM/BREMHILL: CONSTRUCTION OF NEW SECONDARY
SCHOOL BUILDINGS AND ANCILLARY WORKS,
CONSTRUCTION OF NEW VEHICULAR ACCESS AND ROAD JUNCTION,
LANDSCAPING OF SITE AND PROVISIONS OF PLAYING FIELDS ON
LAND AT HARDENS FARM, STANLEY LANE, CHIPPENHAM
(Application No: N.00.0849.CP)**

SUPPLEMENTARY REPORT

The comments below have been received as a result of a recent consultation exercise relating to Drawing Nos. HDASA/C/001 and C/SK/04/PP Rev. A, showing an amended junction between Stanley Lane/London Road, additional footpath and cycle facilities adjoining Stanley Farm Track, and the above mentioned application.

Where the comments have raised new issues not previously addressed in the Committee Report of the 11th April 2000, the County Council's additional responses are set out.

1. **J.H. Palmer & Sons: Land Agents, representing their client Mr. T. Crew, Gate Farm, Stanley Lane**

We write on behalf of our above-named client, to object to the lack of accommodating our client's wishes, as laid out in our letter dated 23rd February, which has never been acknowledged.

You have clearly taken into account the impact on the two properties at the end of Stanley Lane, but have ignored the impact on the use of the farm buildings, which is of equal importance.

Without repeating ourselves, we draw your attention to the contents of our letter dated 23rd February last, and look forward to a reply in due course.

2. **Bremhill Parish Council**

If the three-metre cycle track down the lane to Hardens Farm is constructed the access to Newleaze Farm will be cut off.

It has been suggested that a roundabout be built at the end of Stanley Lane on the London Road or to reduce the speed limit to 30mph from 50mph. It has been noticed that there are no calming effects down Stanley Lane.

3. **Mrs. D. Sargent, 14 Hardens Mead, Chippenham**

"The rear of my property backs onto the Hardens Mead Farm lane, and is enclosed with 6 foot high panel fencing. I am concerned that the "temptation" of this exposed surface may be subject to abuse, i.e., drawing, writing, etc., (bearing in mind the age of the children who will be passing by each day, to/from school).

Having viewed the plans for the school, I understand that there will be plenty of greenery and shrubs in and around the school grounds, although despite being Council ground, the verge at the rear of my property does not appear to have been included. In light of my concerns, I would ask that you consider extending your landscaping plans to include the screening/protection of my rear fencing.

Having young children of my own, I am fully aware that their actions often unpredictable, and do not wish to appear unreasonable. I would therefore be extremely grateful for your assistance in this matter, and look forward to your early response."

4. **Mrs. Christine Crisp, Member for Bremhill and Calne Without**

"Thank you for your letter of 6th April concerning the amended application for planning permission. As stated in my letter of 1st February on the first application, I am concerned that the widening of Stanley Lane only reaches the school entrance itself and does not proceed around the bend, but I understand our road safety experts feel this is unnecessary. I also understand that the entrance to Stanley Lane will be sufficiently wide to make it possible for left turning traffic to exit without being held up to right turning traffic, but I am still disappointed to see that no roundabout is to be constructed. This will increase traffic around the Pewsham roundabout considerably.

I still have concerns with the safety issues involved in the children having to access sports pitches across the farm track. I do understand that safety measures to protect the children from the considerable traffic which uses this track are being discussed. However, it has been suggested that the footpath and cycleway follow alongside the farm track. This will require a greater width than is available at the track's junction with the A4. I do not think it will be physically possible. Is it not a better alternative for the footpath and cycleway to diverge from the farm track and follow the rear garden boundaries of the two semi-detached houses, emerging on to the A4 footpath on the Stanley Lane side of these two properties?"

5. **Mr. M.L. Lewis, Gate House, Stanley Lane, Chippenham**

"Thank you for your letter dated 6th April 2000 concerning the planning application for the above school.

All your letters and press releases have failed to point out that you, WCC, are applying to yourselves for permission for a second party to build this new school. I strongly oppose this procedure.

I write to make representation, making the following points:-

- (1) WCC should not be permitted to consider this application.*
- (2) The access from Stanley Lane is still not acceptable. It will:*
 - (a) cause unacceptable increased traffic congestion in Stanley Lane*
 - (b) cause unacceptable disturbances during construction.*
- (3) The school itself will not blend in well with the existing appearance and character of the area.*
- (4) The above items will directly affect the quality of life of residents in this area.*

I wish these points to be brought up at the planning meeting."

The County Council's position on the above representations is as follows:-

1. **J.H. Palmer and Sons, Agents for Mr. T. Crew, Gate Farm, Stanley Lane, Chippenham**

The concerns raised in the letter referred to were contained in the Report on this application presented to the County Council meeting on the 11th April and were addressed in the final part of paragraph 39 (page 15) of that Report.

2. **Bremhill Parish Council**

The proposed cycle track and footpath will be alongside the existing Hardens Farm track and will not cut off access to Newleaze Farm or any other holding or property that uses this track.

Highways planning advice is that a roundabout is not appropriate at the Stanley Lane/London Road junction. It is intended to seek the introduction of a speed limit of 30 mph on both Stanley Lane and London Road.

3. **Mrs. D. Sargent**

It is not intended to extend the landscaping scheme to include Hardens Farm track. The concerns expressed in the letter should not arise as the proposed access for pupils will be fenced, surfaced, level and safe, avoiding the vehicles and irregular surface of Hardens Farm track. Pupils will therefore not be attracted to use the existing track passing the rear of properties fronting Hardens Mead, thus effectively removing the likelihood of transgressions against property.

4. **Mrs. C. Crisp**

The safety of pupils passing both along and over the farm track has been the subject of considerable discussion and the desire to ensure that safety is not compromised is shared by this Council.

Although, in a perfect world, it might be preferable if the movement of pupils between the school and the sports pitches avoided any contact with vehicles, it is believed that a crossing of the track is achievable that will not present any significant risks.

Insofar as the use of the lane as a means of access to the school is concerned, it has been possible, following investigation of land ownerships, to agree a scheme that for the vast majority of its length, will segregate pedestrians and farm traffic. The suggested alternative route would, it is believed, be removed from the natural desire line for pedestrians travelling to and from the west, and would probably result in pupils continuing to use the track in preference to the alternative.

Whilst this Council is in complete agreement with Mrs. Crisp regarding the need to achieve a safe solution, it is believed the scheme as presently outlined is the best in the circumstances.

5. **Mr. M.L. Lewis**

In reply to point 1 of Mr. Lewis's letter, Regulation 3 of the Town and Country Planning General Regulations 1992 expressly permits Planning Authorities such as Wiltshire County Council to apply to, and grant themselves planning permission for essential development such as is proposed.

Points 2(a) and 3 have already been addressed in the main Report.

With regard to point 2(b), there will obviously be traffic movements associated with the school's construction phase but these should be environmentally acceptable and are in any case of limited duration.

With respect to point 4, whilst there may be some change in the environment of the locality arising from the advent of the school, it is not accepted that it will be inevitably adverse.

RICHARD J. LANDER
Director of Environmental Services

COUNTY COUNCIL
9th MAY 2000

**CHIPPENHAM/BREMHILL: CONSTRUCTION OF
NEW SECONDARY SCHOOL BUILDINGS AND
ANCILLARY WORKS, CONSTRUCTION OF NEW
VEHICULAR ACCESS AND ROAD JUNCTION,
LANDSCAPING OF SITE AND PROVISION OF PLAYING FIELDS
ON LAND AT HARDENS FARM, STANLEY LANE, CHIPPENHAM
(Application No. N.00.0849.CP)**

Purpose of Report

1. To comment on the application, and to recommend that planning permission be granted subject to conditions.

The Application

2. The application has been submitted by the County Council under Regulation 3 of the Town and Country Planning General Regulations 1992. It seeks full planning permission to construct a new secondary school, vehicular access, playing fields and landscaping scheme, as shown on Drawings which will be displayed at Committee.
3. Except for the deletion of White Horse Education Partnership as a named co-applicant with the County Council, this application is unchanged from that previously determined under Application No. N.00.0123.CP on the 11th April 2000 by the County Council. This application is necessary to ensure that those operating the proposed school can benefit from any planning permission that is granted.
4. A site location plan is attached at **Appendix 1**.
5. A planning and design statement prepared by Scott Wilson, Architects for the project, describes the proposal as follows:-

"Site layout

The Chippenham School site configuration follows traditional field patterns and WCC land ownership. The site extends from Stanley Lane to the north-west and west straddling the road to Hardens Farm which is to be retained as a right of access.

The new school building complex is sited some 100 metres back from Stanley Lane. The concept is based on a covered circulation spine with two blocks of teaching accommodation and support service facilities. The axis of the circulation spine/Gallery is north-west to south-east following the general configuration of the site and its relationship with Stanley Lane.

Playing fields are sited to the north-west and west of the site optimising the land available. The road to Hardens Farm bisects the site with playing fields on both sides.

The location of the school building complex provides opportunities for phasing and expansion at a later date. This can take place either by extending the circulation spine, or extending the teaching blocks, or by a combination of both.

Site access

The main vehicular access to the Chippenham School will be from the C365 London Road and Stanley Lane via an improved road junction and the widening and improvement of Stanley Lane with an associated footpath/cycleway up to the access point into the school.

North Wiltshire District Council has an ongoing programme to improve existing, and create new footpaths and cycleways in Chippenham. As a consequence it is anticipated that the footpath network could be extended to serve the new school.

Public footpath No. 38 is proposed to be diverted to the south of the school, passing between the school boundary and the rear gardens of Hardens Mead, crossing the track to Hardens Farm due east and re-following the school boundary as far as Stanley Lane. It is envisaged that there will be a footpath/cycleway facility alongside Hardens Farm Lane from its junction with the C365 to the school's southern boundary.

School access

Vehicular access into the site from Stanley Lane is on to a loop road network that extends across the eastern façade of the school building complex and extends around the main parking area.

There is a bus/coach set down lay-by adjacent to the loop road fronting on to the school buildings, with a capacity to handle at least six large buses/coaches at one point in time. Additional bus stacking areas are also provided.

Students can move freely between the bus/coach lay-by and the school entrances in a pedestrianised area.

The extension to the proposed pedestrian/cycleway follows the site boundary from the Hardens Farm Lane entering into the site at the south-western tip of the northern block. Cycle stands for 150 bicycles are provided to the west of the school building complex in a prominent position.

Car parking

The main and overflow car parks are accessed from the loop road at four points with the loop extending around the parking area.

The main car park has a capacity for 100 vehicles. There is space for additional car parking provision should any future expansion of the school necessitate it.

Further car parking for special events such as parents' evenings etc. could be accommodated within the hard surfaced recreational areas adjacent to the school building.

Building layout and form

The Chippenham School building layout follows a consistent design concept with blocks of teaching accommodation and support service areas at each end of a double height circulation spine/Gallery. The buildings are two storeys in height with sloping/pitched roofs.

The Chippenham School will initially occupy an edge-of-town site set in a semi-rural context. Over time it is understood that residential development will take place around the school creating a local community.

The north-eastern façade of the school overlooks the entrance area, car park and rural landscape beyond. The south-western façade looks over open farmland and the school playground.

The layout of the main functions of the school is as follows:-

Southern Block	Northern Block
Main entrance	Hall
Central resources	Gymnasium
Administration	Canteen/kitchen
IT/Business studies	Performing arts faculty
English faculty	Art and design department
Languages faculty	Changing rooms
Mathematics faculty	Science
Humanities	Technology

Landscape

The existing character of the Chippenham School site and its immediate environment is expected to change as a result of development taking place following construction of the school.

The landscape scheme retains the existing hedgerows to the site boundaries wherever possible. In the vicinity of the school complex the hedgerows are supplemented by trees to define the edge of the site and to give visual enclosure. The objective is to enhance the school site through screen and structure planting.

Within the site, shade-producing trees are proposed within the car park with shrub and tree planted borders between the school and the car park.

Structure planting is proposed to the north-west of the school complex to define the edge of the recreational and sports parts of the site. This will also contribute towards the screening of fencing to courts.

Ornamental tree and shrub planting is proposed at the entrance into the site from Stanley Lane to offset the hard built form.

The creation of informal meeting areas is proposed by partial, but not complete, enclosure by trees and shrubs.

Sports fields

Land for sports fields lies to the north-west and west of the main school complex. Hard courts are provided adjacent to the northern block of the complex.

The topography of the land at Chippenham will require cut and fill to create level playing fields. Where possible, in the interests of economy and reducing environmental impacts, excessive changes in level will be minimised.

Sports field and hard court facilities include:-

Football pitch	3
Rugby pitch	0
Hockey pitch	3
Tennis/netball court	3

A running track and two cricket squares can be accommodated over the pitches during the Summer months. The proposal directly corresponds with the County Council's plans submitted in support of the outline planning application. Should there be a requirement for rugby, it is assumed that the pitches provided will be sufficiently flexible in their design to allow for this."

Background

6. The Chief Education Officer has submitted the following statement in support of the application:-

"Chippenham is currently served by two 11-18 secondary schools but a further 900 additional places will be required by 2004 to meet the area's educational needs. Expansion of the two existing schools has been considered but, due to their location and layout, they are unable to sustain such development. In addition, recent and planned expansion of the town has led to a real and urgent need for a new school to be located on the eastern side of town.

The development will provide sufficient space for curricular and meeting purposes, a sports hall, playing fields and parking areas. All of these should provide opportunities for community usage."

Consultations

7. **North Wiltshire District Council** – comments as follows:-

"Whilst the principle of a school is acceptable, this Authority objects to this proposal on the following grounds:-

- (i) The siting of the proposed school, away from the London road frontage, would have a harmful effect on the amenities of the open countryside.
- (ii) The design and external appearance of the proposed building would be detrimental to the character, appearance and environment of the area.
- (ii) The proposal does not incorporate pedestrian and cycle links to the school, and as such is contrary to the draft PPG13 (Transport) which seeks to encourage alternatives to the use of the private car.
- (iv) The potential for housing on land fronting the A4 is proposed."

8. **Chippenham Town Council** – no objection but is disappointed over the industrial image of the school buildings, the perceived lack of cycle parking facilities and an inquiry over cyclists' changing facilities in wet weather.

9. **Bremhill Parish Council** – no objection.

10. **Environment Agency** – no objection in principle subject to conditions being imposed on any planning permission to secure satisfactory surface water drainage of the site and the protection and conservation of its water environment.

11. **Southern Electric** – no objection.

12. **Wessex Water** – no objection in principle subject to:-

- (i) An agreed connection point between the developer and Wessex Water (WW) to WW's foul water system.
- (ii) The County Council being satisfied with the provisions regarding surface water drainage.
- (iii) Access to, the protection of, and possible diversion of the WW water main crossing this site at the developer's cost.
- (iv) Agreement by the developer with WW, prior to commencement of any works, and connection onto WW infrastructure where applicable.

13. **Sport England** – no objection but would welcome inclusion of a community use agreement relating to the sports hall and pitches as part of any planning consent.

14. **Transco** – no objection.

15. **Serco** – no objection.

16. **Energis** – no objection.
17. **Street Works Act Management Point** – no response received.
18. **National Grid Company plc** – no objection.
19. **Germans (Esso Pipelines)** – no objection.
20. **Simon Aviation Group** – no response received.
21. **Cable and Wireless** – no objection.
22. **County Highways** – Discussions are still ongoing re safe and convenient student, pedestrian and cycle access to the school along (not over) Hardens Farm Lane. Concerns continue to be expressed (both externally and internally) regarding details of parking (quantum) and picking-up and setting-down facilities for parents and coaches. The details on the application plans are limited. Submission of such details should be the subject of conditions attached to any planning permission.
23. Copies of the consultation replies referred to above are available for inspection in the **Members' Room**.

Publicity

24. The application has been advertised on site and in the local press and a neighbour notification exercise has also been carried out. The representations received as a result of this publicity are referred to below.

Representations

25. Seven letters of representation have been received which refer to:-
 - (i) Domestic and agricultural traffic from properties accessed by Hardens Farm Lane passing through the school grounds posing a danger to pupils and school security.
 - (ii) The safety and capacity of the Stanley Lane and London Road junction for vehicular access to the school.
 - (iii) The proximity of the school entrance to the Gate Farm entrance, both off Stanley Lane, and the proximity of a 'blind' bend just beyond the school entrance on the same road.
 - (iv) The wish expressed for the reopening by the County Council of discussions for a new access to Hardens Farm from Stanley Lane.
 - (v) Concern over the use in a rural area of steel cladding for the walls and roof of the new school. The use of more sympathetic materials is requested.
 - (vi) The wish for landscaping to be carried out before the school is built in order to 'hide' the school from surrounding properties.

- (vii) The planning application description of the land use as 'educational' is challenged as it is still in agricultural use.
- (viii) The footpath proposed at the rear of properties in Hardens Mead will pose security problems and lead to litter problems with the large number of pupils envisaged.
- (ix) A request that this Council moves a Stanley Lane farm entrance to a safer and more secure position.

Relevant Planning Policy Guidance

- 26. Section 54 of the Town and Country Planning Act 1990 requires Planning Authorities first and foremost to consider the Development Plan position and to determine applications in accordance with the Plan unless material considerations exist which justify a departure from the Plan.
- 27. The adopted North Wiltshire Local Plan contains Policies C7 and B1 which are considered relevant to this proposal. These Policies cover respectively the effects of new development on the character and environment of greenfield locations and the design standards for new development. These concerns are generally replicated in the North Wiltshire Local Plan Review as Policies RLF1 and RB2. Both sets of Policies are set out in the attached **Appendix 2**.

Planning Considerations

- 28. The location is outside of the Chippenham Development Plan Area but the principle of the educational use of the land was established when an outline planning application (N.98.1832.CP) for the erection of a secondary school by the County Council was referred to the Secretary of State for the Environment, Transport and the Regions in November 1998, as a departure from the Development Plan. The Secretary of State decided not to intervene in the determination of this application and consequently the County Council granted itself outline planning permission for the development in December 1998. Discussions therefore of alternative sites for this school in this vicinity are outside the remit relevant to this application, as is the issue of the possible land uses of the surrounding areas.
- 29. Whilst the locational implications of Policy C7 for development in the countryside have been resolved by the above permission, the remaining elements concerning environmental, design and traffic matters remain relevant concerns, together with the similar focus shown by Policies B1, RLF1 and RB2.
- 30. The applicant's Planning and Design Statement under the sub-heading "Landscape" intends, via a judicious balance of new structural and screen planting and by enhancing retained hedgerows, to achieve the dual aims of a sense of enclosure for the school and the integration of the school campus into the surrounding countryside. The substantial planting required to achieve these aims will not only aesthetically improve the locality but should have beneficial effects on the natural environment and habitat of this currently sparsely wooded area and form a visual screen between the school and existing residential development in the vicinity; all of which should address positively the concerns expressed about the school's impact on the character and appearance of the area.

31. A condition will be attached to any permission given to this proposal requiring the submission of a comprehensive landscaping scheme to be agreed in writing with officers of the County Council. Appropriate statutory procedures are currently underway for the diversion of Footpath 38, referred to above, to facilitate the construction of the school buildings.
32. The new buildings are of a conventional appearance, being two storey structures under a shallow pitched roof, and at 100 metres are well set back from the Stanley Lane access road.
33. The external walls are brickwork with other appropriate external finishes on some first floor elevations and a roof covering of profiled metal cladding.
34. All materials will be selected to be sympathetic with their surroundings according to the application. A condition attached to any permission for this development will require submission of samples of external materials for agreement in writing by the County Planning Authority before any development takes place to ensure compliance with the aforementioned relevant planning Policies. Such a condition should substantially address the concerns expressed regarding the external appearance of the school buildings.
35. With respect to the traffic implications of this proposal, an analysis by the scheme's Architects shows that the proposed improvements both to Stanley Lane and its junction with the London Road will achieve a satisfactory and safe operation during peak hours of school operation. Also, it is now proposed that there will be a separate footpath/cycleway facility alongside Hardens Farm Lane from its junction with the C365 and the new school's southern boundary. Such provision should both encourage and enhance the environmentally desirable aim of safer pedestrian and cyclist modes of access to the school.
36. The proposed design of the school incorporates features which conform to the ideals of a School Travel Plan (STP):-
 - A network of safe, visible and convenient footpaths throughout the school site.
 - Safe and easy access to the school buildings for pedestrians. This will promote the use of walking and cycling.
 - Bus drop-off and pick-up points located such that alighters do not have to cross a road to enter the school.
 - Bicycle stands close to the front of the school building which will increase security and present a positive image of the school.
 - Cycle and pedestrian facilities which cross the farm track leading to Hardens Farm.

37. A full STP to maximise the utility of these facilities will evolve as school numbers increase. The initial recommendation by the Architects is to establish a regular programme of travel surveys of Chippenham School, run by the school, to determine the potential for encouraging the use of other sustainable modes. A full travel survey should obtain the following information which will allow the STP to fully assess the potential for changes in access mode:-

- Age and sex;
- Mode of travel;
- Journey origin;
- Routes used by children;
- Danger points on the routes;
- Details of accidents or 'near misses';
- Difficulties in making the journey on foot or by cycle;
- Problems with buses;
- What would encourage pupils to use more sustainable modes of transport;
- Bicycle ownership;
- How children would like to travel, given the choice.

38. The key aims of an STP for Chippenham School will be to:-

- Reduce car dependency for school trips;
- Promote more sustainable modes of travel to school;
- Safety.

39. It is well understood that the objectives can only be met by personal commitment and a significant change in habits and attitudes throughout the whole school community. It is also recognised that it will take time for a change in travel habits to permeate through the school. Hence, an early start on the STP would be beneficial. The full support of pupils, parents and teachers will be important.

40. With regard to the issues raised by the letters of representation:-

- Referring to representations over potential vehicle/pedestrian conflict in Hardens Farm Lane, point (i) above, the specification to the Private Finance Initiative bidders stipulates that they must take appropriate steps to ensure the safety and security of the users of the site. Each bidder had the opportunity to propose the construction of a new farm track as part of its scheme but none did. The measures proposed for Hardens Farm Lane, including those in paragraph 35 above, are considered appropriate.
- Points (ii) and (iii) concerning the safety and capacity of Stanley Lane are considered to be addressed by paragraph 35 above.
- With respect to point (iv), the County Council's land agent confirms that any discussions concerning an alternative route for the farm track were purely exploratory and on a 'without prejudice' basis.

- Points (v) and (vi) concerning materials used in the construction of the school will be addressed by conditions attached to any planning consent to ensure suitable colours and finishes to the built structures and the provision of a comprehensive landscaping scheme. It is not now intended to use metal cladding for the walls of the building.
 - The planning position vis-à-vis point (vii) regarding the continued agricultural use of the land is explained in paragraphs 28 and 29 above. The land is untenanted and is therefore not in agricultural use.
 - There is already a designated footpath at the rear of properties fronting Hardens Mead. It is difficult, therefore, to see why extra security problems should ensue. The litter issue is a matter of maintenance by the appropriate authority and of education of the pupils by parents and the school.
 - With respect to point (ix), the Council is unable to accommodate this request as there are no valid highway or safety reasons arising as a result of this proposal to warrant such an undertaking.
41. In reply to Sport England's comments concerning community use of the new school's facilities, the County Council, in its design brief, highlighted the importance of the new facilities to the wider community. It stated that there should be extensive participation in the school by the local community and that the school facilities should be actively shared with the community. The new facilities will substantially increase the opportunities for attracting community use. Formal agreements will be entered into as appropriate.

Conclusions

42. The urgent need for the educational facilities represented by this proposal and the reason for the location selected have been explained in the Chief Education Officer's statement of support.
43. Whilst some consultees have expressed reservations over the nature and level of detail of certain aspects of this proposal, it is felt that these matters can be addressed by suitable conditions attached to any planning consent requiring the subsequent submission of details on these particular aspects prior to on-site works commencing.
44. Planning permission for outline planning application N.99.1832.CP, given in December 1998, established the principle of the educational use of this site and in general terms it is considered that this application for full planning permission is in conformity with the criteria contained in the relevant planning policies referred to above.

Recommendation

45. That planning permission be granted subject to the following conditions:-

1. Unless otherwise agreed in writing by the County Planning Authority or required by conditions attached to this permission, the development hereby permitted shall be carried out in accordance with the submitted planning application N.00.0849.CP and Drawing Numbers C.SU.01PP RevA, C.SU.02PP RevA, C.SS.01PP, C.LO.03PP RevB, C.LO.04PP RevB, C.LO.05PP, C.LO.06PP, C.SL.01PP, C.SK.04.PP RevA and HDASA.C.001.
2. No development shall take place until samples and colours of the materials for walls, roofs, rainwater goods, fenestration, doors and handrails etc. to be used in the construction of the development hereby permitted have been submitted to and agreed in writing by the County Planning Authority. Development shall be carried out in accordance with the agreed details.
3. No development shall take place until a scheme of hard and soft landscaping has been submitted to and agreed in writing by the County Planning Authority. Such a scheme shall include details of:-
 - Positions, species and size of all existing trees, shrubs and hedgerows to be retained.
 - The positions, species, density and initial size of all new trees, shrubs and hedges.
 - Any earthmoulding proposed.
 - The programme of implementation of the scheme.
 - The arrangements for subsequent maintenance.
4. The approved scheme of landscaping shall be carried out in accordance with the programme of implementation approved in Condition 3 and shall be so maintained thereafter. Within five years of planting, any trees, shrubs or other plants that die, become diseased, are removed or damaged shall be replaced in the first available planting season with others of a similar size and species in accordance with the details of the approved scheme, unless the County Planning Authority gives written approval to any variation.
5. There shall be no vehicular access to the site other than from Stanley Lane.
6. Prior to the commencement of development, detailed drawings shall be submitted to and agreed by the County Planning Authority indicating:-
 - Alterations to Stanley Lane to provide a minimum carriageway width of 6.7 metres, together with 3 metre minimum width footway/cycleway on the western side of the Lane;

- Alterations to the junction of Stanley Lane and London Road to provide for the proper turning needs of coaches and lorries, and pedestrian crossing facilities. The drawings shall provide for visibility splays in accordance with the recommended standards in PPG13, together with necessary lining, signing, lighting and drainage;
- A scheme demonstrating how students will be safely accommodated along the farm track. Such a scheme will require the provision of a properly surfaced, lit and segregated path; and
- Plans showing areas for car and coach parking (at a level to be agreed) incorporating adequate manoeuvring and picking-up/setting-down facilities. These areas will need to make specific provision to ensure the safety of pedestrians.

The agreed details shall be implemented prior to the school being first brought into use.

7. Prior to development commencing, details of any external lighting and security equipment provisions shall be agreed in writing by the County Planning Authority and the works shall be carried out in accordance with the details thus agreed.
8. No development approved by this permission shall be commenced until a scheme for the provision of surface water drainage works has been submitted to and agreed in writing by the County Planning Authority. The drainage works shall be completed in accordance with the details and timetable agreed.
9. Any facilities for the storage of oils, fuels or chemicals shall be sited on impervious bases and surrounded by impervious bund walls, details of which shall be submitted to the County Planning Authority for approval. The volume of the bunded compound should be at least equivalent to the capacity of the tank plus 10%. If there is multiple tankage, the compound should be at least equivalent to the capacity of the largest tank, or the combined capacity of interconnected tanks plus 10%, or 25% of the total volume which could be stored at any one time, whichever is the greater. All filling points, vents, gauges and sight glasses must be located within the bund. The drainage system of the bund shall be sealed with no discharge to any watercourse, land or underground strata. Associated pipework should be located above ground where possible and protected from accidental damage. All filling points and tank overflow pipe outlets should be detailed to discharge downwards into the bund.
10. Prior to being discharged into any watercourse, surface water sewer or soakaway system, all surface water drainage from impermeable parking areas and hardstandings for vehicles shall be passed through an oil interceptor designed and constructed to have a capacity and details compatible with the site being drained. Roof water shall not pass through the interceptor.

11. The installation of all-weather playing/sports pitches and/or floodlighting facilities will require the submission of a specific planning application for this development to the County Planning Authority for determination prior to any such installation.
12. Prior to the school being brought into use, the applicant shall have submitted to, and have received the written agreement of, the County Planning Authority for a Green Transport Plan (embodying a School Travel Plan) for the school.

Note to Applicant

So that the applicant is aware of the environmental legislation which may affect the proposed development and for the purposes of general information, comments from the Environment Agency are set out below:-

To prevent pollution of the water environment.

The District Council Technical Services Officer should be consulted to ensure that the proposal does not affect the Council's flood defence responsibilities (see Circular 30/92 (WO 68/92), Section 13).

The Agency would support the use of Best Management Practice for dealing with surface water at this site. This could include:-

- (i) Subject to suitable ground conditions, soakaways could be utilised to dispose of the relatively clean run-off from roofed areas.
- (ii) Alternatively, a valuable educational resource could be incorporated into the surface water run-off design by attenuating flows and creating a wildlife amenity pond.
- (iii) The use of permeable paving in parking areas may make it possible to dispense with the need for petrol/oil interceptors.
- (iv) Attenuation of flows may also be achieved by the use of grass swales, detention basins etc.

If you would like to discuss this matter further, please contact Alison Jones, Development Control Engineer, on 01278 484603, quoting reference NW/2000/004181/001.

Any culverting of a watercourse requires the prior written approval of the Agency under the terms of the Land Drainage Act 1991 or Water Resources Act 1991. The Agency resists culverting on conservation and other grounds, and consent for such works will not normally be granted except for access crossings.

If off-site waste disposal is utilised it must be in accordance with the Duty of Care and the Waste Management Licensing Regulations 1994.

The applicant's attention is drawn to letters concerning this development from Sport England dated 1st February 2000 and Wessex Water dated 10th February 2000, and a memorandum dated 11th February 2000 from the County Council's Urban Estates Team that identifies certain landscaping elements and details to be included in the landscaping scheme required by Condition 3 above.

RICHARD J. LANDER

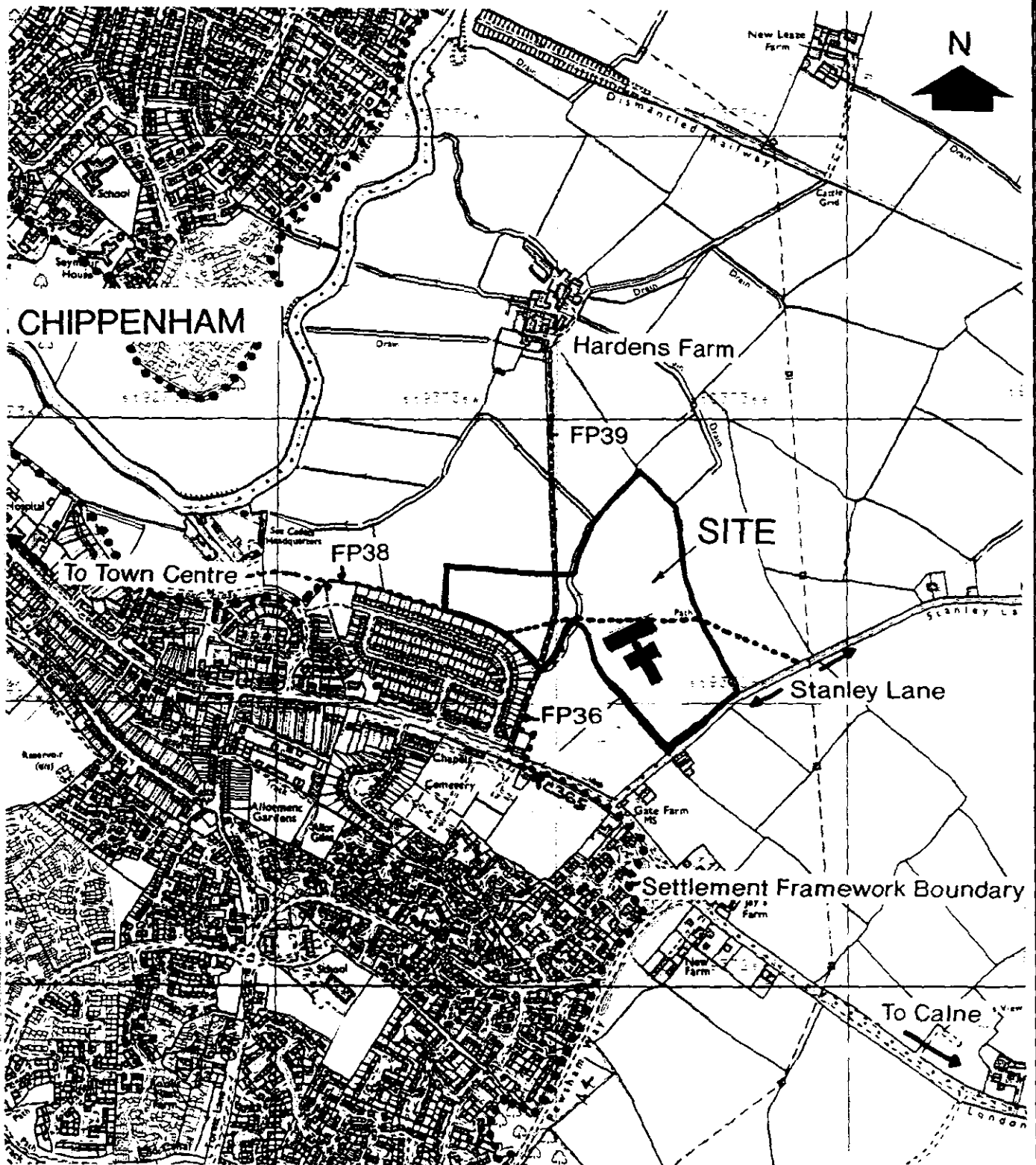
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

Consultation replies and correspondence

Environmental Impact of the Recommendations contained in this Report:

See paragraphs 30-35 of this Report.



COUNTY COUNCIL:

DATE: 9TH MAY 2000

PLANNING APPLICATION: N.00.0849.CP

SITE LOCATION: CHIPPENHAM

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WILTSHIRE COUNTY COUNCIL
Director of Environmental Services
County Hall
Trowbridge
Wiltshire BA14 8JD

SCALE: 1:10,000

**RELEVANT PLANNING POLICIES OF THE
ADOPTED NORTH WILTSHIRE LOCAL PLAN 1993**

- C7 IN THE COUNTRYSIDE INAPPROPRIATE DEVELOPMENT WILL NOT NORMALLY BE PERMITTED.

IN CONSIDERING PROPOSALS FOR AGRICULTURAL BUILDINGS REQUIRING PLANNING PERMISSION AND ANY OTHER DEVELOPMENT PROPOSALS WHICH ARE NORMALLY CONSIDERED AS APPROPRIATE IN THE COUNTRYSIDE, DUE REGARD WILL BE PAID, ESPECIALLY IN THE AREAS OF OUTSTANDING NATURAL BEAUTY AND IN THE SPECIAL LANDSCAPE AREAS, TO THE FOLLOWING:

1. THAT ANY PROPOSED DEVELOPMENT SHOULD NOT ADVERSELY AFFECT THE AMENITIES AND RURAL CHARACTER OF THE AREA, INCLUDING WATER FEATURES AND RIVERSIDE CHARACTER;
 2. THE PROTECTION AND CONSERVATION OF THE NATURAL ENVIRONMENT AND HABITAT AND ANY WOODLAND IN THE AREA;
 3. ANY NEW DEVELOPMENT OR BUILDINGS BEING DESIGNED AND SITED SO AS TO MINIMISE THE IMPACT ON THE OPEN LANDSCAPE OF THE AREA AND, WHERE POSSIBLE, BEING LOCATED CLOSE TO, AND IN ASSOCIATION WITH, EXISTING BUILDINGS AND FACILITIES;
 4. THE PROPOSED DEVELOPMENT NOT GIVING RISE TO A TRAFFIC HAZARD AND TO THE ROADS BEING ABLE TO ACCOMMODATE THE VEHICLES GENERATED; AND
 5. THE USE OF APPROPRIATE BUILDING MATERIALS AND LANDSCAPE TREATMENT.
- B1 NEW DEVELOPMENT AND ADVERTISEMENTS WILL BE REQUIRED TO ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS BY A HIGH STANDARD OF DESIGN AND BY ENSURING THAT THEY ARE IN SCALE AND HARMONY WITH THEIR SURROUNDINGS.

PROPOSED RELEVANT PLANNING POLICIES AS AT JULY 1999
NORTH WILTSHIRE LOCAL PLAN REVIEW 1995

RLF1 WITHIN OR ADJOINING THE FRAMEWORK BOUNDARIES OF TOWNS AND VILLAGES AS DEFINED ON THE PROPOSALS MAP, THE PROVISION OF LOCAL COMMUNITY, EDUCATION AND RECREATIONAL FACILITIES WILL BE PERMITTED, SUBJECT TO:

1. THERE BEING NO HARM TO THE AMENITIES OF THE OPEN COUNTRYSIDE;
2. NO DEMONSTRABLE HARM ON THE ENVIRONMENT; AND
3. THE PROPOSAL BEING IN SCALE AND HARMONY WITH ADJACENT DEVELOPMENT AND THE CHARACTER, APPEARANCE AND ENVIRONMENT OF THE AREA;
4. THE PROPOSALS FOR ACCESS AND PARKING, TOGETHER WITH THE EFFECT ON ANY HIGHWAYS, BEING ACCEPTABLE.

RB2 NEW DEVELOPMENT AND ADVERTISEMENTS WILL BE REQUIRED TO MAINTAIN OR ENHANCE THE APPEARANCE AND CHARACTER OF SETTLEMENTS. NEW DEVELOPMENT SHOULD EXHIBIT A GOOD STANDARD OF DESIGN AND BE IN SCALE AND HARMONY WITH ITS SURROUNDINGS.



POLICY & RESOURCES COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on TUESDAY, 15TH FEBRUARY, 2000.

PRESENT: Mr. P. F. Chalke (Chairman), Mr. P. G. Allnatt, Mr. B. E. Atfield, Mr. R. G. Catton, Mr. J. P. Johnson, Mr. R. T. Rogers, Mr. P. W. L. Sample, Mrs. Jane Scott, Mrs. J. H. Seager, Mrs. C. A. Soden and Mr. N. S. E. Westbrook

15. **Membership** The County Secretary & Solicitor reported that the County Council earlier in the day had appointed the following members to the Policy & Resources Committee and named Mr. P. F. Chalke and Mrs. J. H. Seager, Chairman and Vice-Chairman respectively;

Conservative

Mr. R. G. Catton
Mr. P. F. Chalke
Mr. J. P. Johnson
Mrs. Jane Scott
Mrs. J. H. Seager
Mrs. C. A. Soden

Liberal Democrat

Mr. P. G. Allnatt
Mr. B. E. Atfield
Mr. P. W. L. Sample
Mr. N. S. E. Westbrook

Labour Party

Mr. R. T. Rogers

16. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the committee meeting held on the 18th January, 2000.

(Note Mr. P. G. Allnatt, Mr. B. E. Atfield, Mr. P. W. L. Sample and Mr. N. S. E. Westbrook dissented from this resolution on the grounds that Minute 7(7)(ii) was not accurate and did not make clear that this was an aim to be achieved over future years).

17. **Appointment of Sub-Committees**

Resolved:

- (1) *To note the decision of the County Council and to amalgamate the Staffing and Insurance Sub-Committee with all the powers and duties of the existing sub-committees.*

- (2) (i) *To note the decision of the County Council and to establish, jointly with the Environment & Transport Committee, a Scrutiny Sub-Committee, with the following terms of reference:-*

To consider and enquire into the policies and practices of the committees reviewed.

To monitor service delivery.

To consider the budget plans, service plans, and any other major planning or strategic statements of the committees reviewed.

To review aspects of the committees' best value performance plans.

To comment on the performance of the committees reviewed using indicators such as:

- *Best value targets*
- *Data generated by the District Auditor and the Audit Commission and other external agencies concerned with economy, efficiency, and effectiveness of local authorities*
- *Whether anticipated costs and benefits of earlier actions materilised in the way the commissioning committees hoped*

To explore the general quality and effect of the decisions of the committees reviewed.

To study the impact of the work of the committees on other agencies and vice versa.

- (ii) *To note that the Management of Change Working Party will be considering further the new scrutiny arrangements.*

- (3) *To agree the size, appoint the members and name the chairmen and vice-chairmen of each of the following sub-committees with the exception of the Joint Scrutiny Sub-Committee who is invited to appoint its own chairman and vice-chairman.*

Staffing and Insurance Sub-Committee (6 + 1)

Conservative (3 + 1)

Labour (1)

Liberal Democrat (2)

*Miss M. F. de Rhé-Philipe
Lt.-Col. D. B. W. Jarvis,
(Chairman)*

*Mrs. D. J. Main,
(Vice Chairman)*

Mr. T. R. Sturgis

Mrs. M. E. Salisbury

Mr. B. E. Atfield

Mr. N. S. E. Westbrook

PFI Project Sub-Committee (6+1)

Conservative (3 + 1)

Mrs. C. Crisp
Mrs. M. E. M. Groom
Mrs. Jane Scott,
(Vice Chairman)
Mrs. C. A. Soden,
(Chairman)

Labour (1)

Mr. R. T. Rogers

Liberal Democrat (2)

Mr. P. G. Allnatt
Mrs. L. C. S. Bennett

Emergency Sub-Committee (3)

Conservative (2)

Mr. P. F. Chalke,
(Chairman)
Mrs. J. H. Seager,
(Vice-Chairman)

Liberal Democrat (1)

Mr. P. G. Allnatt

(4) *Investments Sub-Committee*

(i) *To agree that the membership of this sub-committee be 8. (5 County Council members, 2 Swindon Borough Council members and 1 District Council member)*

(ii) *To agree that the County Council representatives be as follows:*

Conservative (3)

Lt.-Col. D. B. W. Jarvis,
(Vice Chairman)
Mrs. P. Rugg
Mr. K. C. Wren,
(Chairman)

Liberal Democrat (2)

To be advised

(5) *Joint Scrutiny Sub-Committee with the Environment & Transport Committee (6 + 1)*

Conservative (3 + 1)

Mrs. L. P. Morris
Mr. A. G. Peach
Mrs. P. Rugg
Mr. D. J. Willmott

Labour (1)

To be advised

Liberal Democrat (2)

To be advised

18. **Appointment of Working Parties** On considering a report by the County Secretary and Solicitor,

Resolved:

- (1) *To re-appoint the following working parties with the membership and chairmen and vice-chairmen as shown:*

Corporate Grants Working Party (5)

Conservative (3)

Mr. P. F. Chalke
Mrs. C. Crisp
(Vice Chairman)
Mrs. J. H. Seager,
(Chairman)

Liberal Democrat (2)

Mrs. V. C. S. Landell Mills
Mr. P. W. L. Sample

Management of Change Working Party (6 + 1)

Conservative (3 + 1)

Mr. P. F. Chalke,
(Chairman)
Mr. J. P. Johnson,
(Vice-Chairman)
Mrs. J. H. Seager
Mrs. C. A. Soden

Labour (1)

Mr. R. T. Rogers

Liberal Democrat (2)

Mrs. L. C. S. Bennett
Mr. P. C. B. Coleman

Monitoring and Performance Review Working Party (6 + 1)

Conservative (3 + 1)

Mrs. N. S. Bryant
Mr. R. G. Catton,
(Chairman)
Mrs. L. P. Morris,
(Vice Chairman)
Mr. T. R. Sturgis

Labour (1)

Mr. R. T. Rogers

Liberal Democrat (2)

Mr. P. G. Allnatt
Mr. N. S. E. Westbrook

- (2) *To confirm the existing terms of reference of each of the above working parties;*
- (3) *Not to open any of the above working parties to the public at this time.*

19. **Representation of the County Council on the Local Government Association (LGA) General Assembly and County Councils' Network CCN** On considering the following item submitted by Mr. P. F. Chalke under Part 2 Standing Orders, Para 14.2:-

"In the light of this Council being Conservative controlled, to consider representation of the County Council on the LGA General Assembly and the CCN, in advance of the annual meeting in May".

Resolved:

- (1) **LGA General Assembly** To appoint the following members to the LGA General Assembly and apportion the 4 votes as shown

Conservative

Liberal Democrat

Mr. P. F. Chalke - 1 vote

To be advised - 1 vote

Mrs. Jane Scott - 1 vote

Mrs. J. Seager - 1 vote

- (2) **The County Councils' Network** To appoint the following members to the County Councils' Network (CCN) and apportion the 4 votes as shown.

Conservative

Liberal Democrat

Mr. P. F. Chalke - 1 vote

To be advised - 1 vote

Mrs. Jane Scott - 1 vote

Mrs. J. Seager - 1 vote

20. **Wootton Bassett Court House** On considering the formal notice issued by the Wiltshire Magistrates' Courts Committee of its proposal to close the Wootton Bassett Court House from 1st April, 2000.

Resolved: To appeal against the Wiltshire Magistrates' Courts Committee's decision on the grounds that the considerable inconvenience and costs in travelling to alternative Court Houses much further afield by other bodies and members of the public, outweigh the annual identified savings of £11,700 in closing the Court House.

21. **Best Value for Elected Members**

Resolved: To invite one member from each of the three political groups to attend this seminar in Taunton on 29th February, 2000 and to agree that attendance at the seminar be an approved duty for the purposes of attendance, travelling and subsistence allowances.

The Officer who has produced these minutes is Mr. S. S. Smith, of the Committee Services Unit, direct line 713054.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

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POLICY & RESOURCES COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE, on TUESDAY, 29th FEBRUARY 2000.

PRESENT: Mr. P.F. Chalke, (Chairman), Mr. P.G. Allnatt, Mr. B.E. Atfield, Mr. R.G. Catton, Mrs. C. Crisp, Mr. J.P. Johnson, Mr. R.T. Rogers, Mrs. Jane Scott, Mrs. J.H. Seager, Mr. J.E. Syme and Mr. N.S.E. Westbrook.

Mr. C. Newbury was also in attendance.

Minute No. 34 is a recommendation to the County Council.

22. **Membership** The County Secretary & Solicitor reported the membership of the Committee incorporating any changes since the previous meeting.

23. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the committee meeting held on 15th February 2000.

24. **Best Value Performance Plan** The Committee received a copy of the draft Best Value Performance Plan, together with a report by the Chief Executive and the views of the Best Value Scrutiny Board and the Monitoring and Performance Review Working Party.

Resolved:

- (1) To agree, in principle, the County Council's Best Value Performance Plan, as presented, subject to the amendments suggested by the "Best Value" Scrutiny Board and the Monitoring and Performance Working Party as set out in the Chief Executive's supplementary report.
- (2) To delegate to the Chief Executive, authority to finalise the Plan and the Summary after consultation with the Group Leaders, for printing and circulation before the deadline of the end of March.
- (3) To agree the arrangements for producing and distributing the Plan and Summary as described in the Chief Executive's report.

25. **The Local Government Pension Scheme (Amendment etc.) Regulations 1999 : Power to Admit Employees of other Bodies** On considering a report by the County Treasurer,

Resolved:

- (1) *To note the new provisions contained in the Regulations.*
 - (2) *To agree that, in the event of future applications under the new outside contractor provisions, the transferring service committee, acting as the employing body, agrees that the County Council be party to an admission agreement subject to the application being vetted by the consulting actuary, the Solicitor to the Council and the County Treasurer.*
 - (3) *To require the existing employer under an outsourcing proposal to underwrite actuarial and legal costs arising from an application.*
 - (4) *To approve admission of the national Schizophrenia Fellowship subject to the County Treasurer being satisfied that all the required conditions are met.*
 - (5) *To approve admission of Action for Blind People subject to the County Treasurer being satisfied that all the required conditions are met.*
 - (6) *To approve admission of North Wiltshire Leisure Ltd., subject to the County Treasurer being satisfied that all the conditions are met.*
 - (7) *To agree not to allow the application from the Evaluation Trust to go ahead.*
 - (8) *To consider future applications from voluntary bodies on their merits.*
26. **Invest to Save Fund** On considering a report by the County Treasurer,

Resolved:

- (1) *To approve the criteria and the arrangements for the approval and repayment of invest to save projects as described in the County Treasurer's report.*
 - (2) *To agree that interest is not charged on advances from the Fund.*
27. **Magistrates' Courts Committee Cash Limit 2000-01** On considering a report by the County Treasurer,

Resolved:

- (1) *To approve a supplementary estimate of £23,600 contribution to the additional costs of the Magistrates' Courts Committee (MCC) for 2000-01.*
- (2) *To approve a contribution up to a maximum amount, in each year, equivalent to 2% of the cash limit towards additional funding that may be approved by the Lord Chancellor's Department for initiatives of the MCC.*

28. **Budgeting Control Statement for January 2000**

Resolved: To note the budget monitoring statement for January 2000.

29. **Social Services Committee : Charging for Services Provided under Section 117 Mental Health Act 1983 - Complaint on behalf of Miss Hughes: Ombudsman Report** On considering the following recommendation from the Social Services Committee on 17th February 2000, and a joint report by the Director of Social Services and the County Secretary & Solicitor,

“To ask the Policy & Resources Committee to authorise an ex-gratia payment of £500 to Mr. Hughes.”

Resolved: To agree the recommendation of the Social Services Committee.

30. **Education Committee**

- (i) **Schools Access Initiative 2000-01** On considering the following recommendation of the Education Committee from 18th February 2000, and a report by the Chief Education Officer:

“To ask the Policy & Resources Committee to approve a supplementary capital estimate of £210,000 in respect of the Schools Access Initiative within the Education Committee’s Capital Programme 2000-01, to be financed by Supplementary Credit Approval.”

Resolved: To approve the recommendation of the Education Committee.

- (ii) **Malmesbury School : Proposed Swimming Pool** On considering the following recommendation of the Education Committee from 18th February 2000, and a report by the Chief Education Officer:

“To recommend the Policy & Resources Committee to authorise the Director of Environmental Services and the County Secretary & Solicitor to agree terms and complete a lease at a peppercorn rent of the surplus land to North Wiltshire District Council.”

Resolved: To approve the recommendation of the Education Committee.

31. **P.F.I. Project Sub-Committee**

Resolved: To receive the minutes (summary) of the meeting of the PFI Project Sub-Committee held on 18th February 2000.

32. **Staffing Sub-Committee**

Resolved: To receive the minutes of the meetings held on 19th January (a summary) and 15th February 2000.

33. **The Local Government (Contracts) Act 1997 : North Wiltshire Schools PPP/PFI Project** On considering a report by the County Secretary & Solicitor,

Resolved:

- (1) To agree the two changes to the County Council's Indemnity to staff described in the report.
- (2) To receive a report at a future meeting on other changes to the Indemnity as advised by Counsel.

34. **County Council Meetings 2001**

Resolved: To recommend the County Council that four scheduled meetings of the Council take place in 2001 at 10.30 a.m. on the following dates:-

Tuesday, 13th February
Tuesday, 15th May
Tuesday, 10th July
Tuesday, 20th November

35. **Appointment of Secretary to the Probation Committee**

Resolved: To agree to Mr. P.N. Smith acting as Secretary to the Probation Committee with effect from 1st April 2000 for a period of one year in the first instance, i.e. until 31st March 2001 when the current Service Level Agreement with the Probation Service expires.

36. **Appointment of Independent Member to the Pool of Education Appeal Panel Members**

Resolved: To appoint Mrs. L. Langley to the pool of independent members to serve on Education Appeal Panels to hear admission and exclusion appeals.

37. **Salisbury Symposium**

Resolved: To agree to the attendance of members representing Electoral Divisions in the Salisbury area at a Symposium to be held at the Guildhall, Salisbury, on Tuesday, 28th March 2000, as an approved duty for the purposes of travelling and subsistence allowances.

38. **Urgent Items** The Chairman agreed to deal with the following three items as matters of urgency as decisions were required before the next meeting of the Committee.

- (1) Scrutiny Arrangements

Resolved: To ask the Chief Executive to arrange a half-day seminar for all members of the County Council on the new scrutiny arrangements on Tuesday, 21st March 2000, at 10.30 a.m.

(2) **LGA European and International Forum**

***Resolved:** To agree Mr. Newbury's attendance at the LGA European and International Forum on 31st March 2000 in London and to approve his attendance as an approved duty for the purposes of attendance, travelling and subsistence allowances.*

(3) **LGA Annual Cultural Services and Tourism Conference**

***Resolved:** To not approve Mr. Sample's attendance at the LGA Annual Cultural Services and Tourism Conference in Bristol from 13th-15th March 2000.*

39. **Exclusion of the Public**

***Resolved:** To agree in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute No. 40 and 41 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 7 and 9 of Part I of Schedule 12A to the Act.*

40. **Shelwork Industries** On considering the following recommendation from the Social Services Committee on 17th February 2000, and a confidential report by the Director of Social Services:

“To recommend the Policy & Resources Committee to give approval for officers to finalise the contract for the transfer of Shelwork Industries within the parameters outlined in the report and to complete the transfer process with a proposed transfer date of 1st April 2000.”

***Resolved:** To authorise officers to finalise the contract for the transfer of Shelwork Industries within the parameters outlined in the report and to complete the transfer process with a proposed transfer date of 1st April 2000, or as soon as possible thereafter.*

(Note: Mr. R.T. Rogers voted against this decision and asked that his dissenting vote be recorded).

41. **Transfer of Older People's Homes** On considering the following recommendations from the Social Services Committee on 17th February 2000, and a confidential report by the Director of Social Services:

“(1) Subject to the endorsement of the Policy & Resources Committee to reject the conditional bid from the Orders of St. John Trust Care Homes for the transfer of existing homes in North Wiltshire and Kennet and to actively pursue alternative options for transferring some or all of these homes to another provider(s).

(2) To request the Policy & Resources Committee to reconsider its earlier decision to restrict the transfer of homes to the not for profit sector.

- (3) To ask the Policy & Resources Committee to consider the allocation of additional resources to the Social Services Committee to enable the outsourcing process to continue."

Resolved:

- (1) *To reject the conditional bid from the Orders of St. John Trust Care Homes for the transfer of existing homes in North Wiltshire and Kennet and to actively pursue alternative options for transferring some or all of these homes to another provider(s).*
- (2) *To agree that future options for the transfer of older people's homes should include all providers and not just the not for profit sector.*
- (3) *To note the request by the Social Services Committee for additional resources to enable the outsourcing process to continue.*

(Note: Mr. P.G. Allnatt, Mr. B.E. Atfield, Mr. J.E. Syme and Mr. N.S.E. Westbrook voted against this decision and asked that their dissenting votes be recorded.)

(Duration of Meeting : 10.30 a.m. – 11.30 a.m.)

The Officer who has produced these minutes is Mr. S.S. Smith, of the Committee Services Unit, direct line 713054.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.



POLICY & RESOURCES COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on TUESDAY, 11th APRIL, 2000.

PRESENT: Mr. P.F. Chalke (Chairman), Mr. P.G. Allnatt, Mr. B.E. Atfield, Mr. R.G. Catton, Mr. P.R. Davis, Mr. J.P. Johnson, Mr. R.T. Rogers, Mrs. Jane Scott, Mrs. J.H. Seager, Mrs. C.A. Soden and Mr. N.S.E. Westbrook.

Mr. P.C.B. Coleman and Mrs. C. Crisp were also in attendance in accordance with Standing Order No.25

42. **Membership** The County Secretary & Solicitor reported the membership of the Committee, incorporating any changes since the previous meeting.

43. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the committee meeting held on 29th February, 2000.

44. **Chairman's Announcements : Modernisation of Local Government** The Chairman informed the Committee that he was part of an LGA delegation that met yesterday with Hilary Armstrong, the Minister of State for Local Government and Housing. They had discussed the Government's modernisation of local government programme, including the Wiltshire option.

The Chairman said he was reasonably happy with the outcome of the discussions and would continue to press for a fourth option which would enable this Authority's proposals to proceed.

45. **Best Value Business Plan Implementation** The Committee received a report by the Chief Executive about the steps required to implement the Performance Plan. The Chief Executive also presented an addendum following a grant from the Joseph Rowntree Foundation to carry out a user controlled "Best Value" review of Direct Payments.

Resolved:

- (1) *To ask the Management of Change Working Party to consider the following electoral issues:*

- *The findings and recommendations of the independent panel reviewing members' allowances.*

- *Action to increase electoral turnout at the May 2001 County Council elections, and provide greater public information about the role of a County Councillor, including running seminars for those interested in standing for office.*
 - *A preferred option for the outcome of the Local Government Commission's review of electoral arrangements in 2002/3.*
- (2) *To dissolve the Scrutiny Board established in 1999 to advise on the preparation of the Performance Plan.*
 - (3) *To approve the arrangements for implementing the Best Value Performance Plan set out in the Chief Executive's Report.*
 - (4) *To replace the fundamental review of Direct Payments programmed for 2000/01 by a user-controlled fundamental review as outlined in the addendum to the Chief Executive's report.*
 - (5) *To change the timescale of the review referred to at (4) above to run to July 2001, instead of March 2001.*
 - (6) *To ask officers to complete stage 1 of the process and work with the Wiltshire and Swindon Users' Network and University of Bath to recommend the scope of the review to the Scrutiny Sub-Committee in July or August 2000.*

46. Scrutiny Arrangements On considering a report by the Chief Executive,

Resolved: To:

- (1) *approve the constitution of scrutiny sub-committees as described in Appendix A of the Chief Executive's report.*
- (2) *note particularly the part-time secondment of policy officers to scrutiny work and that wider staffing implications are likely, including support from various sections of Corporate Services Department and all other Departments as the scrutiny programme requires.*
- (3) *authorise the Chief Executive to invite tenders for an independent review of the scrutiny arrangements towards the end of the year, as described in Appendix B to the report.*
- (4) *note that a training module will be arranged for scrutiny sub-committee members, other members and appropriate officers.*
- (5) *ask scrutiny sub-committees to exercise restraint in co-option of members.*
- (6) *note the possible need to develop guidelines for consulting clients with special problems or difficulties.*
- (7) *note that details of the County Council's scrutiny arrangements have been communicated to DETR, LGA, CCN, and others.*

- (8) *approve the payment of reasonable out-of-pocket expenses to witnesses called by scrutiny sub-committees.*
 - (9) *empower scrutiny sub-committees to determine priorities for scrutiny.*
 - (10) *accept an informal and selective reporting style of scrutiny sub-committee activity for both County Council meetings and committees.*
 - (11) *make consequential changes to Standing Orders and Council Conventions, as described in Appendix C to the report.*
47. **Local Government Improvement Project** The Chief Executive reported that after consultation with the group leaders he had registered with the Improvement and Development Agency (I&DeA) that the County Council would wish to participate in the Local Government Improvement Project in June/July 2001. This would involve a visit by an external team appointed by the I&DeA at a cost of about £18,000.
- Resolved: To note the situation and that further details will be circulated when they become available.*
48. **Budgetary Control Statement for February 2000** On considering a report by the County Treasurer,
- Resolved: To note the report.*
49. **Interim Treasury Report – 1999/2000 (Period 4)** On considering a report by the County Treasurer,
- Resolved: To note the report.*
50. **Treasury Strategy Report 2000/01** The County Treasurer presented a report.
- Resolved: To agree:*
- (1) *that the County Council's capital financing of £11.7 million be met from fixed rate long-term loans at interest rates of 5% or below for periods in excess of 10 years, from cash held on deposit and from the surplus on other cash transactions (see (3) below).*
 - (2) *that not more than 10% of long-term loans should fall due for repayment in a single financial year.*
 - (3) *that the revenue cash surplus of £3.0 million is used to help finance the capital deficit, or be placed on temporary deposit.*
 - (4) *that existing long-term loans be restructured where overall savings can be achieved.*
 - (5) *that any surplus cash not applied in lieu of borrowing be placed on short-term deposit.*

- (6) *that short-term cash deficits and surpluses are managed through temporary loans and deposits.*
- (7) *that operating leases of up to £1.5 million are utilised to assist in financing the County Council's 2000-01 expenditure on items of a capital nature.*
- (8) *that the County Treasurer be authorised to vary the approved strategy in the light of changed economic and market circumstances, or substantial variations in the County Council's cash forecast and capital financing requirement.*
- (9) *that the Provision for Credit Liabilities as at 31st March, 2000 be applied to finance 1999-2000 capital expenditure justified by a credit approval.*
- (10) *Section 5 of the Treasury Policy Statement be amended by the addition of The Northern Trust Company to the list of approved institutions for investment, with a limit of £3 million.*
51. **Capital Expenditure Funded by Specific Government Grant** On considering a report by the County Treasurer,
- Resolved: To delegate to the County Treasurer authority to approve capital expenditure that is 100% reimbursable by specific government grant.*
52. **Information Technology : A Progress Report** The Committee received a report by the County Treasurer,
- Resolved: To note the progress on IT in the Council and in particular:*
- (1) *the successful conclusion of the Year 2000 project;*
- (2) *the financial analysis in the appendix to the report; and*
- (3) *to approve a rollover of the £85k underspending on the Security Project to 2000-01.*
53. **County Hall West (MECH) : Power Supply** On considering a report by the Director of Environmental Services,
- Resolved: To approve a supplementary capital estimate of £83,140 in 1999-2000 for the acquisition of new transformers and switch gear for County Hall.*
54. **PFI Project Sub-Committee**
- Resolved: To receive the minutes of the meetings of the PFI Project Sub-Committee held on 3rd March (a summary) and 4th April, 2000.*
55. **Staffing & Insurance Sub-Committee**
- Resolved: To receive the minutes (summary) of the meetings of the Staffing & Insurance Sub-Committee held on 7th and 28th March, 2000.*

56. **Investment Sub-Committee**

Resolved: To receive the minutes of the meeting of the Investment Sub-Committee held on 22nd March, 2000.

57. **LGA General Assembly : Annual Meeting**

Resolved: To agree not to submit a motion to the LGA General Assembly Annual Meeting on 27th June, 2000 but to support the motion submitted by Dorset County Council and others seeking a review of the funding mechanism for combined fire authorities with a view to those authorities being permitted to fund on a self-precepting basis in line with the funding mechanism currently operating for metropolitan fire and civil defence authorities.

58. **Delegation to Committee : Amendment** The Committee received a joint report by the Chief Executive and Director of Environmental Services,

Resolved: To amend the scheme of delegation to committees as follows:-

- (1) Environment & Transport Committee – delete delegation 9.3
- (2) Environmental Services Sub-Committee – delete delegation 10.6.
- (3) Policy & Resources Committee* – add delegations 9.3 and 10.6 referred to in (1) and (2) above.

**The Committee noted the possibility of these new powers being undertaken by a sub-committee of the Policy & Resources Committee at a later date*

59. **Exclusion of the Public**

Resolved: In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Nos. 60 and 61 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 1 (Min. No. 60), paragraphs 7 and 9 (Min. No. 61) of Part One of Schedule 12A to the Act.

60. **WDS Managing Board : Review of 1999/2000 and Future Organisation of Wiltshire Direct Services** On considering the following recommendations of the WDS Managing Board on 13th March, 2000 and a confidential report by the Director of Wiltshire Direct Services:

To ask the Policy & Resources Committee:

- (a) To note the projected financial position of WDS in 1999/2000.
- (b) To note the provisional deficit budget for 2000/01.
- (c) To note the action taken by the Director of Wiltshire Direct Services.

- (d) *To consider the corporate funding of pensions back funding estimated at £176,000 for WDS in 2000/01, when it considers the Financial Plan for 2001/02.*

Resolved: *To approve the recommendations.*

61. **Bid from the Orders of St. John Trust Care Homes for the Transfer of Homes in North Wiltshire and Kennet** On considering the following recommendation of the Social Services Committee on 6th April, 2000 and a confidential report by the Director of Social Services:

To recommend the Policy and Resources Committee:

- (i) *To accept the bid from the Orders of St John Trust Care Homes for the existing homes in North Wiltshire and Kennet.*
- (ii) *To note that the bid from the Trust does not include Coombe End House, Marlborough and therefore, with a view to ensuring a continuous service to the people in that area, to commission officers of the County Council to undertake an options appraisal into its future within a period of six months.*
- (iii) *To authorise the officers to finalise and execute the necessary contracts and leases on terms approved by the Solicitor to the Council with a view to transfer on 1 August 2000.*
- (iv) *To allocate £411,000 additional resources from the Invest to Save Fund together with £72,000 for the transfer arrangements in this financial year and a further £359,000 in 2001/2002.*

Resolved: *To approve the recommendations.*

(Note: Mr. R.T. Rogers voted against this resolution and asked that his dissenting vote be recorded.)

(Duration of meeting : 10.30 a.m. - 11.25 a.m.)

The Officer who has produced these minutes is Stuart Smith, of the Committee Services Unit, direct line 713054.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

14/04

PR17

WILTSHIRE COUNTY COUNCIL

POLICY AND RESOURCES COMMITTEE

11TH APRIL, 2000

DELEGATION TO COMMITTEE AMENDMENT

Purpose of Report

1. To amend the Scheme of Delegations in respect of the management of County Council land and buildings.

Background

2. In April 1999, the Committee considered a joint report by the Chief Executive and Director of Environmental Services reviewing the current arrangements for the management of County Council premises.
3. The Committee resolved, inter alia, that with effect from the 1st April, 2000, all non school property will be 'owned' by the Policy and Resources Committee and that the Environmental Services Department (ESD) will act on its behalf in the landlord role; Service Departments, including ESD when the service provider, will act as tenants.
4. The responsibilities of landlord and tenant are summarised in **Appendix 1**.

Committee Delegation

5. Currently, the Environment and Transport Committee and the Environmental Services Sub-Committee have delegated property management functions for land and buildings. The Environment and Transport Committee :

9.3 To monitor and review:-

- (i) the landholdings of the County Council and future requirements to ensure the most economic and effective use of land in the interests of the Council as a whole;
- (ii) land acquisition policies;
- (iii) building and building maintenance policies.

6. The Environmental Services Sub-Committee :

10.6 To deal with all matters relating to the acquisition, disposal, overall management and development of land and buildings required for any of the County Council's functions or activities (including land and buildings no longer required for the purpose for which they were originally required, and including land and buildings acquired by agreement for road improvements). Without prejudice to the generality of this delegation these matters include:-

- (i) compulsory purchase orders;
- (ii) leases;

- (iii) plans, tenders and list of contractors;
- (iv) land drainage;
- (v) energy conservation and fuel supplies;
- (vi) provision of infrastructure;
- (vii) outdoor advertising;
- (viii) building maintenance;
- (ix) council-owned housing;
- (x) county farms;
- (xi) management of picnic sites, country parks, woodlands and related countywide assets.

7. On occasions, these property management delegations give rise to an apparent conflict of interest with the function of the County Council as planning authority.
8. Most planning applications for development within a 2 tier local government structure are submitted to the District Councils. County Councils deal with minerals and waste disposal. They may also deal with applications by the County Council to develop - by itself or jointly - land that it owns or has a legal interest in.
9. The conflict of interest is apparent whenever an application for planning permission for development is to be determined by a committee, sub-committee or officer of the County Council if the determining body or individual is also responsible wholly or partly for the management, land or buildings to which the application relates.
10. Members will recall that on occasions these conflicts have been dealt with by the County Council determining applications. This creates a difficulty in programming development and gives an unnecessary burden to County Council.

Proposal

11. With effect from the 1st April, 2000 the Policy and Resources Committee will 'own' all non school property. The Education Committee will continue to 'own' school property although because of government prescription and intent the LEA will have minimal direct management responsibility in future for school premises. It is proposed that the appropriate Delegations are aligned with this new responsibility by deleting Delegations 9.3 and 10.6 from the Environment and Transport Committee and Environmental Services Sub-Committee respectively with the Policy and Resources Committee (or any proposed Sub-Committee) assuming these Delegations.

Recommendation

12. That the scheme of Delegations to Committees be amended :

- (i) Environment and Transport Committee - delete Delegation 9.3.
- (ii) Environmental Services Sub-Committee - delete Delegation 10.6.
- (iii) Policy and Resources Committee (or a proposed sub committee) - add Delegation 9.3 and 10.6 previously delegated to Environment and Transport Committee and Environmental Services Sub-Committee respectively.

KEITH ROBINSON
Chief Executive

RICHARD J. LANDER
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

None

Environmental Impact of the Recommendations contained in this Report:

None

SUMMARY RESPONSIBILITIES

Landlord

- Strategic Management of property portfolio
- Procure property
- Maintain property
- Dispose of property declared surplus to service Committee requirements
- Secure and manage energy supplies
- Implement energy conservation improvements
- Secure property servicing contracts (cleaning, maintenance etc.)
- Health and Safety (Landlord)
- Risk Management (Landlord)
- Vacant premises management

Tenant

- Represent service needs
- Use existing property to support service delivery
- Identify and declare surplus property from an operational point of view
- Health and Safety (Tenant)
- Risk Management (Tenant)
- Report defects/servicing problems
- Check/certify service bills
- Check/pay energy bills
- Optimise energy usage

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EDUCATION COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on 18 FEBRUARY 2000.

PRESENT: Mrs CA Soden (Chairman), Mrs LCS Bennett, Mr G Bright, Mr PCB Coleman, Mr J Hawkins, Mr H Head, Mrs G Hill, Mrs DJ Main, Mrs LP Morris, Canon L O'Driscoll, Mr AG Peach, Mrs P Rugg, Mrs JBP Savage Mrs Jane Scott, Lt Col P Tarrant, Mrs MSN Taylor, Mrs I Throp and Mr NSE Westbrook.

Mr PF Chalke, Mr PWL Sample and Mr IC West also attended the meeting in accordance with Standing Order No.25.

Minute numbers 17(1) and 19(2) are not within the Committee's delegated powers and have been referred to the Policy & Resources Committee.

1. **Membership**

- (1) It was noted that the following members had been appointed by the County Council on 15th February 2000 to serve on the Committee and named Mrs CA Soden and Mrs Jane Scott as Chairman and Vice-Chairman respectively:

Conservative

Mrs DJ Main
Mrs LP Morris
Mr AG Peach
Mrs P Rugg
Mrs JBP Savage
Mrs Jane Scott
Mrs CA Soden
Mrs I Throp

Labour

Mrs MSN Taylor

Liberal Democrat

Mrs LCS Bennett
Mr PCB Coleman
Mrs G Hill
Mrs Jenny Scott

Non-County Council Members

Voting

Church of England
Substitute for Mr Head
Roman Catholic Church
Substitute for Canon O'Driscoll

Mr H Head
Miss C Barker Bennett
Canon L O'Driscoll
Mr L Allsopp

Non Voting

Primary
Secondary
Special
Army
Further
Substitute for the teaching profession

Mr AJ Madgett
Mr J Hawkins
Mr R Nethercott
Lt Col P Tarrant
Mr G Bright
Mr S Coles

- (2) The County Secretary & Solicitor then reported the membership of the committee incorporating any changes since the meeting of the County Council.

2. **Apologies** Apologies for absence were received from Mr AJ Madgett and Mr R Nethercott.

3. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee meeting held on 17th December 1999.

4. **Chairman's Announcements**

- (1) **Chief Education Officer** The Chairman was pleased to welcome Mr Bob Wolfson to his first meeting of the Education Committee since he became Chief Education Officer in January, 2000.
- (2) **Her Majesty's Chief Inspector's Report** The Chairman was delighted to report that two Wiltshire Schools had received special mention in Her Majesty's Chief Inspector's annual report. Sheldon School in Chippenham and Broad Chalke Primary School had been listed as being very good schools. The Chairman also mentioned that Wiltshire schools had featured on the short lists of successful schools since the Chief Inspector had introduced them several years ago. This reflected well on the many good schools across the County. The committee agreed to send a letter of congratulation to the two schools mentioned above.

5. **Appointment of Sub-Committees**

Resolved:

- (1) *In response to the decisions of County Council and Policy & Resources Committee on 15th February, 2000:*
- (a) *to establish a Scrutiny Sub-Committee with the following terms of reference:*
- (i) *To consider and enquire into the policies and practices of the committees reviewed.*
- (ii) *To monitor service delivery.*
- (iii) *To consider the budget plans, service plans, and any other major planning or strategic statements of the committees reviewed.*
- (iv) *To review aspects of the committees' Best Value performance plans.*
- (v) *To comment on the performance of the committees*

reviewed using indicators such as:

- *Best Value targets,*
 - *Data generated by the District Auditor and the Audit Commission and other external agencies concerned with economy, efficiency, and effectiveness of local authorities,*
 - *Whether anticipated costs and benefits of earlier actions materialised in the way the commissioning committees hoped,*
- (vi) *To explore the general quality and effect of the decisions of the committees reviewed.*
- (vii) *To study the impact of the work of the committees on other agencies and vice versa.*

(Note: Further discussions on the detail of the operation of the Scrutiny Sub-Committee will take place at the Management of Change Working Party.)

- (b) *to amalgamate the Libraries, Heritage and Arts and the Youth and Community Services Sub-Committees and to constitute a Community Services Sub-Committee with the combined terms of reference of the former Sub-Committees.*
- (2) *To note that the Conservative Group had an overall majority on the Council which it was entitled to have reflected on the Sub-Committees of the Education Committee as detailed in (3) below.*
- (3) *To agree the size, appoint the members and name the Chairman and Vice-Chairman of each of the following Sub-Committees as follows:*

(a) *Community Services Sub-Committee (11 members)*

Conservative (5+1)

*Mr RJ Baddeley
Mrs MEM Groom
Mrs DJ Main
Mr AG Peach
(Vice-Chairman)
Mrs P Rugg
(Chairman)
Mrs JBP Savage*

Labour (1)

(To be advised)

Liberal Democrat (3)

*Mrs LCS Bennett
Mrs M Boulton
Mr NSE Westbrook*

Church Representative (1)

Mr J Baxter-Brown

(Note: Mrs MSN Taylor was subsequently appointed as the Labour member on the Community Services Sub Committee)

(b) Education and Social Services Scrutiny Sub-Committee (7 members)

Conservative (3+1)

Mrs NS Bryant
Mr G Downes
Mr WA Spiers
Mr KC Wren

Labour (1)

(To be advised)

Liberal Democrat (2)

(To be advised)

(Note: Chairman and Vice-Chairman to be named at the first meeting.)
(Note: Mr RT Rogers was subsequently appointed as the Labour member on the Education and Social Services Scrutiny Sub-Committee)

(c) Emergency Sub-Committee (7 members)

Conservative (2+2)

Mr AG Peach
Mrs P Rugg
Mrs Jane Scott
(Vice-Chairman)
Mrs CA Soden
(Chairman)

Liberal Democrat (1)

Mr PCB Coleman

Church Representatives (2)

Mr H Head
Canon L O'Driscoll

(d) Awards Sub-Committee (7 members)

Conservative (3+1)

Mrs DJ Main
(Chairman)
Mrs LP Morris
(Vice-Chairman)
Mrs P Rugg
Mrs I Throp

Labour (1)

(To be advised)

Liberal Democrat (2)

Mr TR James
Mr NSE Westbrook

(Note: Mrs BM Jay was subsequently appointed as the Labour member to the Awards Sub-Committee)

(e) Governors' Appointments Sub-Committee (7 members)

Conservative (2+2)

Mrs LP Morris
(Chairman)
Mrs P Rugg
(Vice-Chairman)
Mrs Jane Scott
Mrs CA Soden

Liberal Democrat (1)

Mr PCB Coleman

Church Representatives (2)

Mr H Head
Canon L O'Driscoll

(f) Staffing Sub-Committee (5 members)

To note that the County Secretary & Solicitor is authorised to appoint members for individual cases following consultation with the Group Spokesmen.

(g) Complaints Sub-Committee

(i) *To appoint:*

Conservative (3)

Mrs DJ Main
Mr AG Peach
Mrs Jane Scott

Labour (1)

Mrs MSN Taylor

Liberal Democrat (2)

Mr BE Atfield
Mr PCB Coleman

from whom a Complaints Sub-Committee (3 members) would be constituted for complaints in respect of the National Curriculum and Religious Education for Community and Controlled schools.

(ii) *To appoint:*

Conservative (2)

Mr AG Peach
Mrs Jane Scott

Liberal Democrat (2)

Mr BE Atfield
Mr JE Syme

from whom a Complaints Sub-Committee comprising two County Councillors and two representatives of the appropriate Diocesan Body would be constituted to hear complaints in respect of the National Curriculum for Aided Schools.

(iii) *To note that the County Secretary & Solicitor is authorised to appoint members to the Complaints Sub-Committee for individual cases following consultation with the Group Spokesmen.*

6. **Appointment of Working Party**

Resolved:

- (1) *To establish, with the agreement of the Social Services Committee, a joint Children's Working Party of eleven elected members and three non elected members.*
- (2) *To appoint the following members (six from the Social Services Committee and five from the Education Committee):*

Conservative

Mrs DJ Main
Mrs P Rugg
Mrs JBP Savage
(Vice-Chairman)

Liberal Democrat

Mrs G Hill
Mr NSE Westbrook

Non-Elected

Dr H Williams – Wiltshire Health Authority

Mr R Nethercott – Headteacher

Ms J Stacey – Barnados

To name Mr AG Peach (appointed at the Social Services Committee held on 17th February, 2000) chairman.

(3) *To confirm the Working Party's existing terms of reference.*

(4) *To agree not to open the Working Party to the public for the time being.*

7. **Best Value Service Plan** On receiving the second draft of the Department's Plan,

Resolved:

(1) *To approve the draft of the Service Plan.*

(2) *To approve the Department's current priority to OFSTED inspection of the LEA which would result in a delay in implementing a full programme of Best Value Fundamental Review.*

8. **Budget Monitoring Report Revenue Expenditure 1999/2000** On considering a report by the Chief Education Officer,

Resolved: *To note the report.*

9. **Revenue Budget 2000/2001**

(a) **The Standards Fund 2000/2001** (Min No 128/99) On considering a report by the Chief Education Officer,

Resolved:

(1) *To accept all allocations as notified except as follows:*

to take up part of the grant allocation only for:

<u>No.</u>	<u>Grant</u>	<u>Take-up £m</u>	<u>Includes LEA Contribution of £m</u>
25 (a)	National Grid for Learning	0.973	0.487
25 (b)	South West Grid for Learning – Broadband	0.611	0.305
33	Small Schools Support Fund	0.200	0.100
28	Lifelong Learning	0.070	0.035

(2) *To authorise the Chief Education Officer to pursue further with the DfEE whether the National Grid for Learning grant may support the Committee's development of a Wiltshire schools network and, if so, to*

release any balance of LEA funds to increase devolved grant available to schools.

- (3) To note that, as a result, the total LEA contribution to Standards Fund 2000/01 becomes £4.515m.*
- (4) To agree that grant 26 - School Security - be fully devolved to schools, with no central retention.*
- (5) To agree that within grant 32 - Teaching Assistants - £30,000 be centrally retained in 2000/01 to ensure that additional necessary training for teaching assistants can be successfully developed in view of the priority placed by the government on this; devolution may be further considered in future years.*
- (6) To confirm the devolution of grants 3, 4, 10, 11, 12, 13, 16, 18, 19, 25, 26, 32, 33, 34, 35 and 36 according to the formulae proposed, within total allocations as at (1) above.*
- (7) To confirm the devolution of grant 1 - School Improvement - on the Alternative basis as follows:*

The overall distribution of the grant be divided into the same proportions, per phase, as in 1999/2000 and be allocated by formula which includes a flat rate element equal to the subscription to the Governor Support service plus a sum of £1,900 for each primary and secondary school and £1,100 for each special school, £60 per week plus £120 per term in respect of each newly qualified teacher and the remainder according to total full-time equivalent pupil numbers (equal to approximately £15 per pupil primary, £10 per pupil secondary and £23 per pupil special). In addition, specific funds be allocated (at the 1998/99 level) to schools which are inspected during the 1999/2000 academic year which have not received a post-inspection grant for a previous inspection.

- (8) To approve the implementation of plans for the activities for which funds are accepted and managed centrally.*
- (9) To request the Chief Education Officer to present a report on the operation of the Wiltshire Music Service to the next meeting of the Committee.*
- (10) To register with the DfEE that the Supported Early Retirement Scheme for Headteachers which is limited in both time and access, does not contribute to the effective, coherent and consistent personnel policy which is needed to recruit and retain headteachers of distinction.*

- (b) **Proposed Department Developments: ICT** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To further develop the ICT vision outlined in the report and to share this with schools.*
- (2) *To note the urgency/priority of ICT funding bids outlined in the report.*
- (3) *To request a further report on proposed strategy and developments at the next meeting in the light of budgetary decisions.*
- (4) *To approve the appointment of an ICT Manager and support within the Department as a top priority.*

- (c) **Revenue Budget 2000/01** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To note and approve the budget proposals shown in the report subject to the following:*
 - (i) *To welcome the fact that additional funds allocated by the County Council take the increase in relevant County Council spending up to the increase in Education Standard Spending Assessment, ensuring schools benefit from the specific grant to support delegated budgets of £0.449m announced by the Secretary of State.*
 - (ii) *To make a further increase in the total funding available to schools delegated budgets 2000/01 of £1.384m taking it up to £131.588m.*

Funded as follows:

	<u>£m</u>	
Base budget for developments	0.319	Replaced by further funds allocated by County Council
Reduced LEA contribution to Standards Fund	0.453	
Government specific grant for school budgets	0.449	
Government grant: GM Transitional funding	0.149	
New delegation: Special Unit	0.014	
Total	<u>1.384</u>	

- (iii) *To allocate an additional £0.100m to Special Schools in Wiltshire to maintain progress towards the recommendations of DfEE Circular 11/90.*
- hence*
- (iv) *To approve Revised Revenue Estimates for 2000/01 – attached as Appendix 1 to these minutes.*
- (v) *To note that the above includes a total for delegation to schools of £131.588m being £5.174m added to the 1999/00 level of delegation; plus a sum of £2.190m representing the new areas of delegation at 1999/00 prices.*
- (vi) *To note that this budget has sought to maximise funding for delegation to schools with an increase of 4.2% in the total for delegation, before the effect of new delegation; and also provides the Committee's contribution to an increase in Standards Fund of which some £8m would be devolved to schools, the equivalent of about 6% of schools' delegated budgets.*
- (vii) *To note that this budget clearly meets the three 'targets' set for LEAs by the Secretary of State in November.*
- (viii) *To approve the highest priority developments identified in paragraphs 14 to 16 of the report in SEN provision and ICT infrastructure.*
- (ix) *To ask the Chief Education Officer to bring a further report to the Joint Children's Working Party and to this Committee on priorities for spending the balance of £0.500m allocated by the County Council, ringfenced to SEN provision*
- (x) *To confirm the sum of £0.070m in the budget of the Community Services Sub Committee allocated by County Council, ringfenced to stock fund, and included in the revised estimates attached as Appendix 1 to these minutes.*
- (2) *To welcome the additional resources allocated by County Council on 15th February, 2000 specifically:*
- *An additional £0.5m for SEN requirements in schools,*
 - *An additional £0.5m for investment in IT (one off),*
 - *A ringfenced rollover of £0.217m for schools network and e-mail – (formerly Fat Pipe),*
 - *A ringfenced rollover of £0.070m for Libraries & Heritage – stock fund.*

- (d) **Revenue Budget 2000/01: Schools Delegated Funding** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To note the contents of the report.*
- (2) *To approve the method of providing for inflation on delegation of catering and payroll.*
- (3) *To approve the Local Management of Schools distribution arrangements for 2000/01.*
- (4) *To approve the revisions of Local Management of Schools flat rate funding as proposed in paragraph 22 of the report.*
- (5) *To authorise the Chief Education Officer to proceed with the distribution of delegated budgets to all maintained schools on the basis of the formula values as recalculated under (3) above.*
- (6) *To approve the revised formula values for delegation of Payroll to special schools as described in paragraphs 18 and 19 of the report.*
- (7) *To note the increased values for schools delegated funding the result of which is shown in Appendices 2 and 3 attached to these minutes.*

10. **Implementation of the Education Development Plan** (Min No 183/98) On considering a report by the Chief Education Officer,

Resolved:

- (1) *To note the good progress being made in the implementation of the Education Development Plan (EDP).*
- (2) *To request a report summarising the proposed amendments to the EDP, at the next meeting.*
- (3) *To request a report, evaluating the implementation of the EDP in its first year, at the meeting on 30th June, 2000.*

11. **Lifelong Learning – Establishing a new framework for post-16 learning, an update on local and national developments** (Min No 112/99) On receiving report by the Chief Education Officer,

Resolved: *To note the report.*

12. **The Arts Curriculum in Wiltshire Schools** On receiving a report by the Chief Education Officer,

Resolved: *To note the report.*

13. **The Performance of Wiltshire Schools** (Min No 125/99) On considering a report by the Chief Education Officer,

Resolved: To note the audit of School Performance and to endorse the strategies, outlined in the report.

14. **Governors' Forum** On receiving a report by the Chief Education Officer,

Resolved: To note the report.

15. **LEA Governor Appointment Procedures** On considering a report by the Chief Education Officer,

Resolved: To adopt the revised procedure and appointment form attached as an appendix to the report subject to the following amendments:

- (1) *To add an additional bullet point under 'Important Notes B' of the appointment form to read:*
 - *'Has not attended full Governing Body meetings, for a continuous period of six months. The Authority will not re-appoint him/her to fill a vacancy on that governing body within a 12 month period.'*
- (2) *To add a section in the form so that potential governors are requested to notify the LEA of any criminal convictions and to sign to agree to a police check if required.*

16. **Devolved Capital and Seed Challenge Funding** A report by the Chief Education Officer,

Resolved: To authorise the Chief Education Officer to proceed with schemes for Devolved Capital Funding for allocating Seed Challenge funds as set out in paragraph 5 to the report and revised paragraph 17 as follows:

- (i) *that all schools be invited to submit outline proposals;*
- (ii) *that projects be prioritised according to the Asset Management Plan condition and suitability criteria; that within each category, projects be prioritised according to the benefit for numbers of children and proportion of the week (for teaching areas) and by proportion of floor area (for non-teaching areas);*
- (iii) *that the LEA seeks to support a minimum of 8 projects, indicating a maximum amount of matched funding of £25,000 per project.*
- (iv) *that the LEA seeks to support a minimum of 2 projects, indicating a maximum amount of matched funding of £50,000 per project over 2 years.*

17. **Schools Access Initiative 2000/01** A report by the Chief Education Officer,

Resolved:

- (1) *To recommend the Policy & Resources Committee to approve a supplementary capital estimate of £210,000 in respect of the Schools Access Initiative within the Education Committee's Capital Programme 2000/01, to be financed by Supplementary Credit Approval.*
- (2) *To authorise the Chief Education Officer to approve projects up to a total of £210,000 on recommendations as detailed in paragraph 4 of the report.*

18. **Coombe Bissett CE First School: Request for Change in Age Range** (Min No 113/99) On considering a report by the Chief Education Officer,

Resolved:

- (1) *To proceed with a statutory proposal to change the age range of Coombe Bissett CE VC First School to 5-11 by allowing the introduction of Year 5 and 6 children in successive years.*
- (2) *To authorise the Chief Education Officer to consult further with the local secondary schools on transfer arrangements for children from Coombe Bissett primary school and to report back to the Committee at a later date.*
- (3) *To initiate a review of the three-tier education system in the south of the County.*

19. **Malmesbury School: Proposed Swimming Pool** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To declare approximately 0.255Ha (0.63 acres) of land shown on the plan at appendix two of the report surplus to requirements.*
- (2) *To recommend the Policy & Resources Committee to authorise the Director of Environmental Services and the County Secretary & Solicitor to agree terms and complete a lease, at a peppercorn, of the surplus land to North Wiltshire District Council.*

20. **Chippenham, Lackham and Trowbridge Colleges: Merger Proposal** On considering report by the Chief Education Officer,

Resolved: *To note the report.*

21. **Specialist Schools Supplementary Credit Approval** On considering a report by the Chief Education Officer,

Resolved: To approve supplementary capital estimates of £100,000 for each of St. Edmund's CE Girls' School, Salisbury, Kingdown School, Warminster, and St. Laurence School, Bradford on Avon, to be financed by Supplementary Credit Approvals.

22. **Report from the Independent Review Group for the Support and Challenge Programme** (Min No 183/98) On receiving a report by the Review Group,

Resolved: To note the report.

23. **Trading Standards Under-Age Sales Strategy Proof-of-Age Schemes** On considering a report by the Director of Environmental Services,

Resolved:

- (1) To endorse this initiative and commend it to all secondary schools and colleges in Wiltshire.
- (2) To ask officers to investigate the extension of this scheme to include children aged 12 and above, and to also investigate paying for the provision of cards for looked after children.

24. **"Quality Protects" Management Action Plan 2000-2001** On considering a report by the Chief Executive, Director of Social Services and Chief Education Officer,

Resolved: To endorse the 'Quality Protects' Management Action Plan 2000-2001 as agreed by the joint Children's Working Party and the Social Services Committee.

25. **School Review Panel** On report,

Resolved: To approve that attendance at meetings of the School Review Panel be an approved duty for the purposes of attendance, travelling and subsistence allowances.

26. **Primary Heads Forum** On report,

Resolved: To agree that the Chairman, Vice-Chairman and Group Spokesmen attend the Primary Heads Forum and that attendance at the Forum be an approved duty for the purposes of attendance, travelling and subsistence allowances.

27. **LGA Annual Culture and Tourism Conference – Connecting Communities** On considering representation at the Conference,

Resolved:

- (1) To agree not to nominate any members of the Education Committee to attend the Conference.

- (2) *To note that Mrs Jane Scott would be attending the Conference in her capacity as a North Wiltshire District Councillor and to ask her to report back to the Committee on any relevant issues raised.*

28. Reports of Sub Committees

(1) Libraries, Heritage and Arts Sub-Committee

Resolved: *To receive the minutes of the Sub-Committee meeting held on 7th January, 2000.*

On considering the following recommendation from the meeting,

Budgetary Control Statement for November 1999

To recommend to the Education Committee that the underspend of £70,000 relating to the Galaxy system in the Libraries & Heritage Branch be retained and rolled over to the next financial year to help meet the projected Branch imbalance as this Budget is currently ringfenced.

Resolved: *To approve the recommendation as detailed above.*

(Note: The Council at its meeting on 15th February 2000 agreed a ring-fenced rollover for slippage in the implementation of the schools' network (£70,000) for the stock-fund).

(2) Youth & Community Services Sub-Committee

Resolved: *To receive the minutes of the Sub-Committee meeting held on 21st January 2000.*

On considering the following recommendations from the meeting,

(i) A National Youth Support Service

To recommend the Education Committee to advise the Cabinet Office Social Exclusion Unit and the DfEE that the County Council supports the proposed introduction of a "Youth Support Service" for 13 to 19 year olds not in education, employment or training as a group requiring special attention. It is concerned however that, if this is to be provided at a cost to current provision it would be to the detriment of the larger group of young people who currently benefit from the Youth Service provision in Wiltshire.

Resolved: *To agree the recommendation as detailed above.*

(ii) Appointment of an Elected Member to the Advisory Group of Wiltshire Youth Offending Team

To recommend the Education Committee to approve attendance at meetings of the advisory group for the purposes of attendance, travelling and subsistence allowances.

Resolved: To approve the recommendation as detailed above.

29. **Urgent Items** The Chairman was of the opinion that the following should be taken as an urgent item as the matter came to light after the agenda had been issued and authority to commence preliminary work on the feasibility study was required before the next meeting.

Wiltshire and Swindon Record Office On report,

Resolved: To request officers to:

- (1) *undertake preliminary work in readiness for the Wiltshire and Swindon Record Office feasibility study, pending the decision of Swindon Borough Council on future working with this Council.*
- (2) *advise the Chairman and Spokesmen of the Community Services Sub-Committee of Swindon Borough Council's decision. Authority would then be sought to proceed with an appropriate option for the feasibility study.*

(Duration of meeting : 10.30am - 1.05pm)

The Officer who has produced these minutes is Lee Gallagher, of the Committee Services Unit, direct line (01225) 713058.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

Budget	PUBLISHED BUDGET 1999/2000 £ million	CASH LIMIT 2000/01 £ million	Difference at December 2000/01 £ million	December BUDGET 2000/01 £ million	moves to February 2000/01 £ million	February BUDGET 2000/01 £ million	Final Moves £ million	Final BUDGET 2000/01 £ million
DELEGATED FUNDS								
Delegated to Schools	119.590	125.747	4.429	130.176	0.028	130.204	1.384	131.588
Delegated Budgets Specific Grant	0.000	0.000	0.000	0.000	0.000	0.000	-0.449	-0.449
GM Transitional Funding Specific Grant	0.000	0.000	0.000	0.000	0.000	0.000	-0.149	-0.149
Nursery Specific Grant	-0.085	-0.090	0.090	0.000	0.000	0.000	0.000	0.000
Sub Total Delegated Funds	119.505	125.657	4.519	130.176	0.028	130.204	0.786	130.990
OTHER SCHOOL RELATED FUNDS								
Devolved to Schools	4.479	4.312	2.088	6.400	-0.803	5.596	-0.360	5.236
Payments to non LM Schools	4.298	4.384	0.141	4.524	0.015	4.539	0.000	4.539
Schools' Generated costs	2.912	2.989	0.073	3.062	-0.553	2.509	0.000	2.509
Other Schools' related costs	1.532	1.745	-0.002	1.743	0.100	1.843	-0.093	1.749
Sub Total Other School Related Funds	13.220	13.429	2.299	15.728	-1.242	14.487	-0.454	14.033
TOTAL SPENDING ON SCHOOLS	132.725	139.086	6.818	145.904	-1.213	144.691	0.332	145.023
OTHER DIRECT SERVICES								
Direct Service Teams	3.727	3.894	0.108	4.001	0.008	4.009	-0.001	4.008
EOTAS	0.988	1.008	0.018	1.026	0.010	1.036	0.000	1.036
Special Education Transport & Escorts	2.435	2.484	0.142	2.625	0.000	2.625	0.000	2.625
Discretionary Awards - School & College	0.363	0.370	-0.249	0.121	-0.016	0.105	0.000	0.105
Free School Meals & Payments to DSO	0.914	1.182	0.000	1.182	-1.182	0.000	0.000	0.000
Support for Individuals	0.405	0.412	0.019	0.431	0.000	0.431	0.000	0.431
SEN Developments	0.004	0.039	0.240	0.279	-0.239	0.040	0.487	0.526
Other Direct Services	0.144	0.155	-0.069	0.086	0.000	0.086	0.000	0.086
Sub Total Pupils and Schools	8.980	9.545	0.207	9.752	-1.419	8.333	0.486	8.819
Youth Service	1.582	1.673	0.026	1.699	0.000	1.699	0.000	1.699
Sport & Recreation	0.533	0.544	-0.023	0.521	0.000	0.521	0.000	0.521
Outdoor / Residential Centres	0.144	0.147	-0.003	0.144	0.000	0.144	0.000	0.144
Arts Development	0.176	0.179	0.000	0.179	-0.020	0.159	0.000	0.159
Sub Total Youth & Community	2.435	2.543	0.000	2.543	-0.020	2.523	0.000	2.523
Public Library Service	4.047	4.086	0.059	4.145	-0.057	4.088	0.000	4.088
Museums	0.132	0.136	0.000	0.136	0.000	0.136	0.000	0.136
Conservation	0.096	0.099	-0.001	0.099	0.000	0.099	0.000	0.099
Archaeology	0.110	0.113	0.000	0.113	0.000	0.113	0.000	0.113
Public Records	0.165	0.170	-0.001	0.169	0.000	0.169	0.000	0.169
Sub Total Libraries & Heritage	4.550	4.605	0.057	4.662	-0.057	4.605	0.000	4.605
TOTAL OTHER DIRECT SERVICES	15.965	16.693	0.264	16.956	-1.496	15.461	0.486	15.946
OTHER SERVICES								
Core LEA Units	2.505	2.442	0.630	3.072	-0.227	2.846	0.182	3.028
Repairs & Maintenance	0.406	0.314	0.002	0.315	0.067	0.382	0.000	0.382
Central Services	2.242	2.324	0.036	2.360	-0.042	2.317	0.000	2.317
Departmental Reserve	0.000	0.409	-0.409	0.000	0.000	0.000	0.000	0.000
TOTAL OTHER SERVICES	5.153	5.489	0.258	5.747	-0.202	5.545	0.182	5.727
TOTAL EDUCATION & LIBRARIES BUDGET	153.843	161.268	7.340	168.608	-2.911	165.697	1.000	166.697

The Quantum Summary

Appendix 2

	December 1999 Position £ million (1)	Re - Allocate Adjustments £ million (2)	Sub Total £ million (3)	Demo- graphy £ million (4)	New Delegation Payroll £ million (5)	New Delegation Catering £ million (6)	Standards Funds £ million (7)	Prelim February 2000 Position £ million (8)	Moves after County Cl £ million (9)	Sub Total £ million (10)	Phase Specific Inflation £ million (11)	Substantive Total £ million (12)	Specific Grant Funding (13)	Published Total £ million (14)
Primary	59,222	(0.181)	59,041	0.272	0.168	1,482	(0.439)	60,524	0.014	60,538	1,732	62,270	0.196	62,466
Secondary	60,797	(0.231)	60,566	1,590	0.067	0.411	(0.025)	62,609		62,609	1,821	64,430	0.217	64,647
Special	4,205	0.000	4,205	0.019	0.016	0.034	(0.018)	4,256	0.100	4,356	0.107	4,463	0.012	4,475
Other	(0.412)	0.412	0.000					0.000		0.000		0.000		0.000
	123,812	0.000	123,812	1,881	0.251	1,927	(0.482)	127,389	0.114	127,503	3,660	131,163	0.425	131,588
AWPU (inc supplements)	98,101	(0.446)	97,655	1,682	0.189	0.510	(0.476)	100,036		100,036	2,933	102,969	0.450	103,419
Fiat Rates (inc supplements)	14,148	(0.008)	14,140	0.160	0.047	0.670	(0.476)	14,541		14,541	0.423	14,964		14,964
GM Transitional Protection	0.086	0.042	0.128	0.018		0.084	0.011	0.241		0.241	(0.042)	0.199	(0.037)	0.162
Catering	0.828		0.828			0.496		1,324		1,324	0.038	1,362		1,362
Other Formula Factors	6,856		6,856	0.002	(0.001)	0.133	0.001	6,991	0.014	7,005	0.201	7,206		7,206
LMSS	4,205		4,205	0.019	0.016	0.034	(0.018)	4,256	0.100	4,356	0.107	4,463	0.012	4,475
Sub total	124,224	(0.412)	123,812	1,881	0.251	1,927	(0.482)	127,389	0.114	127,503	3,660	131,163	0.425	131,588
Funding from Education Rollover	(0.429)	0.429	0.000					0.000		0.000		0.000		0.000
Correct Error in 99/00 Maintenance	0.017	(0.017)	0.000					0.000		0.000		0.000		0.000
Other - funding	0.000		0.000					0.000		0.000		0.000		0.000
Subtotal - "Adjusted Base"	123,812	(0.000)	123,812	1,881	0.251	1,927	(0.482)	127,389	0.114	127,503	3,660	131,163	0.425	131,588
Gross New Money per Fin Plan	7,329	(0.965)	6,364	(1,881)	0.007	(0.009)	(1,213)	3,268	0.219	3,487	(3,487)	0.000		0.000
Funding from Balances	(0.723)	0.723	0.000					0.000		0.000		0.000		0.000
Funding from Ed'n Rollover - Catering	(0.250)	0.250	0.000					0.000		0.000		0.000		0.000
Funding from Ed'n Rollover - NGfL	(0.108)	0.108	0.000					0.000		0.000		0.000		0.000
Other	0.116	(0.116)	0.000					0.000		0.000		0.000		0.000
Delegation Specific Grant													(0.449)	(0.449)
GM Transitional Grant	0.000		0.000					0.000		0.000	(0.173)	(0.173)	0.024	(0.149)
Subtotal - "Adjusted New Money"	6,364	0.000	6,364	(1,881)	0.007	(0.009)	(1,213)	3,268	0.219	3,487	(3,660)	(0.173)	(0.425)	(0.598)
Total - "Delegated Budgets"	130,176	(0.000)	130,176	0.000	0.258	1,918	(1,695)	130,657	0.333	130,990	0.000	130,990	0.000	130,990

Overall Increase in Distributed	124,224	131,588	5.9%
Increase in Formula Factors	127,503	131,588	3.2%
Increase before Discounting R/O funding	127,932	131,588	2.9%

Funding Factors

Appendix 3

Factor	Distributed 1999/00	New Delegation Payroll	New Delegation Catering Basic	New Delegation Catering Repairs	New Delegation Catering Repairs	Funding from 98/9 balances	Adj FYE Ex-GM VA 99/00	adj Repairs 99/00	Standards Fund # 36	Sub Total	General Increase	Final 2000/01 Values
Basic AWP												
Nursery	£1,579.47	£4.38	£7.93	£0.63	£0.63	(£7.63)	£0.27	£0.13		£1,585.18	£53.05	£1,638.23
Reception	£1,191.97	£4.38	£7.93	£0.63	£0.63	(£5.76)	£0.20	£0.10		£1,199.45	£40.14	£1,239.59
Infants	£1,288.41	£4.38	£7.93	£0.63	£0.63	(£6.22)	£0.22	(£0.83)		£1,294.52	£43.32	£1,337.84
Juniors	£1,251.99	£4.38	£7.93	£0.63	£0.63	(£6.05)	£0.21	(£0.83)		£1,258.26	£42.11	£1,300.37
Mid Juniors	£1,349.01	£3.86	£6.69	£0.63	£0.63	(£6.51)	£0.23	£0.11		£1,354.02	£46.28	£1,400.30
Mid Y 7-9	£1,663.68	£3.86	£6.69	£0.63	£0.63	(£8.03)	£0.28	£0.13		£1,667.24	£56.98	£1,724.22
Y 7 - 9	£1,663.68	£3.86	£6.69	£0.63	£0.63	(£8.03)	£0.28	£0.13		£1,667.24	£56.98	£1,724.22
Y 10	£2,111.61	£3.86	£6.69	£0.63	£0.63	(£10.20)	£0.36	£0.17		£2,113.12	£72.22	£2,185.34
Y 11	£2,256.68	£3.86	£6.69	£0.63	£0.63	(£10.90)	£0.38	£0.18		£2,257.52	£77.15	£2,334.67
Y 12	£2,655.55	£3.86	£6.69	£0.63	£0.63	(£12.82)	£0.45	£0.21		£2,654.57	£90.72	£2,745.29
Y 13	£2,850.19	£3.86	£6.69	£0.63	£0.63	(£13.76)	£0.48	£0.23		£2,848.32	£97.34	£2,945.66
SUPPLEMENTS												
ex-LM VA												
Nursery	£1.46									£1.46	£0.04	£1.50
Reception	£1.46									£1.46	£0.04	£1.50
Infants	£1.46									£1.46	£0.04	£1.50
Juniors	£1.46									£1.46	£0.04	£1.50
Y 7 - 9	£1.46									£1.46	£0.04	£1.50
Y 10	£1.46									£1.46	£0.04	£1.50
Y 11	£1.46									£1.46	£0.04	£1.50
Y 12	£1.46									£1.46	£0.04	£1.50
Y 13	£1.46									£1.46	£0.04	£1.50
ex-LM NON-VA												
Nursery	£10.46							£1.57		£12.03	£0.35	£12.38
Reception	£10.46							£1.57		£12.03	£0.35	£12.38
Infants	£10.46							£1.57		£12.03	£0.35	£12.38
Juniors	£10.46							£1.57		£12.03	£0.35	£12.38
Mid Juniors	£14.31									£14.31	£0.42	£14.73
Mid Y 7-9	£14.31									£14.31	£0.42	£14.73
Y 7 - 9	£14.31									£14.31	£0.42	£14.73
Y 10	£14.31									£14.31	£0.42	£14.73
Y 11	£14.31									£14.31	£0.42	£14.73
Y 12	£14.31									£14.31	£0.42	£14.73
Y 13	£14.31									£14.31	£0.42	£14.73

ex-GM - Non VA						
Nursery	£14.84	(£4.38)	£1.57	£12.03	£0.35	£12.38
Reception	£14.84	(£4.38)	£1.57	£12.03	£0.35	£12.38
Infants	£14.84	(£4.38)	£1.57	£12.03	£0.35	£12.38
Juniors	£14.84	(£4.38)	£1.57	£12.03	£0.35	£12.38
Y 7 - 9	£18.17	(£3.86)		£14.31	£0.42	£14.73
Y 10	£18.17	(£3.86)		£14.31	£0.42	£14.73
Y 11	£18.17	(£3.86)		£14.31	£0.42	£14.73
Y 12	£18.17	(£3.86)		£14.31	£0.42	£14.73
Y 13	£18.17	(£3.86)		£14.31	£0.42	£14.73
ex-GM - VA						
Nursery	£9.59	(£4.38)	(£3.75)	£1.46	£0.04	£1.50
Reception	£9.59	(£4.38)	(£3.75)	£1.46	£0.04	£1.50
Infants	£9.59	(£4.38)	(£3.75)	£1.46	£0.04	£1.50
Juniors	£9.59	(£4.38)	(£3.75)	£1.46	£0.04	£1.50
Y 7 - 9	£10.67	(£3.86)	(£5.35)	£1.46	£0.04	£1.50
Y 10	£10.67	(£3.86)	(£5.35)	£1.46	£0.04	£1.50
Y 11	£10.67	(£3.86)	(£5.35)	£1.46	£0.04	£1.50
Y 12	£10.67	(£3.86)	(£5.35)	£1.46	£0.04	£1.50
Y 13	£10.67	(£3.86)	(£5.35)	£1.46	£0.04	£1.50
Flat Rates						
Primary - Small	£40,346.00	£170.00	(£44.00)	£39,911.00	£1,149.00	£41,060.00
Primary - Large	£40,346.00	£170.00	(£44.00)	£43,005.00	£1,239.00	£44,244.00
Primary - ex-LM VA	£58.00			£58.00	£2.00	£60.00
Primary - ex-LM non VA	£490.00		£73.00	£563.00	£16.00	£579.00
Primary - ex-GM non VA	£660.00		£73.00	£563.00	£16.00	£579.00
Primary - ex-GM VA	£408.00			£58.00	£2.00	£60.00
Middle	£106,618.00	£722.00	(£180.00)	£106,367.00	£3,138.00	£109,505.00
Middle - non VA	£1,412.00			£1,412.00	£42.00	£1,454.00
Sec 11-16 - Small	£160,200.00	£722.00		£161,361.00	£4,760.00	£166,121.00
Sec 11-16 - Large	£160,200.00	£722.00	(£3,094.00)	£164,455.00	£4,851.00	£169,306.00
Sec 11-16 - ex-GM non VA	£2,134.00	(£722.00)		£1,412.00	£42.00	£1,454.00
Sec 11-16 - ex-LM non VA	£1,412.00			£1,412.00	£42.00	£1,454.00
Sec 11-16 - ex-LM VA	£63.00			£63.00	£2.00	£65.00
Sec 11-18 - Small	£173,135.00	£722.00	(£3,094.00)	£174,296.00	£5,142.00	£179,438.00
Sec 11-18 - Large	£173,135.00	£722.00		£177,390.00	£5,233.00	£182,623.00
Sec 11-18 - ex-GM non VA	£2,134.00	(£722.00)		£1,412.00	£42.00	£1,454.00
Sec 11-18 - ex-GM VA	£1,347.00		(£562.00)	£63.00	£2.00	£65.00
Sec 11-18 - ex-LM non VA	£1,412.00			£1,412.00	£42.00	£1,454.00

Wiltshire

COUNTY COUNCIL

EDUCATION COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on 14th APRIL, 2000.

PRESENT: Mrs CA Soden (Chairman), Miss C Barker Bennett, Mrs LCS Bennett, Mr PCB Coleman, Mrs C Crisp, Mrs MEM Groom, Mr J Hawkins, Mrs G Hill, Mr AJ Madgett, Mrs LP Morris, Canon L O'Driscoll, Mr AG Peach, Mrs P Rugg, Mrs JBP Savage, Mrs Jane Scott, Lt Col P Tarrant, Mrs MSN Taylor and Mr IC West.

Mr RG Catton, Mr TP Chivers, Mr JNB Irving, Mr PWL Sample and Mr JE Syme also attended the meeting in accordance with Standing Order No. 25.

30. **Membership Changes** The Director of Corporate Services reported the membership of the Committee incorporating any changes since the previous meeting.

31. **Apologies** Apologies for absence were received from Mr G Bright and Mr R Nethercott.

32. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee meeting held on 18th February 2000.

33. **Chairman's Announcements**

(1) Progress on the Election of Parent Governor Representatives The Chairman announced that Mrs B Gilbert of Grafton Primary School, Mrs L Hickman of King's Lodge Primary School and Dr P Biggs of Kingdown School, Warminster had been elected as Parent Governor Representatives on the Education Committee.

(2) McDonald's "Our Town Story" The Chairman informed members that on Wednesday 5th April, herself and the Leader of the County Council were the guests of McDonald's at the Millennium Dome to see a performance of original production in music, drama and dance by children from Redland, St Mary's, St Paul's and Monkton Park primary schools in Chippenham. The production also involved students from Hardenhuish School.

The Ivy Lane school choir sang a selection of songs, including their own Millennium Anthem. There was also a public exhibition of children's artwork.

The production was Wiltshire's contribution to the series of "Our Town" stories being staged at the Dome by 250 LEAs nationally.

The Chairman also said that the children were a credit to themselves, their teachers, to Chippenham and to the whole of Wiltshire. The Chairman understood from the McDonalds' organisers that most LEAs put on shows starring their "best" sixth form students. The Chippenham show involved dozens of primary school children, of all abilities, and was a truly educational experience.

- (3) Infant Class Size Plan The Chairman was pleased to report that Wiltshire's updated Plan had recently been approved by the DfEE and had again secured both revenue and capital funding for 2000/2001.
- (4) Merger of Chippenham, Lackham and Trowbridge Colleges The Chairman was pleased to announce that the LEA had responded positively to the proposed merger of Chippenham, Trowbridge and Lackham Colleges, welcoming the intention of the newly merged College to work in collaboration with local schools' sixth forms.
- (5) Grafton Primary School The Chairman announced that the Secretary of State had rejected the County Council's proposal to close Grafton Primary School. In so doing, he had explained that he was minded to support small rural Primary schools, a policy that would be welcomed by the rural communities of Wiltshire, and which it was hoped would lead to the provision of supporting resources. The decision did however place question marks over the District Audit Report that had suggested the County Council should reduce the number of surplus places in primary schools.
- (6) The Wiltshire Early Years and Childcare Development Plan The Chairman was delighted to inform the Committee that the Development Plan had now been approved by the Secretary of State.
- (7) Students from Jaipur The Chairman announced that herself and group spokesmen were pleased to be able to welcome students from Jaipur to County Hall as a part of the continued relationship between their educational communities. Since their last visit under the leadership of Dr Pillai, students from Vidyashram School had welcomed fourteen students from Clarendon School, Trowbridge, last November.
- (8) Validate UK – Proof of Age Scheme The Chairman announced that following the Committee's decision at the last meeting a letter had been sent to Dr Patrick Hazlewood, Chairman of "WASH" indicating that the County Council would be supportive of extending the scheme to other age groups.
- (9) Basic Skills Agency Quality Mark The Chairman informed members that on Tuesday 28th March, 2000 Great Bedwyn and Corsham primary schools were Wiltshire's first proud recipients of the Basic Skills Quality Mark Award. They received their awards, which show that they have raised standards in literacy in their schools, from the Director of the Basic Skills Agency, Alan Wells OBE.

The Chief Education Officer was also presented with an award to the LEA, marking the fact that the LEA is now accredited to assess for this award.

- (10) New Deal for Schools The Chairman was pleased to announce that the LEA had received £5.25 million under the Government's New Deal for Schools scheme.

34. **Section 28 of the Local Government Act 1988: Repeal** On considering a report by the Chief Education Officer,

Resolved: To agree that if Section 28 is repealed, this LEA will urge schools to continue not to promote homosexuality and will in partnership with its schools, welcome and support the Draft Guidance and particularly paragraph 1.30 that "there should be no direct promotion of sexual orientation".

35. **Three Tier School System: Proposed Review** On considering a report by the Chief Education Officer,

Resolved:

- (1) To establish a Working Party to review educational priorities in South West Wiltshire, with the constitution, remit, timescales and resources set out in paragraphs 13-18 of the report, to oversee the review of the three tier school system in that part of Wiltshire.
- (2) To agree that the Working Party comprise of 9 members (5 Conservative, 2 Liberal Democrat, one Labour and one Diocesan representative).
- (3) To agree that meetings of the Working Party should not be open to the public at this time.
- (4) To request officers to gather further data on value added, SATS, 'leakage' and school performance in the South of the County.

(Note: During debate on this item Mr IC West moved and Mr PCB Coleman seconded the following motion:

- (1) To not establish a working party at this time.
- (2) To affirm that officers' highest priority shall be given to supporting and improving schools of all types across the County.
- (3) To request officers to gather further data on value added, SATS, 'leakage' and school performance in the South of the County.
- (4) To agree that any review of the three tier system must include all schools within the Salisbury area as well.

On being put to the vote the motion was lost and Mr IC West asked that his vote in favour of the motion be recorded.)

36. **Arrangements for Admissions to Wiltshire Community and Voluntary Controlled Schools** On considering a report by the Chief Education Officer,

Resolved: *To agree the admission arrangements for the school year 2001-2002 as set out in Appendix 1 to the report amended as set out in paragraph 6 to the report.*

37. **Budget Monitoring Statement: Revenue Budget 1999/2000** On considering a report by the Chief Education Officer,

Resolved: *To note:*

- (1) *the contents of the report;*
- (2) *supplementary estimates described at paragraph 4 to the report regarding Mobile Classrooms and effecting the County Council's decisions in February in regard to Schools Network and Libraries Stock Fund; and*
- (3) *the matters at paragraph 9 to the report proposed for further consideration at the June meeting.*

38. **Proposed Expenditure on Special Needs Developments** On considering the following recommendation from the Joint Children's Working Party:

'Proposals for Additional Expenditure on Special Needs and Social Inclusion in 2000/01

To recommend Education Committee to allocate the extra £500,000 for SEN and social inclusion in the way and in the amounts suggested in Sections 7 and 24 of the report.'

Resolved:

- (1) *To allocate the extra £500,000 for Special Educational Needs and Social Inclusion in the way and in the amounts outlined in paragraphs 7 and 24 to the report.*
- (2) *To note the full year effect of this decision, which is a further cost of £34,000 in the 2001/02 financial year, and to agree that this be reviewed and considered as a possible first call in the preparation of next year's budget.*

39. **Information and Communications Technology (ICT) Strategy and Action Plan** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To endorse the action plan as outlined in Appendix 1 to the report.*
- (2) *To request that consultation on the draft ICT Strategy be completed as soon as possible.*
- (3) *To agree that the final strategy and the results of the consultation process should be advised to the Committee at a future meeting.*

40. **Proposed Amendments to the Education Development Plan for the Second Year of Implementation - 2000/2001** On considering a report by the Chief Education Officer,

Resolved: *To adopt the proposed amendments to the Education Development Plan (EDP), subject to final revisions and the subsequent endorsement of the EDP Consultative Group.*

41. **The Wiltshire Music Service** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To accept the mission statement and revised service objectives as appended to the report.*
- (2) *To accept the outlined strengths and weaknesses as an accurate reflection of the current position of the Service.*
- (3) *To approve the outline development plan as the basis for a full and detailed document to be presented in June.*
- (4) *To commission the preparation of a bid for Standards Fund grant 27b for 2001-2002, without prejudice to its position on the eventual take up of all Standards Funds for 2001-2002.*

42. **Westwood with Iford Primary School: Secondary School Request for Review of Secondary School Designated Area** On considering a report by the Chief Education Officer, and on hearing from Mr TP Chivers as local member, and receiving a petition and speech from Mr J Philpot, a local resident,

Resolved: *To take no immediate action on the proposal, but to note that a review of the designated areas of Trowbridge and Bradford on Avon would be taking place within the next five years, and that the issues raised in the report would be considered as part of that review.*

43. **Additional Accommodation 2000/2001**

- (a) **Additional Accommodation 2000/2001** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To adopt revised criteria, as described at paragraphs 9 and 10 to the report, for the provision of additional accommodation in both primary and secondary schools to provide essential teaching accommodation only.*
- (2) *To adopt the policy that out-of-area pupils shall be admitted up to, but not beyond, a school's annual yardstick capacity as defined at paragraph 11 to the report.*
- (3) *To note that £88,000 released from the SEN allocation would be needed for mainstream additional accommodation in 2000/2001.*
- (4) *To note that the Chief Education Officer would proceed with the allocation of additional accommodation, for September 2000, as indicated in the report.*

(Note: Mr PCB Coleman declared a non-pecuniary interest in relation to the proposed Autism Unit at George Ward School and remained in the Chamber during the debate.)

- (b) **Codford CE Primary School: Playgroup Accommodation** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To approve the provision of a single temporary classroom at Codford CE Primary School for a fixed period until July, 2001 to provide an additional teaching space and to terminate the playgroup's licence with effect from July, 2001, thus allowing sufficient time for alternative accommodation to be made available.*
- (2) *To ask the Chief Education Officer as a general policy where pre-schools occupy school premises, which are subsequently required for use by the school, normally to give a notice period of at least 6, and preferably 12 months.*

- (c) **Marlborough St Peter's CE Junior School and Wootton Bassett Infants School – Removal of Outside Toilets** On considering a report by the Chief Education Officer,

Resolved: *To approve a Supplementary Capital Estimate of £50,000 in respect of removal of outside toilets at Marlborough St Peters CE Junior*

School and Wootton Bassett Infants School, to be financed by a Supplementary Credit Approval.

44. **Physical Education and Sport in Wiltshire Schools** On considering a report by the Chief Education Officer,

Resolved: *To note the report.*

45. **Ashdown Family Centre** On considering a report by the Director of Social Services and a letter from Mr M Connolly as the local member,

Resolved:

- (1) *To note the current situation and the support which the County Council was giving to secure the long-term future of the centre.*
- (2) *To request a further report on the Family Centre at a future meeting of the Committee.*
- (3) *To continue to explore ways in which this valuable project can be supported in conjunction with the Social Services Committee.*
- (4) *To ask officers to write to Tidworth Development Trust seeking further information on the proposed scheme for the provision of new premises for the Family Centre.*

46. **School Terms and Holidays 2001/2002** On considering a report by the Chief Education Officer,

Resolved:

- (1) *To adopt arrangements for schools terms and holidays as shown on the sample attached to the report for the 2001/2002 academic year.*
- (2) *To adopt the methodology proposed by the Joint Consultative Committee (Primary & Secondary) as the basis for calculating future school terms and holidays.*

47. **Conferences and Site Visits**

- (a) **CLEA Conference – 19th-21st July 2000 – Warwickshire** On report,

Resolved:

- (1) *To agree that the Chairman and one member from the opposition be nominated to attend the Conference.*
- (2) *To agree that attendance at the Conference be an approved duty for the purpose of claiming attendance, travelling and subsistence allowances.*

- (b) **Conference – What makes a good LEA? - 11th May 2000 – Westminster**
On report,

Resolved:

- (1) *To agree that the Vice-Chairman, Liberal Democrat group spokesman and Labour group spokesman be nominated to attend the Conference.*
- (2) *To agree that attendance at the Conference be an approved duty for the purpose of claiming attendance, travelling and subsistence allowances.*

- (c) **Community Services Sub-Committee Site Visit** On report,

Resolved: *To authorise a one-day visit for members of the Community Services Sub Committee to view some of the facilities for which the Sub Committee has responsibility, and to agree that this visit be an approved duty for the purposes of attendance, travelling and subsistence allowances.*

48. **School Standards and Framework Act 1998: Exclusion and Admission Appeals**
On report,

Resolved: *To note the following Appeal Panel decisions:*

<i>Exclusion Appeal</i>	<i>8th February 2000</i>	<i>Dismissed</i>
<i>Admission Appeal</i>	<i>1st March 2000</i>	<i>Allowed</i>
<i>Exclusion Appeal</i>	<i>7th March 2000</i>	<i>Dismissed</i>
<i>Exclusion Appeal</i>	<i>15th March 2000</i>	<i>Allowed</i>

49. **Reports of Sub-Committees and Working Parties**

- (a) **Sub-Committees**

- (i) **Awards Sub-Committee**

Resolved: *To receive the minutes of the Sub-Committee meetings held on 11th February and 10th March 2000.*

- (ii) **Community Services Sub-Committee**

Resolved: *To receive the minutes of the Sub-Committee meeting held on 17th March 2000.*

On considering the following recommendation from the meeting,

Durrington Community Sports Hall

To recommend the Education Committee to give approval to the release of 0.96 acres of land adjacent to Durrington Swimming Pool to support the lottery bid for the provision of new indoor sports facilities for the school and the local community.

Resolved: To agree the recommendation as detailed above.

- (b) On considering the following recommendation from the Joint Children's Working Party meeting held on 9th March 2000:

Partnership between the Wiltshire LEA and Burton Hill School

To recommend Education Committee to approve the principle of working in partnership with Shaftesbury Education and Burton Hill School and authorise further discussions to take place, particularly involving the governing bodies of schools in the Malmesbury and North Wiltshire areas.

Resolved: To agree the recommendation as detailed above.

50. **Urgent Items** The Chairman was of the opinion that the following should be taken as urgent items as both came to light after the agenda had been issued and decisions would have to be made before the next meeting.

- (i) **Warminster Kingdown School: Sports Lottery Bid** On considering an urgent report by the Chief Education Officer,

Resolved:

- (1) To note the development of the Kingdown School lottery application.
- (2) To agree to submit the application in the name of the County Council subject to the final approval of the County Treasurer, Solicitor to the Council and the Director of Environmental Services.
- (3) To advise the Governors that the County Council would be pleased to further support the scheme, within the same financial parameters as previously agreed i.e. that the County Council's contribution was limited to the figure of £200,000 and that any financial risk (e.g. construction costs overrun or under-achievement of other financial contributions) would fall to the governors, as promoters, to manage.

- (ii) **Visit to Museums** On report,

Resolved: To note that Mrs P Rugg, Mrs MSN Taylor and Mr NSE Westbrook, as Chairman and Spokesmen of the Community Services Sub-Committee would be visiting Chippenham, Devizes and Mere Museums on 18th April, and to agree that attendance at the visit be an approved duty for the purposes of claiming travelling allowances only.

(Duration of meeting: 10.30am - 1.30pm)

The Officer who has produced these minutes is Lee Gallagher, of the Committee Services Unit, direct line 713058.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

EDUCATION COMMITTEE

9th May, 2000

**APPOINTMENT OF PARENT GOVERNOR REPRESENTATIVES ON
SUB-COMMITTEES**

Introduction

1. The Committee is invited to consider whether it wishes to appoint parent governor representatives on to any of its sub-committees.

Background

2. The following parent governors have been elected to serve on the Education Committee.

<u>Name</u>	<u>Representing</u>
Mrs. B. Gilbert	Primary Education – Salisbury/Kennet Area
Mrs. L. Hickman	Primary Education – North Wilts/West Wilts Area
Dr. P. Biggs	Secondary /Middle Education

3. There is a vacancy for a parent governor representing the special education sector.

Appointment of Parent Governor Representatives on Sub-Committees

4. A local authority has a discretion to invite parent governor representatives to sit on any sub-committee appointed by a committee of the authority which deals with education.
5. If appointed to a sub-committee the representatives have the same speaking and voting rights as on the main committee.
6. The Department for Education and Employment advises that parent governor representatives should not sit on committees or panels which deal solely with individual cases, appeals or complaints. This is because the role of the representative is to represent all parents on education policy formation and monitoring, not to assist the authority in consideration of individual appeals or complaints.

7. For this reason it would be inappropriate for representatives to sit on the following sub-committees.

Awards
Governors' Appointments
Staffing
Complaints

8. Because of the need to separate the executive and scrutiny function, it would similarly be inappropriate to appoint representatives to the Joint Scrutiny Sub-Committee.
9. If appointed, parent governor representatives are entitled to vote on:
- (a) matters which relate to schools maintained by the LEA;
 - (b) matters which relate to pupils who are educated in schools maintained by the LEA or who are educated by the LEA otherwise than at school.

RECOMMENDATIONS

10. The Committee is invited:
- (1) to confirm that parent governor representatives be not appointed to the Awards, Governors' Appointments, Staffing and Complaints Sub-Committees;
 - (2) to consider whether they should be appointed to the Emergency and/or Community Services Sub-Committee.

PETER SMITH
Director of Corporate Services

Unpublished documents relied upon in the production of this report:

Environmental impact of the recommendations contained in this report:

Wiltshire

COUNTY COUNCIL

SOCIAL SERVICES COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on THURSDAY, 17TH FEBRUARY 2000.

PRESENT: Mrs JH Seager (Chairman), Mr RG Catton, Mr PCB Coleman, Mrs C Crisp, Mr TR James, Lt Col DBW Jarvis, Mr AG Peach, Mr RT Rogers, Mr PWL Sample, Mrs I Throp and Mrs JM Wood

Mr TP Chivers also attended in accordance with Standing Order No. 25

Minute numbers 8 (2 and 3), 19 (2), and 20 are not within the Committee's delegated powers and have been referred to the Policy and Resources Committee.

1. Membership

- (1) The County Secretary and Solicitor reported that the County Council at its meeting on 15th February had appointed the following members to the Social Services Committee and named Mrs. J.H. Seager and Mrs. C. Crisp Chairman and Vice-Chairman respectively:-

Conservative (6)

Mr. R.G. Catton
Mrs. C. Crisp
Lt.Col. D.B.W. Jarvis
Mr. A.G. Peach
Mrs. J.H. Seager
Mrs. I. Throp

Labour (1)

Mrs. M.E. Salisbury

Liberal Democrat (4)

Mr. P.C.B. Coleman
Mr. T.R. James
Mr. P.W.L. Sample
Mrs. J.M. Wood

- (2) The County Secretary and Solicitor reported the membership of the committee incorporating any changes since the meeting of the County Council on 15th February 2000.

2. Minutes of Previous Meeting

Resolved: To confirm and sign the minutes of the Social Services meeting held on 16th December 1999.

3. **Chairman's Announcements**

(1) **National Social Care Awards**

The Chairman announced the success of young people who are "looked after" by the County Council along with Kandu Arts and staff in the Social Services Department in coming second in the National Social Care Awards for the involvement of young people in social services. The award was presented in London by the Minister of State for Social Services.

(2) **Tony Gardner**

The Chairman congratulated Tony Gardner on his appointment to the new post of Director for the integrated health and social care mental health services to be provided for Wiltshire and Swindon.

(3) **Audit Commission/Department of Health Joint Review**

The Chairman welcomed Mr. Bob Welch, one of the Audit Commission/Department of Health Joint Reviewers currently in Wiltshire, to the meeting. Mr. Welch and his colleague will be in Wiltshire for nine weeks.

4. **Appointment of Sub-Committees**

Resolved:

- (1) *To establish, in response to the decisions of County Council and Policy & Resources Committee on 15th February, 2000, a Scrutiny Sub-Committee with the following terms of reference:*
 - (i) *To consider and enquire into the policies and practices of the committees reviewed.*
 - (ii) *To monitor service delivery.*
 - (iii) *To consider the budget plans, service plans, and any other major planning or strategic statements of the committees reviewed.*
 - (iv) *To review aspects of the committees' best value performance plans.*
 - (v) *To comment on the performance of the committees reviewed using indicators such as:*
 - *Best value targets,*
 - *Data generated by the District Auditor and the Audit Commission and other external agencies concerned with economy, efficiency, and effectiveness of local authorities,*

- *Whether anticipated costs and benefits of earlier actions materialised in the way the commissioning committees hoped.*

(vi) *To explore the general quality and effect of the decisions of the committees reviewed.*

(vii) *To study the impact of the work of the committees on other agencies and vice versa.*

(Note: *Further discussion on the detail of the operation of the Scrutiny Sub-Committee will take place at the Management of Change Working Party.*)

(2) *To note that the Conservative Group had an overall majority on the Council which it was entitled to have reflected on Sub-Committees of the Social Services Committee as detailed in (3) below.*

(3) *To agree the size, appoint the members and name the Chairmen and Vice-Chairmen of the following sub-committees as shown: -*

Registration and Inspection Sub-Committee (7 members)

Conservative (3+1)

Labour (1)

Liberal Democrat (2)

Mrs. C. Crisp (Chairman)

Mrs. M.E. Salisbury

Mr. T.R. James

Lt. Col D.B.W. Jarvis (Vice-Chairman)

Mrs. J.M. Wood

Mr. A.G. Peach

Mrs. I.Throp

Education and Social Services Scrutiny Sub-Committee (7)

Conservative(3+1)

Labour(1)

Liberal Democrat (2)

Mrs. N.S. Bryant

To be advised

To be advised

Mr.G. Downes

Mr. W.A. Spiers

Mr. K.C. Wren

(Note: The Chairman and Vice-Chairman to be appointed at the first meeting of the Sub-Committee).

Emergency Sub Committee (3)

Conservative (2)

Labour (0)

Liberal Democrat (1)

Mrs. Crisp (Vice-Chairman)

Mr. Sample

Mrs. J.H. Seager (Vice-Chairman)

5. Appointment of Working Parties

Resolved:

- (1) To reappoint the following Working Parties with the membership as shown:

Transfer of Older People's Homes Working Party (7)

Consevative (4)

Mr. R.G. Catton
Mrs. C. Crisp
Mrs. J.H. Seager
Mrs. I. Throp

Labour (1)

Mrs. M.E. Salisbury

Liberal Democrat (2)

Mrs. V.C.S. Landell Mills
Mr. P.W.L. Sample

Joint Children's Working Party (11 members plus 3 co-opted Members)

Conservative (3)

Mrs. C. Crisp
Mr. A.G. Peach
Mrs. I. Throp

Labour (1)

Mrs. M.E. Salisbury

Liberal Democrat (2)

Mr. P.W.L. Sample
Mrs. J.M. Wood

Co-Opted

Dr H Williams – Wiltshire Health Authority
Mr R Nethercott – Headteacher
Ms J Stacey – Barnados

(Note: The Education Committee appointed 5 members and named Mr A.G. Peach as Chairman and Mrs J.B.P. Savage as Vice-Chairman).

Home Care Review Working Party (7)

Conservative (4)

Mrs. C. Crisp
Mr. A.G. Peach
Mrs. J.H. Seager
Mrs. I. Throp

Labour (1)

To be advised

Liberal Democrat (2)

Mr. P.C.B. Coleman
Mr. P.W.L. Sample

- (2) To disband the Community Care Plan and Shelwork Working Parties.

- (3) To request Officers to submit a report to the next meeting on the possibility of co-opting User and Carer representatives onto Working Parties of this Committee.

6. Budgetary Control Statement for 1999 -2000

On considering a report by the Director of Social Services,

Resolved: To note the report.

7. **Revenue Budget 2000-01 – Savings**

On considering a report by the Director of Social Services,

Resolved: To note that the County Council at its meeting on 15th February 2000 made available £1.2m additional funding which will allow funding of the essential IT developments, additional funding for disabled school and college leavers, and additional funding for community care services.

8. **Section 117, Mental Health Act 1983 and Ombudsman's Report**

On considering a report by the Director of Social Services,

Resolved:

- (1) To ask the Ombudsman to agree to an extension of time to 15th June to enable the Committee to consider its response in the light of the Court of Appeal decision.
- (2) To inform the Policy and Resources Committee of the possible financial implications arising from the Ombudsman's decision.
- (3) To ask the Policy and Resources Committee to authorise an ex-gratia payment of £500 to Mr Hughes.

9. **Standard and Inter Authority Charging for Accommodation/Care 2000-01**

On considering a report by the Director of Social Services,

Resolved: To agree to the weekly charges shown below to come into effect in April 2000 (to coincide with the annual increase in DSS benefits):

Children's Homes	£1,351.80
Homes for children with Learning Disabilities	£2,126.00
Homes for Adults with Learning Disabilities	£ 468.00
Homes for People with Mental Health Needs	£ 544.80
Homes for Older People	£ 301.00

10. **Residential and Nursing Home Fees 2000/01**

On considering a report by the Director of Social Services,

Resolved: To approve a 3% increase in fee bands for 2000/01 in line with the increase in budget provision.

11. **"Quality Protects" Management Action Plan 2000-01**

On considering a joint report by the Chief Executive, Director of Social Services and Chief Education Officer,

Resolved: *To endorse the "Quality Protects" Management Action Plan 2000-01 as agreed by the Joint Children's Working Party.*

12. **Joint Teams for Children with a Disability and their Families**

On considering a report by the Director of Social Services,

Resolved:

(1) *To ask the Director of Social Services to circulate the report to the Health Authority and to establish a Wiltshire-wide strategic group as recommended in the report in order to take forward the work on joint teams building on the information, advice and expertise available in the report.*

(2) *To ask the Wiltshire wide strategic group to involve young people and parent carers in their work and to ensure that they are directly represented on the group.*

13. **Visits to Local Authority Children's Homes**

On considering a report by the Director of Social Services,

Resolved: *To note the report.*

14. **Community Care Plan**

On considering a report by the Director of Social Services,

Resolved:

(1) *To note the progress on the Community Care Plan for 2000-2003.*

(2) *To authorise the Director of Social Services to approve the final Plan to enable publication by 1st April 2000.*

15. **Community Based Meals Service**

On considering a report by the Director of Social Services,

Resolved:

(1) *To subject the Community Based Meals Service to a thorough review and to consider the future arrangements for the service.*

(2) *To refer the above review to the Best Value Scrutiny Board for consideration.*

(3) *To request that a report on the Home Care Meals Service be submitted to the next meeting of the Home Care Review Working Party.*

16. Appointment to Bath and District Community Health Council (CHC)

On considering a report by the Director of Social Services,

Resolved: *To approve the appointment of Mrs. Dorothy Roberts as the County Council's representative on the Bath and District Community Health Council for the remainder of the current term of office ending 31st August 2002.*

17. Elected Members' Seminar 10th and 11th July 2000, University of Sheffield - Promoting Children's Mental Health: The role of Local Authorities

On considering a report by the Director of Social Services,

Resolved: *To take no action on this seminar.*

18. Exclusion of the Public

Resolved: *To agree that in accordance with Section 100A of the Local Government Act 1972, to exclude the public from the meeting for the business specified in minute numbers 19 and 20 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 7 and 9 of Part I of Schedule 12A to the Act.*

19. Report on Shelwork Industries (Min No 143/99)

On considering a report by the Director of Social Services,

Resolved:

(1) *To note the contents of the report.*

(2) *To recommend the Policy and Resources Committee to give approval for officers to finalise the contract for the transfer of Shelwork Industries within the parameters outlined in the report and to complete the transfer process with a proposed transfer target date of 1st April 2000.*

Mr. R.T. Rogers requested that his dissenting vote against (2) above be recorded.

20. Transfer of Older People's Homes (Min No 144/99)

On considering the following recommendations from the Transfer of Older People's Homes Working Party Meeting held on 14th February 2000:

(1) *To reject the conditional bid from the Orders of St John Trust for the transfer of existing homes in North Wiltshire and Kennet and to actively pursue alternative options for transferring some or all of these homes to another provider(s).*

- (2) To request the Policy and Resources Committee to reconsider its earlier decision to restrict the transfer of homes to the not for profit sector.

Resolved:

- (1) *Subject to the endorsement of the Policy & Resources Committee to reject the conditional bid from the Orders of St John Trust Care Homes for the transfer of existing homes in North Wiltshire and Kennet and to actively pursue alternative options for transferring some or all of these homes to another provider(s).*
- (2) *To request the Policy and Resources Committee to reconsider its earlier decision to restrict the transfer of homes to the not for profit sector.*
- (3) *To ask the Policy & Resources Committee to consider the allocation of additional resources to the Social Services Committee to enable the outsourcing process to continue.*

Mr PCB Coleman, Mr PWL Sample and Mrs JM Wood asked that their dissenting votes against (2) above be recorded.

(Duration of meeting 10.30 am – 1.30 pm)

The Officer who has produced these minutes is Marie Todd, of the Committee Services Unit, direct line 01225 713011.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

02/14



SOCIAL SERVICES COMMITTEE

MINUTES of a MEETING held at COUNTY HALL TROWBRIDGE on THURSDAY 6TH APRIL, 2000.

PRESENT: Mrs JH Seager (Chairman), Mrs C Crisp, Mr TR James, Lt Col DBW Jarvis, Mrs VCS Landell Mills, Mr AG Peach, Mrs P Rugg, Mrs ME Salisbury, Mr PWL Sample, Mrs I Throp and Mrs JM Wood.

Minute number 37(1) is not within the Committee's delegated powers and has been referred to the Policy & Resources Committee.

21. **Membership Changes** The Director of Corporate Services reported the membership of the committee incorporating any changes since the previous meeting.

22. **Minutes of the Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee meeting held on 17th February, 2000.

23. **Chairman's Announcements**

- (1) Tony Gardner – Assistant Director for Adult Care Services The Chairman informed the Committee that Tony Gardner would be leaving Wiltshire County Council to take up the post of Director for Mental Health Services of the Avon and Western Wiltshire Mental Health Care Trust. Members paid tribute to the work of Tony Gardner and wished him well for the future.
- (2) John Matthews - Assistant Director for Children and Families Services The Chairman informed the Committee that John Matthews would be returning to his role of Area Manager for Children and Families Services in North and West Wiltshire. Members paid tribute to the work of John Matthews and wished him well for the future.
- (3) East Wiltshire Gas Supplies The Chairman thanked the staff within the Social Services Department who responded to the cutting off of gas supplies in East Wiltshire. Additional staff were brought in to the Social Services Emergency Team, and the local Social Services Team opened the Marlborough office on Saturday to ensure that disabled and older people who might be vulnerable would receive the assistance that they required.

24. **Budgetary Control Statement for 1999/2000** On receiving a report by the Director of Social Services,
Resolved: To note the report.
25. **Capital Monitoring Statement to 31st January 2000** On receiving a report by the Director of Social Services,
Resolved: To note the report.
26. **Debt Monitoring** On receiving a report by the Director of Social Services,
Resolved: To note the report.
27. **Stroke Rehabilitation Units in Western Wiltshire** On considering a report by the Director of Social Services,
Resolved:
- (1) *To support the intention of both Primary Care Groups on behalf of Wiltshire Health Authority to provide improved diagnostic and rehabilitation services for stroke patients in Western Wiltshire.*
 - (2) *To note the consultation process with communities affected by the recommendations to site stroke units at Chippenham and Westbury hospitals.*
- (Note: Mrs VCS Landell Mills declared a non-pecuniary interest in this item as a member of the North Wiltshire Primary Care Group and remained in the Chamber during the debate.)
28. **Review of Learning Disability Day Services: Update Report** On considering a report by the Director of Social Services,
Resolved:
- (1) *To endorse the content of the "Day Support Services 2000 – 2005" document.*
 - (2) *To note the outstanding objectives and the proposed timescales for achieving them.*
 - (3) *To note the continuing work on Eligibility Criteria.*
 - (4) *To endorse the proposed move into an internal trading arrangement between the day services and Commissioning Teams.*
 - (5) *To welcome the progress on the review so far and to request a further report including specific proposals with regard to the future development of the centres to the October meeting of the Committee following the consultations on each of the District Plans.*

29. **Mental Health Services Development Update** On considering a report by the Director of Social Services,

Resolved:

- (1) *To note the progress made on organisational development by the Joint Project Steering Group.*
- (2) *To note the progress made in developing the Joint Commissioning Board.*
- (3) *To appoint one Conservative member and Mr PWL Sample as the Liberal Democrat representative to sit on the Joint Commissioning Board.*
- (4) *To agree that attendance at meetings of the Joint Commissioning Board be an approved duty for the purposes of claiming attendance travelling and subsistence allowances.*
- (5) *To note the position in relation to the National Service Framework and to support the planning activity required to address the deficits in the current implementation plan.*

30. **"Lost in Care" – Waterhouse Report** On considering a report by the Director of Social Services,

Resolved:

- (1) *To note the summary of the Waterhouse Report contained in Appendix 1 to the report.*
- (2) *To note and endorse the actions being taken by the Social Services Department to ensure that compliance with the highest standards continues (as detailed in Appendix 2 to the report).*

31. **Young Carers' Strategy** On considering a report by the Director of Social Services,

Resolved: *To endorse the Young Carers Strategy.*

32. **Ashdown Family Centre** On considering a report by the Director of Social Services and a letter from Mr M Connolly as the local member,

Resolved:

- (1) *To note the current situation and the support which the County Council is giving to secure the long term future of the centre.*
- (2) *To request a further report on the Family Centre at a future meeting of the Committee.*

33. **Visits to Local Authority Children's Homes** On receiving a report by the Director of Social Services,

Resolved: To note the reports.

34. **Service Users and Carers and Working Parties of the Social Services Committee** On considering a report by the Director of Social Services,

Resolved:

- (1) To agree that when establishing any working party the Social Services Committee (or the working party at its first meeting) determines how it proposes to invite service users and carers to participate with the working party.
- (2) To agree that the general principle should be that service users and carers should have the opportunity to give their views and advice to working parties, and if this is not through direct participation in the meetings of working parties alternative processes should be formulated in discussion with users and carers.

35. **Wiltshire Complaints Procedure and Guidance Notes** On considering a report by the Director of Social Services,

Resolved:

- (1) To approve the procedures and guidance attached as an appendix to the report, for use by Social Services staff.
- (2) To ask officers to submit a report to a future meeting of this Committee regarding the procedures for dealing with difficult complainants who make multiple complaints.

36. **Exclusion of the Public**

Resolved: To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Number 37 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 7 and 9 of Part I of Schedule 12A to the Act.

37. **Bid from the Orders of St. John Trust Care Homes for the Transfer of Homes in North Wiltshire and Kennet** On considering the following recommendations from the Transfer of Older People's Homes Working Party meeting held on 3rd April 2000,

The Orders of St John Trust Care Homes Final Bid

- 1) To accept the bid from the Orders of St John Trust Care Homes for the existing homes in North Wiltshire and Kennet.

- 2) To note that the bid from the Trust does not include Coombe End House, Marlborough and therefore, with a view to ensuring a continuous service to the people in that area, to commission officers of the County Council to undertake an options appraisal into its future within a period of six months.
- 3) To authorise the officers to finalise and execute the necessary contracts and leases on terms approved by the Solicitor to the Council with a view to transfer on 1 August 2000.
- 4) To request the Policy & Resources Committee to allocate £411,000 additional resources from the Invest to Save Fund together with £72,000 for the transfer arrangements.

The Transfer Process

To recommend to the Social Services Committee that this request be referred to the new Education & Social Services Scrutiny Sub-Committee.

Resolved:

- (1) *To recommend the Policy and Resources Committee:*
 - (i) *To accept the bid from the Orders of St John Trust Care Homes for the existing homes in North Wiltshire and Kennet.*
 - (ii) *To note that the bid from the Trust does not include Coombe End House, Marlborough and therefore, with a view to ensuring a continuous service to the people in that area, to commission officers of the County Council to undertake an options appraisal into its future within a period of six months.*
 - (iii) *To authorise the officers to finalise and execute the necessary contracts and leases on terms approved by the Solicitor to the Council with a view to transfer on 1 August 2000.*
 - (iv) *To allocate £411,000 additional resources from the Invest to Save Fund together with £72,000 for the transfer arrangements in this financial year and a further £359,000 in 2001/2002.*
- (2) *To refer the request for a report back on lessons learnt from the process of transferring the homes to the not-for-profit sector to the Education and Social Services Scrutiny Sub-Committee.*

(Duration of meeting 10.30am – 12.20pm)

The Officer who has produced these minutes is Marie Todd, of the Committee Services Unit, direct line 01225 713011.

Press enquiries to Communications, direct line (01225) 713114/713115.

Wiltshire

COUNTY COUNCIL

ENVIRONMENT & TRANSPORT COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on WEDNESDAY, 16th FEBRUARY 2000.

PRESENT: Mr. J.P. Johnson (Chairman), Mr. B.E. Atfield, Mr. R.J. Baddeley, Mrs. M. Boulton, Mrs. N.S. Bryant, Mr. P.F. Chalke, Mr. T.P. Chivers, Mr. M. Connolly, Mr. P.R. Davis, Miss. M.F. de Rhé Philipe, Mr. G. Downes, Mrs. M.E.M. Groom, Mr. C.P. Humphries, Mr. J.N.B. Irving, Mrs. B.M. Jay, Mr. C. Newbury, Mr. P.W.L. Sample, Mrs. J.B.P. Savage, Mrs. C.A. Soden, Mr. W.A. Spiers, Mr. T.R. Sturgis, Mrs. M.S.N. Taylor and Mr. N.S.E. Westbrook.

Minute number 11(1) is not within the Committee's delegated powers and have been referred to the County Council.

1. **Membership**

- (1) It was noted that the following members had been appointed by County Council on 15th February, 2000 to serve on the Committee:

<u>Conservative</u>	<u>Liberal Democrat</u>	<u>Labour</u>
Mr. R.J. Baddeley	Mr. B.E. Atfield	Mrs. B.M. Jay
Mrs. N.S. Bryant	Mrs. M. Boulton	Mrs. M.S.N. Taylor
Miss. M.F. de Rhé-Philipe	Mr. T.P. Chivers	
Mr. G. Downes	Mr. M. Connolly	<u>Independent</u>
Mrs. M.E.M. Groom	Mr. P.R. Davis	
Mr. C.P. Humphries	Mr. J.N.B. Irving	Mr. C. Newbury
Mr. J.P. Johnson	Mr. J.E. Syme	
Mrs. D.J. Main	Mr. I.C. West	
Mrs. J.B.P. Savage		
Mr. W.A. Spiers		
Mr. T.R. Sturgis		
Mr. K.C. Wren		

- (2) The County Secretary & Solicitor then reported the membership of the Committee incorporating any changes since the meeting of the County Council.

2. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee held on 15th December, 1999.

3. Chairman's Announcements

- (1) Westbury By-Pass The Chairman announced that at its next meeting on 29th March, 2000, the Committee would be considering a report back on the comparisons of the route options for a Westbury by-pass. A brief presentation would be arranged for 10.15am in Committee Room V immediately before the meeting from the consultants who were undertaking the work and therefore the start of the Committee meeting would be delayed until 11.00am.
- (2) Corsham Station The Chairman was delighted to inform the Committee that the Shadow Strategic Rail Authority confirmed that the Corsham Station bid had passed through the pre-qualification process. A formal bid would now be submitted, and it was hoped that a final decision would be made within three to six months.
- (3) Salisbury Transportation Plan Joint Committee The Chairman reported that following the decision of County Council, the Joint Committee would continue but on an informal basis for the time being. Any formal decisions outside of the scope of officers would be brought back to this Committee, or the Environmental Services Sub-Committee, for approval.

4. Questions

- (1) Friends of the Earth asked a written public question regarding the West Wiltshire Regeneration Corridor which the Chairman would reply to in writing.
- (2) Councillor Mr G Downes asked a question under the provisions of Standing Order 16 (Part 2) regarding waste disposal at Whiteparish Quarry. In reply, the Chairman asked officers to prepare a report for the next meeting of this Committee covering the issues raised by Mr Downes.

5. Appointment of Sub-Committees

Resolved:

- (1) *To establish, in response to the decisions of County Council and Policy & Resources Committee on 15th February, 2000, a Scrutiny Sub-Committee of six members with the following terms of reference:*
 - (i) *To consider and enquire into the policies and practices of the committees reviewed.*
 - (ii) *To monitor service delivery.*
 - (iii) *To consider the budget plans, service plans, and any other major planning or strategic statements of the committees reviewed.*

(iv) *To review aspects of the committees' best value performance plans.*

(v) *To comment on the performance of the committees reviewed using indicators such as:*

- *Best value targets,*
- *Data generated by the District Auditor and the Audit Commission and other external agencies concerned with economy, efficiency, and effectiveness of local authorities,*
- *Whether anticipated costs and benefits of earlier actions materialised in the way the commissioning committees hoped.*

(vi) *To explore the general quality and effect of the decisions of the committees reviewed.*

(vii) *To study the impact of the work of the committees on other agencies and vice versa.*

(Note: Further discussion on the detail of the operation of the Scrutiny Sub-Committee would take place at the Management of Change Working Party.)

(2) *To note that the Conservative Group had an overall majority on the Council which it was entitled to have reflected on Sub-Committees of the Environment & Transport Committee as detailed in 3 below.*

(3) *To agree the size, appoint the members and name the Chairman and Vice-Chairman of each of the Sub-Committees as follows:*

(i) *Environmental Services Sub-Committee (13)*

<u><i>Conservative (5+2)</i></u>	<u><i>Labour (1)</i></u>	<u><i>Liberal Democrat (3)</i></u>
<i>Mr RJ Baddeley</i>	<i>Mrs BM Jay</i>	<i>(To be advised)</i>
<i>Mrs NS Bryant</i>		
<i>Miss MF de Rhé Philipe</i>		
<i>Mr CP Humphries</i>	<u><i>Church Representatives (2)</i></u>	
<i>Mrs DJ Main</i>		
<i>Mr TR Sturgis</i>	<i>Mr H Head</i>	
<i>(Chairman)</i>	<i>Canon L O'Driscoll</i>	
<i>Mr KC Wren</i>		
<i>(Vice-Chairman)</i>		

(Note: Mr JNB Irving, Mr JE Syme and Mr IC West were subsequently appointed as the Liberal Democrat members to the Environmental Services Sub-Committee.)

(ii) Policy & Resources and Environment & Transport Scrutiny Sub-Committee (7)

Conservative (3+1)

Mrs LP Morris
Mr AG Peach
Mrs P Rugg
Mr DJ Willmott

Labour (1)

(To be advised)

Liberal Democrat (2)

(To be advised)

(Note: Chairman and Vice-Chairman to be named at its first meeting.)

(iii) Emergency Sub-Committee (3)

Conservative (2)

Miss MF de Rhé Philipe
(Vice-Chairman)
Mr JP Johnson
(Chairman)

Liberal Democrat (1)

Mr JNB Irving

6. **Best Value Service Plan 2000-2003** (Min.No.149(3)/99) On considering a covering report by the Director of Environmental Services and a copy of the amended plan,

Resolved:

- (1) To agree the contents of the final version of the Best Value Service Plan.
- (2) To ask officers to summarise good practice from the district councils' recycling plans in reducing waste at a local level for report to this Committee.

7. **Revenue Budget 2000-01** (Min.No.150/99) On considering a report by the Director of Environmental Services and an oral update following County Council on 15th February, 2000,

Resolved:

- (1) To note the current position regarding the Environment & Transport Committee's 2000-01 Revenue Budget.
- (2) To note an additional allocation of £245,000 for highway maintenance as a result of decisions taken by County Council on 15th February, 2000.

8. **2000-01 County Council Capital Programme** (Min.No.99/99) On considering a report by the Director of Environmental Services,

Resolved:

- (1) To note the Environment & Transport schemes approved within the County Council's 2000-01 Capital Programme;

- (2) *To note the 2000-01 Local Transport Capital Expenditure Settlement; and*
- (3) *To approve the proposals for allocating the County Council's Block Allocation of £3.204 million (£2.255 million for principal roads and bridges and £0.949 million for integrated transport) as set out in the appendix to the report.*

9. **Revenue Budget Statement for December 1999** On receiving a report by the Director of Environmental Services,

Resolved: *To note the report.*

10. **Management of Damage to Byways (Min.No.RoWLGRP.6(2)/00)** The Committee considered a recommendation from the Rights of Way Liaison Group held on 5th January, 2000, and reports by the Director of Environmental Services showing the cost of byways in need of major repair,

Resolved:

- (1) *To note the concerns of the Rights of Way Liaison Group.*
- (2) *To look again at the situation for the following financial year with a view to seeking to provide increased funds to enable essential maintenance works to be carried out.*
- (3) *To ask officers to investigate the legal position of temporarily closing byways in certain circumstances and the implications of doing so for the County Council for report back.*

11. **Winter Gritting (Min.No.134/99)** The Committee considered a report by the Director of Environmental Services on a number of issues regarding winter gritting including a petition from Mrs E Blacker on behalf of local residents who use the C107 and a notice of motion to County Council from Mr TP Chivers.

Mrs Blacker addressed the Committee on her petition as did Mr Chivers in respect to his notice of motion which had been referred from County Council the previous day for consideration and report.

Resolved:

- (1) *To recommend County Council to re-affirm its winter gritting policy in response to Mr Chivers' notice of motion.*
- (2) *To assure the petitioners that the C107 route would be retained as a secondary gritting route to be treated when conditions of ice and snow persist.*

- (3) *To ask officers to look at the criteria for treating secondary routes taking into account the points made during the debate including public awareness, flexibility within the contract provisions with Ringway/Parkman and management of resources in prolonged conditions for report to a future meeting.*

12. Wiltshire and Swindon Minerals Local Plan Public Inquiry Representation, Delegation and Working Arrangements On considering a report by the Director of Environmental Services,

Resolved:

- (1) *To authorise officers of this Council, Swindon Borough Council and/or others representing the two Councils to speak on behalf of the County Council at the Public Inquiry.*
- (2) *To authorise officers of this Council and Swindon Borough Council to accept suggested changes of a minor textural nature.*
- (3) *To note the proposal to establish a joint panel of four members from each authority (who would be unlikely to meet together because of the need for a swift decision) to consider suggested changes of a more substantial nature to the Plan and other matters referred by officers, except for suggested changes that would significantly affect the policies or major proposals of the Plan which would be brought back to Committee for decision.*
- (4) *To agree that, in respect of the County Council, the consideration of matters which would be referred to the joint panel would be done through the accepted practice of consulting with the Chairman and Opposition Group Spokespersons of the Environment and Transport Committee and the Director then using his existing delegated powers.*
- (5) *To designate the Minerals and Waste Planning Officer as the lead officer for the purposes of the inquiry.*

13. Porton Down Science Park Proposal The Committee considered a report by the Director of Environmental Services on the strategic planning and transportation implications of a proposed change to the Draft Replacement Salisbury District Local Plan, allocating land for a science park at Porton Down,

Resolved: To inform Salisbury District Council that the County Council:

- (i) *supports in principle the allocation of land at Porton Down for a science park as part of the proposed Salisbury Research Triangle;*
- (ii) *considers that the policy and text published by the District Council as a Proposed Change to the Draft Local Plan takes account of those strategic planning and transportation concerns identified in the conclusions to the Director's report that can be addressed at this stage;*

- (iii) *notes that the District Council shares concern about the potential impact of increased provision for employment development upon demand for housing, but agrees that this would be, in practice, an issue for the next round of structure and local plans;*
- (iv) *supports the District Council's commitment to prepare a development brief for sites in the Salisbury Research Triangle and recommends that the brief gives particular consideration to:*
 - (a) *the considerable traffic increase expected to arise from the development and the need to prepare a Green Commuter Plan;*
 - (b) *the need to protect existing communities and maintain safety standards on existing roads;*
 - (c) *the need to provide for protection and management of the adjoining Site of Special Scientific Interest and Area of High Ecological Value;*
 - (d) *the need to protect archaeological remains, including Scheduled Monuments and likely associated features in the area proposed as a replacement sports field; and,*
- (v) *supports the District Council's commitment to secure public transport improvements and development of a Green Commuter Plan and recommends that the plan should include existing staff at Research Triangle locations, as well as those on the new development sites and that the reopening of Porton Station by means of 'Planning Gain' (developer payment) should be sought.*

14. Buying Local Produce On considering a report by the Director of Environmental Services responding to the resolution of County Council of 23rd November, 1999,

Resolved:

- (1) *To note the support being offered by GWCE Economic Development Division to establish a community enterprise through Single Regeneration Budget funding.*
- (2) *To contribute £4,000 through GWCE towards the cost of a co-ordinator to manage the farmers' market programme as a strategic initiative across the County.*
- (3) *To report back to Committee on future developments.*

15. **Highways Contract (Min.No.34/99)** On considering a report by the Director of Environmental Services and having benefited from a presentation held earlier in the day reviewing contract performance,

Resolved:

- (1) *To note the satisfactory performance of Ringway Parkman to date.*
- (2) *To note the additional works being undertaken as a direct consequence of the improved value for money resulting from the award of the works and consultancy contracts.*
- (3) *To request the Annual Service Review report on the operation of the contracts to be presented in the future and confirm that six-monthly reports would no longer be routinely required.*

16. **Western Wiltshire Regeneration Corridor Proposals for the Towns** On considering a report by the Director of Environmental Services on the current position and on acknowledging receipt of a fax from Transport 2000 South West Network,

Resolved:

- (1) *To note the progress made on developing an integrated transport package for the Western Wiltshire Regeneration Corridor.*
- (2) *To agree to public consultations being undertaken within the towns in the Corridor in order to identify measures to improve facilities for pedestrians, cyclists and public transport in the towns.*

(Note: Mr TP Chivers declared a non-pecuniary interest as an employee of the Transport Industry and remained in the Chamber during debate on this item.)

17. **Notice of Motion by Mr PR Davis: Lacock – Junction A350 and C150** (Min.No.CC86(4)/99) On considering a report by the Director of Environmental Services responding to Mr Davis' notice of motion and on acknowledging receipt of a fax from Transport 2000 Wiltshire,

Resolved:

- (1) *To install traffic signals at the junction of the A350 and C150 at Lacock.*
- (2) *To assess the need for traffic calming measures following the monitoring of operation of the traffic signals.*

18. **Salisbury Special Parking Area – Agreement with Salisbury District Council** On considering report by the Director of Environmental Services,

Resolved: *To defer decision on the report to the Salisbury Transportation Plan Joint Committee.*

19. **Reports of Sub-Committees**

Resolved: *To receive the minutes of the Environmental Services Sub-Committee meetings held on 5th January, 2000 and 2nd February, 2000.*

(Duration of meeting 2.30pm - 5.35pm)

The Officer who has produced these minutes is Lee Gallagher, of the Committee Services Unit, direct line (01225) 713058.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.



ENVIRONMENT & TRANSPORT COMMITTEE

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on WEDNESDAY, 29th MARCH, 2000.

PRESENT: Mr JP Johnson (Chairman), Mr BE Atfield, Mr RJ Baddeley, Mrs LCS Bennett, Mrs M Boulton, Mrs NS Bryant, Mr M Connolly, Mr PR Davis, Miss MF de Rhé-Philipe, Mr G Downes, Mrs ME Groom, Mr CP Humphries, Mr JNB Irving, Lt Col DBW Jarvis, Mrs BM Jay, Mr C Newbury, Mrs JBP Savage, Mrs CA Soden, Mr WA Spiers, Mr TR Sturgis, Mr JE Syme and Mr IC West.

Mr PWL Sample also attended the meeting in accordance with Standing Order No. 25.

Minute numbers 25(2) and 33 are not within the Committee's delegated powers and have been referred to County Council.

20. **Membership Changes** The County Secretary & Solicitor reported the membership of the Committee incorporating any changes since the previous meeting.

21. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Committee meeting held on 16th February, 2000.

22. **Chairman's Announcements**

The Chairman announced that the Government Office for the South West Study of traffic problems in the Salisbury area was now drawing to a conclusion, and that a preferred strategy would be presented for public consultation at an exhibition on 18th and 19th April at the Guildhall, Salisbury and on 20th April in the Community Centre at Wilton. All Local County Council Members and the Group Spokesmen for this Committee have been invited to attend a preview of the exhibition at 2.00pm on Monday 17th April at the Guildhall.

23. **Questions from the Public**

(1) **Westbury Bypass**

The following asked questions on this subject to which the Chairman replied:

Mr F Morland	Resident of Chapmanslade
Ms J Underwood	United to Protect the Rural Area West of Westbury
Ms P Gray	Resident of Fairwood Road, Dilton Marsh
Mr JA Young	Resident of Corsley (reply in writing)

(2) M4 Junction 16 – Park and Ride

The following asked questions on this subject to which the chairman indicated that their questions would be answered during debate on this item:

Mr D Packham	Leader of North Wiltshire District Council
Mrs C Spickernell	Council for the Protection of Rural England
Mr Allen	Resident of Wootton Bassett

(3) Local Transport Plan 2001-02

The following asked questions on this subject to which the Chairman indicated that he would reply in writing on receipt of the text of their questions:

Ms J Raggett	Friends of the Earth (West Wilts)
Ms A Lock	Transport 2000

- (4) RAF Fairford Mr BE Atfield asked a question under the provisions of Standing Order 16 (Part 2) regarding a meeting to be held on 13th April, 2000 with Government concerning RAF Fairford – highway implications for the C124, to which the Chairman replied.

24. **Westbury Bypass – Review of Route Options** (Min.No.119/99) The Committee considered a report by the Director of Environmental Services together with the Consultants report on the progress of the investigations regarding route options. The Chairman referred to a letter from the Wessex Association of Chambers of Commerce that had been circulated to members before the meeting as well as the presentation held earlier in the day from the Consultants.

Resolved:

- (1) *To note the route of the alternative Western Route identified by Parkman.*
- (2) *To develop the three options identified at Yarnbrook in more detail to enable a full assessment of their impact and potential benefits.*
- (3) *To not review the route for a Westbury Bypass at this stage in view of the continuing uncertainties, including the Government Office for the South West's A36/A46 Study, but a full report be made to a future meeting of the Committee when sufficient information was available.*
- (4) *To bring the contents of this report to the attention of Somerset County Council and the local District, Town and Parish Councils so that they are aware of the current position with regard to the Westbury Bypass.*
- (5) *Bearing in mind the longer-term nature of the Local Transport Plan to include in the forthcoming submission the County Council's intentions in respect of a Westbury Bypass although recognising that no final decision has yet been taken over its route.*

- (6) *To ask officers to study the effect of the previous proposals for a 'West Wilts Bypass' on the Committee's current strategy for the West Wilts Regeneration Corridor.*

(Note: Mr C Newbury asked that his vote against the resolution be recorded.)

25. **Salisbury Transportation Plan Joint County/District Working** On considering a report by the Director of Environmental Services setting out options for future joint working,

Resolved:

- (1) *To note that the County Council when appointing committees in February did not re-establish the Salisbury Transportation Plan Joint Committee.*
- (2) *To recommend the County Council at its Annual meeting in May to re-establish the Salisbury Transportation Plan Joint Committee as an executive body by delegating it with highway authority powers within the Transport Plan area.*
- (3) *In the meantime, to approve the establishment of a joint members' working party between the County Council and Salisbury District Council to operate on the basis set out in the report including continuation of a joint officer support team located in Salisbury.*
- (4) *To consult Salisbury District Council regarding these proposals and to suggest a meeting of the Joint Working Party on 17th April in Salisbury.*
- (5) *To appoint the same members to serve on the Joint Working Party as those who served on the former Joint Committee (namely: Mr JP Johnson, Mrs LP Morris, Mr PWL Sample, Mr IC West and Mrs BM Jay).*

(Note: This will be an approved duty under Appendix 4 para. 2 of the Members Allowances Scheme.)

26. **A36/A46 – Government Office Study** On considering a report by the Director of Environmental Services proposing a collaborative response,

Resolved: *To nominate the Chairman, Vice-Chairman and the Liberal Democrat Group Spokesman of this Committee as Wiltshire's representatives on a joint A36/A46 working party with Bath and North East Somerset Council and Salisbury District Council to consider and make recommendations concerning the Government Office for the South West A36/A46 study.*

(Note: This will be an approved duty under Appendix 4 para. 2 of the Members Allowances Scheme.)

27. **Revenue Budget Statement for January, 2000** On receiving a report by the Director of Environmental Services,
- Resolved:* To note the report and the projected overspend on weather emergency works.
28. **Capital Monitoring Statement for January, 2000** On receiving report by the Director of Environmental Services,
- Resolved:* To note the report.
29. **Wiltshire County Council/Great Western Commerce and Enterprise Joint Operating Plan 2000-2001** (Min.No.151/99) On considering report by the Director of Environmental Services and a copy of the Plan,
- Resolved:*
- (1) To approve the Operating Plan as required by the Joint Agreement.
 - (2) To note that the Committee would receive a report regarding the outcome of the bid to the Regional Development Agency for the Tidworth Development Trust to a future meeting.
30. **Recreational Open Space – Surveys** (Min.No.CC21(7)/99) On considering a further report by the Director of Environmental Services regarding the feasibility of undertaking a survey of recreational open space, resulting from a notice of motion to County Council by Mr PG Allnatt in May, 1999,
- Resolved:* To note the report and to agree to take no further action.
31. **Supervision Fees for Section 38 & 278 Highways Works** On considering a report by the Director of Environmental Services,
- Resolved:*
- (1) To raise supervision fees for all Section 38 and 278 developer works to 6.0% of the works cost, including structures, with immediate effect for all agreements not already agreed in draft.
 - (2) To separately identify a proportion, in the sum of 0.5% of the works cost, to cover the testing of materials.
 - (3) To amend the standard form of agreements to clarify the developer's obligations in respect of charges for testing, with provision for the developer to reclaim charges if agreed that an alternative materials testing laboratory (to Ringway Parkman) was used.

32. **Transport Bill** On considering a report by the Director of Environmental Services commenting on the proposals in the Bill,

Resolved: To send to the Secretary of State for the Environment, Transport and the Regions and to all Wiltshire Members of Parliament for their consideration in enacting the Bill the County Council's comments regarding the contents of the Bill as set out in paragraph 11 and previous views in respect of road user charging and work place parking levy (paragraph 9 of the report refers).

33. **Notice of Motion by Mrs MEM Groom: M4 Junction 16 – Park and Ride** (Min No.161/99) The Committee considered a report by the Director of Environmental Services on the outcome of the transport assessment requested in December and other related matters. On hearing the views of Mr. Groom and receiving a letter from Mr RB Pope of Wootton Bassett,

Resolved: To recommend County Council to:

- (i) note the report;*
- (ii) note the decision of North Wiltshire District Council to refuse planning permission for the proposed site; and,*
- (iii) await the outcome of further developments.*

34. **Development of Local Transport Plan 2001-06 – Progress Report** On considering a report by the Director of Environmental Services,

Resolved: To note:

- (i) the progress being made on developing Wiltshire's Local Transport Plan;*
- (ii) the findings of the recent consultation work; and,*
- (iii) the future programme of work on the Local Transport Plan.*

35. **Salisbury Special Parking Area – Agency Agreement** (Min.No.18/00) On considering a report by the Director of Environmental Services reconsidering the terms of the proposed Agency Agreement between the County and District Councils,

Resolved: To approve the Agency Agreement as originally drafted and appended to the report.

36. **Wiltshire Wigglybus** On considering a report by the Director of Environmental Services on the developments of this rural transport initiative,

Resolved:

- (1) *To note the success of the Wigglybus in providing a much improved level of transport in the Pewsey Vale, and its status as a national demonstration project.*
- (2) *To note the avenues that will be investigated to address the projected overspend in the project's budget.*
- (3) *To approve expenditure by the County Council of up to £50,000 per annum in 2000-2001 and 2001-2002 if necessary to secure the continuation of the service for the full duration of the trial period.*

37. **Reports of Sub-Committee**

Resolved: *To receive the minutes of the Environmental Services Sub-Committee held on 8th March, 2000.*

(Note: A question was raised over the membership of the Emergency Sub-Committee which would be investigated by officers.)

38. **Appointment of Vice-Chairman of Environmental Services Sub-Committee** On report,

Resolved: *To appoint Mr KC Wren as the Vice-Chairman of the Environmental Services Sub-Committee.*

39. **Urgent Item** The Chairman was of the opinion that the following item should be considered as a matter of urgency, on the grounds that the information had been received since the preparation of the agenda and that approval was needed before the next scheduled meeting of the Committee.

Making Partnerships Work: Joint South West of England Regional Development Agency/South West Regional Chamber Conference On report by the Chairman regarding invitations to the above conferences being held on 20th April in Totnes and 15th May in Bristol,

Resolved: *To authorise the attendance of the County Council's members on the South West Regional Chamber (Mr JP Johnson and Mr PG Allnatt) and South West Regional Planning Conference (Mr JP Johnson, Mrs LCS Bennett and Mr C Newbury) at these conferences for the purposes of attendance, travel and subsistence allowances.*

(Duration of meeting : 11.00am - 1.40pm)

The Officer who has produced these minutes is Lee Gallagher, of the Committee Services Unit, direct line (01225) 713058.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

WILTSHIRE COUNTY COUNCIL

AGENDA ITEM NO.

**ENVIRONMENT AND TRANSPORT COMMITTEE
16TH FEBRUARY 2000**

WINTER GRITTING

Purpose of Report

1. To consider a petition for an amendment to the priority salting network and the following Notice of Motion from Mr. Chivers:

Due to recent public concern and criticism after the recent severe weather conditions over the Christmas and New Year Period. This Council should once again examine its gritting policy as a matter of great urgency.

Background

2. At the meeting of the Environment and Transport Committee on 30th September 1998, Members resolved:-

To adopt the Group I roads as a basis for precautionary salting and note that any additions to this would be to progressively treat and plough the entire network if conditions so dictate.

3. At a meeting on 3rd November 1999, the Environment and Transport Committee reaffirmed this policy following a Notice of Motion by Mr. Chivers.
4. The effect of this resolution was to increase the amount of the network routinely treated from 887km to 1030km. Because of general increases and changes to the network, and reassessment of some roads eligible for inclusion as a Group I road, this figure has now increased to approximately 1060km, representing some 25% of the maintainable network. The average of other Highway Authorities in the region is 22%.
5. Some 50% of the population of Wiltshire live in an urban area of greater than 7500 population. There are some 300km of Group I urban roads (within 30 or 40 mph speed limits) and some 760km of Group I roads in the rural areas.
6. Whilst isolated properties may be as much as 4 miles from a routinely salted road it is unlikely that any of these roads will have been salted in the past, except in exceptional and prolonged wintry conditions. However, the majority of villages and hamlets with greater than 150 population are within 2 miles of a Group I road, if not directly served by them.

The Policy in Operation

7. The policy adopted by the County Council is in accordance with the standards recommended in the Local Authority Code of Good Practice which is adopted nationally by highway authorities.

8. The County generally experiences marginal Winter conditions with occasional night-time frosts interspersed with milder, wet and windy weather. It is not unusual for the forecast of frost to be uncertain and dependent on possible breaks in the cloud cover overnight which may or may not occur. As a result of this unpredictability, a three hour response time has been adopted as the standard in the County. This standard is widely adopted across the Country and is based on the Highway Agency standards for motorway and trunk roads. Thus from the time that a decision is taken to salt the priority network a maximum of one hour is allowed to mobilise the workforce, open up the depots and load the salting vehicles. Two further hours are then allowed to complete the salting of the entire Group I network of approximately 1060km. To efficiently salt this network on a routine basis and within a two-hour period, 24 salting priority routes have been devised.
9. On a typical night, following an early morning frost, road surface temperatures will rise above freezing by 0900 hours and thus any residual frost will disappear. Very occasionally, when temperatures are forecast to remain below freezing for a prolonged period throughout the day and night, attention is given to salting additional roads (and footways). In these conditions, following treatment of the priority Group I network, a secondary network is salted and subsequently the entire network if conditions dictate. A Map of the priority Group I network that is routinely salted is attached in **Appendix 1**.
10. Further detailed information on Christmas/New Year weather conditions has been previously circulated to all Members of the County Council and is attached in **Appendix 2**.

Road Safety

11. Members will recall the report circulated in December 1998 entitled – ‘Road Accidents in Wiltshire a Joint Report.’ The report was produced jointly by Wiltshire County Council, Swindon Borough Council, Wiltshire Police and the Wiltshire Health Authority. One of the conclusions reached was that ‘Road traffic accidents in Wiltshire are an all year round problem. This is demonstrated in both hospital data and Police data.’ The monthly statistics for injury accidents, and particularly skidding accidents, showed that ‘Accidents are spread uniformly across the year with no particular increase in the Winter months.’ For example, in 1998 (the most recent complete year with statistics available) there were more skidding injury accidents in the month of August than the month of January.
12. The underlying factor in these all-year round skidding accidents is poor surface texture. Recognising this, the Committee adopted a Key Target to bring the skidding resistance of the network up to national standards within ten years. Following skid resistance testing the most recent samples show that 12% of ‘A’ roads, 27% of ‘B’ roads, 33% of ‘C’ roads and 41% of unclassified roads are below national standards for skid resistance.
13. Since the adoption of this Key Target, approximately 135km of road surface was treated in 1998-99 and in the current year a further 145km will be treated representing real progress in dealing with the underlying factors affecting all year round road safety.

14. This structured balanced approach to dealing with an all year round problem is supported by the Police and considered to be correct within the limitations of sustainable budgets.

The Petition

15. A petition has been received from Mrs. Ellen Blacker in connection with the C107 road, which is not a Group I road and therefore is not routinely salted. A copy of the petition is available in the **Members' Room** prior to Committee. The petition says:

"In short, this community requires an assurance from you that this route will be gritted as a matter of course when more major graded roads in the area are treated. We feel that failure to do this will result in more accidents on this road and a risk to life."

16. At either end of this section of the C107 road are the Upper and Lower School sites of Brinkworth Earl Danby's School. This is the particular focus of concern.
17. Correspondence has been received through the course of the Winter so far from the following Parishes requesting special consideration for extending the routine salting network to roads in their area:-

- Buttermere
- Ogbourne St. George
- Fyfield and West Overton
- Clyffe Pypard
- Sherston
- Compton Bassett
- Preshute
- Alton Barnes
- Bowerchalke
- Tisbury
- Westwood

Consideration of the Petition

18. The plan in **Appendix 3** identifies the location of the Upper and Lower School sites and their relationship to the Group I network of routinely salted roads. The C107 road between the two sites is salted as a secondary route and has been treated during the course of the Winter so far. The plan also identifies the school catchment area. The journey to school via school bus or private transport could be undertaken on any and all of the major and minor roads in the catchment area. Through parental choice it is inevitable that pupils attend these schools from outside the catchment area – using an even wider network of roads.
19. Whilst the petition refers specifically to the C107 road, the supporting information also refers to the need to salt all routes to school.
20. There are a further 204 schools of all sizes in Wiltshire and thus Countywide the journey to school makes use of a large proportion of the total network.

21. It is impractical, given the level of capital and revenue resources, to routinely salt all roads that are used for the journey to school. If this is accepted, then it will always follow that the journey to school will take place on some roads that are salted and some that are not. The question then becomes what proportion of the school journey is on a routinely salted road and what is not – and more importantly does the driver know when he or she is travelling on a salted road or not.
22. Prior to the commencement of each Winter a leaflet is distributed to all households in Wiltshire identifying the Group I network that is routinely salted and containing other driver advice. Roads that are not in the Group I network are the local road network used predominantly by local drivers who will have local knowledge of local weather and road conditions and are thus best able to make decisions on when and how a local journey is undertaken and whether an alternative route should be chosen.
23. In prolonged periods of Winter weather these local roads will progressively be salted, commencing with the secondary routes (which includes the C107 road). Any agreement to depart from this policy to expand the routinely salted network in one location would necessarily imply the need to consider expansion in other areas of the County.

Conclusion

24. The County Council has a clear Winter salting policy based on the Local Authority Code of Good Practice. The policy is being applied consistently and in Wiltshire a larger network of roads is routinely salted than is the case in other Counties in the Region.
25. Icy conditions are transient and in an average Winter only occur 40 days of the year, usually for a few hours only. Weather forecasts, traffic bulletins, information leaflets and the visual evidence of frost, ice and snow all alert drivers to the need to adopt appropriate driving techniques or consider deferring journeys or choose an alternative route.

Recommendation

26. That:
 - (i) The County Council's Winter salting policy be re-affirmed.
 - (ii) The petitioners be assured that the C107 route will be retained as a secondary salting route to be treated when conditions of ice and snow persist.

RICHARD J. LANDER
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

Letters from Parish Councils and individuals

Environmental Impact of the Recommendations contained in this Report:

None

INFORMATION BULLETIN

No. **155**

Committee: Environment and Transport

Date Prepared: January 2000

Further Enquiries to: G.C. Batten

Department: Environmental Services

Direct Line: (01225) 713305

CHRISTMAS/NEW YEAR WEATHER CONDITIONS

During the last couple of weeks the County has experienced some severe weather conditions which have required a sustained response from the County Council and Ringway Parkman.

Saturday, 18th December to Tuesday, 21st December 1999

Rain on Saturday turned into sleet in the late afternoon and early evening and subsequently into snow. Approximately 4" - 6" of snow fell before midnight when the snow stopped and skies cleared with temperatures falling rapidly to -4°C. Temperatures remained below freezing for most of Sunday falling generally to -11°C on Sunday night. On Monday temperatures gradually recovered during the day to plus 2°C falling again overnight to -11°C. On Tuesday temperatures rose again through the day with a general thaw of snow and ice.

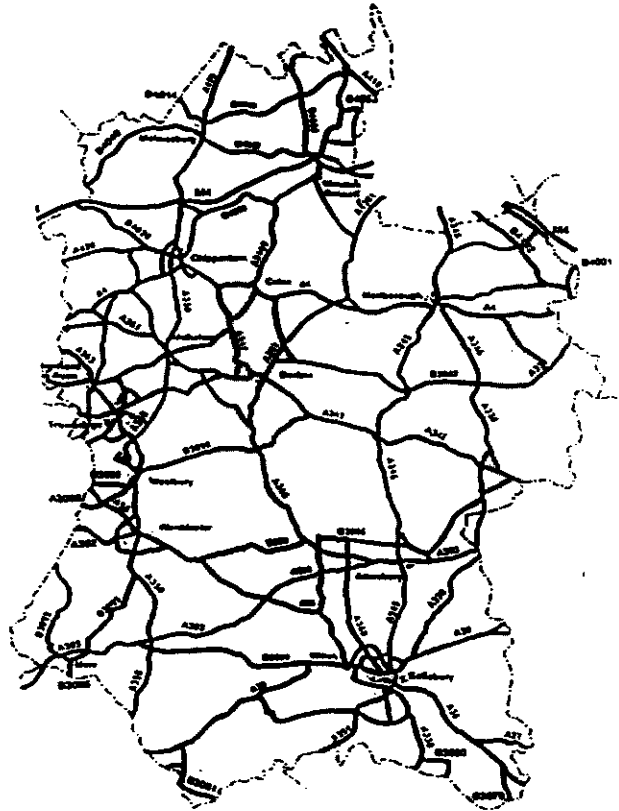
On Saturday evening the whole of the Group 1 network was treated, followed immediately by treatment of secondary routes. A further treatment of the Group 1 roads was then undertaken and was completed by 4.00 am on Sunday morning.

After a short rest the drivers were out again, this time endeavouring to open up routes into every community across the County. This work was carried out throughout the day up until 6.00 pm when attention was again switched to the primary route network. Further treatment of that network took place on Sunday evening and again on Monday morning followed by continuous working on as much of the network as possible using the primary fleet supplemented by reserve vehicles where available. Because of breakdowns a number of reserve vehicles were already in use as front line gritters. This work continued until 6.00 pm when the precautionary network was again treated. Four crews were placed on standby, one in each of Chippenham, Marlborough, Warminster and Wilton depots, with full crews on standby at midnight. Subsequently these crews were stood down in the early hours of Tuesday morning.

Ringway Parkman deployed between 20 and 30 hand gangs to treat urban footways during Monday and Tuesday 20th and 21st. However, there are some 2000 Kms of urban footway in the County and the Ringway Parkman resource is limited to a labour force that is sustainable throughout the year by the highway maintenance budget. They did supplement their labour force, where they were able, with sub-contract labour.

For ease of reference, the Group 1 network of roads is:-

WILTSHIRE COUNTY COUNCIL WINTER 1999/2000
PRECAUTIONARY SALTING ROUTES —



The Group 1 network represents some 25% of the entire network of 4,300 kms of roads in the County. Members may recall that in other Counties in the region the average proportion of the network routinely salted is 22%.

During this four day period some 25 to 30 gritting vehicles were deployed almost continuously, and approximately 3000 tonnes of salt was spread on up to 75% of the entire network of roads in the County. No roads were reported blocked during this period.

Despite this sustained effort, some local newspapers and others claimed that no salting had taken place. An example of such an article is attached. Also attached is a sample of newspaper headlines from surrounding Counties whose efforts were also the subject of public criticism. Members may recall that even the M4 motorway, the responsibility of the Government's Highways Agency, was closed on Sunday and Monday during this period.

A considerable number of public complaints related to lack of action on footways, both in main shopping areas and on housing estates. However, the cause and effect were the same as on the road network, ie frozen snow and ice deposits with very low temperatures.

Wednesday, 22nd December to Saturday, 25th December 1999

Following the thaw, and rapid rise in temperatures, the problems reported related to pot holes and drainage. Ringway Parkman deployed some 70 men across the County dealing with these problems as they were reported and prioritised through CLARENCE.

Sunday, 26th December to Thursday, 30th December 1999

Night-time temperatures fell below freezing on the 26th, 27th and 28th of December. Consequently, Group 1 roads were salted on each of these three nights. The night-time frost on the 28th December saw temperatures fall to -3°C persisting well into the morning of Wednesday, 29th December. As a consequence, Group 1 roads were salted again in the morning with Ringway Parkman deploying four hand gangs salting isolated trouble spots elsewhere on the network. The remainder of the 29th and 30th December was devoted to filling pot holes and drainage problems reported through CLARENCE.

Following all this activity, the New Year weekend passed without major incident.

Despite this sustained winter salting effort the County Council and other Counties in the region have been criticised. The criticism being levelled surrounds the assertion that no gritting had been carried out, either because no gritters were seen by the complainant or because an assumption was made because of the icy conditions that were evident it must follow that no salting had taken place. In this respect, public expectations of what can be achieved against the forces of nature are unrealistically high. Notwithstanding this, why was this effort not more effective in producing the ice-free road surfaces that the public increasingly expect to see at all times? There are three principal reasons:

1. For effective treatment of snow it is important to get a 'carpet' of salt on the road surface before the snow falls. This carpet, together with the churning action of passing traffic breaks down the snow and ice reducing the formation of packed ice - which subsequently is very difficult to deal with.

The conditions in Wiltshire (and the surrounding Counties) prevented the laying this 'carpet' of salt under the snow because the snow was preceded by rain and sleet which diluted (or washed away) the salt which was being laid down in the early evening.

2. Salt is only effective down to temperatures of -7°C or -8°C. Below these temperatures, the salt/saline solution itself freezes. The night-time temperatures of -11°C to -14°C, which did not lift significantly during the day saw this phenomenon. Thus, the salt being laid only started to work on Monday/Tuesday when temperatures started to rise.

It is likely that this problem was further exacerbated by the way that road salt is generally stored. Our road salt is stored outside in the open. Salt is hygroscopic and soaks up the moisture in the air and from rainfall. We have experienced an extremely wet autumn and consequently the road salt stock-piles have become saturated. The road salt may, therefore, have been effectively diluted before it was spread on the road surface and become less effective at extremely low temperatures than the normal -7° or -8° norm would suggest.

Members may recall annual bids over the last ten years or more for money in the Capital Programme for the construction of Salt Barns for the storage of salt which have not been successful.

3. The front line gritting/snow plough fleet consists of 27 vehicles. These are supplemented by a reserve fleet of some 14 other vehicles and items of demountable equipment.

To put this in context, the surrounding Counties have the following gritting fleets:

Oxfordshire - 12 front line + 15 reserve
Gloucestershire - 28 front line
Dorset - 25 front line + 4 reserve

By the end of the sustained effort over the snow period of the 18th to 21st December, 10 of the fleet were broken down. Faults included:-

- a blown engine
- four damaged clutches
- two damaged gear boxes
- electrical systems faults
- gritter belts broken
- split hydraulic hoses
- miscellaneous accident damage

However, with the reserve equipment, an operational capability in the order of 25 vehicles was maintained at all times.

Members need to remember that the gritting fleet comprises entirely of second-hand vehicles and some are approaching 30 years old. Inevitably, with a fleet of this nature, following a day or two of sustained use in the most arduous of conditions, mechanical and electrical problems will occur. Members may recall that an annual capital replacement programme for winter vehicles has not been successful over the last ten years or more.

Summary

The County Council's gritting fleet and salt storage facilities are geared around 'normal' pre-salting requirements for frost. In prolonged snow or severe cold conditions this infrastructure becomes severely tested. If a more effective performance is required in these conditions then more investment is needed in both the fleet and salt storage facilities. A network of salt storage barns would require a one-off capital investment of £1.125 million. Modernisation of the vehicle fleet so that no vehicles were more than ten years old would require a one-off capital investment of £0.767 million and an on-going investment of £0.352 million annually.

Complaints suggest that we should be better prepared for these infrequent extreme conditions. It is more realistic to take the view that the County Council presently devotes the appropriate level of resources in times of bad weather, because such additional investment as would be needed would not be a wise use of public resources. It is also reasonable to ask how well the public is prepared for such conditions. Even amongst those who would consider themselves to be careful drivers how many have taken the trouble to learn skid control and how to drive safely on snow and ice (or in aquaplaning on wet roads)? With the knowledge that more skidding accidents occur in Wiltshire outside the winter months there is clearly a significant weakness in driver skills in this respect. How many drivers carry a simple set of snow chains in the boot of the car in winter months? Higher standards of general road maintenance and driver training and education is much more likely to produce road safety benefits throughout the year and this is something that the County Council should concentrate on for the future rather than significant additional expenditure on road salting.

■ WINTER WONDERLAND: playing in the snow

Gritting is not working

THIS morning we have seen the worst road conditions of the winter. To take a short journey around our country lanes and even on some of the main roads in Wiltshire you are taking your life in your hands.

It would seem that very few of the main roads have been gritted and our lanes are little more than a skating rink.

You have to look further than outside your front door this morning to see that the Wiltshire County Council's gritting policy is wrong.

Wiltshire county councillors must again look at the gritting policy and increase it before we see a fatal accident within the county.
CLLR TERRY CHIVERS
(Lib Dem Holt ward)
St Margaret's Court
Bradford on Avon

Salt in July

YOUR report says B&NES has been out diligently gritting. Where? None of the major roads were gritted either on Saturday night or Sunday. The Circus, Bennet Street, Gay Street etc were lethally dangerous. Is Ethelred alive and running B&NES roads department? Or are we having yet another six months' consultation period and a consultants' report before putting down a bit of salt in July?

JOHN DORAN
The Circus, Bath

Lack of action over snow was a disgrace

I AM writing to express my anger at the council's lamentable inactivity in dealing with the recent snow and freezing conditions.

On Saturday, at about 8pm, I drove down Perrymead very gingerly and, at the bottom, was pleased to observe a snow plough driving up Ralph Allen Drive.

Though it was not clearing the snow, I took it as an indication that the council was beginning to take action against the weather.

However, as I drove through town to the Circus, I was surprised to find no grit or salt on any of the roads.

When I returned home about 10pm, still no action had been taken.

At 9am on Sunday, I again had to go over to the Circus and then to North Road via the Paragon.

No gritting or salting had taken place. At lunchtime, I drove from Perrymead to North Road, via the Finings, Bathwick Hill and Cleveland Walk, none of which had been treated.

At 5pm, I again went to the Circus and back, at 8.15pm, I went to the station and back and then again to the Circus at 10.15pm.

Thus, after 24 hours, no action had yet been taken.

On Monday, I went down Perrymead at 7.30am, along Claverton Street and Pulteney Road to the London Road and out of town to Chippenham. Not a single road had been gritted.

During the weekend, the roads were understandably very quiet and I would have preferred not to have had to make the journeys that I did.

They are outlined in detail only so that you will realise that I am writing with experience of a 36-hour period, in which the council should initially have taken preventative measures and later taken remedial action.

Not only were the roads very dangerous but the pavements were treacherous.

On Sunday, I know many young people were walking with difficulty; older people were housebound.

Today's Bath Chronicle says that the council gritting department was out at work on Sunday night.

I would like to know where and why they were not out on Saturday night and working during the day on Sunday.

Clearly the road maintenance department has been derelict in its duties.

I do not recollect any local authority, in which I have resided, being initially so incompetent and subsequently so cavalier.

It is a public disgrace, which requires a full investigation, a public apology and disciplinary action against the officials who so flagrantly abrogated their duties and responsibilities to the people of Bath.

No doubt there will have been many broken bones in the RUH, there should be some cracked skulls in the council offices. In fact, heads should roll for this fiasco.

JAMES DENHOLM
Perrymead
Bath

Snow brings chaos (again)

For children, it is a dream come true, inches of snow that stays around long enough to get the sledges out.

But for everyone else it brings a predictable amount of chaos with road closures, iced up pipes and slippery pavements.

Once again, despite the forecast, the snow of Saturday night and Sunday morning appears to have taken everyone by surprise, with even some main arterial routes being closed for several hours.

Snow quickly compacted into ice and every road in the area was littered with abandoned cars making the gritters' task even more difficult.

Bus operators were forced to cancel services and even those that ran stuck to the main roads only.

But, to most people, there appeared to be an absence of gritters and snowploughs and our own newsdesk received many calls demanding to know why.

Retailers who enjoyed a bumper Saturday were badly hit as what should have been the busiest Sunday of the year was reduced to one of the worst. Those shoppers that did manage to battle through to the centre were greeted by icy pavements and appalling conditions.

Fortunately, despite the chaos there was only a handful of minor accidents on the roads, but the casualty department at the RUH was kept busy with a stream of minor injuries caused by falls on the pavements.

Today, conditions in some areas were even worse as an overnight freeze made all but the busiest of roads completely impassable.

So where were the hidden army of workers that only last week we were promised were on stand-by ready to 'wage war on the region's roads'?

Yet again it would seem they were caught out by a combination of a moderately heavy snowfall combined with temperatures below freezing.

They lost the first battle of the season to keep the roads open with an early victim being the M4. When that re-opened it was of little consolation to those wishing to access it via the A46 because that remained closed for even longer.

The bottom line is that Bath and North East Somerset Council has been beaten by the elements and its residents have been left frustrated and angry.

This is one war that was lost before it

ARCTIC conditions gripped Wiltshire over the weekend - and weathermen are warning that there's more snow on the way.

And with a spate of minor accidents and injuries over the weekend, complaints followed that not enough was done to keep roads in the area open.

The M4 between junction 17 to Chippenham and junction 18 to Bath shut in both directions at 9.30am yesterday due to icy conditions which caused several accidents.

Gritting was carried out and the eastbound carriageway re-opened at 12.30pm. A 40mph speed limit was imposed on all motorways in the west.

Police were warning motorists to keep their speeds down and avoid travelling altogether if possible. Drivers who needed to carry out vital journeys were warned to leave extra time and to take warm clothing and drinks with them.

Meanwhile snow ploughs were used in Wiltshire for the first time in several years and council offi-



■ **FUN FOR SOME:** Alexander and Olivia Hoccom start building a snowman in Green Park, Bath

PICTURES: Kevin Bates

cials expect to have spent around £100,000 gritting roads over the weekend.

Richard Lander, director of Wiltshire County Council's environmental services, said conditions were abnormal because temperatures stayed around the freezing mark with any melting snow refreezing.

He added: "We are doing the best

we can in the weather conditions which are extremely bad."

A spokesperson for the Wiltshire Fire Brigade said: "There have not been too many serious incidents on the roads this weekend, although there have been road closures."

Chippenham Community Hospital in Rowden Hill was also busy dealing with snow-related incidents yesterday. A spokesman said:

"There was an increase in injuries but not a great deal. We were mainly dealing with injuries such as falls."

In Bath, refuse collection has been suspended for today as rubbish lorries turned into gritters.

David Littlewood, refuse and cleaning manager with Bath and North East Somerset Council, said this morning: "There are no refuse collections today. We decided that it would be too dangerous to send the lorries out."

"We will do what we can to clear up during the week although we can't say when until we've seen the weather this week."

He added: "Our refuse lorries have turned into gritters this morning. We have sent them into the city centre to put grit salt down and we will go out to the suburbs as soon as we can."

A spokesman for B&NES said: "Gritters were out all over the county trying to keep primary and secondary routes open."

He said: "We started working at 7.30am yesterday afternoon and all our officers and all our officers were out."

"The fleet were fully committed."

● Continued on page 2

REGIONAL NEWS

In Kingswood, near Bristol, a 73-year-old man died on Saturday night when his car slid off the road into a lamp post as the snow made driving conditions treacherous.

Another driver, aged 65, was killed when his Rover Metro crashed into a house in Swindon. Ten passengers on a bus had to be rescued by firefighters after getting stuck in a narrow lane in Dundry, near Bristol.

And more than a dozen pensioners were rescued from a stranded coach by using an inflatable dinghy in Somerset as the floods took hold.

Yeovilton weather centre recorded almost one inch of rain in 24 hours.

The fire brigade was also called to rescue two people stuck in 4ft of water in a van at Bradford-on-Tone, near Taunton.

Another man was rescued after being stuck in his car in flood water at Cheat Corner, in Ruishton.

And a lorry skidded into the side of a house in Devizes Road, Salisbury, leaving the occupants shocked but otherwise unhurt.

Hospital accident units treated dozens of people for broken limbs after they slipped on the ice.

A four-vehicle collision on the M4 at Hungerford, left one motorist dead and four seriously injured.

A further three people suffered minor injuries in the collision and were treated at the Princess Margaret Hospital, Swindon.

One driver was killed on the A34 at the Milton interchange in Oxfordshire when his vehicle skidded into the back of a lorry and another motorist died in an accident at Chipping Warden, Northants, during a three-vehicle collision.

And a girl of three died last night after two cars left the road at Oxshott in Surrey.

Gritting lorries did treat the motorways and main roads in the West but the road salt was not dispersed by traffic and continual snow during the evening kept freezing.

A spokesman for Avon and Somerset police said: "It was mayhem."

John Hurst, of the Broadmead shopping centre in Bristol said shoppers on the last weekend before Christmas did not arrive early but there were large crowds yesterday afternoon.

At Cribbs Causeway shopping centre on the outskirts of the city there were major delays for shoppers trying to arrive from the motorway.

West so cold that salt freezes before hitting roads

DRIVERS were last night braced for more snow and ice on the region's roads as motoring organisations reported one of their busiest days ever for breakdowns.

Forecasters expected further falls of snow over the West last night and although wetter, warmer weather is expected by the end of the week, the cold conditions will bring more chaos to the region's roads.

Environment chiefs last night issued a flood alert in Somerset as the county was threatened with another inch of rain.

An inch fell on Saturday in parts of the county - putting Taunton town centre at risk of flooding for the first time in 40 years.

The AA said that yesterday was its busiest morning since it began operating in 1905 and at one stage it was dealing with 3,500 breakdowns an hour nationally.

The RAC said that breakdowns on the West's roads were running seven times higher than the average for this time of year. It blamed many on drivers who had not prepared their cars for the cold snap.

But no one could have foreseen plummeting temperatures of -14C in parts of Gloucestershire and Wiltshire, which froze supplies of salt being used to clear roads of ice.

A weather emergency was called in Wiltshire, where gritting lorries also had problems in the snow and ice. One driver had to be rescued after his lorry became stuck salting Dunkirk Hill in Devizes.

Councillor Terry Chivers last night voiced concern over the state of the county's roads saying they were "disgraceful." He has demanded assurances that should the county be hit with severe weather again urgent action will be taken immediately.

Yesterday the council chiefs said the weather brought an emergency operation not seen for more than a decade in the county with 40 gritters out across 3,000 miles of road.

Network support manager Paul Smith said: "This is the most severe weather we have had in the county for 12 years.

"We are dealing with a weather emergency ... in Avebury early yesterday the temperature dropped to -14 degrees.

The salt we put down on the road freezes at -8 degrees. These are treacherous conditions for all drivers and great care must be taken."

Councillor Chivers (Lib Dem Holt) said: "Over the weekend I have visited all areas of my own ward and

By Wendy Best, Tom Henry and Simon Haigh

I am appalled at the state of the roads. The question has got to be asked, if there have been 40 vehicles out, is that enough?"

Council chiefs said Wiltshire roads were salted and gritted several times over the weekend.

Gritting lorries on the region's motorways and main roads put down more than 1,400 tonnes of salt over the weekend and were out again last night.

David Cranny, manager of the RAC's travel news based at the Bradley Stoke control centre, near Bristol, said crews were on stand-by.

He said: "Traffic on the M4 has been absolutely solid for the last

hours because of lorries jack-knifing and other vehicles breaking down.

"The old Severn Bridge is closed, and looks likely to remain so, and the Clifton Suspension Bridge is down to one lane."

Alistair Cheyne, director of the AA's operations, said the organisation had 300 extra patrols out.

He said: "By the end of Monday we will have dealt with more than 20,000 breakdowns, with the 1996 all-time record of 23,561 jobs in real danger of being beaten. We advise motorists to delay all non-essential journeys."

my Plester, a forecaster from the Weather Centre, said around

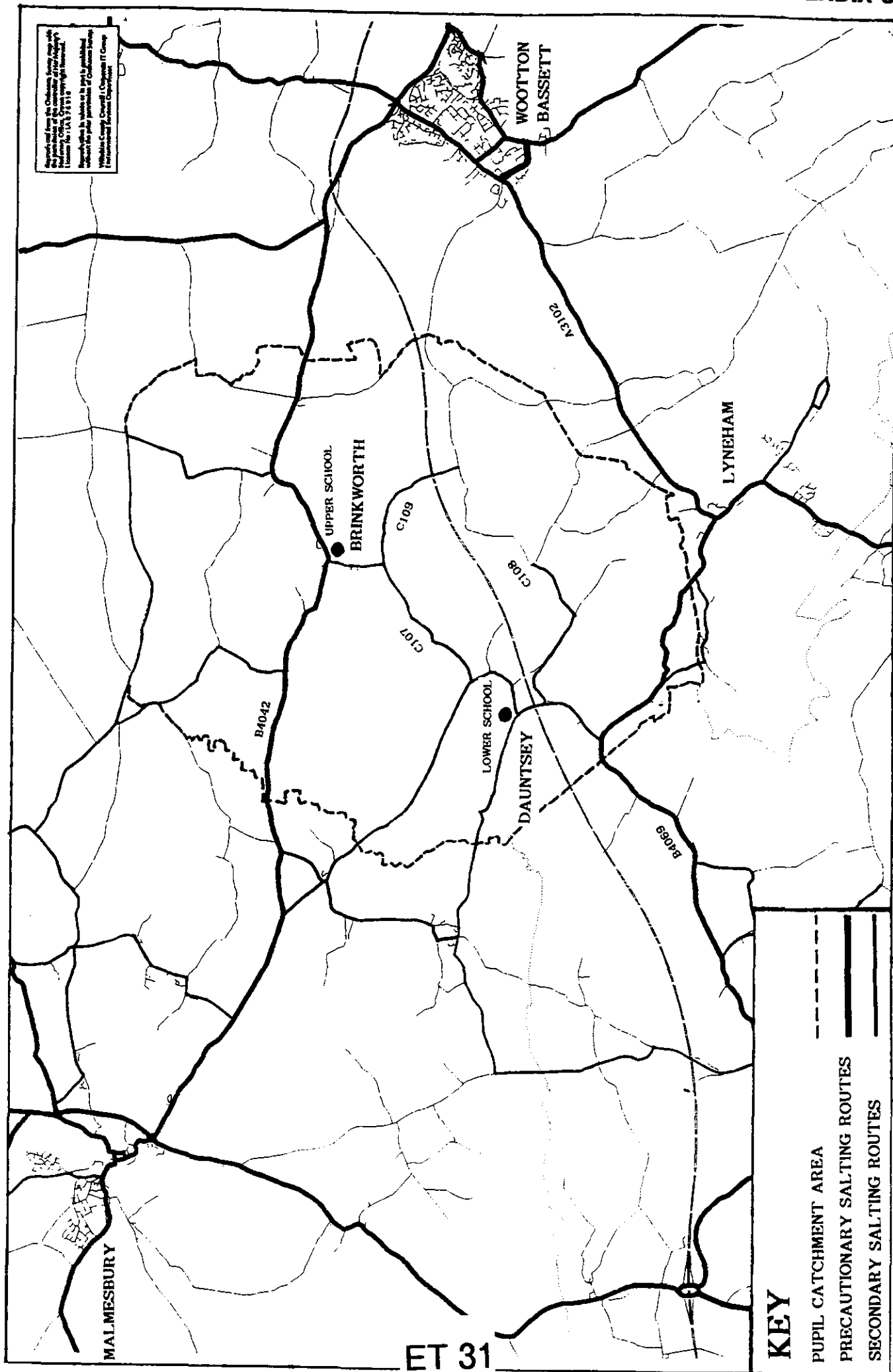
five to ten centimetres of snow was forecast for last night, across parts of Wiltshire, Bristol and Gloucestershire.

Accident and emergency departments at Southmead hospital, an Bristol Royal Infirmary were inundated with people who suffered broken bones after slipping.

The river Tone was put on a red alert on Sunday and came within "hair's breadth" of breaking its banks in Taunton, an Environment Agency spokesman said.

Last night the agency warned that an inch of rain was expected in the county by this morning, which could pose a danger to homes, gas and electricity supplies and private property.

On Saturday in Taunton 15 pensioners had to be ferried off a coach



WILTSHIRE COUNTY COUNCIL

ENVIRONMENT AND TRANSPORT COMMITTEE 29TH MARCH 2000

M4, JUNCTION 16 - PARK AND RIDE

Purpose of Report

1. To provide Members with further information in respect of the Park and Ride proposals at Junction 16 of the M4 motorway.

Background

2. At the meeting of the Committee on 15th December 1999 a report was considered (Agenda Item 18) in response to a Notice of Motion by Mrs. M.E. Groom. The report is reproduced at **Appendix A**. Members deferred consideration of the report, resolving:

"To defer consideration of Mrs. Groom's Notice of Motion to a future meeting pending a transport assessment of the impact of the proposed Park and Ride site on the villages that may be affected by the proposed facility, such assessment to include the routes to be used around Junction 16 for vehicles exiting the M4 eastbound wishing to use the facility."

Further Considerations

3. Officers have undertaken further work in response to Members' wishes, and considered the potential effects that the proposed Park and Ride site might have on roads in the vicinity, especially the minor roads running through local villages.
4. Base information from the 1996 Halcrow Fox report was considered to establish travel patterns for potential users of the Park and Ride site. The report identifies that the majority of users (about 85%) will travel to the site from catchments which make use of the M4 motorway or the A3102. The remainder is anticipated to use the A4361. In the morning peak hour the number of users is predicted to be between 121 and 150 at the opening year, rising to between about 245 and 304 in 2010. The numbers of cars used would be less than this because some users would share lifts.
5. Traffic from catchments using the M4 and A3102 is unlikely to be diverted onto other routes in order to use the Park and Ride site. Those currently travelling to Swindon on the A4361 might divert through the B4005 (from Wroughton) or through routes such as the C415 (Broad Hinton, Broad Town) or the unclassified road through Salthrop. In the morning peak hour of the opening year, these movements are expected to total up to about 17 vehicles. When distributed over the possible alternative routes, they are unlikely to be sufficient to be regarded as a material consideration in planning terms. Traffic re-assigned to the A3102, which would previously have travelled to Swindon via the western side, is likely to have a neutral effect at worst on the local villages.

6. It is estimated that the site will generate some additional traffic on the network, but the consultants conclude that the amount is likely to be only about 1% of total traffic using the site in the morning peak hour (amounting to about 3 cars in 2010). Between the morning and evening peak the proportion is anticipated to rise to about 10% (up to about 10 cars per hour in 2010)
7. It is also likely that there will be a small transfer of trips from the existing bus services into Swindon, whereby existing bus users with a car available find it cheaper, or more convenient, to use the Park and Ride service. Such transfers have been experienced following the provision of Park and Ride sites to serve Oxford and are estimated to be no more than 4% of total demand.
8. The Halcrow Fox report was based on the assumption that the site at Junction 16 was a stand-alone scheme, with no alternative sites for attracted vehicle trips. In the longer term, the strategy for Swindon envisages a total of six sites around the town. These sites, in turn, will attract trips from other zones around the town. This will be the second Swindon site, if progress is achieved in respect of the grant of planning permission and subsequent land assembly.
9. The Highways Agency has written in support of the proposal, indicating that it would provide a more balanced use of the lanes on the M4 eastbound off-slip. The additional circulatory flows from this slip road will be offset to some extent by the removal of circulating traffic from the westbound off-slip. There would be balancing compensations arising from the movements in the evening peak period.

Other Influences

10. The general growth in traffic on the local road network is likely to have a far greater significance on the amount of traffic on local side roads than construction of the Park and Ride site. As growth in traffic increases delays at Junction 16, more traffic can be anticipated to try to find alternative routes into Swindon. The inevitable spreading of the peak periods will intensify the problem. Another issue that could affect the degree of local rat-running is the policy adopted by the Highways Agency which controls the timing of the signals at Junction 16. It was the original intention that the signalisation of the junction would alleviate queues on the motorway slips roads. As motorway slip road movements increase, the Highways Agency might seek to increase the green time available to motorway traffic; the inevitable consequence of this action would be to delay further the peak period traffic on the side roads (A3102 and B4005), and extend the peak period. The Park and Ride site aims to reduce overall vehicle trip lengths and ease central Swindon congestion.

The Planning Application

11. The planning application was considered by the District Council Planning Committee at its meeting on 21st February 2000. It was refused planning permission for three reasons, none of which were associated with the traffic impact of the proposal on the local network.
12. Swindon Borough Council is appealing against the refusal of the application. It is understood that an appeal will be lodged before the date of this Committee.

13. It is likely that the County Council will be called upon to assist at the Inquiry by giving evidence, especially because of the position which it has previously adopted in promoting policy to secure the site for transportation purposes. In the absence of planning objections to the transportation objectives of the proposal, it would be appropriate for the County Council to assist with evidence to the Inquiry.

Conclusion

14. The proposed Park and Ride site will have an inconsequential effect on traffic movements on local roads leading to the site. Other factors will play a more significant role, especially the projected continuing growth of traffic on the highway network. The proposed facility will reduce overall vehicle trip lengths, contribute to a reduction in pollution and ease congestion in Swindon town centre and on the A3102

Recommendation

15. That the Environment and Transport Committee recommends the County Council to:-
- (i) Note that there has been no significant change in Government Policy or in the local transport environment which would warrant a review of the proposal for Park and Ride at M4 Junction 16;
 - (ii) Continue to support the principle of Park and Ride and the proposed site at M4 Junction 16 as part of a package of measures to manage traffic in the Swindon area;
 - (iii) Authorise the Director of Environmental Services to enter into an agreement, pursuant to Section 101 of the Local Government Act 1972, to delegate powers, including Sections 32 and 40 of the Road Traffic Regulations Act 1984, to Swindon Borough Council to effect the Park and Ride Scheme on terms to be agreed by the County Secretary and Solicitor; and
 - (iv) Authorise the Director of Environmental Services to give evidence to the forthcoming Public Inquiry.

RICHARD J. LANDER
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

M4/A3102 Park and Ride Site Preliminary Design Study, Halcrow Fox, 1996

Environmental Impact of the Recommendations contained in this Report:

Whilst the Park and Ride facility would constitute development in open countryside, the net environmental benefit, in terms of reduced CO₂ emissions, will be positive.

WILTSHIRE COUNTY COUNCIL

AGENDA ITEM NO. 18

**ENVIRONMENT AND TRANSPORT COMMITTEE
15TH DECEMBER 1999**

M4, JUNCTION 16, PARK AND RIDE**Purpose of Report**

1. To consider the Notice of Motion to the County Council by Mrs. Groom that:-

"In view of the rapidly changing situation on the A3102 between Wootton Bassett (North Wiltshire District Council administrative area) and Blagrove (Swindon Borough Council administrative area) it is proposed that the site of the Park & Ride for junction 16 of the M4, (currently proposed at Spittleborough Farm) should be reconsidered."

2. Subject to the Committee's stance on the above motion, to review recent advice regarding the transfer of powers to Swindon Borough Council and to recommend a way forward.

Background

3. The County Council has consistently supported the principle of Park and Ride (P&R) for Swindon since the Swindon Transport Plan was approved in 1992. The Council has promoted the site at Spittleborough Farm through the North Wiltshire District Local Plan Inquiry and has agreed to transfer powers to Swindon Borough Council to construct the site (Figure 1).
4. In 1996 the County Council commissioned consultants to review the optimum, realistic, site for P&R to serve those routes which feed Swindon from the south west quadrant. Following detailed assessment and forecasting using the latest techniques and advice, the consultant recommended the site in question (**the report is available for reference in the Members' Room**). This recommendation was supported by the County Council and by the Inspector at the recent North Wiltshire Local Plan Inquiry.
5. The Environment and Transport Committee considered this matter in September 1998 when it was agreed to enter into an agreement with Swindon Borough Council to transfer highway powers to Swindon Borough Council in respect of the P&R scheme. The matter was once more discussed by the Committee in September 1999 when Mrs. Groom's proposal to object to the inclusion of the site in the North Wiltshire Local Plan Proposed Modifications was not agreed.

Park and Ride at M4 Junction 16

6. In revisiting the County Council's position on the development of a P&R site at Junction 16 it is necessary to consider a number of key issues, in particular:-

- Is the proposal still consistent with Government Policy?
- Is this proposal still appropriate in supporting a transport strategy for Swindon and the surrounding area?
- Does the site have support from other agencies and the public?
- Is this the most appropriate site?
- Are there other, more appropriate, alternatives available?

These points are considered in more detail below.

7. The site is consistent with Government Guidance (Guidance on Provisional Local Transport Plans April 1999) which says that P&R sites are likely to be most successful where: -

- they are located further out from the urban area they serve, ideally at the intersection of radial or orbital routes;
- an urban centre is served by a number of sites on the outskirts of the town, which are of high quality – including lighting, staff, information for users and CCTV; and,
- services are complemented with bus priority measures and restraint measures on private car use.

8. All of these criteria are satisfied by the proposed site at M4 Junction 16 and this was demonstrated during the North Wiltshire Local Plan Inquiry where the Inspector supported the proposed site and recommended that it should be allocated in the Local Plan.

9. Continued development pressure in Swindon has served to exacerbate traffic problems at M4 Junction 16 which this proposal would help to resolve. The Swindon Transport Plan, which has widespread support, seeks to reduce reliance on the private car for trips into Swindon by providing alternatives and deterring long stay parking through increased parking charges. P&R is a key element of this strategy (strongly supported during consultation with the public, both within the town and in the surrounding area) which the Government has accepted.

10. The Government has provided considerable financial support to the P&R strategy and, in its most recent decision letter to Swindon Borough Council, the Government Office for the South West stated "in view of the high priority given to your second P&R site close to Junction 16 of the M4, you should make early contact with the Highways Agency". The Highways Agency is now satisfied that the provision of P&R at this site would help to reduce congestion at Junction 16 and ease access for all travellers.

11. There has been considerable concern expressed about the appropriateness of developing the P&R site in the Rural Buffer Zone. This may be exacerbated by the recent Draft PPG13 which states that P&R sites are inappropriate development in the Green Belt and Local Authorities should fully explore alternative sites before identifying Green Belt locations as candidates for P&R schemes (see separate report on this agenda). There are two key issues which emerge from consideration of this issue: -
- Firstly, this is not a Green Belt site and policies relating to Green Belts cannot be applied with the same rigour and authority in Rural Buffer Zones, which do not have the same status.
 - Secondly, all alternatives to this site have been fully considered and this site is the most appropriate.
12. The Swindon Transport Plan recognises that the P&R strategy does not, on its own, provide a solution to the problems of traffic growth in Swindon. P&R is one essential element of a package of measures which seeks to reduce the rate of traffic growth. P&R provides environmental benefits to people living along roads into the town by reducing traffic growth and pollution whilst providing a genuine alternative for those living in the surrounding area wishing to access jobs and services in the town centre. The other elements of the wider transport strategy for the area are complementary and include:-
- proposals for a rail station at Wootton Bassett;
 - enhanced bus services along the corridor;
 - improvements to bus priority facilities; and,
 - car park management in the central area of Swindon which limits the availability of long term spaces and provides no additional capacity (despite the growth in traffic and population) but makes more spaces available to short stay parking to support the economic vitality and viability of businesses.

Transfer of Highway Powers

13. At its September 1998 meeting, the Committee considered a report on the transfer of highway powers and resolved: -
- “to authorise the Director of Environmental Services to enter into an agreement to transfer highway powers to Swindon Borough Council in respect of the Park and Ride Scheme on terms to be advised by the County Secretary and Solicitor under Section 8 of the Highways Act 1980”
14. It has subsequently transpired that the development is likely to require compulsory purchase powers which are not available under the above Act and the Borough Council has sought additional guidance from the Department of the Environment Transport and the Regions (DETR) on the best course of action. The advice from DETR suggests that an alternative, more appropriate, option would be to enter into an agreement under Section 101 of the Local Government Act 1972 to delegate powers contained in Sections 32 and 40 of the Road Traffic Regulations Act 1984. This would include powers to compulsorily purchase land outside the highway. The correspondence between the Borough Council and DETR is attached as Appendix 1.

Conclusion

15. The County Council has consistently supported the development of a P&R site at M4 Junction 16. The proposal remains consistent with Government policy and the Borough Council has been given considerable financial support for P&R proposals by the Government.
16. The proposal makes a solid contribution to the resolution of traffic and environmental problems on the corridor into Swindon and provides a valuable alternative for Wiltshire residents wishing to access the town centre. There have been no significant changes in the existing, or forecast, local transport environment or in Government policy which would provide any reasonable grounds for the County Council to change its stance.

Recommendation

17. That the Committee recommends County Council to:-
 - (i) note that there has been no significant change in Government Policy or in the local transport environment which would warrant a review of the proposal for Park and Ride at Junction 16, M4.
 - (ii) continue to support the principle of Park and Ride and recognise the value of this site as part of a package of measures to manage traffic in the Swindon area.
 - (iii) support the proposed Park and Ride site at M4 Junction 16 which will provide an attractive and more sustainable alternative for travellers to Swindon from Wiltshire and the M4 corridor.
 - (iv) authorise the Director of Environmental Services to enter into an agreement, pursuant to Section 101 of the Local Government Act 1972, to delegate powers, including Sections 32 and 40 of the Road Traffic Regulations Act 1984, to Swindon Borough Council to effect the Park and Ride Scheme on terms to be agreed by the County Secretary and Solicitor.

RICHARD J. LANDER

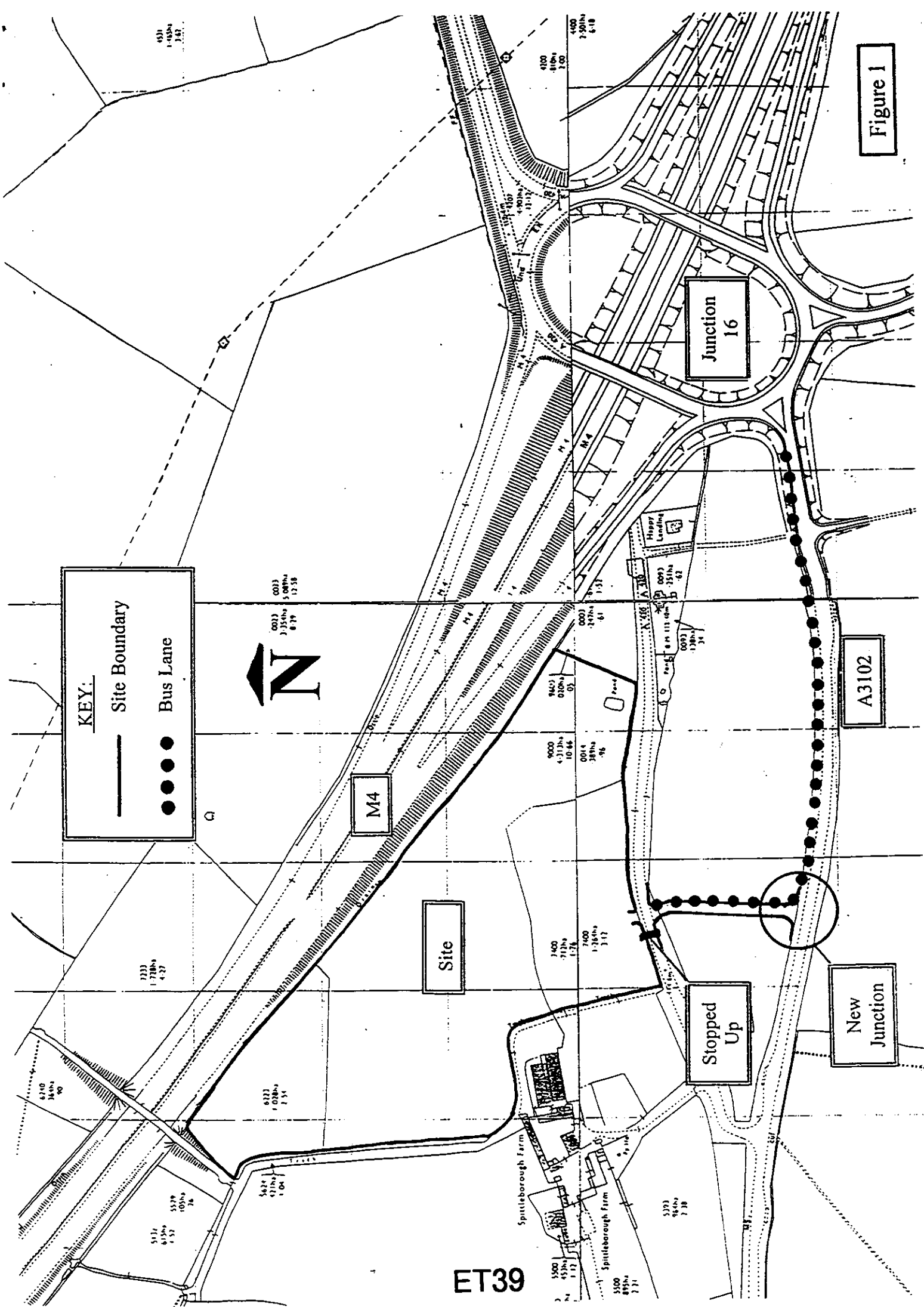
Director of Environmental Services

The following unpublished documents have been relied on in the preparation of this Report:

None.

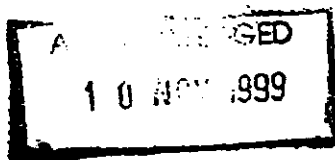
Environmental Impact of the Recommendations contained in this Report:

The proposal to develop a Park and Ride site at Junction 16, M4, will have an impact on the local environment. However, it is considered that this cost will be outweighed by the benefits along the corridor to Swindon town centre which will accrue from a reduction in the rate of traffic growth.



Legal &
AdministrationSwindon Borough Council
Civic Offices Euclid Street
Swindon SN1 2JHTel: (01793) 463000
Fax: (01793) 490420
DX: 133055 Swindon 16
Minicom: (01793) 436659

(3w)

County Secretary and Solicitor
Wiltshire County Council
DX 116892
Trowbridge 3

Please ask for: Keith Absalom

Direct Dial No: (01793) 463021

Our Ref: KSA/FS

Your Ref: BW/wcs02853

For the attention of Mrs. Wilkes

9 November 1999

Dear Mrs. Wilkes,

Agency Agreement - Junction 16, Park and Ride

Further to my letter dated 20th October 1999, I would inform you that I have now received a response from the DETR.

I put to the DETR three possible courses of action and sought their advice on the most appropriate course of action. The three courses were 1) using compulsory powers under S121 of the Local Government Act 1972, 2) relying on Sections 238 and 245 of the Highways Act for compulsory powers, or 3) requesting the County Council to enter into an agreement under Section 101 of the Local Government Act 1972 to delegate powers contained in Sections 32 and 40 of the Road Traffic Regulation Act 1984 which would include compulsory powers. The advice received was that 3) above would be the most appropriate course of action to pursue.

I also enquired of the DETR as to whether they were aware of any other local authorities where the same situation had arisen, but their response was negative. In the circumstances, I should be obliged if you will treat this letter as a request to your authority to enter into a Section 101 Agreement to delegate to this Council the powers contained in Sections 32 and 40 of the Road Traffic Act Regulations Act 1984 in respect of the site as indicated on the plan previously sent to you. I am advised that it will not be possible to acquire the site without Compulsory powers being available. For your information I enclose a copy of my letter to the DETR and their response dated 3rd November 1999.

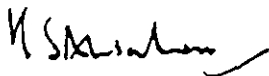
Quite separate from the above matters, I understand that discussions have been taking place between our respective technical departments about the construction of a cycle track at Lydiard Fields, a small part of which is in the North Wiltshire District Council area as shown on the enclosed drawing KJL/C2603. A planning application has been made to North Wiltshire District Council and the application is under consideration. The Council would request that the County Council enter into a Section 8 agreement in respect of this cycle track. It is understood that your Ms. Joy Jefferies in Development Control is aware of this proposal. This matter could be dealt with either as an extension to the proposed agreement to cover the Park and Ride site or as a separate agreement. I understand that



we would like to commence construction of this cycle track in February of next year and, therefore, it may be more appropriate to deal with it as a separate agreement.

I look forward to hearing from you.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M. S. ...' with a stylized flourish at the end.

for Borough Solicitor

Local Authority Orders
WELLBAR HOUSE GALLOWGATE
NEWCASTLE UPON TYNE NE1 4TD
SWITCHBOARD 0191-201 3300
DIRECT LINE 0191-202 3702
GTN 5227
FAX 0191-202 3720

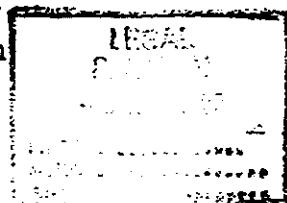
Head of Legal & Administration
Swindon Borough Council
Civic Offices
Euclid Street
SWINDON
SN1 2JH

Your Ref. KSA/FS

Our Ref.

Date 3 November 1999

For the attention of Keith Absalom



Dear Sir

PROPOSED PARK AND RIDE SCHEME - COMPULSORY POWERS

1. Thank you for your letter dated 20 October 1999.
2. You asked if we had any knowledge of similar schemes carried out by other local authorities. Unfortunately, I am not aware of any similar projects but I have consulted colleagues on this matter. The consensus of opinion is that the third option you suggested in your letter would be the most appropriate.
3. I hope this is of some help, but if you need any further assistance please do not hesitate to contact me.

Yours faithfully



A OGLE

c.c. Planning and Transportation, f.a.o. T. Price

f.a.o. H. Davies/H. Powell

Chief Finance and Property Officer, f.a.o. R. Howells

11/10/99

Department of the Environment, Transport
and the Regions
Local Authority Orders
Wellbar House
Gallowgate
Newcastle-upon-Tyne
NE1 4TD

Please ask for: Keith Absalom

Direct Dial No: (01793) 463021

Our Ref: KSA/FS

Your ref:

20 October 1999

Dear Sirs,

Proposed Park and Ride Scheme - Compulsory Powers

I write having carefully considered the contents of Circular 2/97 to seek guidance.

This Council has agreed to proceed with a Park and Ride Scheme which involves the siting of the parking area outside of the Borough boundaries. The proposed site is within the area of North Wiltshire District Council and a planning application has been made to that Authority and is presently being considered. The scheme has the support of Wiltshire County Council, which is the Highway Authority for the area, and they have agreed to enter into an agreement with this Council to delegate Highway Act powers to us pursuant to Section 8 of the Highways Act 1980 in respect of the site and some adjacent land on which various Highway improvements will be carried out. The precise terms of the agreement are currently being negotiated.

The proposed parking site is not owned by this Council, however, and present indications are that it may not be possible to purchase the whole of the site by agreement. We were intending to purchase the site by agreement under Section 120 of the Local Government Act 1972, but in view of the state of negotiations I have been asked to consider the question of compulsory powers. In this respect I am not completely happy that Section 121 of the Local Government Act 1972 provides a solution. As I read Section 121 it can authorise compulsory purchase for any purpose under Section 120(1)(a) of the same Act - i.e. a function of the local authority. Had the site been within the Borough then we would have relied on the powers contained in Sections 32 and 40 of the Road Traffic Regulation Act 1984, but unfortunately these powers do not apply outside of the Borough's area.

In view of the above we have considered the powers contained in Section 145 of the Highways Act 1980 to acquire land for the 'purposes of their functions as a Highway Authority'. There are linked compulsory powers in Section 238 of the same Act. We believe that we can justify the requirement of Section 245 that the site is needed for the purposes of our functions as the Highway Authority. I should make clear, however, that the parking area will not become public highway following completion, nor be maintained by Wiltshire County Council as Highway Authority. The object of this letter is to seek the

ET43

Department's guidance on the appropriate course of action. It seems to us that there are three possible courses of action:-

1. Seek compulsory powers under Section 121 of the Local Government Act 1972 relying on Section 245 of the Highways Act 1980 as a function to satisfy Section 120(1)(a) of the Local Government Act 1972.
2. Seek compulsory powers relying on Sections 238 and 245 of the Highways Act 1980.
3. Enter into an agreement with the County Council under Section 101 of the Local Government Act 1972 to delegate powers contained in Sections 32 and 40 of the Road Traffic Regulation Act 1984 and seek compulsory purchase powers under this Act.

The department's guidance in this matter will be much appreciated. It occurs to us that the Department may have knowledge of other local authorities where the same situation has arisen and if this is the case it would be most helpful to receive details.

We shall be most grateful for any assistance you are able to give and look forward to hearing from you at an early date.

Yours faithfully,

for Head of Legal and Administration



WILTSHIRE DIRECT SERVICES MANAGING BOARD

MINUTES of a MEETING held at COUNTY HALL, TROWBRIDGE on MONDAY, 13TH MARCH, 2000.

PRESENT: Mr RG Catton (Chairman), Mr PR Davis, Mrs ME Groom, Mr TR James and Mr JP Johnson.

Mr C Newbury, Mr PWL Sample and Mr NSE Westbrook also attended the meeting in accordance with Standing Order No. 25.

Minute No. 4 has been referred to the County Council.

Minute No. 9 has been referred to the Policy & Resources Committee.

1. **Membership of the Managing Board** The County Secretary & Solicitor reported that the County Council, at its meeting on 15th February, 2000:-

- 1) appointed the following members to serve on the Wiltshire Direct Services Managing Board:-

Conservative (3)

Mr RG Catton
Mrs MEM Groom
Mr CP Humphries

Liberal Democrat (2)

Mr PR Davis
Mr TR James

- 2) appointed Mr RG Catton, Chairman and Mr CP Humphries, Vice-Chairman of the Managing Board.

2. **Membership Changes** The County Secretary & Solicitor reported membership changes since the meeting of the County Council on 15th February, 2000.

3. **Minutes of Previous Meeting**

Resolved: To confirm and sign the minutes of the Managing Board meeting held on 13th December, 1999.

4. **The Implications for Wiltshire Direct Services of the Abolition of Compulsory Competitive Tendering and the Introduction of Best Value** The Managing Board considered a joint report by the Director of Wiltshire Direct Services and the Chief Executive which reviewed the constitution of Wiltshire Direct Services (WDS) and its

Managing Board following the repeal of Compulsory Competitive Tendering (CCT) and the introduction of "Best Value". The Managing Board also received a presentation on this subject immediately prior to this meeting.

Resolved:

- 1) *To note that this Managing Board was set up in May 1989 following provisions of the Local Government Act 1988 which has now been repealed, and that all WDS staff are employed by the County Council itself and have contracts which are governed by statute and national and local agreements.*
- 2) *To note that under present policy, WDS provides services to other parts of the Council under service level agreements and competes to provide services to other customers (including for these purposes, schools) according to the customers' specifications.*
- 3) *To recommend the County Council:*
 - a) *Not to reappoint the Wiltshire Direct Services Managing Board in May, 2000.*
 - b) *To assign the Managing Board's current responsibilities to the Policy & Resources Committee.*
 - c) *To invite the Policy & Resources Committee to delegate those responsibilities to a Sub-Committee with a membership in excess of five.*
 - d) *To confirm that the present policy for the provision of WDS services will continue until any changes are adopted as a result of Best Value reviews of the services.*
- 4) *To note the contents of the Chartered Institute of Public Finance & Accounting (CIPFA) guidance on financial accounting for Local Authorities within the Best Value environment.*
- 5) *To request the Director of Wiltshire Direct Services to continue to produce trading accounts for WDS activities for 1999/2000.*
- 6) *To request the Director to report to the next meeting on the financial implications for WDS of the CIPFA guidance together with trading accounts that comply with the guidance.*
- 7) *To note that the Chief Executive and the County Personnel Officer would bring a report on the review of the County Council's pay strategy to a future meeting of the Staffing & Insurance Sub-Committee.*
- 8) *To request the Director to bring a report to the next meeting following advice from the Procurement Project Group on the County Council's approach to procurement following the abolition of CCT.*

- 9) *To review client and contractor roles and grouping of services both within the County, District and Parish Councils and other partners as part of future Best Value reviews.*
 - 10) *To support the Chief Executive's recommendation that the County Council should not be marketing services to monitor other parts of the County Council.*
5. **Quarterly Financial Monitoring Statement** On considering a report by the Director of Wiltshire Direct Services which set out the financial monitoring statement to 31st January, 2000,

Resolved:

- 1) *To note the financial position as at 31st January, 2000.*
 - 2) *To congratulate the Director and all her staff for the work that had been undertaken to manage the financial situation.*
6. **Quality Monitoring Report** On considering a report by the Director of Wiltshire Direct Services,

Resolved:

- 1) *To note the results achieved to date in levels of performance and customer satisfaction.*
 - 2) *To note the actions to be addressed.*
 - 3) *to request the Director of Wiltshire Direct Services to provide further reports to the next meeting.*
7. **Debt Monitoring** On considering a report by the Director of Wiltshire Direct Services,

Resolved:

- 1) *To note the contents of the Director's report.*
- 2) *To request the Director to advise the Chairman on a fortnightly basis on progress regarding the collection of outstanding Civil Engineering debt.*

8. **Exclusion of the Public**

Resolved: *To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Number 9 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 11 of Part I of Schedule 12A to the Act.*

9. **Review of 1999/2000 and Future Organisation of Wiltshire Direct Services** On considering a report by the Director of Wiltshire Direct Services,

Resolved:

- 1) *To note the overall projected year end deficit for 1999/2000, which had previously been reported to the Managing Board, and, after the recent pay agreement, was now estimated at £422,000 on a current cost basis and £456,000 on a historical basis.*
- 2) *To note the decision of the County Council in February, 2000 to fund £90,000 of the one off costs, associated with the award of the term maintenance contract, from WDS retained reserves.*
- 3) *To note the implications of 1) and 2) above which reduced retained reserves to £88,000 at 31st March, 2000.*
- 4) *To approve the provisional budgets for 2000/01 which showed a deficit of £182,000 on a current cost basis and £318,000 on a historical basis.*
- 5) *To note the action the Director of Wiltshire Direct Services was planning towards a break even position.*
- 6) *To ask the Policy & Resources Committee:-*
 - a) *To note the projected financial position of WDS in 1999/2000.*
 - b) *To note the provisional deficit budget for 2000/01.*
 - c) *To note the action taken by the Director of Wiltshire Direct Services.*
 - d) *To consider the corporate funding of pension back funding, estimated at £176,000 for WDS in 2000/01, when it considered the Financial Plan for 2001/02.*
- 7) *To ask the Director of Wiltshire Direct Services to provide the County Treasurer with information on WDS for inclusion in the monthly corporate budget monitoring statement which would be circulated to members of the Policy & Resources Committee.*

(Duration of meeting : 12.30pm – 2.00pm)

The Officer who has produced these minutes is Roger Bishton, of the Committee Services Unit, direct line (01225) 713035.

Press enquiries to the Media Unit, direct line (01225) 713114/713115.

SUMMONS ITEM NO. 28

WILTSHIRE POLICE AUTHORITY

MINUTES of a MEETING held at WEST WILTSHIRE DISTRICT COUNCIL OFFICES, BRADLEY ROAD, TROWBRIDGE on WEDNESDAY 16TH FEBRUARY, 2000.

PRESENT: Mr. H. A. Woolnough, C.B.E. (Chairman), Mr. B. E. Atfield, Mr. R. J. Baddeley, Mr. D. Benfield, Mr. J. Foley, Mrs. M. E. M. Groom, Mr. C. J. Hoare, Mrs. B. M. Jay, Mr. P. F. Jones, Mr. P. S. H. Lefever, Miss A. J. Scofield, Mrs. M. Sitaram, Mr. W. Spiers, Miss C. A. Wallin and Mr. N. S. E. Westbrook.

- 103) **Apologies** Apologies for absence were submitted by Mr. G. J. Baskerville and Mr. K. Small.

Resolved:

- i) *To grant consent to Mr. Baskerville and Mr. Small in respect of their absence from meetings of the Authority for more than three consecutive months.*
- ii) *To wish Mr. Small a speedy return to good health.*

- 104) **Change Of Membership On The Authority** The Clerk reported that, as a result of a change in the political balance on the County Council and Swindon Borough Council taken as a whole, the membership of the Police Authority had changed. He welcomed Mr. Spiers to his first meeting in place of Mr. Sample.

- 105) **Public Questions** There were no questions from the public.

- 106) **Minutes Of The Previous Meeting**

Resolved: *To confirm and sign the minutes of the meeting held on 8th December, 1999.*

- 107) **Chairman's Announcements**

- a) Mr. Stephen Long – Assistant Chief Constable The Chairman welcomed the new Assistant Chief Constable, Mr. Stephen Long, to his first meeting of the Police Authority.
- b) Millennium On behalf of the Police Authority, the Chairman expressed his thanks and appreciation to the Chief Constable, her officers and support staff for all their hard work in ensuring that the Millennium period passed off peacefully.
- c) Crime Fighting Fund: Extra Police Officers The Chairman informed members that the bid for more police officers from the Government's Crime Fighting Fund had resulted in the award of forty officers over the next three years, eight in the first year and sixteen in each of the subsequent years.

- 108) **Minutes Of The Complaints Committee**

Resolved: *To receive and note the minutes of the meeting of the Complaints Committee held on 10th December, 1999.*

109) **Minutes Of The Human Resources Committee**

Resolved: *To receive and note the minutes of the meeting of the Human Resources Committee held on 21st December, 1999.*

110) **Report From The Chairman Of The Planning Working Party** Mrs. Groom gave a progress report on the preparation of the Policing Plan 2000/2001; and also spoke about the outcome of a recent meeting with the Wiltshire Community Safety Managers to discuss possible joint working arrangements with the community safety partnerships.

Resolved:

- i) *To note that the Policing Plan is still in the course of preparation and, consequently, to agree that the General Purposes Committee be authorised to approve the Plan for publication.*
- ii) *To thank all those involved in the preparation of the Plan.*

111) **Report From The Chairman Of The Audit And Monitoring Working Party**

Mr. Lefever reported on the outcome of the recent meeting of the Audit and Monitoring Working Party. He referred to:

- the District Auditor's Management Letter for 1998/1999;
- the External Audit Plan and District Auditor's Best Value Audit Plan for 1999/2000;
- the 1999/2000 Policing Plan: Quarterly Performance Review; and,
- the Budgetary Control Statement.

He said that the overall picture was very good and reflected very high management and performance levels within the Force.

Resolved: *To approve the External Audit Plan for 1999/2000.*

112) **Wiltshire Police Authority: District Auditor's Management Letter 1998/1999** Further to the minutes of the meeting of the Audit and Monitoring Working Party held on 10th February, 2000, a copy of the District Auditor's Management Letter together with a report from the Chief Constable was circulated.

Mr. Lefever reported on the Management Letter under the preceding item and said the Working Party were satisfied with the Chief Constable's response to the issues raised in the Management Letter.

113) **Report From The Chairman Of The Finance And Resources Working Party**

Mr. Benfield reported on the recent work of the Finance and Resources Working Party. He referred, in particular, to work on the revenue budget for 2000/2001 and the Capital Programme for 2000/2001 to 2005/2006.

Mr. Hoare, on behalf of the Estates Strategy Working Party, gave a short progress report on the work he had done in conjunction with the Force on the preparation of a revised Estates Strategy. He said a draft would shortly be available for consideration by the Working Party.

- 114) **Best Value** A report by the Clerk was circulated giving details of the work of the Best Value Panel since its formation in December, 1999.

Resolved: To note the report.

115) **Police/Community Consultative Groups**

- a) Minutes The minutes of the following meetings were circulated:

Swindon	-	14 th December, 1999
North Wiltshire	-	12 th January, 2000
Kennet	-	26 th January, 2000
West Wiltshire	-	27 th January, 2000

- b) Next Round Of Meetings To note the following dates:

North Wiltshire	-	18 th April, 2000
Kennet	-	3 rd May, 2000
West Wiltshire	-	16 th May, 2000
Swindon	-	24 th May, 2000
Salisbury	-	25 th May, 2000

Mr. Westbrook referred to two matters arising from the meeting of the West Wiltshire Police/Community Consultative Group. Firstly, he said he was concerned about the resourcing of the work of the implementation teams that had been established by the West Wiltshire Community Safety Partnership. He believed that over and above the contribution of staff the Constabulary was not contributing in cash terms towards the funding of the various initiatives.

In response, the Chief Constable said that the three Divisional Commanders had the power to transfer money from within their budgets to fund the activities and initiatives planned by the partnerships. She added that it was important that the District and Borough Councils built the activities/initiatives into their own core plans.

The second issue concerned abandoned vehicles. Mr. Westbrook said this was becoming an increasing problem. It appeared from correspondence received from the police that it might be possible to pass to local authorities the identification of the registered owners of vehicles. Currently, such information had to be obtained from the DVLA which was a lengthy process. If the police were able to pass this information direct to local councils it would reduce the overall time taken to dispose of abandoned vehicles. Mr. Westbrook asked the Chief Constable to look into the matter to see if the current process could be expedited.

Resolved: To note the Chief Constable's intention to investigate the matter raised by Mr. Westbrook concerning abandoned vehicles and to respond to him as soon as possible.

- 116) **Chief Constable's Review** The Chief Constable presented her review of operational matters and Force initiatives since the previous meeting under the following Strategic Aims:

- Reducing And Detecting Crime
- To Develop Safer Communities Through Partnership
- To Seek, In Partnership With Other Agencies, To Reduce Road Traffic Casualties
- To Respond Promptly To Calls For Assistance.

117) **Revenue Budget 2000/2001** On considering a report by the Chief Constable, it was

Resolved:

- To agree that the true level of budget requirement for 2000/2001 is £73.018m but that in order to contain the increase in the precept on council tax the budget be set at £71.985m.*
- To note the intention to set up an Ill Health Pension Reserve Fund of £0.2m.*
- To note the intended use of any under-spends from 1999/2000.*

118) **Precept And Council Tax 2000/2001** On considering a report by the Treasurer, and having regard to the decision in the previous item relating to the budget, it was

Resolved: To approve:

- The spending proposals submitted by the Chief Constable.*
- A precept for 2000/2001 of £16.831m.*
- Council Tax for police services in 2000/2001 of:*

	£
<i>Band A</i>	<i>50.96</i>
<i>Band B</i>	<i>58.99</i>
<i>Band C</i>	<i>67.41</i>
<i>Band D</i>	<i>75.84</i>
<i>Band E</i>	<i>92.69</i>
<i>Band F</i>	<i>109.55</i>
<i>Band G</i>	<i>126.40</i>
<i>Band H</i>	<i>151.68</i>

119) **Debt Free Status** On considering a report by the Treasurer, it was

Resolved: To continue the policy of the Authority remaining debt free.

120) **Capital Programme 2000/2001 To 2005/2006** On considering a report by the Chief Constable concerning proposals for the Capital Programme for 2000/2001 and the forward Capital Programme for 2001/2002 to 2005/2006, it was

Resolved: *To approve the six-year Capital Programme detailed at Appendix A to the submitted report.*

- 121) **Treasury Strategy Report 2000/2001** On considering a report by the Treasurer, it was

Resolved: *To approve the following in respect of Treasury Strategy for 2000/2001:*

- i) *That the Police Authority's capital payments of £4.3 million be met from available capital grant, earmarked reserves and revenue contributions.*
- ii) *That the net cash deficit of £2.3 million be met from the repayment of temporary deposits and invested funds under external management.*
- iii) *That short term cash deficits and surpluses not dealt with through transfers to and from the external cash manager be managed through temporary loans and deposits.*
- iv) *That operating leases of up to £0.5 million be used to assist in financing the Police Authority's 2000/2001 capital items.*
- v) *That the Treasurer be authorised to vary the approved strategy in the light of changed economic and market circumstances, or substantial variations in the Police Authority's cash forecast and capital financing requirement.*

- 122) **Borrowing Resolution 2000/2001** On considering a report by the Treasurer, it was

Resolved: *To approve the following limits for 2000/2001:*

- i) *That the maximum amount which the Authority may have outstanding by way of borrowing should be £2.5 million.*
- ii) *That the maximum amount which the Authority may have outstanding by way of short term borrowing should also be £2.5 million.*
- iii) *That the amount of borrowing on which interest payable by the Authority is at a rate or rates which can be varied by the person to whom it is payable or which can vary by reference to any external factors should be up to 100% of the total borrowings outstanding at any point in time.*

- 123) **Members' Allowances** On considering a report by the Clerk, it was

Resolved:

- i) *To agree that (in addition to partnership meetings) full allowances shall be paid to members who attend other partnership events provided that the member(s) concerned is satisfied that their attendance is either necessary or will be of particular benefit to the Police Authority.*
- ii) *To agree that the work of the community safety partnerships be referred to the Planning Working Party.*

- 124) **1999 Annual Report On Lay Visiting** On considering a report by the Clerk, it was

Resolved:

- i) To note the contents of the report, the good progress being made with the Scheme and to pass to lay visitors the Authority's appreciation of the work carried out by them.
- ii) To agree that lay visitors be required to undertake a minimum of six visits annually and that, unless there is good reason, any lay visitor not carrying out this number shall be required to resign.

125) **Surplus Property** On considering a report by the Chief Constable, it was

Resolved: To declare the existing Melksham Police Station surplus to requirements once alternative arrangements are available and to authorise the Chief Constable, in consultation with Weatherall, Green and Smith, to dispose of the property at market value.

126) **Publications Received By The Clerk**

Resolved: To note receipt of the following publications:

- i) The Government's Crime Reduction Strategy
- ii) Protecting Children, Supporting Parents – A Consultation Document On The Physical Punishment Of Children
- iii) Anti-Drugs Co-ordinator – First Annual Report And National Plan

127) **Exclusion Of The Public**

Resolved: In accordance with Section 100A (4) of the Local Government Act 1972, to exclude the public from the meeting for the business specified in items 128 and 129 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 1 and 9 of Part 1 of Schedule 12A to the Act.

128) **Minutes Of The Human Resources Committee**

Resolved: To receive and note the minutes of the meeting of the Human Resources Committee held on 21st December, 1999.

129) **Disposal Of Property** On considering a report by the Chief Constable, it was

Resolved:

- i) To agree the disposal of 43 Christie Miller Road, Salisbury on the terms outlined in the report.
- ii) To agree that the limit of £100,000 referred to in paragraph 10.3.4. of Financial Regulations and Standing Orders for Contracts be raised to £150,000.

(Duration Of Meeting: 10.30 a.m. to 11.40 a.m.)

The meeting was followed by a presentation from Mrs. Jane Moverley on the SPLASH Scheme.

WILTSHIRE & SWINDON FIRE AUTHORITY

MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY held at THE BRIGADE TRAINING CENTRE, DEVIZES on THURSDAY 20 JANUARY 2000

Present: Mr N S E Westbrook (Chairman), Mr B E Atfield, Cllr R K Brooks, Cllr J Brunt, Mrs C Crisp, Mr P R Davis, Cllr M Dilley, Mr J N B Irving, Mrs L P Morris, Mrs P Rugg, Mrs M E Salisbury and Mr D J Willmott

1. **Minutes of Previous Meetings** The minutes of the meetings of the Authority held on 25 November and 9 December 1999 were confirmed and signed.
2. **Apologies** Apologies for absence were received from Cllr J L Mactaggart.
3. **Chairman's Announcements**
 - (1) **New Year's Eve** The Chairman said that he would like to start the meeting with a sincere vote of thanks on behalf of the Authority to all those staff who had been involved in planning for Brigade activity on New Year's Eve, and especially to those who had worked that night. The high state of preparedness of the Brigade was a great tribute to officers and staff at all levels; and he wished to place on record the Authority's thanks to them.
 - (2) **Seminars** The Chairman said that attendance at recent seminars both before and after Christmas had been a little disappointing. This was not a criticism; members had very full diaries and sometimes it was difficult to juggle commitments. However, the Chairman emphasised that officers put a lot of work into preparing seminars and did not like to see this wasted. He said that there had been a lot of seminars recently and that perhaps they ought to be spaced out more. He also asked that if members knew in advance that they were unable to attend a particular seminar, they should let the Clerk know so that officers had some idea of the numbers to expect on the day.
 - (3) **Fire Service College** The Chairman referred to the "Prior Options Review" of the Fire Service College which had been commissioned by the Home Secretary. The report of the Review had recently been published by the Home Office and Fire Authorities had been invited to submit comments.

The report was critical of the college's poor financial performance and of its relationship with the Home Office. The report recommended that the private sector should be contracted to run the college as a joint Home Office/Ministry of Defence Fire Training Centre, and suggested that a project team be set up by the Home Secretary to investigate this option.

The Chairman said that the report was long and detailed and that there had been insufficient time for the Chief Fire Officer to bring a full paper to this meeting of the Fire Authority. However, comments had

to be submitted to the Home Office by 18 February 2000. Because it was not possible to leave this matter until the next meeting of the Authority in March, the Chairman said that he would take this matter as an urgent item and it was

Resolved:

To authorise a response to the Prior Options Review into the Fire Service College being made on behalf of the Authority by the three Group Leaders.

- (4) Date and Venue of Next Meeting The Chairman reminded members that the date of the March meeting had been changed. The new date was Thursday 30 March 2000. The meeting would be held at Kennet District Council Offices, because the usual venue at the Brigade Training Centre would not be available that day. The meeting would be the last to be attended by Mr Craig prior to his retirement. The Chairman said that the Authority would want to mark this occasion in an appropriate way and that the Clerk would be writing to all members.
- (5) Order of Business The Chairman said that with members' agreement he proposed to vary the order of business on the agenda so that the budget monitoring statement for the current financial year would be considered before the item on the budget for 2000/1.
4. **Questions from the Public** The Chairman replied to questions from Mr S Benson, the Secretary, Wiltshire FBU and Mr B Bringloe, UNISON relating to the budget for 2000/1.
5. **Report of Performance Review Inspection by HMI** On considering the report of the Performance Review Inspection undertaken by HMI in July 1999, published on 15 December 1999, and a paper by the Chief Fire Officer

Resolved:

- (a) *To receive the report of HMI*
- (b) *To note the seven recommendations in the report, and to endorse the actions which have been, or are being taken, to address them, as detailed in the paper by the Chief Fire Officer.*
6. **Capital Programme 2000/1** On considering a paper by the Chief Fire Officer and Treasurer

Resolved:

To approve the capital programme for 2000/1 as set out in the appendix to these minutes.

7. **Revenue Budget Monitoring Statement** On considering a paper by the Chief Fire Officer and Treasurer

Resolved:

- (a) *To receive the revenue budget monitoring statement for the period April to December 1999.*
- (b) *In the light of the projected year end under-spend, to rescind minute 88(b) – 1999 and to meet the cost of the three cases of ill health/injury retirements (for which no provision had been made in the original budget) from the revenue budget.*

8. **Budget 2000/1** On noting:-

- (i) those provisions of the Wiltshire Fire Services Combination Scheme concerning the procedure for determining the Authority's budget,
- (ii) the decisions taken at the previous meeting of the Authority, and
- (iii) that a meeting with representatives of the constituent authorities had taken place on 7 January 2000;

on considering views of the constituent authorities as set out in a paper by the Clerk and a joint letter from the leaders of the two constituent authorities addressed to members of the Fire Authority, and on considering a paper by the Chief Fire Officer (Designate) and Treasurer, the Chairman moved the following motion:-

- (i) To note that the Authority, at its meeting on 9 December 1999, set its estimated net revenue expenditure for 2000/1 at £15,367,200.
- (ii) To note the Clerk's report on the meeting that took place on 7 January 2000 with the leaders and officers from the constituent authorities.
- (iii) To receive the letter signed by the leaders of the constituent authorities and the suggested response prepared by officers.
- (iv) To remind constituent authorities that this Authority's Standing Order 14.2 provides that "the Chief Executives of Wiltshire County Council and Swindon Borough Council, or in each case his or her nominee(s), may attend meetings of this Authority, and with the Chairman's permission may speak"; that in previous years this right has been exercised at budget setting seminars organised for members of the Authority; and to confirm this practice should continue in future years.
- (v) To agree that the provisional programme of budget setting seminar dates will be agreed each year at the annual meeting of the Authority, and the constituent authorities notified accordingly.

- (vi) To amend the proposed budget for 2000/1 by the following reductions without adversely affecting service needs and the rationale of the budget:-

(1)	phase retained recruitment	-	£40,000
(2)	phase training at the Fire Service College	-	£55,000
(3)	provision for one additional cadet scheme only, rather than two	-	£ 9,000
(4)	amend wholetime firefighter pensions in light of unused pension provision in the current financial year	-	<u>£150,000</u>
TOTAL			£254,000

- (vii) To approve the revenue budget for 2000/1 at a net figure of £15,113,200.

- (viii) To authorise the Clerk to give notice to the constituent authorities of the amount of the contribution to be paid by each Council in accordance with the Wiltshire Fire Services Combination Scheme.

- (ix) To make the contribution due from each constituent authority payable by instalments of amounts and on dates to be agreed by the Treasurer and the constituent authorities; but in the absence of such agreement, to determine the amounts and dates in accordance with paragraph 21(4) of the above Scheme.

- (x) To authorise the Treasurer to borrow such sums as may be required in respect of schemes in the approved capital budget.

- (xi) To authorise the Treasurer to pay out of the Combined Fire Service Fund sums required in respect of:-

- (1) all accounts and debts due by the Authority forming the Authority's estimated gross revenue expenditure for 2000/1 in the approved revenue budget, and such changes as may be agreed subsequently by the Authority;
- (2) the cost of capital works including the purchase and leasing of equipment, specified in the capital budget; and
- (3) car loans and such other loans made by the Authority as may be approved.

- (xii) To welcome the offer of the constituent authorities to:

- (1) assist in the best value initiative and specifically to seek opportunities to participate with Fire Service related issues in future People's and Tomorrow's Voice questionnaires, and
- (2) support efforts to achieve self-precepting powers through appropriate joint lobbying.

- (xiii) To thank the Treasurer, Chief Fire Officer (Designate) and all staff at all levels for their work in the preparation of the budget.

Councillor Dilley moved and Mrs C Crisp seconded the following amendment to replace the motion moved by the Chairman:

- i) To note:
- (1) the report dated 9 December 1999 on the revenue budget 2000/1, and
 - (2) the letter from the leaders of the constituent authorities
- and to welcome the response from the Chief Fire Officer (Designate) and the Treasurer.
- ii) To note the uncertain timing of recruitment for retained firefighters as mentioned in the leaders' letter, and further to note that existing recruitment is below the current budget. In consequence to reduce the planned increase in the budget for retained firefighters by £75,000.
- iii) Noting the comments of the Chief Fire Officer (Designate), to agree to phase the increase in the training budget and to reduce training provision in 2000/1 by £72,000.
- iv) Noting the comments of the Chief Fire Officer (Designate), to set a revenue increase of £45,000 for best value [a reduction in the estimate of £44,000], and to note the likely delay in recruitment and the welcome offer from the two constituent authorities to share best value expertise and documents at no cost to the Fire Authority.
- v) To agree to consider the introduction of each proposal in "other development items" in the budget making process for 2001/2 and to make no provision for these items in 2000/1, thereby reducing the estimate by £145,000.
- vi) To welcome the information from the Chief Fire Officer (Designate) that there is a projected under-spend of £150,000 in 1999/2000 and to accept the proposal to reduce the pension provision by £150,000 in the estimate for 2000/1.
- vii) To welcome the appendix to the paper by the Chief Fire Officer (Designate) and Treasurer in respect of the one-off items of expenditure in the current financial year's budget totalling £292,000, and to note with concern that £126,000 of this amount remains in the base budget for 2000/1, and to request a detailed explanation as to why this is the case.
- viii) To set a revenue budget for 2000/1 of £14,638,000 (a reduction of £486,000 in the total increase of £1,659,000 over the current financial year), confident that this will satisfy all of the Fire Authority's statutory obligations, whilst acknowledging the very real budget pressures on the two constituent authorities' core services.

- ix) To note that the constituent authorities will be prepared to consider a request for a supplementary estimate during the year 2000/1 should, for example, retained firefighter recruitment be more successful.

A recorded vote having been requested in accordance with Standing Order 15.3, the voting on the amendment was:-

<u>For</u>	<u>Against</u>
Cllr R K Brooks	Mr B E Atfield
Cllr J Brunt	Mr P R Davis
Mrs C Crisp	Mr J N B Irving
Cllr M Dilley	Mrs L P Morris
	Mrs P Rugg
	Mr N S E Westbrook
	Mr D J Willmott

The amendment was therefore lost.

Councillor Brooks moved the following amendment which was seconded by Councillor Dilley:

To amend the reduction to be achieved by the phasing of retained recruitment to £75,000.

The amendment was lost. Councillor Brooks, Councillor Brunt, Mrs Crisp and Councillor Dilley asked for their votes in favour of the amendment to be recorded.

Councillor Dilley moved the following amendment which was seconded by Councillor Brooks:

To amend the reduction to be achieved by the phasing of training at the Fire Service College to £75,000.

The amendment was lost.

Councillor Dilley moved the following amendment which was seconded by Councillor Brunt:

To defer both proposed additional cadet schemes, thereby effecting a reduction of £18,000 and to seek sponsorship to enable one or both of the schemes to be implemented.

The amendment was lost.

Councillor Dilley moved the following amendment which was seconded by Councillor Brooks:

To reduce the budget by £126,000, the amount in the base budget relating to one-off items of expenditure in 1999/2000.

The amendment was lost.

Councillor Dilley moved the following amendment which was seconded by Councillor Brooks:

To reduce the budget by a reduction of £21,000 in the provision for the external auditors' fee.

The amendment was lost.

The motion moved by the Chairman was then put to the meeting and it was

Resolved:

- (a) To note that the Authority, at its meeting on 9 December 1999, set its estimated net revenue expenditure for 2000/1 at £15,367,200.
- (b) To note the Clerk's report on the meeting that took place on 7 January 2000 with the leaders and officers from the constituent authorities.
- (c) To receive the letter signed by the leaders of the constituent authorities and the suggested response prepared by officers.
- (d) To remind constituent authorities that this Authority's Standing Order 14.2 provides that "the Chief Executives of Wiltshire County Council and Swindon Borough Council, or in each case his or her nominee(s), may attend meetings of this Authority, and with the Chairman's permission may speak"; that in previous years this right has been exercised at budget setting seminars organised for members of the Authority; and to confirm this practice should continue in future years.
- (e) To agree that the provisional programme of budget setting seminar dates will be agreed each year at the annual meeting of the Authority, and the constituent authorities notified accordingly.
- (f) To amend the proposed budget for 2000/1 by the following reductions without adversely affecting service needs and the rationale of the budget:-

- (1) phase retained recruitment - £40,000
- (2) phase training at the Fire Service College - £55,000
- (3) provision for one additional cadet scheme only, rather than two
- £ 9,000
- (4) amend wholetime firefighter pensions in light of unused pension provision in the current financial year - £150,000

TOTAL £254,000

- (g) To approve the revenue budget for 2000/1 at a net figure of £15,113,200.

- (h) *To authorise the Clerk to give notice to the constituent authorities of the amount of the contribution to be paid by each Council in accordance with the Wiltshire Fire Services Combination Scheme.*
 - (i) *To make the contribution due from each constituent authority payable by instalments of amounts and on dates to be agreed by the Treasurer and the constituent authorities; but in the absence of such agreement, to determine the amounts and dates in accordance with paragraph 21(4) of the above Scheme.*
 - (j) *To authorise the Treasurer to borrow such sums as may be required in respect of schemes in the approved capital budget.*
 - (k) *To authorise the Treasurer to pay out of the Combined Fire Service Fund sums required in respect of:-*
 - i) *all accounts and debts due by the Authority forming the Authority's estimated gross revenue expenditure for 2000/1 in the approved revenue budget, and such changes as may be agreed subsequently by the Authority;*
 - ii) *the cost of capital works including the purchase and leasing of equipment, specified in the capital budget; and*
 - iii) *car loans and such other loans made by the Authority as may be approved.*
 - (l) *To welcome the offer of the constituent authorities to:*
 - (1) *assist in the best value initiative and specifically to seek opportunities to participate with Fire Service related issues in future People's and Tomorrow's Voice questionnaires, and*
 - (2) *support efforts to achieve self-precepting powers through appropriate joint lobbying.*
 - (m) *To thank the Treasurer, Chief Fire Officer (Designate) and all staff at all levels for their work in the preparation of the budget.*
9. **Best Value: (1) Role of Members and (2) Update** On considering papers by the Chief Fire Officer and, in respect of (1) the Clerk,

Resolved:

- (a) *To note the role of members in the best value process.*
- (b) *To establish a Best Value Review Panel consisting of six members to be appointed in proportion to the political composition of the Authority.*
- (c) *In view of the fact that a meeting of the Panel will not be required until later in the year, to defer appointing members to the Panel to the annual meeting of the Authority.*

- (d) *To hold two seminars for members in each year on best value and to agree the first seminar being held in the afternoon of 28 September 1999.*
- (e) *To approve the Authority's corporate plan for 2000 to 2005.*
- (f) *To approve the methodology to be used by the Authority and the Brigade for best value, as presented.*
- (g) *To inform the District Auditor of the updated position on the milestones survey in the light of the above resolutions.*

10. **Recognition of and Consultation with Representative Bodies** On considering a paper by the Chief Fire Officer,

Resolved:

- (a) *To note the paper.*
- (b) *To re-affirm and continue the arrangements agreed by the Authority at its meeting on 21 January 1999 as set out in Min 10 – 1999.*

11. **Secondary Contracts of Employment: Wholetime Staff Performing Retained Duties** On considering a paper by the Chief Fire Officer

Resolved:

To re-affirm the policy adopted by the Authority at its meeting on 21 January 1999 set out in Min. 9(a) – 1999, subject to an amendment allowing wholetime members of the Brigade to be employed on a secondary contract to perform retained duties at any fire station in the County whilst still in his/her probationary period as a wholetime firefighter, subject to approval in individual cases by the Chief Fire Officer.

12. **Retained Firefighters: Position Statement** A paper by the Chief Fire Officer was received.
13. **Operational Performance Information** A paper by the Chief Fire Officer was received and a short video presentation was made.
14. **Fire Safety Performance Information** The Chief Fire Officer informed members that because of a change of computer systems, the information due to be presented to the meeting would be included in the report to the next meeting of the Authority.
15. **Collaboration with the Emergency Services: Joint Member Monitoring Group** The Chairman reported on the meeting of this Group held on 11 January 2000 which he had attended as one of the Authority's representative on the Group.
16. **Annual Report** The Annual Report for 1998/99 was received.

17. **Year 2000: Post Event Review** A paper by the Chief Fire Officer was received. Referring to his remarks at the beginning of the meeting, the Chairman undertook to write a personal letter on behalf of the Authority to all staff of the Brigade.
18. **South West Fire Authority's Forum** The Chief Fire Officer (Designate) reported on a meeting of the Forum held on 3 December 1999.

(Duration of meeting: 10.30 am – 12.55 pm
and 1.30 – 2.15 pm)

APPENDIX

Wiltshire and Swindon Fire Authority

Capital Programme 2000-01

	£	£
<u>Vehicles</u>		
2 Re-chassis of water carrier	122,000	
1 4WD personnel carrier	19,800	
6 Light vehicles	<u>47,400</u>	189,200
<u>Operational Equipment</u>		
4 Working platforms	3,600	
10 Ventilation fans	8,000	
25 Mainline branches	13,700	
3 Thermal imaging cameras	16,200	
2 Hydraulic power and hose reel systems	8,400	
1 Manual handling facility	5,900	
2 Holmatro CU3040 cutters	5,000	
4 13.5m ladders	12,200	
25 Standpipes	4,200	
2 Air cushion controllers	1,100	
1 Tent/shelter	3,000	
5 Mars resusitiator upgrades	1,100	
25 Dry powder extinguishers	1,000	
8 45mm delivery hose	1,200	
8 70mm delivery hose	1,600	
25 Lowering line upgrades	<u>3,400</u>	89,600
<u>Minor Capital Works</u>		
Roof repairs - Trowbridge fire station	19,800	
5 Exhaust extraction units	15,800	
Environmental protection	16,000	
Fire alarm systems/fire safety works	17,200	
Replacement gas heater units	8,700	
Health & safety works	16,300	
Premises for occupational health	<u>20,000</u>	113,800
TOTAL CAPITAL PROGRAMME 2000-01		<u><u>392,600</u></u>
BASIC CREDIT APPROVAL GRANTED		327,000
REVENUE FUNDING		65,600
TOTAL AVAILABLE FUNDING		<u><u>392,600</u></u>

WILTSHIRE & SWINDON FIRE AUTHORITY

MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY held at KENNET DISTRICT COUNCIL OFFICES, DEVIZES on THURSDAY 30 MARCH 2000

Present: Mr N S E Westbrook (Chairman), Mr B E Atfield, Cllr R K Brooks, Cllr J Brunt, Mrs C Crisp, Mr P R Davis, Cllr M Dilley, Cllr J L Mactaggart, Mrs L P Morris, Mrs P Rugg, Mrs M E Salisbury, Mr T R Sturgis, and Mr D J Willmott

19. **Minutes of Last Meeting** The minutes of the meeting of the Authority held on 20 January 2000 were confirmed and signed.

20. **Chairman's Announcements**

- (1) **Retirements** The Chairman said that, sadly, there were a number of farewells. Taking ladies first, this was the last meeting Councillors Brunt and Mactaggart would be attending as members of the Fire Authority, because both had indicated that they would not be standing for re-election at the forthcoming elections to Swindon Borough Council in May. They had been members of the Fire Authority from its earliest days. Both had made a significant contribution to the Authority's work. The Chairman thanked them for their service and wished them well for the future.

The Chairman said that members would have noted from the agenda that the previous month there had been a change in the County Council's appointments to this Authority. John Irving had ceased to be a member. The Chairman said he would like to put on record the Authority's thanks to him for his contribution. Mr Irving had been a member from the inception of the Authority. All would miss his unique style of contribution to debates. Mr Irving's place had been taken by Mr Sturgis whom the Chairman welcomed to the meeting.

The Chairman said that he hoped colleagues whom he had mentioned would not mind if he said that the most notable farewell was to the Chief Fire Officer, John Craig. He would be retiring at midnight on Sunday 9 April; the meeting was therefore the last meeting he would be attending.

The Chairman told members that Mr Craig had joined Leicester City Fire Brigade in 1963 as a wholetime firefighter. He had risen through the ranks and had subsequently served in Suffolk and West Sussex before returning to Suffolk as Deputy Chief Fire Officer.

Mr Craig had come to Wiltshire in 1986 to take command of the Wiltshire Brigade. This made him the second longest serving Chief Fire Officer currently in post.

Since Mr Craig's arrival, the Wiltshire Brigade had not stood still or looked back, but had moved from strength to strength with pioneering initiatives drawing interest and support not only in this country but internationally. From overseas visits, Mr Craig had developed his commitment to positive pressure ventilation which had come to be recognised as a powerful weapon in not only saving lives but also reducing damage to property.

Another major initiative stemmed from Mr Craig's belief in the value of domestic sprinklers in saving lives. His original vision went back twelve years but was now beginning to show results. Mr Craig could be rightly proud of what would, one day, be viewed as a landmark event in fire service history.

Mr Craig had also been the motivator behind "Operation Romaid", the organisation which had been formed to collect and deliver assistance from fire brigades to Romania. From 1991 to 1997, seven convoys of aid had gone from Wiltshire to Romania.

Another major achievement of Mr Craig had been the creation of a consortium of brigades to produce a specification for a new concept of fire appliance. This consortium was still going strong and the appliance developed by the consortium was recognised as one of the best designs ever for an appliance of its type.

The Chairman said collaboration was currently talked about as if it were a novel concept. It certainly had not been for Wiltshire. The current initiative with the police and ambulance service owed much to Mr Craig's personal initiative and drive, and to the personal relationships he had developed with the Chief Officers of the other services.

Outside of Wiltshire, Mr Craig had at various times been President of the British Fire Services Association, Chairman of the South West Network of CACFOA, Deputy Chairman of the Federation of British Fire Organisations, and was currently Chairman of the Fire Services National Benevolent Fund. He had been awarded a Long Service and Good Conduct Medal in 1983, and the Queen's Fire Service Medal in 1993.

The Chairman said that throughout his thirteen years as Chief Fire Officer, Mr Craig had led from the front combining high personal and professional standards with a compassionate approach to the workforce. He paid tribute to Mr Craig's drive, commitment and professionalism. The development of the Brigade under his leadership had produced benefits which would last well into the future.

The Chairman concluded by thanking Mr Craig for all he had done, and wished him and his wife a long and happy retirement. Members indicated their concurrence with applause.

Other members also spoke in appreciation of Mr Craig's service.

- (2) **"Close-Up West"** The Chairman that said at the beginning of March, the Brigade had featured in an edition of "Close-Up West", a regional programme on BBC2. Filmed at Devizes, the programme had concentrated on the retained fire service by following a new recruit through his initial training. The programme had highlighted the demands which the retained fire service placed on families and employers. The Chairman said he thought the programme had been excellent and that some copies on video had been obtained for members to borrow.
- (3) **Hospitality** The Chairman thanked Kennet District Council for the hospitality in making accommodation available for the meeting, and in the facilities afterwards for members' lunch with Mr and Mrs Craig.

21. **Membership** The Clerk reported that following a change in the political composition of the Council, the County Council at its meeting on 15 February 2000 had reviewed its appointments to the Fire Authority, the effect of which was that Mr J Irving had ceased to be a member of the Fire Authority and Mr T R Sturgis appointed a member with effect from the date of the County Council meeting.
22. **Budget Monitoring 1999/2000** On considering a paper by the Treasurer and the Chief Fire Officer enclosing budget monitoring statements for both revenue and capital expenditure for the period to 29 February 2000,

Resolved:

- (a) *To note the paper by the Chief Fire Officer and Treasurer.*
- (b) *To use £100,000 of the expected 1999/2000 year-end revenue underspend to set up a provision to fund the backdated payment of holiday pay to retained firefighters under the Working Time Directive.*
- (c) *To use the remainder of the expected final year-end revenue underspend (provisionally estimated at £155,000) to establish a provision to part-fund future radio replacement costs.*
- (d) *To note that the final year-end underspend will be reported to the July meeting of the Authority and the position as regards provisions reviewed at that meeting.*
23. **Treasury Management Policy** On considering a paper by the Treasurer,

Resolved:

Subject to one minor amendment concerning the description of the post of "Chief Accountant", the Treasury Management Policy as presented be approved and be appended to the Authority's Financial Regulations.

24. **Borrowing 2000/1** On considering a paper by the Treasurer,

Resolved:

To adopt the following resolutions in respect of the Authority's borrowing for the financial year 2000/1:-

- (a) *The maximum amount which the Authority may have outstanding by way of borrowing shall be £1,550,000.*
- (b) *The maximum amount which the Authority may have outstanding by way of short-term borrowing shall be £500,000.*
- (c) *The amount of borrowing on which interest payable by the Authority is at a rate or rates which can be varied by the person to whom it is payable or which can vary by reference to any external factors, shall be up to 47% of the total borrowing outstanding at any point in time.*

25. **Five-Year Financial Plan** On considering a paper by the Chief Fire Officer (Designate) and Treasurer,

Resolved:

- (a) *To note the paper and the potential significant funding problems in the financial year 2001/2.*
- (b) *To consider the Authority's five-year financial plan at its meeting on 25 May 2000.*

26. **Best Value Performance Plan** On considering a paper by the Chief Fire Officer and the draft Best Value Performance Plan; and an oral report by the Chief Fire Officer regarding the distribution of the Plan, and of a Summary.

Resolved:

- (a) *To approve the Best Value Performance Plan for 2000/1.*
- (b) *To endorse the arrangements for the distribution of copies of the Plan and of the Summary.*
- (c) *To thank the Chief Fire Officer and those of his staff who have been involved in the preparation of the Plan for their considerable efforts in meeting the statutory deadline and for the quality of the Plan.*

27. **Financial Regulations** On considering a paper by the Clerk, Treasurer and Chief Fire Officer,

Resolved:

- (a) *To defer consideration of the proposal to amend Financial Regulation 9.1.4 regarding the way capital projects are approved by the Fire Authority, and to ask the officers to present a paper to a future meeting of the Authority.*
- (b) *To approve the remaining recommended amendments to Financial Regulations as contained in the paper, and as set out in the Appendix to these minutes.*

- 28. **Health and Safety Progress Report** A paper by the Chief Fire Officer was received.
- 29. **Retained Firefighters: Position Statement** A paper by the Chief Fire officer was received.
- 30. **Operational Performance Information** A paper by the Chief Fire Officer and a short video presentation was made. In the light of a potentially serious incident involving a collision between two petrol tankers on a narrow country lane which was at the time being used as a diversionary route, to ask the Clerk to write to the Police Authority and Highway Authorities regarding risks on diversionary routes used by HGVs.
- 31. **Review of Principal Officer Structure** On considering a paper by the Chief Fire Officer (Designate) and the Personnel Advisor to the Fire Authority,

Resolved:

To approve the changes in the responsibilities of Principal Officers set out in the paper presented.

- 32. **Equality and Fairness in the Fire Service** On considering a paper by the Chief Fire Officer informing members of the action taken by the Brigade in response to (i) a H.M. Inspectorate Thematic Review entitled "Equality and Fairness in the Fire Service", and (ii) targets set by the Home Office for the recruitment of women into the Fire Service,

Resolved:

- (a) *To note the paper.*
- (b) *To endorse the Brigade's "Equal Opportunities: Statement of Policy Objectives" subject to (i) the first sentence of the statement becoming a stand alone paragraph and (ii) the addition of a reference to retention and career progression in the penultimate paragraph on the first page of the statement.*

- (c) *Whilst wholeheartedly endorsing the concept of equality of opportunity in employment, to stress the importance of standards for entry into the Brigade (both uniformed and non-uniformed) being undiluted, and to ask the Chief Fire Officer to present a paper to a future meeting of the Fire Authority setting out entry standards.*

33. **Human Rights Act 1998** On considering a paper by the Chief Fire Officer and Clerk to the Authority,

Resolved

To note the paper.

34. **Sponsorship** On considering a paper by the Chief Fire Officer.

Resolved:

To accept the offer by A V H Rentals Ltd of the free loan of a car for a term not exceeding twenty-four months for use in Community Fire Safety work, on terms to be agreed by the Chief Fire Officer and Clerk to the Authority.

35. **Collaboration with the Emergency Services: Joint Member Monitoring Group** The Chief Fire Officer made a oral report on meetings of this Group held on 8 February and 14 March 2000. He said that he would ensure members had a written report for the next meeting of the Authority updating the Authority on the position reached in the various collaboration projects.

36. **South-West Forum of Fire Authorities**

- (1) **Meeting on 26 January** A summary of the meeting held on 26 January 2000 was received.
- (2) **Briefing paper on key issues on Fire Service funding.**
A paper produced by the Forum on key issues on Fire Service funding was received. It was noted that the Forum wished to use the paper as a basis for briefing the Government, LGA, HMI and MPs. Members gave their support to this initiative by the Forum.
- (3) **Motion by Devon Fire Authority to LGA General Assembly**
On considering a paper by the Chief Fire Officer, on noting that Devon Fire Authority was seeking support for a motion which it intended to put forward for debate at the LGA General Assembly meeting on 27 June 2000, namely:-
 - (i) That the Local Government Association press the Government for an urgent review of the funding mechanism for combined fire authorities with a view to amending the relevant legislation. One of the most pressing issues for combined fire authorities is to be allowed to fund on a self-precepting basis (setting their own level of council tax) in line with the funding mechanism

currently operating for fire and civil defence authorities. Such a change would reflect the true nature of combined fire authorities as large, independent statutory bodies (significantly larger than most district councils) and would enhance direct accountability to the council tax payer in line with both 'Modernising Local Government' and 'Best Value' philosophies.

- (ii) As part of the review, Government be urged to select several existing combined fire authorities as pilots funded on a self-precepting basis so as to fully evaluate the effectiveness and appropriateness of this method of funding for such authorities.

and on report by the Clerk regarding a letter from the Chief Executive of the County Council indicating the constituent authorities' likely support for the motion subject to one caveat,

Resolved:

- (a) *To support the motion of Devon Fire Authority to the LGA General Assembly.*
- (b) *To inform the LGA that, in the event of the Government agreeing to part (ii) of the motion, this Authority wishes to be one of the pilot authorities.*
- (c) *To seek the support of the constituent authorities to the motion.*

- 37. **LGA Fire Conference, 7 and 8 March 2000** A paper by the Chief Fire Officer on this conference attended by the Chairman, Vice-Chairman, Mrs Crisp and the Deputy Chief Fire Officer, was received.
- 38. **Fire 2000 Conference** On considering a paper by the Chief Fire Officer (Designate)

Resolved:

- (a) *To approve this Authority being represented at the Conference by one member and the Chief Fire Officer.*
 - (b) *To defer consideration of the Authority's representative to the next meeting.*
 - (c) *To approve attendance by a member as approved duty for the payment of allowances.*
- 39. **Seminar on Residential Sprinklers, Trowbridge, 5 April 2000** On considering attendance at this seminar,

Resolved:

- (a) *To approve the Authority being represented by three members, one from each political group.*
- (b) *To approve attendance at the seminar as approved duty for the payment of allowances.*

40. **Appointment to Outside Bodies** The Clerk reported that as a result of the membership change referred to in minute no. 21, the political composition of the Authority was now Conservative 5, Labour 4 and Liberal Democrat 4. He further reported that appointments to one outside body were made on the basis of political proportionality, namely the Local Government Association General Assembly, and fell to be reviewed.

Resolved:

To review the Authority's representation on the LGA General Assembly as part of the review of appointments to other bodies to be made at the Authority's annual meeting on 25 May 2000.

(Duration of meeting: 10.30 a.m. to 12.30 p.m.)

APPENDIX

Amendments to Financial Regulations

<u>Regulation No.</u>	<u>Amendment</u>
4.2.3	Amend to read: Ensure that the financial dealings of the Authority and of the Brigade are conducted properly and in a way which meets the requirements of best practice and of Best Value legislation.
4.6	Amend to read: Failure to comply with these Regulations may cause maladministration, or an illegal act, which might be the subject of an investigation by external audit, and/or the Monitoring Officer.
5.2.2	Add new sub paragraph (vii): Arrangements for ensuring the Best Value obligations of the Authority can be discharged.
7.14	Add new Regulation: Make arrangements for ensuring the Best Value obligations of the Authority can be discharged.
10.2.1	Add new bullet point: Ensuring compliance with the principles of Best Value.
10.3.1	Add new sub paragraph (iii): The principles of Best Value are complied with.