

SUMMONS

Council Meeting
Date: 15 May 2012
Time: 10.30 am
Place: Salisbury City Hall

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

Please direct any enquiries on this Agenda to John Quinton, of Democratic Services, County Hall, Trowbridge, direct line 01225 718220 or email john.quinton@wiltshire.gov.uk

Press enquiries to Communications on direct lines (01225)713114/713115.

This summons and all the documents referred to within it are available on the Council's website at www.wiltshire.gov.uk

PART I

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

1. **Election of Chairman**

To elect a Chairman for 2012/13.

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands unless at least 10 Members request the holding of a secret ballot.

2. **Election of Vice-Chairman**

To elect a Vice-Chairman for 2012/13.

Nominations will be sought orally from those present at the meeting. Voting will be by way of a show of hands unless at least 10 Members request the holding of a secret ballot.

3. **Apologies**

4. **Minutes of Previous Meeting (Pages 1 - 70)**

To approve as a correct record and sign the minutes of the last meeting of Council held on 28 February 2012.

5. **Declarations of Interest**

To declare any personal or prejudicial interests or dispensations granted by the Standards Committee.

6. **Announcements by the Chairman**

7. **Petitions**

(a) **Petitions Received** (*Pages 71 - 72*)

(b) **Petitions Update** (*Pages 73 - 74*)

8. **Public Participation**

The Council welcomes contributions from members of the public.

Statements

If you would like to make a statement at this meeting on any item on this agenda, please register to do so at least 10 minutes prior to the meeting. Up to 3 speakers are permitted to speak for up to 3 minutes each on any agenda item. Please contact the officer named above for any further clarification.

Questions

To receive any questions from members of the public received in accordance with the constitution. Those wishing to ask questions are required to give notice of any such questions in writing to the officer named above (acting on behalf of the Corporate Director) no later than 5pm on Tuesday 8 May 2012. Please contact the officer named on the first page of this agenda for further advice. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

CONSTITUTIONAL ARRANGEMENTS

9. **Review of the Constitution**

To consider the recommendations of the Standards Committee on the following items:

(a) **Planning Code of Good Practice** (*Pages 75 - 86*)

A copy of the revised Planning Code of Good Practice is circulated.

The Standards Committee on 2/05 has recommended the code to the Council as now revised to reflect the rules on predetermination and noted that the code will need to be further reviewed in the light of regulations on pecuniary interests and planning legislation.

Council is asked to agree the Code as recommended.

(b) **New Standards Framework**

To consider the report of the Monitoring Officer (To follow).

(c) **Overview and Scrutiny Arrangements** (*Pages 87 - 100*)

To consider the attached report of the Statutory Scrutiny Officer.

The Standards Committee considered the attached report at its meeting on 02 May. The recommendations of the Committee will be circulated in due course.

APPOINTMENTS

10. **Review of Allocation of Seats on Committees to Political Groups and Appointment of Committees**

Reports by the Solicitor to the Council and Monitoring Officer.

(a) **Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups** (*Pages 101 - 110*)

(b) **Appointment of Councillors to Committees** (*Pages 111 - 118*)

(c) **Appointment of Chairmen and Vice-Chairmen of Committees** (*Pages 119 - 120*)

11. **Appointment of Wiltshire Council members to serve on the Combined Fire Authority** (*Pages 121 - 122*)

Report by the Solicitor to the Council and Monitoring Officer.

COUNCILLORS' MOTIONS AND QUESTIONS

12. **Notices of Motion**

None received for this meeting.

13. **Councillors' Questions**

Please note that Councillors are required to give notice of any such questions in writing to the officer named on the first page of this agenda (acting on behalf of the Corporate Director) not later than 5pm Tuesday 8 May. Questions may be asked without notice if the Chairman decides that the matter is urgent.

Details of any questions received will be circulated to Councillors prior to the meeting and made available at the meeting and on the Council's website.

MINUTES OF CABINET AND COMMITTEES

14. **Minutes of Cabinet and Committees**

(a) The Chairman will move that Council receives and notes the minutes of Cabinet and the various Committees of the Council as listed in the Minutes Book

enclosed separately.

(b) The Leader, Cabinet members and Chairmen of Committees will be given a brief opportunity to make any important announcements.

(c) Councillors will be given an opportunity to raise general issues relating to Area Boards but not specific local issues.

(d) Councillors will be given the opportunity to raise questions on points of information or clarification on the minutes presented.

OTHER ITEMS OF BUSINESS

15. **Annual Report of the Standards Committee**

To receive and note the Annual Report of the Standards Committee for the period 2011/12.

The Standard Committee considered the draft report at its meeting on 02 May. The final report will be circulated in due course.

16. **Annual Report from the Corporate Parenting Panel (Pages 123 - 132)**

To receive and note the Annual Report of the Corporate Parenting Panel for the period 2011/12.

17. **Dates of Council meetings 2012/13**

To agree the following dates for meetings of Council in the year 2012/13:

- 26 June 2012 – Extraordinary meeting re Core Strategy
- 10 July 2012
- 13 November 2012
- 19 Feb 2013 – (if required)
- 26 Feb 2013 – Budget setting meeting

EXTERNAL ORGANISATIONS

To receive reports from external organisations.

Please note that under the Constitution, Councillors wishing to ask a question in relation to the reports of the Wiltshire Police Authority and the Wiltshire and Swindon Fire Authority are required to give written notice to the officer named on the front of this agenda no later than five clear days before the Council meeting – 5pm on Friday 4 May 2012

The documents referred to in the following items 18 (a) and (b) and 19 were previously made available to Councillors to provide an opportunity to submit any questions within the above mentioned timescale. The documents are also circulated with this agenda for ease of reference.

18. **Wiltshire Police Authority**

To receive and note:

(a) **The minutes of the Wiltshire Police Authority meetings held on 9 February and 27 March 2012** (*Pages 133 - 146*)

(b) **The report of the Wiltshire Police Authority** (*Pages 147 - 148*)

19. **Wiltshire and Swindon Fire Authority** (*Pages 149 - 152*)

To receive and note the minutes of the Wiltshire and Swindon Fire Authority meeting held on 14 February 2012

PART II

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

None

Carlton Brand
Corporate Director
Wiltshire Council
Bythesea Road
Trowbridge
Wiltshire

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COUNCIL

DRAFT MINUTES OF THE COUNCIL MEETING HELD ON 28 FEBRUARY 2012 AT THE CIVIC CENTRE, TROWBRIDGE.

Present:

Cllr Desna Allen, Cllr Chuck Berry, Cllr John Brady, Cllr Richard Britton, Cllr Rosemary Brown, Cllr Liz Bryant, Cllr Allison Bucknell, Cllr Jane Burton, Cllr Trevor Carbin, Cllr Nigel Carter, Cllr Chris Caswill, Cllr Ernie Clark, Cllr Richard Clewer, Cllr Christopher Cochrane, Cllr Peter Colmer, Cllr Linda Conley, Cllr Mark Connolly, Cllr Christine Crisp (Vice-Chair), Cllr Michael Cuthbert-Murray, Cllr Brian Dalton, Cllr Andrew Davis, Cllr Peter Davis, Cllr Tony Deane, Cllr Christopher Devine, Cllr Bill Douglas, Cllr Mary Douglas, Cllr Peggy Dow, Cllr Peter Doyle, Cllr Rod Eaton, Cllr Nick Fogg, Cllr Peter Fuller, Cllr Richard Gamble, Cllr Jose Green, Cllr Howard Greenman, Cllr Mark Griffiths, Cllr Mollie Groom, Cllr Brigadier Robert Hall (Chairman), Cllr Russell Hawker, Cllr Mike Hewitt, Cllr Charles Howard, Cllr Jon Hubbard, Cllr Chris Humphries, Cllr Keith Humphries, Cllr Peter Hutton, Cllr Tom James MBE, Cllr George Jeans, Cllr David Jenkins, Cllr Julian Johnson, Cllr John Knight, Cllr Jerry Kunkler, Cllr Jacqui Lay, Cllr Alan MacRae, Cllr Howard Marshall, Cllr Laura Mayes, Cllr Ian McLennan, Cllr Francis Morland, Cllr Bill Moss, Cllr Christopher Newbury, Cllr John Noeken, Cllr Jeffrey Ody, Cllr Stephen Oldrieve, Cllr Helen Osborn, Cllr Jeff Osborn, Cllr Mark Packard, Cllr Sheila Parker, Cllr Graham Payne, Cllr Stephen Petty, Cllr Nina Phillips, Cllr Leo Randall, Cllr Fleur de Rhe-Philipe, Cllr Pip Ridout, Cllr Bill Roberts, Cllr Ricky Rogers, Cllr Judy Rooke, Cllr Paul Sample, Cllr Jane Scott OBE, Cllr Jonathon Seed, Cllr John Smale, Cllr Carole Soden, Cllr Toby Sturgis, Cllr John Thomson, Cllr Dick Tonge, Cllr Anthony Trotman, Cllr Ian West, Cllr Fred Westmoreland, Cllr Stuart Wheeler, Cllr Roy While, Cllr Christopher Williams and Cllr Graham Wright

10. Apologies

Apologies for absence were received from Councillors Richard Beattie, Paul Darby, Lionel Grundy, Malcolm Hewson, Alan Hill, Jemima Milton, Julie Swabey and Bridget Wayman.

11. Minutes of Previous Meetings

The minutes of the meetings held on 8 November 2011 and 7 February 2012 were presented.

Resolved:

- (1) That the minutes of the Council meeting held on 8 November 2011 be approved as a correct record and signed by the Chairman.**
- (2) That the minutes of the Council meeting held on 7 February 2012 be approved as a correct record and signed by the Chairman subject to the following amendment:**

Minute No. 9 – Pre-submission Draft Wiltshire Core Strategy Development Plan Document – under Councillors’ Questions at the end of the 11th paragraph insert the words “Councillor Fleur de Rhe Philipe, confirmed that no strategic site had been identified in Melksham.”

12. Declarations of Interest

Cllr Brian Dalton declared a personal and prejudicial interest in respect of the housing revenue account in relation to the setting of garage rents as he held a garage tenancy.

13. Announcements by the Chairman

(a) Certificate and Award in Management

The Chairman announced that Councillors Allison Bucknell, Jane Burton, Howard Marshall, Helen Osborn and Sheila Parker had successfully completed the Certificate in Leadership and Management. Councillors Jacqui Lay, Peter Hutton and Chris Cochrane had successfully completed the Award in Leadership and Management. The qualifications were nationally recognised at foundation degree level and the Chairman congratulated the councillors concerned on their achievement.

(b) Carbon Trust Competition

The Chairman announced that Pewsey Primary School had been announced the winner of the Carbon Trust’s “Cut Carbon, Cut Costs” schools’ competition. Around 43 local authorities had participated in this national project. Rowdeford School was also in the top ten and would be awarded with a highly commended certificate.

(c) Marlborough Downs Nature Improvement Area Partnership

Richard Benyan, MP for Newbury had launched the Marlborough Downs Nature Improvement Area Partnership. This was made up of 40 farmers, the Game and Conservation Trust and Wiltshire Council. It was one of the 12 successful bids from 76 and aimed to restore habitats and encourage local communities to get involved with nature.

(d) Former Councillor Pat Sears

The Chairman announced with sadness the death of former Councillor Pat Sears. Mrs Sears was a member of North Wiltshire District Council for 20 years, representing the Minety Ward. She was also a founder member of the innovative "life-line" system that provided security for elderly and vulnerable people in their own homes.

Councillors paid tribute to Mrs Sears and stood in a moment of silence as a mark of respect.

14. Petitions Update

A report by the Head of Democratic Services was presented which gave Council details of the six petitions received for the period since the last ordinary Council meeting.

Councillor Hubbard requested that local councillors be informed of petitions received which related to issues within their particular division.

Resolved:

That Council note the report, the petitions received and the actions being taken, as set out in the Appendix to the report.

15. Public Participation

A question was received from Mr Phil Matthews of the Wiltshire Involvement Network regarding the fairness of the government funding received by Wiltshire. A copy of the question and response is attached as Appendix 1.

A statement was received from the Association of Devises Passengers stressing the importance of public transport and raising concern about any proposals to reduce car parking charges. Cllr Gamble welcomed the support of the Passengers' Association and confirmed that he shared their views. Cllr Gamble stated that he would send a written response. A copy of the statement is attached as Appendix 2.

16. Wiltshire Council's Business and Financial Plan Update and Budget 2012/13

Cllr Dalton declared a personal and prejudicial interest in this item regarding the setting of garage rents as referred to in the proposals concerning the Housing Revenue Account as he held a garage tenancy.

The Chairman explained how he intended to manage the debate on the budget as summarised in the previously circulated paper regarding the budget process.

The Chairman drew Councillors' attention to the various budget papers which had been previously circulated as follows:

- Budget report
- Report from the joint meeting of the Overview and Scrutiny Select Committee held on 9 February 2012
- Extract from the minutes of the Cabinet meeting held on 15 February 2012
- Proposed Council Tax resolution
- Report on Treasury Management Strategy 2012/13
- Report on revision to Treasury Management Strategy 2011/12
- Revised Financial Plan
- Liberal Democrat Group's response to the Business and Financial Plan
- Budget Debate Process

The Chairman invited Cllr Jane Scott, Leader of the Council, to present her budget speech which was circulated at the meeting and is attached as Appendix 3.

The Leader explained that the priorities for Wiltshire Council were to deliver what was best for the people of Wiltshire, to look after the growing aging population and vulnerable children, to manage the challenging economic situation and to keep council tax at a zero percent increase for the third year running.

The Council was currently undergoing transformation and looking at new ways of providing key services including waste and recycling collections, leisure, libraries and older people's accommodation. The number of offices was being reduced and the Council was moving towards a new community campus model. There were plans to invest almost £350 million into key services over the next three years while continuing to change and to keep looking at the way services were delivered and working closely with communities.

The Leader also thanked the new leadership team, extended leadership team and all the Council's staff for their hard work, commitment and outstanding delivery this year, particularly in such challenging and demanding times.

The Leader moved the recommendations from the Cabinet meeting held on 15 February 2012 regarding the Financial Plan, Treasury Management Strategy 2012/13 and amendment to the Treasury Management Strategy 2011/12. She also explained that £290k from existing base budgets would be used to pump prime 2012 celebratory events this year. Where possible the expenditure would be offset by income generated from businesses participating and/or sponsoring the events. The money would come from holding vacancies in corporate

services that have not already been deleted as part of the saving proposals. This was seconded by Cllr John Thomson the Deputy Leader.

At the Chairman's invitation, Cllr Nigel Carter presented the report of the Joint Overview and Scrutiny Select Committee meeting held on 9 February 2012. The Select Committee was pleased to see a balanced budget this year. The Committee felt that the Financial Plan could be improved by putting more emphasis on good news stories, ensuring the narrative highlights and explains big changes to service budgets and making sure that the public understand that the Council is doing more for less by freezing council tax and spending more on frontline services to meet higher levels of demand.

The Joint Committee had noted that there were a large number of spreadsheets supporting the figures and the Scrutiny members would like to look at the detail throughout the coming year.

Group Leaders were then invited to respond to the Leader's motion or move an amendment to the motion.

Cllr Jon Hubbard, Leader of the Liberal Democrat Group, responded to the Leader's motion and congratulated her and the officers on producing a balanced budget following a challenging year. The Liberal Democrat Group had this year produced a response to the budget rather than an alternative budget. Cllr Hubbard explained that the Liberal Democrats had listened to the public and had put forward some amendments. Any spend identified in the budget response were met by corresponding savings commitments. Cllr Hubbard stated that he wished to move a number of amendments to the motion later in the meeting.

Cllr Christopher Newbury, Leader of the Independent Group, spoke positively of the changes to the waste and recycling service, superfast broadband project and improvements in GCSE results. He pointed out that while the bottom line was still the same, within particular areas there were some large movements within the overall budget.

Cllr Nigel Carter, Leader of the Devizes Guardians, stated that highways maintenance and attracting high quality companies to Wiltshire should be high priorities. He also congratulated the administration on achieving a balanced budget.

Cllr Ricky Rogers, Leader of the Labour Group, expressed concerns about reductions in services, staff redundancies and adverse changes to staff terms and conditions. He also spoke against the 6.4% increase in council house rents.

AMENDMENTS

Cllr Jon Hubbard then moved the following amendment which was seconded by Cllr Howard Marshall:

Amendment 1

“To introduce one hour’s free parking across all Wiltshire Council controlled car parks, with all remaining charges remaining at current levels:

To be paid for by:

- reducing spending on Communications Dept - £750,000
- Additional Senior Management savings from reduction in Service Directors and Heads of Service - £150,000
- Remove proposed Administration investment in Big Society - £200,000
- Reduce growth in Transformation base budget - £200,000
- Defer capital borrowing costs - £230,000

1,530,000”

Cllr Dick Tonge, Cabinet Member for Highways and Transport, responded to the amendment stating that car parking charges had been frozen for at least two years. He also pointed out that some on street parking charges were excluded from the amendment which would lead to inequalities across the County. There was also a high risk of losing revenue which could potentially cost £1.7m more if people did not stay for more than an hour.

The Chairman gave other Group Leaders the opportunity of responding to the amendment before opening the debate to other members of the Council.

On being put to the vote, amendment no. 1 was LOST and, a recorded vote having been requested by the requisite number of Councillors, the voting was as follows:

For amendment no. 1 (23)

Cllrs Desna Allen, Rosemary Brown, Jane Burton, Trevor Carbin, Chris Caswill, Michael Cuthbert-Murray, Brian Dalton, Bill Douglas, Peggy Dow, Russell Hawker, Jon Hubbard, David Jenkins, John Knight, Howard Marshall, Steve Oldrieve, Helen Osborn, Jeff Osborn, Mark Packard, Stephen Petty, Ricky Rogers, Judy Rooke, Paul Sample and Ian West

Against amendment no. 1 (54)

Cllrs Chuck Berry, John Brady, Richard Britton, Liz Bryant, Allison Bucknell, Richard Clewer, Chris Cochrane, Linda Conley, Mark Connolly, Christine Crisp, Andrew Davis, Peter Davis, Fleur de Rhe Philipe, Tony Deane, Christopher Devine, Mary Douglas, Peter Doyle, Rod Eaton, Nick Fogg, Peter Fuller, Richard Gamble, Jose Green, Howard Greenman, Mark Griffiths, Mollie Groom, Robert Hall, Mike Hewitt, Charles Howard, Chris Humphries, Keith Humphries, Peter Hutton, Julian Johnson, Jerry Kunkler, Jacqui Lay, Alan Macrae, Laura Mayes, Bill Moss, John Noeken, Sheila Parker, Leo Randall, Pip Ridout, Bill

Roberts, Jane Scott, Jonathon Seed, John Smale, Carole Soden, Toby Sturgis, John Thomson, Dick Tonge, Tony Trotman, Fred Westmoreland, Stuart Wheeler, Roy While and Chris Williams

Abstentions amendment no. 1 (9)

Cllrs Nigel Carter, Peter Colmer, Tom James, George Jeans, Ian McLennan, Christopher Newbury, Jeff Ody, Graham Payne and Graham Wright

Amendment 2

Cllr Jon Hubbard then moved the following amendment which was seconded by Cllr Chris Caswill:

“Changes in government policy have seen an ever increasing number of schools choosing to become Academies.

We congratulate the administration for continuing to provide services to schools and for the initiatives in trading with the newly formed academies. However, we believe there is a real opportunity to increase income to the council by increasing trading with other out-of-county schools.

We propose investing £0.250m in increasing the services offered by Wiltshire Council to neighbouring authorities. We believe this would result in additional income of £0.300m, thus contributing £50,000 towards the cost of running Wiltshire.”

Cllr Jane Scott, Leader of the Council, responded to the amendment stating that she agreed with this principle but not with the proposed timing. Some work was currently being undertaken with neighbouring authorities and the outcome was still awaited. For this reason she would ask for a Scrutiny Task Group to be set up to look into the findings from the south west work and how this proposal sat with that and to make recommendations to the Cabinet.

The Chairman gave other Group Leaders the opportunity of responding to the amendment before opening the debate to other members of the Council.

Cllr Hubbard welcomed the setting up of a Task Group and with the consent of the seconder and the meeting agreed to WITHDRAW this amendment.

Resolved: That amendment 2 be withdrawn.

Amendment 3

Cllr Jon Hubbard then moved the following amendment which was seconded by Cllr Chris Caswill:

“To re-introduce free swimming for under-16s and over-60s; As part of the Olympic preparations, and to meet Wiltshire Area Board commitments in the 2014 Leading by Example initiative. This investment emphasises the importance of health in a good quality of life in Wiltshire.

The total cost of this proposal is £505,000 and will be funded by savings from the Communications budget.”

Cllr Stuart Wheeler, Cabinet member for Campus Development and Culture, responded stating that it was important to spend responsibly. The proposals being put forward by the Leader would aim to encourage those children who did not regularly take part in physical activity to do so. Research had shown that when free swimming was provided for the over 60s 83% of those who made use of this facility would go swimming anyway.

The Chairman gave other Group Leaders the opportunity of responding to the amendment before opening the debate to other members of the Council.

On being put to the vote, Amendment no. 3 was LOST and, a recorded vote having been requested by the requisite number of councillors, the voting was as follows:

For amendment no. 3 (23)

Cllrs Desna Allen, Rosemary Brown, Trevor Carbin, Chris Caswill, Ernie Clark, Brian Dalton, Bill Douglas, Peggy Dow, Russell Hawker, Jon Hubbard, George Jeans, David Jenkins, John Knight, Howard Marshall, Ian McLennan, Steve Oldrieve, Helen Osborn, Jeff Osborn, Mark Packard, Ricky Rogers, Judy Rooke, Ian West and Graham Wright

Against amendment no. 3 (57)

Cllrs Chuck Berry, John Brady, Richard Britton, Liz Bryant, Allison Bucknell, Jane Burton, Nigel Carter, Richard Clewer, Chris Cochrane, Peter Colmer, Linda Conley, Mark Connolly, Christine Crisp, Mike Cuthbert-Murray, Andrew

Davis, Peter Davis, Fleur De Rhe Philipe, Tony Deane, Mary Douglas, Peter Doyle, Peter Fuller, Richard Gamble, Jose Green, Howard Greenman, Mark Griffiths, Mollie Groom, Robert Hall, Mike Hewitt, Charles Howard, Chris Humphries, Keith Humphries, Peter Hutton, Julian Johnson, Jerry Kunkler, Jacqui Lay, Alan Macrae, Laura Mayes, Bill Moss, John Noeken, Jeff Ody, Sheila Parker, Graham Payne, Leo Randall, Pip Ridout, Bill Roberts, Jane Scott, Jonathon Seed, John Smale, Carole Soden, Toby Sturgis, John Thomson, Dick Tonge, Tony Trotman, Fred Westmoreland, Stuart Wheeler, Roy While and Chris Williams

There were no abstentions.

Suspension of Council Procedure Rule 136

In accordance with Council Procedure Rule 155 (suspension), Cllr Chris Humphries moved that Council Procedure Rule 136 (Recorded Vote) be suspended for the duration of this meeting. This motion was seconded by Cllr John Smale.

The Liberal Democrat Group expressed concern regarding this motion stating that they considered it to be undemocratic and detrimental to the rights of a minority political group.

A recorded vote having been requested by the requisite number of councillors the voting was as follows:

For the motion (51)

Cllrs John Brady, Richard Britton, Liz Bryant, Allison Bucknell, Jane Burton, Nigel Carter, Chris Cochrane, Linda Conley, Mark Connolly, Christine Crisp, Andrew Davis, Peter Davis, Fleur de Rhe Philipe, Tony Deane, Peter Doyle, Peter Fuller, Richard Gamble, Jose Green, Howard Greenman, Mark Griffiths, Mollie Groom, Robert Hall, Mike Hewitt, Charles Howard, Chris Humphries, Keith Humphries, Peter Hutton, Julian Johnson, Jerry Kunkler, Jacqui Lay, Alan Macrae, Bill Moss, John Noeken, Jeff Ody, Sheila Parker, Graham Payne, Leo Randall, Pip Ridout, Bill Roberts, Jane Scott, Jonathon Seed, John Smale, Carole Soden, Toby Sturgis, John Thomson, Dick Tonge, Tony Trotman, Fred Westmoreland, Stuart Wheeler, Roy While and Chris Williams

Against the motion (25)

Cllrs Desna Allen, Chuck Berry, Rosemary Brown, Trevor Carbin, Chris Caswill, Richard Clewer, Brian Dalton, Mary Douglas, Bill Douglas, Peggy Dow, Jon Hubbard, George Jeans, David Jenkins, John Knight, Howard Marshall, Laura Mayes Ian McLennan, Steve Oldrieve, Helen Osborn, Jeff Osborn, Mark Packard, Ricky Rogers, Judy Rooke, Ian West and Graham Wright

Abstentions (2)

Cllrs Ernie Clark and Peter Colmer

Resolved:

That, in accordance with Council Procedure Rule 155, Council Procedure Rule 136 (Recorded Vote) be suspended for the remainder of the meeting.

Amendment 4

Cllr Jon Hubbard proposed the following amendment which was seconded by Cllr Chris Caswill:

“Re-introduce bank holiday opening for Leisure Centres. This investment ensures all people in Wiltshire have access to the facilities that allow them to stay healthy.

Total cost of this proposal is £115,000 and will be funded by savings on Senior Management posts.”

Cllr Stuart Wheeler, Cabinet member for Campus Development and Culture, responded stating that leisure centres had to be run as a business and that the use had decreased on bank holidays by 50%. It had therefore been necessary to shut on those days. He felt that it would not be justifiable or advisable to re-introduce bank holiday opening as funding would then have to be taken from other services.

The Chairman gave other Group Leaders the opportunity of responding to the amendment before opening the debate to other members of the Council.

On being put to the vote amendment 4 was LOST.

Amendment No. 5

Cllr John Hubbard proposed the following amendment which was seconded by Cllr Howard Marshall:

“Tripling the cash available to Community Area Transport Groups is a revenue neutral proposal. The money will be move from Wiltshire Council’s strategic transport funds, and out to local communities.

Where local communities wish, they can remain in a County-wide strategic fund where the additional funding instead contributes to major infrastructure projects decided by County Hall.

Communities in the central fund would need to remain in the fund for a minimum of three years.”

Cllr Dick Tonge, Cabinet member for Highways and Transport, responded stating that delegating more funding to the Area Boards would lead to less funding being available at the centre for strategic projects such as road safety schemes, transport strategy, freight issues and traffic studies. As well as the funding that had been delegated to the Area Boards there was an additional £100k available for larger projects which the Area Boards could bid for.

The Chairman gave other Group Leaders the opportunity of responding to the amendment before opening the debate to other members of the Council.

On being put to the vote the amendment was LOST.

Amendment No. 6

Cllr Jon Hubbard proposed the following amendment which was seconded by Cllr Brian Dalton:

“£0.25m capital investment gives capacity for £2.8m of borrowing, allowing a programme of replacing inefficient, dull street lights with brighter, safer Light

Emitting Diode streetlights. Investment is matched by at least £0.25m savings on reduced energy costs.”

Cllr Dick Tonge, Cabinet member for Highways and Transport, responded stating that he supported the principle of reducing energy costs where possible and that approximately 1,300 street lights had already been turned off following discussions with local communities. However a formal assessment would have to take place to ensure the best return on investment. He would therefore ask officers to prepare a report for Cabinet to look at ways to reduce lighting costs to include different options and investment proposals.

Cllr Hubbard welcomed the proposed report to Cabinet and, provided it was brought forward in a timely fashion, agreed to WITHDRAW the amendment with the agreement of the seconder and the meeting.

Resolved: That amendment 6 be withdrawn.

The amendments from the Liberal Democrat Group having been either LOST or WITHDRAWN, the Chairman invited members to debate the Leader’s motion and/or to propose any further amendments.

Following debate, the Leader of the Council responded to the points raised. The Leader’s motion was then put to the vote and was CARRIED by a show of hands. It was therefore:

Resolved:

Business Plan and Financial Plan

(1) To endorse the update of the 2012-15 Business and Financial Plan.

(2) To agree that the savings and investment proposals summarised at Sections 9 and 7 respectively of the Chief Finance Officer’s report and Sections 4 and 5 of Cabinet’s proposed Financial Plan at Appendix 1 of the report, provides a net revenue budget for 2012/13 of £326.655 million.

(3) To agree to:

(a) Freeze Wiltshire Council’s element of the Band D council tax for 2012/13 £1,222.43, as calculated in accordance with statute, as set out in Section 10 of the Chief Finance Officer’s report.

(b) Set the Council’s total net expenditure budget for 2012/13 at £326.655 million.

(c) Adopt the changes introduced by Government and move from the current subsidy funding system to one of self-financing when local

authorities take on responsibility for the current debt and repayment.

- (d) Set a 6.4% increase for dwelling rents in accordance with rent restructuring.
- (e) Set the Housing Revenue Account Budget for 2012/13 (original) as set out at Appendix F of Cabinet's proposed Financial Plan at Appendix 1 of the report.
- (f) Freeze all other rent or service charges related to the Housing Revenue Account at 2011/12 levels.
- (g) Approve the Capital programme proposed at Appendix E of Cabinet's proposed Financial Plan, attached to the report at Appendix 1.
- (h) Set the changes in fees and charges set out in detail at Section 6 of Cabinet's proposed Financial Plan at Appendix 1 of the report.
- (i) Provide £145,000 to offer free swimming for under 16 year olds during the Easter and summer holidays.

Treasury Management Strategy 2012/13

To agree to:

- (1) adopt the Prudential and Treasury Indicators (Appendix A of the Chief Finance Officer's report).
- (2) adopt the Annual Investment Strategy and approve the changes in the Strategy, resulting from the replacement of Fitch Ratings individual credit ratings with new bank viability ratings (Appendix B of the report paragraph 22) and the updated guidance on the determination of the maturity of LOBO loans (a detailed explanation is shown in paragraphs 21 to 24 of the report).
- (3) delegate to the Chief Finance Officer the authority to vary the amount of borrowing and other long term liabilities within both the Treasury Indicators for the Authorised Limit and the Operational Boundary.
- (4) authorise the Chief Finance Officer to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio.

- (5) agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits.
- (6) agree that any long term surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Chief Finance Officer the authority to select such funds.

Treasury Management Strategy 2011/12 – Revision January 2012

To agree to:

- (1) Adopt the revised Prudential and Treasury Indicators (Appendix A of the Chief Finance Officer's report).
- (2) adopt the revised Annual Investment Strategy (Appendix B of the report).
- (3) delegate to the Chief Finance Officer the authority to vary the amount of borrowing and other long term liabilities within both the Treasury Indicators for the Authorised Limit and the Operational Boundary.
- (4) authorise the Chief Finance Officer to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio.
- (5) agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits.
- (6) agree that any long term surplus cash balances not required to cover borrowing are placed in authorised money-market funds, particularly where this is more cost effective than short term deposits and delegate to the Chief Finance Officer the authority to select such funds.

The Leader then moved the Council Tax resolution which was seconded by Cllr John Thomson.

Resolved:

Council Tax

- (1) It be noted that on 13 December 2011 the Council calculated:

(a) the Council Tax Base 2012/13 for the whole Council area as 181,007.02 [Item T in the formula in Section 31B(3) of the Local Government Finance Act 1992, as amended (the "Act")] and,

(b) for dwellings in those parts of its area to which a Parish precept relates as in Appendix 4 to these minutes.

(2) Calculate that the Council Tax requirement for the Council's own purposes for 2012/13 (excluding Parish precepts) is £221.270m.

(3) That the following amounts be calculated for the year 2012/13 in accordance with Sections 31 to 36 of the Act:

(a) £919,345,080.00 (Gross Revenue Expenditure including parish precepts) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils).

(b) £579,536,000.00 (Revenue Income) being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.

(c) £339,809,080.00 (Net Revenue Expenditure including parish precepts) being the amount by which the aggregate at 3(a) above exceeds the aggregate at 3(b) above, calculated by the Council in accordance with Section 31A(4) of the Act as its Council Tax requirement for the year. (Item R in the formula in Section 31A(4) of the Act).

(d) £1,295.10 (Wiltshire Council Band D tax plus average Town & Parish Councils Band D Council Tax) being the amount at 3(c) above (Item R), all divided by Item T (2 above), calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts), as shown below:

Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
863.40	1,007.30	1,151.20	1,295.10	1,582.90	1,870.70	2,158.50	2,590.20

17. **Pay Policy Statement and Publication of Senior Staff Pay**

Cllr John Noeken, Cabinet member for Resources, presented a report regarding the Pay Policy Statement and publication of senior staff pay.

Resolved:

In order to comply with the Council's responsibility, to approve:

(1) The pay policy statement, as set out in appendix 1 to the report, subject to the following amendments:-

(a) To include an explanation of Soulbury staff (as referred to in para 4) in the Definitions section towards the end of the draft Pay Policy Statement.

(b) Para 33 to read as follows:-

It is the Council's policy that Hay graded employees are subject to a performance appraisal each year. If the performance is measured as satisfactory, an increment may be awarded (subject to *point 30.* above). If the performance does not meet the required standard an increment may be withheld.

(c) Para 34 to read as follows:-

For GLPC graded employees, increments are awarded automatically to the maximum of the grade (subject to *point 31.* above) unless formal proceedings are taking place under the Improving Work Performance Policy.

(d) Para 35 to read as follows:-

The Council does not offer a bonus *or honorarium scheme to any employee.*

(e) Para 45 to read as follows:-

All employees with a contract of employment of 3 months or more are entitled to join the *Local Government Pension Scheme.*

(2) Publication of senior staff salaries with a threshold of £58,200, along with job descriptions, budget responsibilities and numbers of staff, it being noted that individual members of staff would be asked to consent for their names to be included.

18. **Changes to the Constitution**

(a) **Part 4 - Cllrs' Questions and Motions on Notice**

Cllr John Noeken presented a report setting out proposals following a review of this aspect of the Constitution by the Constitution Focus Group and the Standards Committee. A query was raised regarding the form of response to a Councillor's question and it was agreed that the Monitoring Officer would send a written response.

Resolved:

- (1) not to limit the number of questions or motions a member may submit.**
- (2) not to change the deadline for submission of questions or motions on notice at this stage but to keep the position under review and bring this back to the Focus Group for further consideration in due course.**

In the meantime to encourage Councillors to submit questions in particular, in advance of the deadline as far as possible to maximise the time available to prepare responses and in the case of motions, to prepare reports to assist Council in its consideration of them where appropriate.

- (3) not to introduce a time limit for questions and motions;**
- (4) not to differentiate between operational and non-operational questions.**
- (5) to require motions on notice to contain a clear separation between the preamble setting out background information to the motion and the action being sought; and to ask officers to prepare background reports for motions on notice where possible and guidance to assist members in drafting motions.**
- (6) to note that the Chairman in keeping with his role to manage the efficient transaction of business at meetings, had agreed to place questions and notices of motion further down the agenda, after substantive business, in particular items on the budget and policy framework and having regard to the agenda as a whole.**

(b) **Procurement and Contract Rules (Contract Regulations)**

Cllr John Noeken presented a report which proposed various amendments to Part 11 of the Constitution. The changes had been considered and recommended by the Standards Committee. The

Council thanked the Parish and Independent members of the Standards Committee for all the contribution they have made to the work of the Committee over the last few years.

Resolved:

- (1) To approve the changes to Part 11 of the Council's Constitution, as incorporated at Appendix A to the report.**
- (2) To adopt Part 11 of the Council's Constitution as amended with effect from 1 April 2012.**

19. **Membership of Committees**

Following the resignation of Councillor Colmer as a member of the Liberal Democrat Group, a request had been received for a formal review of the allocation of seats on committees to political groups in accordance with Section 15 of the Local Government and Housing Act 1989.

Resolved:

- (1) To note the report and the legal requirements.**
- (2) To confirm the total aggregate number as 169 and the scheme of committee places available to councillors as attached as Appendix 5 to these minutes.**
- (3) To approve the following changes to the appointment of councillors to committees to serve until the next occasion membership is reviewed under the provisions of the Local Government and Housing Act 1989, which will be undertaken at the annual meeting of the Council in May.**

Area Planning Committee – East

Councillor Howard Marshall – appointed as substitute member

Area Planning Committee – North

Councillor Mark Packard – appointed as full member

Councillor Paul Darby – appointed as substitute member

Organisation and Resources Select Committee

Councillor Trevor Carbin – appointed as full member

Councillor Rosemary Brown – appointed as substitute member

Health and Social Care Select Committee

Councillor Jon Hubbard – appointed as full member

Councillor Peggy Dow – appointed as substitute member

Audit Committee

Councillor Desna Allen – appointed as substitute member

Appeals Committee

Councillor Paul Darby – removed as substitute member

Councillor Chris Caswill – removed as substitute member

Councillor Bill Douglas – changed from full member to substitute member

Councillor Peggy Dow – appointed as substitute member

Area Planning Committee – South

Councillor John Smale – changed from substitute member to full member

Councillor Mary Douglas – appointed as substitute member

Councillor John Noeken – removed as full member

Great Western Ambulance Joint Scrutiny Committee

Councillor Peter Colmer – appointed as full member

20. **Dates of Meetings 2012**

The Council considered its future meeting dates.

Resolved:

That Council meetings take place on the following dates for the remainder of 2012:

15 May (Annual meeting)

26 June (Extraordinary meeting re Wiltshire Core Strategy)

10 July

13 November

21. **Notices of Motion**

There were no notices of motion.

22. **Councillors' Questions**

The Chairman reported receipt of questions from Councillors Ernie Clark, Jon Hubbard and Chris Caswill, details of which were circulated and attached as a Appendix 6 to these minutes together with the responses given.

Questioners agreed to take their questions as read and were given an opportunity to ask a relevant supplementary question to which the relevant Cabinet member responded. Supplementary questions are summarised as follows and should be read in conjunction with the questions and responses:

Cllr Ernie Clark – Recovery of “non pensionable honoraria” payments – Cllr Clark asked what timescale the Council’s legal team was working to to recover these payments. Cllr Jane Scott asked the Monitoring Officer to send a written response to Cllr Clark on this matter.

Cllr Jon Hubbard – Payment of public sector workers through private companies – Cllr Hubbard asked how many people listed as Wiltshire Council staff had been paid in this way. Cllr Jane Scott explained that no public sector workers in Wiltshire had been paid in this way but some consultants had been.

Cllr Chris Caswill – Health and Wellbeing Board – Cllr Caswill asked whether the Administration was fully supportive of the Health and Wellbeing Board initiative. Cllr Jane Scott explained that Wiltshire would have to be ready for the Boards if this was approved by Government and that it was important to provide a joined up service for the people of Wiltshire. Cllr Caswill also noted that there could be the possibility of allowing cross party representation on the Board and asked whether this was an opportunity that Wiltshire intended to pursue. Cllr Scott stated that the outcome of the Bill was still awaited but this could be a possibility.

Cllr Chris Caswill – Changes to the Licensing system – Cllr Caswill asked for assurance that if changes occur in a piecemeal fashion then the review would happen as and when these were received. Cllr Seed, Chairman of the Licensing Committee, confirmed that discussions would take place as changes came in and that Councillors would be involved.

Cllr Chris Caswill – Parking arrangements in the Market Quarter area of Chippenham - Cllr Caswill asked whether this was an opportunity to ensure that enforcement action would be taken as a priority relating to parking notices in the Market Quarter area of Chippenham. Cllr Sturgis stated that it was for the local member to work with residents to take this up with the developers.

Cllr Chris Caswill – Parking provision in the Market Quarter area of Chippenham – Cllr Caswill asked what scope there was for urgent action regarding parking in this area as about 50-100 cars had been displaced. Cllr Dick Tonge, Cabinet member for Highways and Transport stated that the parking policy had been agreed and the only exception to this was where parking prevented access for emergency vehicles. Any concerns should be pursued using the current procedure.

Cllr Chris Caswill – Community Area Transport Groups (CATGs) – Will the Cabinet member encourage all Community Area Transport Groups to hold their meetings in public? Cllr Tonge, Cabinet member for Highways and Transport, stated that it was up to the individual Area Boards if they wished to make their CATG meetings open to the press and public.

Cllr Chris Caswill – Core Strategy – Junction 17 of M4 – The exclusion of reference to Junction 17 of the M4 in the Core Strategy document was

inconsistent with the strategy for transport. What are the views of the Cabinet member? Cllr de Rhe Philipe, Cabinet member for Economic Development and Strategic Planning stated that she would like to see opportunities developed for Chippenham and did not wish to exclude Junction 17.

23. **Minutes of Cabinet and Committees**

The Chairman moved that Council receive and note the following minutes as listed in the separate Minutes Book and this was duly seconded by the Vice-Chairman.

<u>Meeting</u>	<u>Date</u>
Cabinet	15 November and 13 December 2011 17 January, 30 January and 15 February 2012
Cabinet Capital Assets Committee	15 November 2011 and 18 January 2012
Overview and Scrutiny Organisation and Resources Select Committee	17 November 2011 and 18 January and 30 January 2012
Children's Services Select Committee	24 November 2011 and 26 January 2012
Health and Adult Social Care Select Committee	10 November 2011 and 12 January 2012
Environment Select Committee	1 November 2011 and 10 January 2012
Licensing Committee	6 February 2012
Northern Area Planning Committee	2 November, 23 November and 14 December 2011
Eastern Area Planning Committee	3 November, 24 November and 15 December 2011 and 2 February 2012
Southern Area Planning Committee	5 January 2012 and 26 January 2012
Western Area Planning Committee	9 November and 30 November 2011, 4 January and 15 February 2012
Strategic Planning Committee	16 November 2011 and 15 February 2012

Standards Committee	23 November 2011 and 25 January 2012
Audit Committee	14 December 2011
Staffing Policy Committee	23 November 2011 and 11 January 2012
Wiltshire Pension Fund Committee	1 December 2011

The Chairman then invited questions from councillors on points of information or clarification on the above minutes and gave the Chairmen of those meetings the opportunity to make any important announcements on the work of their respective Committees.

Resolved:

That the above mentioned minutes be received and noted.

24. **Wiltshire Police Authority**

The report and minutes of the Wiltshire Police Authority meetings held on 3 November and 8 December 2011 were received and noted. No questions from Councillors had been received on these documents. Cllr Carole Soden reported that the Police Authority budget had been set with no increase in precept. The Chief Constable, Brian Moore had now left Wiltshire Police but had achieved his ambition to make Wiltshire the safest County in England.

25. **Wiltshire and Swindon Fire Authority**

The minutes of the Wiltshire Fire Authority meetings held on 15 December 2011 were received and noted. Cllr Nigel Carter had submitted a question relating to the Fire Authority and a written response was set out in Appendix 7 to these minutes.

(Duration of meeting: 10.30 am - 5.05 pm)

The Officer who has produced these minutes is Marie Todd, of Democratic Services,
direct line 01225 718024718036, e-mail marie.todd@wiltshire.gov.uk

Press enquiries to Communications, direct line (01225) 713114/713115

Appendices

- Appendix 1 – Public Question and Response – Mr Phil Matthews
- Appendix 2 – Public Statement – Association of Devizes Passengers
- Appendix 3 – Leader’s Budget Speech
- Appendix 4 – List of Parish Precepts
- Appendix 5 – Scheme of Committee Places
- Appendix 6 – Councillors’ Questions and Responses
- Appendix 7 – Question and Response – Cllr Nigel Carter re Wiltshire Fire and Rescue Authority

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WILTSHIRE COUNCIL

COUNCIL

28 FEBRUARY 2012

QUESTIONS FROM THE PUBLIC – ITEM 7

QUESTION FROM PHIL MATTHEWS, CHAIR, WILTSHIRE INVOLVEMENT NETWORK

**TO CLLR JANE SCOTT
LEADER OF THE COUNCIL**

Question 1

Referring to the Financial Plan 2012 to 2013, page 14, 3.2 states Wiltshire receives an average of £228.44 in government grant per head of population, £95.97 less than the English rural average of £324.41!

- a) Is this fair bearing in mind that Wiltshire is a rural county and should not be treated differently from other rural Shire Counties?
- b) Could I ask that Wiltshire Council protests in the strongest terms to the Government and seeks the support of the Members of Parliament for Wiltshire to redress this situation, bearing in mind that Wiltshire has a very high ageing population therefore Wiltshire should at least be getting the rural average

Response

Fairness is something that the Chancellor and Secretary of State have said that they want to underpin their aims with a new local government funding system. We are engaged in inputting to that new system and will continue to lobby to ensure that it takes account of our current position.

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STATEMENT TO FULL COUNCIL
28th February 2012

We are dismayed to find that yet again Wiltshire's commitment to a funding stream for public transport is being challenged.

No one disputes that paying more for parking is unpopular, especially during a recession. We all need to urgently debunk the strongly held belief that poor retail performance is related to car parking charges.

The council's own evidence, drawn from experience from here and elsewhere, is very clear: this is a myth that we should not be revisiting either because the income falls short at the current time, or because it's unpopular.

We argue that it is essential to adhere to this policy for three reasons:

First: fees from unsustainable modes, such as cars, are essential to fund sustainable modes, such as public transport.

Second: the policy of charging encourages people to consider other travel options.

Finally: there is no such thing as free parking. Somebody has to subsidise it.

Rather than cutting corners, we must ensure that the principle of parking revenue for investment in buses is preserved and enhanced. This is a largely rural county and these buses and taxi buses are lifelines with potential to meet greater need.

Instead of undermining the bus network, please help us campaign to market the network sensibly, thereby making the most effective use of scarce resources. This includes publishing timetables of buses subsidised by this county!

Jasper Selwyn
Chairman
Association of Devizes Passengers



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Leader's speech – Budget – 29 February 2012

Delivering what's best for the people of Wiltshire – a budget that makes a difference...

Our priority at Wiltshire Council has always been to deliver what's best for the people of Wiltshire; to look after our growing ageing population, our vulnerable children, to manage the challenging economic situation and to keep council tax at a zero per cent increase for the third year running.

To achieve this we are taking a radical and innovative approach.

We will continue to work locally to inspire and encourage our communities to participate in what we do and to make sure that with our support they are able to deliver more in their local areas.

We have a clear vision - to create stronger and more resilient communities - and our goals; to provide high quality, low cost customer focused services, to prioritise local issues, to be open and honest in our decision making, and to work with our partners to support Wiltshire's communities - remain at the forefront of everything that we do.

Last year we translated our vision into a four-year business plan. The plan set out our key priorities, which are to invest in our front line services; protect the most vulnerable people in our communities; and to make the savings and efficiencies so that we can do this.

We took a long term, pragmatic view and recognised that we could take advantage of being a relatively new unitary authority. We are an ambitious and visionary organisation – and we knew that we had to do things differently, if we were to deliver what's best for Wiltshire.

We are transforming our organisation and how we provide our key services including waste and recycling collections, leisure, libraries and older people's accommodation; and we are radically reducing the number of offices and

buildings we occupy and we are moving towards a new community campus model – *‘for the community, in the community, by the community’*.

Last year, the first year of our four-year business plan, we focused on delivery and on tangible outcomes that would impact positively on our communities.

We successfully realigned £36 million of efficiency savings into our front line services and as a result we improved key services that we know matter to Wiltshire people, and we protected the most vulnerable in our communities.

We know that maintaining our roads remains a priority for local people. Our recent “what matters to you” survey and public budget consultation forums highlighted that this area continues to be a priority.

I am pleased to announce that last year we maintained an additional 290 kilometres of roads and we filled 1,200 more potholes than the previous year, and I will announce shortly the additional investment we propose to make this year.

Work is also well underway to roll out our new weekly waste and recycling service. This will have an impact on the amount we recycle and it is vital that this figure continues to rise. Currently, we are recycling around forty per cent of our waste. This figure must increase if we are to avoid the ever increasing land fill tax that is imposed on us.

I am confident that the new collection services will enable us to hit our targets by 2014, and improve on our current recycling rate of forty three per cent to more than fifty, and to reduce the amount of waste that we currently take to landfill sites. Following the adoption of the ECO Strategy, £180,000 has been saved in CRC costs for street lights. Working with the Carbon Trust we have launched the Low Carbon Schools Programme which has identified further savings.

In the current economic climate, we have recognised the need to assist and support our local Wiltshire economy. In the last twelve months we have secured major inward investment of over £150 million which has resulted in 632 new jobs being created in Wiltshire, with another 1,000 jobs in the pipeline.

We have worked with 623 businesses and safeguarded 2,719 jobs and a new three year business support service established by us, working with the Wessex Association of Chambers of Commerce, will replace the services lost by business link and the Regional Development Agency. This new service will be the point of contact for business support, start up and growth services.

Last year we submitted expressions of interest to the government to secure European Regional Development funding for new incubation centre environments at Castledown near Tidworth, Royal Wootton Bassett, Trowbridge and Salisbury. We agreed to provide £375,000 of capital and up to £400,000 of revenue funding to support this initiative over the next four years.

So far we have secured £130,000 in funding to deliver the Castledown project, and it is anticipated that an announcement on further funding of £600,000 will be made on the 28th March.

We were extremely pleased to be chosen as a government pilot area for superfast broadband. We know how critical this will be to boosting and sustaining our economy. We were allocated £4.5 million of government funding to support the £16 million investment that we allocated in our four year financial plan.

On a national basis, youth unemployment is a growing concern and this has been highlighted a great deal in the media.

Young people aged between 18-24 account for 32 per cent of all the job seeker allowance claimants. The youth unemployment level in Wiltshire is currently at 5.9 per cent which is well below the national average of 8.1.

Nevertheless, addressing youth unemployment and supporting young people to obtain and sustain their first employment continues to be a key priority for us.

Improving job prospects for young people and developing their employability and providing new routes to work has been a key focus for us. Together with partners, through our Action for Wiltshire programme, we have worked hard to keep youth unemployment as low as possible in our county.

As you will probably recall we were particularly successful with the Future Jobs Fund programme and secured £3.2 million which allowed us to create 495 new jobs for long term unemployed 18-24 year olds.

For many these jobs offered a first break into employment. Working with the Employment & Skills Board we are delivering a number of projects and initiatives to continue to assist young people to acquire the appropriate competencies, functional skills and experience of the work environment.

These include our in-council apprenticeship programme where last year seven people started their advanced apprenticeship. And, working with Wiltshire College and other locally based training organisations, we want employers to create 1,000 new apprenticeship opportunities across Wiltshire by July 2013.

We are also supporting Job Centre Plus with sourcing high quality, structured work experience with local employers for unemployed young people. Over the next twelve months, it is anticipated that work experience placements will be created for up to 300 young unemployed people.

These plus many other projects are placing young people in work and as a major employer in Wiltshire we will also be doing all that we can.

Young people remain a priority and by working with the area boards we have made a commitment to retain open access youth provision in all community areas and we will not close any youth centres.

As schools will now be responsible for providing universal information, advice and guidance on careers, to avoid any duplication we will now target our resources to the most vulnerable young people; those with disabilities and those who are not in employment, training, and education.

We have also continued to work very closely with Wiltshire Parent Carer Council to deliver and develop our short break programme. We have invested in key services including leisure centres, libraries, playgrounds and youth clubs to make these facilities more accessible and welcoming to disabled children and young people.

With more funding being diverted to the Local Offer payment this year - £600 per eligible child - more families are benefitting as a result of the improved access to these services. Our approach has received positive feedback from families who appreciate the lack of bureaucracy and assessment. We have continued to enable and empower over 900 families to make real choices about the way they use their short break provision. Over 95 per cent of families reported that the short break their child accessed using the Local Offer was good or excellent.

Last year, as part of our nationally acclaimed military integration programme, the MoD supported our children's services department to provide the excellent Wellington Academy delivering top quality education and sports facilities for children and young people in the Tidworth area.

And, I am also pleased to announce that our GCSE results across Wiltshire have improved by 4.5 per cent.

We also opened two new family resource centres in Trowbridge and Devizes providing quality support for our most vulnerable families. A new centre will open in Salisbury in March.

We have also undertaken work to commission a new family and parenting support service from Action for Children. From 1 April, this service will provide support for families where there is domestic violence, parental mental health difficulties and substance misuse, or where a parent is involved with the criminal justice system. The service will provide longer term support for families with these difficulties where there are concerns about children's development and well-being, but where the family does not meet the social care thresholds. This was identified as a 'gap' in our service leading to increased referrals to children's social care. The new service provides an opportunity for earlier intervention for families, in line with the Munro Review.

We have been absolutely clear that our key focus is to protect the most vulnerable in our communities. Last year the investment we made in this area meant we were able to look after 349 more adults.

We also launched a visionary and innovative scheme to deliver much needed extra care homes. This is a long term project that invests £200 million over the next 10 years and will go some way to addressing the housing needs of Wiltshire's growing older population. We opened a new state of the art extra care home - Florence Court in Trowbridge, that has enabled approximately forty older people to leave residential care and live independently for longer. This is a model that will be rolled out across all our community areas.

And, we opened a new library in Pewsey, which has seen the number of visitors increase by almost 70 per cent, and, work is well underway on the

new library for Trowbridge which will open in its new location in County Hall in September.

On the matter of libraries, unlike many other councils, we have kept all our libraries, including mobile units, open; and, with the help of over 600 volunteers, some of these are being kept open for longer hours.

We have always known that there is an appetite for volunteering in our county and this example, along with other volunteers who are helping with digital inclusion has highlighted that with our support and encouragement they can use this opportunity to do more to help strengthen their local communities.

We will continue to work closely with the voluntary sector recognising that we must continue to invest at the same level to support the essential work that the third sector provides in the county.

As I said at the start we knew we could take advantage of being a new unitary authority and we are nearing completion on the consolidation of 98 offices and buildings into 4 high quality hubs, and we are working on the new campus model.

We recently decided to reduce to go one step further and reduce from four to three hubs and close the offices at Browfort in Devizes. We recognised that since we published our business plan last year, we have reduced the number of posts in our staffing structure by approximately 440, which means we need less office space.

The consolidation of over 280 operational buildings, including other public sector assets, into approximately 35 community based facilities, including the new campus programme, which will deliver £85 million of savings over the next 10 years, which can be reinvested into vital services.

We have shared our asset portfolio with our public sector partners and have started to co-locate services at a local area level delivering a one-stop service for our customers. The recent move to collocate Police into our Monkton Park offices is an example of this. We are also developing discussions with a number of private and third sector organisations to deliver a shared approach to campus facilities.

Our customer access strategy will take services to the customer and focus on outcomes rather than outputs and managers are being encouraged to liberate staff from a 'behind the desk approach to work' and go to a location that suits the customer.

This will mean the need for less office space and the reduction in our property portfolio will deliver £17 million of sales and net cashable savings of £4.5 million per year by 2014/15. It will also reduce our liability for the new levy under the government's Carbon Reduction Commitment.

Local community areas are determining the specification and scope of their tailored campus model, which is a major part of our approach to delivering the localism agenda.

The campus model is a development that is community based, and for the benefit of the community, bringing the services it needs together and these will all be different as we know that a one-size-fits-all approach will not work for a county full of such eclectic and unique communities.

Our communities are doing more for themselves - with some support and facilitation they are delivering sustainable outcomes and real results in their local areas. We have many examples of where communities are taking responsibility and making decisions on budgets that affect the services they receive.

We will continue to strengthen our work with communities and by using social media we will encourage further debate and through interactive online communities get them more involved in making decisions in their local areas.

We are developing a culture where we are always willing to help and we adopt a can-do approach in everything that we do.

On this basis, we refrained from taking a blanket or salami slicing approach to making efficiencies last year. Instead, we managed the cut in government funding and the impact of this by looking at how, and where, savings could be delivered by working differently.

Through service reviews – where customers are at the centre of the design of services - wasteful processes are being removed and a leaner, more focused organisation, but one capable of adapting to new or unforeseen challenges in the future, is being delivered.

We are in a strong position and can do the best for the people of Wiltshire. Through realigning resources where they are most needed we can continue to invest in key services and protect and support our local communities.

And, I am really pleased to announce that our recent “what matters to you” household survey showed an increase in customer satisfaction levels of 16 per cent. The Place Survey in 2009, showed a satisfaction level of 40 per cent. In these difficult times for local government this new figure of 56 per cent is reassuring and gives us confidence that we are doing what’s best for local people.

In February 2011, we reported that we expected a £13.3 million decrease in government funding. However, the actual decrease is £3.2 million, which is £10.1million better than we originally forecast.

This is due to new government grants; a one off £5.5 million council tax freeze grant and as we have built more homes in Wiltshire it means we have received a £2.9 million new homes bonus, plus the additional council tax; and our council tax collection rate is high despite the current economic climate.

However, the financial challenge we face is made unfairly tougher as we do have some exceptional problems in Wiltshire. We receive an average of £228 in government grant per head of population, which is £96 less than the English rural average of £324.

Also, the population of Wiltshire aged 65 plus is 14 per cent higher than the national average and it is due to rise to 18 per cent by 2015. This is predicted to grow faster than most other authorities. The population of aged 85 plus is 16 per cent higher than the national average and this will rise to 20 per cent by 2015.

This means there is a need to invest £7.1 million in older people and mental health services for vulnerable adults next year.

We also continue to have a growing need for support for other vulnerable adults, including those with a learning disability, physical impairment or mental health needs, including care packages passed to the authority by the Ministry of Justice. The result is a need to invest a further £2.5 million next year.

Our level of support for vulnerable families and individuals has increased due to factors such as the recent economic downturn. Resulting in a need to invest £3.85 million more next year

The rate of inflation that drives our prices is based on the position at September last year which was around 5.6 per cent, resulting in unfunded price pressures, which were unexpected when the business plan was published last year.

At the same time we have been identifying ways to reprioritise and align funding into our key services. To do this, we had to find £32.6 million of savings. As a result of better than forecast grants income this is £3.6 million less than we forecast last February.

To help find the £29.4 million we needed to look at our cash flow for the investments we proposed in our four-year plan. We can make efficiencies by changing these investments for 2013/14. These include less money required for staff redundancy payments and rescheduling of broadband digital inclusion as the government funding will be allocated for this major project earlier than we expected.

I have to say that my cabinet and I did not take on this leadership role to cut services and, we have not been afraid to make tough decisions to do what we believe is right for the people of Wiltshire.

We have focused on removing waste and inefficiencies in all service areas and we will continue to improve how we purchase goods and services.

Our plan focuses on investment in Wiltshire, which is good for business and jobs. In line with our priorities we are investing in infrastructure, in particular in areas that the residents and businesses have told us were most important to them. This includes more affordable homes, roads maintenance and repairs and high-speed broadband.

In the next 3 years we will invest over £273 million in our capital programme. We are also working to ensure that this spend, wherever possible, is retained in the county with local businesses delivering the work creating more jobs for local people and boosting the local economy as contractors spend more in local shops.

£41.3 million will be allocated to build new affordable homes and improve the council's social housing. Our predicted 10 year need for affordable social

housing is over 3,800 homes. House prices in Wiltshire are on average 12.6 per cent above the national average.

£35.7 million will be allocated to deliver three new community campus models in Corsham, Melksham and Salisbury - and, we will continue to invest by increasing the amount of funding to £18.7 million for improvements to our roads and highways.

The Community Area Transport Groups have been a huge success making decisions based on the priorities of their local communities. We want to devolve more decisions to these groups and we propose to increase this funding by 40 per cent.

This will mean an allocation of £350,000. Plus, we will carry forward any under spend from last year which will result in a total budget of just over £500,000 this year.

As a result of sound financial planning we are proposing freezing Council Tax for 2012/13 at the same level as 2010/11 and freezing most of our fees and charges.

Since 2009, the average increase in Council Tax for Wiltshire is 4.5 per cent, whereas the average national Retail Price Index of inflation for the same period is nearly 14 per cent. This means a saving to individual residents of Wiltshire of £110 a year.

We have worked extremely hard to manage within our means and to deliver a balanced budget. We have re-directed funding to the areas of greatest need; investing more to provide for vulnerable children and adults, and to help communities do more to help themselves.

We have developed saving proposals in cross cutting themes rather than silo areas, and we are challenging all our budgets, carrying out due diligence on our assumptions and plans for the future.

We are, therefore, in a position to make these proposals, at a time of continuing economic uncertainty, as we have made some tough decisions. At a time when other local authorities are making cuts, we are improving and making investment in our services and increasing our support for local communities.

Last year we reduced our management team by 220 managers and saved over £8 million.

The decision to save more money by further reduction of our senior team was not taken easily or without a great deal of thought and debate. Removing the post of chief executive was radical by a large and relatively new unitary council, but, we remain confident that we were ready for this decision and that it was the right one for Wiltshire.

We are extremely fortunate that we have an active, positive and constructive working relationship with the unions and we have a common aim of ensuring the council is efficient and effective for the benefit of the public it serves.

We have jointly agreed redundancy and appointments procedures to assist with making these staff reductions and last year we successfully negotiated substantial changes to staff terms and conditions which resulted in significant budgetary savings of £8m being made over the next three years. Had our relationships not been so productive, these discussions could have resulted in major industrial relations problems and costs.

Our new leadership team model, of three corporate directors, supported by the service directors, is working extremely well. In their first 90 days they have delivered the projected gap in last year's budget, and as a result, we are on

target to deliver 98 per cent of the predicted savings. Where savings have since been identified as not deliverable, due to changes in circumstances, they have found new efficiencies.

A balanced budget is forecast for the year end.

They have also been highly visible meeting over 2,500 staff at forums and delivering an annual corporate awards event - supported entirely by sponsorship funding - to recognise the outstanding work of over 300 staff.

They are also implementing change programmes where these are most needed, including improvements to our development management service and a programme to help reinvigorate our local market towns. The team has also recognised that it can be leaner and they have proposed a further reduction of two service director posts to make additional savings of £160,000 per year.

This year – 2012 - will see two national, once in a lifetime events that will directly impact on Wiltshire; the Queen's Diamond Jubilee and the Olympic Torch Relay.

We recognise that this is a unique and invaluable opportunity for us to reinvigorate our local economy and showcase our county. The world's media will focus on Wiltshire publicising and promoting what our county has to offer. This level of publicity is priceless.

Our communities will be able to come together and show what makes them special. If we hadn't focused on 2012 and these key events, that will leave a legacy for years to come, then these amazing opportunities would have been lost.

Communities across the county have already signed up to take part in this year's events and the enthusiasm and energy to showcase Wiltshire is overwhelming.

At the recently held budget consultation forums many people voted to allocate money to celebrate 2012 and recognised, like we have, the value that this will add to Wiltshire. On this basis, I am proposing that we will fund £290,000 from existing base budgets to pump prime the events this year and that wherever possible the expenditure will be offset by income generated from businesses participating and/or sponsoring the events.

The money will come from holding vacancies in corporate services that have not already been deleted as part of the saving proposals.

Talking of the Olympics and getting more active, we were extremely concerned when the government withdrew the funding for free swimming for the under 16's and over 60's. We were fortunate that with the support of NHS Wiltshire we were able to continue with free swimming for several months after the grant was withdrawn.

However, it was with regret that in last year's budget we were unable to allocate funding for this to continue. We recognise that we need to support children to get fit, to be healthy and to tackle obesity and I am therefore pleased to announce that this year we are proposing to allocate £145,000 to enable the under 16s to swim for free in the school holidays. We will review the take up on this initiative after the summer holidays this year.

As I stated before, we are in a strong position. By making tough decisions and focusing on what's best for the people of Wiltshire we can plan to invest almost £350 million into key services over the next three years.

Our continued success in delivering our priorities and an ambitious number of transformational projects will result in an improvement to the lives of people in Wiltshire.

We will continue to change and we will keep looking at the way we deliver our services, working even more closely with our local communities.

We are, therefore, developing a culture that drives, embraces and embeds change. We have clear strong leadership that is steering, guiding and continuously supporting and managing change to ensure we deliver quality outcomes.

We will continue to engage with our customers and communities and our focus is to place our customers at the heart of everything that we do and adopt a can-do approach, so that we work as one council, one team to deliver even more.

I can't end without expressing my thanks to the new leadership team, the extended leadership team and all the council's staff for their hard work, commitment and outstanding delivery this year, particularly in these challenging and demanding times, and a special thanks must be extended to Michael Hudson, Finance Director and his team for the production of this year's budget and all the supporting papers.

I would like to move the recommendations on page 118 and to add to these recommendations the amendment made at cabinet on the 15 February regarding free swimming for under 16's in the school holiday period.

Council Tax Schedule 2012/2013	Band A £	Band B £	Band C £	Band D £	Band E £	Band F £	Band G £	Band H £
Wiltshire Council	814.95	950.78	1,086.60	1,222.43	1,494.08	1,765.73	2,037.38	2,444.86
Wiltshire Police Authority	105.18	122.71	140.24	157.77	192.83	227.89	262.95	315.54
Wiltshire Fire Authority	41.59	48.52	55.45	62.38	76.24	90.10	103.97	124.76
Town & Parish Council (Average)	48.45	56.52	64.60	72.67	88.82	104.97	121.12	145.34
Total	1,010.17	1,178.53	1,346.89	1,515.25	1,851.97	2,188.69	2,525.42	3,030.50

Council Tax Charge by band per Parish/Town Council

Aldbourne	22.58	26.34	30.11	33.87	41.40	48.92	56.45	67.74
Alderbury	20.74	24.20	27.65	31.11	38.02	44.94	51.85	62.22
All Cannings	23.02	26.86	30.69	34.53	42.20	49.88	57.55	69.06
Allington	27.61	32.21	36.81	41.41	50.61	59.81	69.02	82.82
Alton	13.03	15.20	17.37	19.54	23.88	28.22	32.57	39.08
Alvediston	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Amesbury	36.60	42.70	48.80	54.90	67.10	79.30	91.50	109.80
Ansty	13.08	15.26	17.44	19.62	23.98	28.34	32.70	39.24
Ashton Keynes	31.91	37.23	42.55	47.87	58.51	69.15	79.78	95.74
Atworth	19.05	22.22	25.40	28.57	34.92	41.27	47.62	57.14
Avebury	31.15	36.35	41.54	46.73	57.11	67.50	77.88	93.46
Barford St Martin	22.59	26.35	30.12	33.88	41.41	48.94	56.47	67.76
Baydon	26.79	31.25	35.72	40.18	49.11	58.04	66.97	80.36
Beechingstoke	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Berwick Bassett & W/Bourne Monkton	4.32	5.04	5.76	6.48	7.92	9.36	10.80	12.96
Berwick St James	10.21	11.92	13.62	15.32	18.72	22.13	25.53	30.64
Berwick St John	15.67	18.28	20.89	23.50	28.72	33.94	39.17	47.00
Berwick St Leonard	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Biddestone	19.64	22.91	26.19	29.46	36.01	42.55	49.10	58.92
Bishops Cannings	12.11	14.13	16.15	18.17	22.21	26.25	30.28	36.34
Bishopstone	12.08	14.09	16.11	18.12	22.15	26.17	30.20	36.24
Bishopstrow	9.44	11.01	12.59	14.16	17.31	20.45	23.60	28.32
Bowerchalke	16.71	19.49	22.28	25.06	30.63	36.20	41.77	50.12
Box	57.18	66.71	76.24	85.77	104.83	123.89	142.95	171.54
Boyton	6.77	7.90	9.03	10.16	12.42	14.68	16.93	20.32
Bradford On Avon	59.30	69.18	79.07	88.95	108.72	128.48	148.25	177.90
Bratton	31.05	36.23	41.40	46.58	56.93	67.28	77.63	93.16
Braydon	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bremhill	7.22	8.42	9.63	10.83	13.24	15.64	18.05	21.66
Brinkworth	17.93	20.91	23.90	26.89	32.87	38.84	44.82	53.78
Britford	2.15	2.51	2.87	3.23	3.95	4.67	5.38	6.46
Broad Hinton & W/Bourne Bassett	9.21	10.75	12.28	13.82	16.89	19.96	23.03	27.64
Broad Town	8.50	9.92	11.33	12.75	15.58	18.42	21.25	25.50
Broadchalke	12.43	14.51	16.58	18.65	22.79	26.94	31.08	37.30
Brokenborough	8.77	10.23	11.69	13.15	16.07	18.99	21.92	26.30
Bromham	28.08	32.76	37.44	42.12	51.48	60.84	70.20	84.24
Broughton Gifford	14.25	16.63	19.00	21.38	26.13	30.88	35.63	42.76
Bulford	24.00	28.00	32.00	36.00	44.00	52.00	60.00	72.00
Bulkington	24.41	28.48	32.55	36.62	44.76	52.90	61.03	73.24
Burbage	27.79	32.42	37.05	41.68	50.94	60.20	69.47	83.36
Burcombe	15.56	18.15	20.75	23.34	28.53	33.71	38.90	46.68
Buttermere	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Calne	133.29	155.51	177.72	199.94	244.37	288.80	333.23	399.88
Calne Without	3.55	4.14	4.73	5.32	6.50	7.68	8.87	10.64
Castle Combe	16.39	19.13	21.86	24.59	30.05	35.52	40.98	49.18
Chapmanslade	10.58	12.34	14.11	15.87	19.40	22.92	26.45	31.74
Charlton	13.69	15.98	18.26	20.54	25.10	29.67	34.23	41.08
Charlton St Peter & Wilsford	6.29	7.34	8.39	9.44	11.54	13.64	15.73	18.88
Cherhill	12.66	14.77	16.88	18.99	23.21	27.43	31.65	37.98
Cheverell Magna (Great Cheverell)	21.28	24.83	28.37	31.92	39.01	46.11	53.20	63.84
Chicklade	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Chilmark	18.34	21.40	24.45	27.51	33.62	39.74	45.85	55.02
Chilton Foliat	19.80	23.10	26.40	29.70	36.30	42.90	49.50	59.40
Chippenham	89.53	104.45	119.37	134.29	164.13	193.97	223.82	268.58
Chippenham Without	29.03	33.87	38.71	43.55	53.23	62.91	72.58	87.10

Chirton	7.25	8.45	9.66	10.87	13.29	15.70	18.12	21.74
Chitterne	28.59	33.36	38.12	42.89	52.42	61.95	71.48	85.78
Cholderton	26.07	30.42	34.76	39.11	47.80	56.49	65.18	78.22
Christian Malford	17.55	20.47	23.40	26.32	32.17	38.02	43.87	52.64
Chute	23.25	27.13	31.00	34.88	42.63	50.38	58.13	69.76
Chute Forest	20.54	23.96	27.39	30.81	37.66	44.50	51.35	61.62
Clarendon Park	8.75	10.20	11.66	13.12	16.04	18.95	21.87	26.24
Clyffe Pypard	9.33	10.88	12.44	13.99	17.10	20.21	23.32	27.98
Codford	11.05	12.89	14.73	16.57	20.25	23.93	27.62	33.14
Colerne	32.99	38.49	43.99	49.49	60.49	71.49	82.48	98.98
Collingbourne Ducis	30.08	35.09	40.11	45.12	55.15	65.17	75.20	90.24
Collingbourne Kingston	28.17	32.86	37.56	42.25	51.64	61.03	70.42	84.50
Compton Bassett	17.50	20.42	23.33	26.25	32.08	37.92	43.75	52.50
Compton Chamberlayne	27.02	31.52	36.03	40.53	49.54	58.54	67.55	81.06
Coombe Bissett	20.45	23.86	27.27	30.68	37.50	44.32	51.13	61.36
Corsham	77.79	90.75	103.72	116.68	142.61	168.54	194.47	233.36
Corsley	9.75	11.37	13.00	14.62	17.87	21.12	24.37	29.24
Coulston	16.48	19.23	21.97	24.72	30.21	35.71	41.20	49.44
Cricklade	100.10	116.78	133.47	150.15	183.52	216.88	250.25	300.30
Crudwell	18.67	21.79	24.90	28.01	34.23	40.46	46.68	56.02
Dauntsey	20.87	24.34	27.82	31.30	38.26	45.21	52.17	62.60
Devizes	70.33	82.06	93.78	105.50	128.94	152.39	175.83	211.00
Dilton Marsh	17.50	20.42	23.33	26.25	32.08	37.92	43.75	52.50
Dinton	22.15	25.85	29.54	33.23	40.61	48.00	55.38	66.46
Donhead St Andrew	14.32	16.71	19.09	21.48	26.25	31.03	35.80	42.96
Donhead St Mary	18.04	21.05	24.05	27.06	33.07	39.09	45.10	54.12
Downton	22.11	25.80	29.48	33.17	40.54	47.91	55.28	66.34
Durnford	7.43	8.66	9.90	11.14	13.62	16.09	18.57	22.28
Durrington	31.91	37.22	42.54	47.86	58.50	69.13	79.77	95.72
East Kennett	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
East Knoyle	13.97	16.29	18.62	20.95	25.61	30.26	34.92	41.90
Easterton	34.45	40.20	45.94	51.68	63.16	74.65	86.13	103.36
Easton Grey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Easton Royal	24.41	28.48	32.55	36.62	44.76	52.90	61.03	73.24
Ebbesbourne Wake	6.59	7.68	8.78	9.88	12.08	14.27	16.47	19.76
Edington	11.71	13.66	15.61	17.56	21.46	25.36	29.27	35.12
Enford	16.33	19.06	21.78	24.50	29.94	35.39	40.83	49.00
Erlestoke	38.47	44.89	51.30	57.71	70.53	83.36	96.18	115.42
Etchilhampton	13.28	15.49	17.71	19.92	24.35	28.77	33.20	39.84
Everleigh	24.14	28.16	32.19	36.21	44.26	52.30	60.35	72.42
Figheldean	47.05	54.90	62.74	70.58	86.26	101.95	117.63	141.16
Firsdown	16.51	19.26	22.01	24.76	30.26	35.76	41.27	49.52
Fittleton	25.52	29.77	34.03	38.28	46.79	55.29	63.80	76.56
Fonthill Bishop	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fonthill Gifford	16.23	18.93	21.64	24.34	29.75	35.16	40.57	48.68
Fovant	12.18	14.21	16.24	18.27	22.33	26.39	30.45	36.54
Froxfield	19.30	22.52	25.73	28.95	35.38	41.82	48.25	57.90
Fyfield & West Overton	15.36	17.92	20.48	23.04	28.16	33.28	38.40	46.08
Grafton	12.93	15.09	17.24	19.40	23.71	28.02	32.33	38.80
Great Bedwyn	16.85	19.66	22.47	25.28	30.90	36.52	42.13	50.56
Great Hinton	12.05	14.05	16.06	18.07	22.09	26.10	30.12	36.14
Great Somerford	12.12	14.14	16.16	18.18	22.22	26.26	30.30	36.36
Great Wishford	11.82	13.79	15.76	17.73	21.67	25.61	29.55	35.46
Grimstead	8.51	9.92	11.34	12.76	15.60	18.43	21.27	25.52
Grittleton	9.80	11.43	13.07	14.70	17.97	21.23	24.50	29.40
Ham	10.04	11.71	13.39	15.06	18.41	21.75	25.10	30.12
Hankerton	15.33	17.88	20.44	22.99	28.10	33.21	38.32	45.98
Heddington	9.25	10.79	12.33	13.87	16.95	20.03	23.12	27.74
Heytesbury & Knook	17.33	20.21	23.10	25.99	31.77	37.54	43.32	51.98
Heywood	8.46	9.87	11.28	12.69	15.51	18.33	21.15	25.38
Hilmarton	16.56	19.32	22.08	24.84	30.36	35.88	41.40	49.68
Hilperton	8.33	9.71	11.10	12.49	15.27	18.04	20.82	24.98
Hindon	21.56	25.15	28.75	32.34	39.53	46.71	53.90	64.68
Holt	16.15	18.85	21.54	24.23	29.61	35.00	40.38	48.46
Horningsham	34.49	40.24	45.99	51.74	63.24	74.74	86.23	103.48
Hullavington	23.43	27.34	31.24	35.15	42.96	50.77	58.58	70.30
Idmiston	16.25	18.95	21.66	24.37	29.79	35.20	40.62	48.74

Keevil	17.47	20.39	23.30	26.21	32.03	37.86	43.68	52.42
Kilmington	19.35	22.58	25.80	29.03	35.48	41.93	48.38	58.06
Kington Langley	33.91	39.56	45.21	50.86	62.16	73.46	84.77	101.72
Kington St Michael	27.79	32.43	37.06	41.69	50.95	60.22	69.48	83.38
Lacock	14.79	17.25	19.72	22.18	27.11	32.04	36.97	44.36
Landford	20.74	24.20	27.65	31.11	38.02	44.94	51.85	62.22
Langley Burrell	22.05	25.72	29.40	33.07	40.42	47.77	55.12	66.14
Latton	15.60	18.20	20.80	23.40	28.60	33.80	39.00	46.80
Laverstock & Ford	8.30	9.68	11.07	12.45	15.22	17.98	20.75	24.90
Lea & Cleverton	14.40	16.80	19.20	21.60	26.40	31.20	36.00	43.20
Leigh	15.91	18.56	21.21	23.86	29.16	34.46	39.77	47.72
Limpley Stoke	25.48	29.73	33.97	38.22	46.71	55.21	63.70	76.44
Little Bedwyn	11.68	13.63	15.57	17.52	21.41	25.31	29.20	35.04
Little Cheverell	20.68	24.13	27.57	31.02	37.91	44.81	51.70	62.04
Little Somerford	21.99	25.66	29.32	32.99	40.32	47.65	54.98	65.98
Longbridge Deverill	6.74	7.86	8.99	10.11	12.36	14.60	16.85	20.22
Luckington	10.65	12.43	14.20	15.98	19.53	23.08	26.63	31.96
Ludgershall	46.75	54.54	62.33	70.12	85.70	101.28	116.87	140.24
Lydiard Millicent	12.55	14.65	16.74	18.83	23.01	27.20	31.38	37.66
Lydiard Tregoze	22.27	25.98	29.69	33.40	40.82	48.24	55.67	66.80
Lyneham & Bradenstoke	15.27	17.81	20.36	22.90	27.99	33.08	38.17	45.80
Maiden Bradley	48.31	56.36	64.41	72.46	88.56	104.66	120.77	144.92
Malmesbury	112.74	131.53	150.32	169.11	206.69	244.27	281.85	338.22
Manningford	21.95	25.61	29.27	32.93	40.25	47.57	54.88	65.86
Marden	4.07	4.75	5.43	6.11	7.47	8.83	10.18	12.22
Market Lavington	37.71	44.00	50.28	56.57	69.14	81.71	94.28	113.14
Marlborough	81.15	94.67	108.20	121.72	148.77	175.82	202.87	243.44
Marston	16.67	19.44	22.22	25.00	30.56	36.11	41.67	50.00
Marston Meysey	14.39	16.78	19.18	21.58	26.38	31.17	35.97	43.16
Melksham	45.61	53.22	60.82	68.42	83.62	98.83	114.03	136.84
Melksham Without	25.29	29.50	33.72	37.93	46.36	54.79	63.22	75.86
Mere	49.71	57.99	66.28	74.56	91.13	107.70	124.27	149.12
Mildenhall	21.37	24.93	28.49	32.05	39.17	46.29	53.42	64.10
Milston	9.75	11.37	13.00	14.62	17.87	21.12	24.37	29.24
Milton Lilbourne	18.25	21.29	24.33	27.37	33.45	39.53	45.62	54.74
Minety	11.95	13.94	15.93	17.92	21.90	25.88	29.87	35.84
Monkton Farleigh	14.99	17.48	19.98	22.48	27.48	32.47	37.47	44.96
Netheravon	33.20	38.73	44.27	49.80	60.87	71.93	83.00	99.60
Netherhampton	6.03	7.03	8.04	9.04	11.05	13.06	15.07	18.08
Nettleton	9.91	11.57	13.22	14.87	18.17	21.48	24.78	29.74
Newton Toney	27.06	31.57	36.08	40.59	49.61	58.63	67.65	81.18
North Bradley	7.89	9.20	10.52	11.83	14.46	17.09	19.72	23.66
North Newton	10.29	12.00	13.72	15.43	18.86	22.29	25.72	30.86
North Wraxall	8.18	9.54	10.91	12.27	15.00	17.72	20.45	24.54
Norton & Foxley	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Norton Bavant	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Oaksey	35.89	41.88	47.86	53.84	65.80	77.77	89.73	107.68
Odstock	23.09	26.94	30.79	34.64	42.34	50.04	57.73	69.28
Ogbourne St Andrew	10.45	12.19	13.93	15.67	19.15	22.63	26.12	31.34
Ogbourne St George	14.86	17.34	19.81	22.29	27.24	32.20	37.15	44.58
Orcheston	9.25	10.80	12.34	13.88	16.96	20.05	23.13	27.76
Patney	4.89	5.71	6.52	7.34	8.97	10.60	12.23	14.68
Pewsey	38.03	44.37	50.71	57.05	69.73	82.41	95.08	114.10
Pitton & Farley	11.66	13.60	15.55	17.49	21.38	25.26	29.15	34.98
Potterne	17.17	20.04	22.90	25.76	31.48	37.21	42.93	51.52
Poulshot	21.26	24.80	28.35	31.89	38.98	46.06	53.15	63.78
Preshute	17.04	19.88	22.72	25.56	31.24	36.92	42.60	51.12
Purton	66.45	77.52	88.60	99.67	121.82	143.97	166.12	199.34
Quidhampton	16.83	19.63	22.44	25.24	30.85	36.46	42.07	50.48
Ramsbury	27.93	32.59	37.24	41.90	51.21	60.52	69.83	83.80
Redlynch	12.85	14.99	17.13	19.27	23.55	27.83	32.12	38.54
Roundway	19.07	22.24	25.42	28.60	34.96	41.31	47.67	57.20
Rowde	35.00	40.83	46.67	52.50	64.17	75.83	87.50	105.00
Royal Wootton Bassett	122.85	143.33	163.80	184.28	225.23	266.18	307.13	368.56

Rushall	22.31	26.02	29.74	33.46	40.90	48.33	55.77	66.92
Salisbury	60.00	70.00	80.00	90.00	110.00	130.00	150.00	180.00
Savernake	4.97	5.80	6.63	7.46	9.12	10.78	12.43	14.92
Seagry	35.42	41.32	47.23	53.13	64.94	76.74	88.55	106.26
Sedgehill & Semley	11.91	13.89	15.88	17.86	21.83	25.80	29.77	35.72
Seend	12.42	14.49	16.56	18.63	22.77	26.91	31.05	37.26
Semington	12.63	14.74	16.84	18.95	23.16	27.37	31.58	37.90
Shalbourne	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sherrington	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sherston	20.95	24.44	27.93	31.42	38.40	45.38	52.37	62.84
Shrewton	15.61	18.21	20.81	23.41	28.61	33.81	39.02	46.82
Sopworth	5.43	6.33	7.24	8.14	9.95	11.76	13.57	16.28
South Newton	12.37	14.44	16.50	18.56	22.68	26.81	30.93	37.12
South Wraxall	6.19	7.22	8.25	9.28	11.34	13.40	15.47	18.56
Southwick	13.13	15.31	17.50	19.69	24.07	28.44	32.82	39.38
St Paul Without	8.17	9.53	10.89	12.25	14.97	17.69	20.42	24.50
Stanton St Bernard	11.81	13.78	15.75	17.72	21.66	25.60	29.53	35.44
Stanton St Quintin	11.93	13.92	15.91	17.90	21.88	25.86	29.83	35.80
Stapleford	17.76	20.72	23.68	26.64	32.56	38.48	44.40	53.28
Staverton	20.91	24.40	27.88	31.37	38.34	45.31	52.28	62.74
Steeple Ashton	30.11	35.12	40.14	45.16	55.20	65.23	75.27	90.32
Steeple Langford	13.54	15.80	18.05	20.31	24.82	29.34	33.85	40.62
Stert	6.67	7.78	8.89	10.00	12.22	14.44	16.67	20.00
Stockton	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stourton	9.27	10.81	12.36	13.90	16.99	20.08	23.17	27.80
Stratford Toney	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sutton Benger	10.49	12.24	13.99	15.74	19.24	22.74	26.23	31.48
Sutton Mandeville	4.71	5.50	6.28	7.07	8.64	10.21	11.78	14.14
Sutton Veny	24.99	29.16	33.32	37.49	45.82	54.15	62.48	74.98
Swallowcliffe	9.47	11.04	12.62	14.20	17.36	20.51	23.67	28.40
Teffont	33.23	38.77	44.31	49.85	60.93	72.01	83.08	99.70
Tidcombe & Fosbury	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tidworth	52.62	61.39	70.16	78.93	96.47	114.01	131.55	157.86
Tilshead	30.70	35.82	40.93	46.05	56.28	66.52	76.75	92.10
Tisbury	30.62	35.72	40.83	45.93	56.14	66.34	76.55	91.86
Tockenham	17.93	20.91	23.90	26.89	32.87	38.84	44.82	53.78
Tollard Royal	32.74	38.20	43.65	49.11	60.02	70.94	81.85	98.22
Trowbridge	79.95	93.28	106.60	119.93	146.58	173.23	199.88	239.86
Upavon	19.71	22.99	26.28	29.56	36.13	42.70	49.27	59.12
Upper Deverills	23.32	27.21	31.09	34.98	42.75	50.53	58.30	69.96
Upton Lovell	21.54	25.13	28.72	32.31	39.49	46.67	53.85	64.62
Upton Scudamore	13.79	16.08	18.38	20.68	25.28	29.87	34.47	41.36
Urchfont	35.51	41.43	47.35	53.27	65.11	76.95	88.78	106.54
Warminster	48.03	56.04	64.04	72.05	88.06	104.07	120.08	144.10
West Ashton	8.89	10.37	11.85	13.33	16.29	19.25	22.22	26.66
West Dean	25.33	29.56	33.78	38.00	46.44	54.89	63.33	76.00
West Knoyle	21.84	25.48	29.12	32.76	40.04	47.32	54.60	65.52
West Lavington	27.13	31.65	36.17	40.69	49.73	58.77	67.82	81.38
West Tisbury	14.47	16.89	19.30	21.71	26.53	31.36	36.18	43.42
Westbury	46.74	54.53	62.32	70.11	85.69	101.27	116.85	140.22
Westwood	13.90	16.22	18.53	20.85	25.48	30.12	34.75	41.70
Whiteparish	26.17	30.54	34.90	39.26	47.98	56.71	65.43	78.52
Wilcot & Huish	9.99	11.65	13.32	14.98	18.31	21.64	24.97	29.96
Wilsford-cum-Lake	4.87	5.69	6.50	7.31	8.93	10.56	12.18	14.62
Wilton	54.47	63.55	72.63	81.71	99.87	118.03	136.18	163.42
Wingfield	19.43	22.66	25.90	29.14	35.62	42.09	48.57	58.28
Winsley	13.01	15.17	17.34	19.51	23.85	28.18	32.52	39.02
Winterbourne	19.43	22.66	25.90	29.14	35.62	42.09	48.57	58.28
Winterbourne Stoke	17.30	20.18	23.07	25.95	31.72	37.48	43.25	51.90
Winterslow	16.63	19.41	22.18	24.95	30.49	36.04	41.58	49.90
Woodborough	6.29	7.34	8.39	9.44	11.54	13.64	15.73	18.88
Woodford	11.42	13.32	15.23	17.13	20.94	24.74	28.55	34.26
Wootton Rivers	12.05	14.05	16.06	18.07	22.09	26.10	30.12	36.14
Worton	16.69	19.48	22.26	25.04	30.60	36.17	41.73	50.08
Wylve	16.01	18.67	21.34	24.01	29.35	34.68	40.02	48.02
Yatton Keynell	15.59	18.19	20.79	23.39	28.59	33.79	38.98	46.78
Zeals	12.37	14.44	16.50	18.56	22.68	26.81	30.93	37.12

TOWN & PARISH COUNCIL PRECEPTS

Parish/Town Council	2011/2012			2012/2013			C Tax increase
	Tax Base	Precepts £	Council Tax Band D (£)	Tax Base	Precepts £	Council Tax Band D (£)	
Aldbourne	812.16	20,000.00	24.63	812.02	27,500.00	33.87	37.52%
Alderbury	948.93	32,335.00	34.08	964.25	30,000.00	31.11	-8.71%
All Cannings	269.66	9,351.00	34.68	270.84	9,351.00	34.53	-0.43%
Allington	191.25	7,980.00	41.73	192.73	7,980.00	41.41	-0.77%
Alton	116.22	2,250.00	19.36	115.12	2,250.00	19.54	0.93%
Alvediston	50.52	0.00	0.00	49.25	0.00	0.00	0.00%
Amesbury	3,651.11	172,100.00	47.14	3,751.95	206,000.00	54.90	16.46%
Ansty	71.46	1,250.00	17.49	71.34	1,400.00	19.62	12.18%
Ashton Keynes	672.72	32,470.00	48.27	669.54	32,050.00	47.87	-0.83%
Atworth	507.56	14,350.00	28.27	511.83	14,622.00	28.57	1.06%
Avebury	239.69	11,500.00	47.98	237.51	11,100.00	46.73	-2.61%
Barford St Martin	219.04	7,370.00	33.65	217.51	7,370.00	33.88	0.68%
Baydon	282.76	9,820.00	34.73	296.31	11,905.00	40.18	15.69%
Beechingstoke	69.18	0.00	0.00	71.54	0.00	0.00	0.00%
Berwick Bassett & W/Bourne Monkton	97.27	600.00	6.17	92.63	600.00	6.48	5.02%
Berwick St James	77.61	750.00	9.66	81.59	1,250.00	15.32	58.59%
Berwick St John	128.23	3,000.00	23.40	127.66	3,000.00	23.50	0.43%
Berwick St Leonard	16.08	0.00	0.00	17.01	0.00	0.00	0.00%
Biddestone	245.54	7,000.00	28.51	237.61	7,000.00	29.46	3.33%
Bishops Cannings	705.17	13,900.00	19.71	764.96	13,900.00	18.17	-7.81%
Bishopstone	278.30	5,000.00	17.97	275.91	5,000.00	18.12	0.83%
Bishopstrow	61.44	900.00	14.65	63.58	900.00	14.16	-3.34%
Bowerchalke	177.86	4,500.00	25.30	179.60	4,500.00	25.06	-0.95%
Box	1,518.92	115,681.00	76.16	1,529.51	131,189.00	85.77	12.62%
Boyton	85.55	600.00	7.01	88.56	900.00	10.16	44.94%
Bradford On Avon	3,985.98	354,838.00	89.02	3,981.49	354,157.00	88.95	-0.08%
Bratton	514.71	24,500.00	47.60	525.96	24,500.00	46.58	-2.14%
Braydon	25.21	0.00	0.00	26.96	0.00	0.00	0.00%
Bremhill	464.49	5,000.00	10.76	461.88	5,000.00	10.83	0.65%
Brinkworth	587.66	16,000.00	27.23	595.11	16,000.00	26.89	-1.25%
Britford	189.77	550.00	2.90	185.97	600.00	3.23	11.38%
Broad Hinton & W/Bourne Bassett	394.32	5,500.00	13.95	398.00	5,500.00	13.82	-0.93%
Broad Town	262.62	3,250.00	12.38	266.66	3,400.00	12.75	2.99%
Broadchalke	322.76	6,000.00	18.59	321.78	6,000.00	18.65	0.32%
Brokenborough	96.27	1,265.00	13.14	96.22	1,265.00	13.15	0.08%
Bromham	804.52	35,000.00	43.50	807.14	34,000.00	42.12	-3.17%
Broughton Gifford	352.04	6,500.00	18.46	350.74	7,500.00	21.38	15.82%
Bulford	1,095.82	40,475.55	36.94	1,092.81	39,336.33	36.00	-2.54%
Bulkington	124.16	4,500.00	36.24	122.88	4,500.00	36.62	1.05%
Burbage	787.85	33,094.00	42.01	789.53	32,910.00	41.68	-0.79%
Burcombe	63.42	1,300.00	20.50	64.28	1,500.00	23.34	13.85%
Buttermere	28.09	0.00	0.00	28.26	0.00	0.00	0.00%
Calne	5,833.32	1,177,962.00	201.94	5,865.82	1,172,825.00	199.94	-0.99%
Calne Without	1,130.76	6,000.00	5.31	1,128.83	6,000.00	5.32	0.19%
Castle Combe	170.51	4,250.00	24.93	172.83	4,250.00	24.59	-1.36%
Chapmanslade	312.54	5,000.00	16.00	315.12	5,000.00	15.87	-0.81%
Charlton	228.57	4,600.00	20.13	233.73	4,800.00	20.54	2.04%
Charlton St Peter & Wilsford	87.04	800.00	9.19	84.77	800.00	9.44	2.72%
Cherhill	353.53	5,500.00	15.56	358.00	6,800.00	18.99	22.04%
Cheverell Magna (Great Cheverell)	253.29	8,011.00	31.63	256.01	8,171.00	31.92	0.92%
Chicklade	38.51	0.00	0.00	39.00	0.00	0.00	0.00%
Chilmark	241.67	6,500.00	26.90	236.31	6,500.00	27.51	2.27%
Chilton Foliat	190.86	5,665.00	29.68	190.74	5,665.00	29.70	0.07%
Chippenham	12,617.16	1,659,892.00	131.56	12,669.73	1,701,390.00	134.29	2.08%
Chippenham Without	92.80	3,500.00	37.72	84.38	3,675.00	43.55	15.46%
Chirton	176.07	2,000.00	11.36	183.98	2,000.00	10.87	-4.31%
Chitterne	137.86	5,749.00	41.70	139.90	6,000.00	42.89	2.85%
Cholderton	91.31	3,600.00	39.43	92.04	3,600.00	39.11	-0.81%
Christian Malford	334.87	8,200.00	24.49	341.98	9,000.00	26.32	7.47%
Chute	165.35	5,770.00	34.90	164.87	5,750.00	34.88	-0.06%
Chute Forest	85.85	2,600.00	30.29	84.38	2,600.00	30.81	1.72%
Clarendon Park	111.95	600.00	5.36	114.33	1,500.00	13.12	144.78%
Clyffe Pypard	141.13	1,200.00	8.50	142.98	2,000.00	13.99	64.59%
Codford	366.03	5,745.00	15.70	362.08	6,000.00	16.57	5.54%
Colerne	953.69	46,201.00	48.44	962.17	47,619.66	49.49	2.17%
Collingbourne Ducis	387.57	17,254.00	44.52	386.26	17,427.00	45.12	1.35%
Collingbourne Kingston	224.80	9,500.00	42.26	224.87	9,500.00	42.25	-0.02%
Compton Bassett	108.58	1,800.00	16.58	109.35	2,870.00	26.25	58.32%
Compton Chamberlayne	55.18	2,250.00	40.78	55.52	2,250.00	40.53	-0.61%
Coombe Bissett	358.49	12,500.00	34.87	358.50	11,000.00	30.68	-12.02%
Corsham	4,787.92	558,647.00	116.68	4,800.28	560,090.00	116.68	0.00%
Corsley	347.18	4,500.00	12.96	341.98	5,000.00	14.62	12.81%
Coulston	79.40	1,960.00	24.69	79.30	1,960.00	24.72	0.12%
Cricklade	1,595.05	233,637.00	146.48	1,617.37	242,841.00	150.15	2.51%
Crudwell	497.74	14,095.00	28.32	503.27	14,095.00	28.01	-1.09%
Dauntsey	256.76	7,000.00	27.26	255.62	8,000.00	31.30	14.82%
Devizes	4,350.13	455,881.00	104.80	4,403.97	464,632.00	105.50	0.67%
Dilton Marsh	733.26	19,500.00	26.59	742.77	19,500.00	26.25	-1.28%
Dinton	300.13	10,000.00	33.32	300.89	10,000.00	33.23	-0.27%

Donhead St Andrew	231.55	3,500.00	15.12	232.73	5,000.00	21.48	42.06%
Donhead St Mary	477.59	12,000.00	25.13	480.39	13,000.00	27.06	7.68%
Downton	1,322.11	40,550.00	30.67	1,360.66	45,137.00	33.17	8.15%
Durnford	175.57	1,950.00	11.11	183.98	2,050.00	11.14	0.27%
Durrington	2,108.37	100,898.00	47.86	2,185.62	104,603.00	47.86	0.00%
East Kennett	53.00	0.00	0.00	55.12	0.00	0.00	0.00%
East Knoyle	337.85	7,000.00	20.72	334.12	7,000.00	20.95	1.11%
Easterton	243.86	12,800.00	52.49	247.66	12,800.00	51.68	-1.54%
Easton Grey	42.78	0.00	0.00	44.38	0.00	0.00	0.00%
Easton Royal	139.35	4,995.00	35.84	136.41	4,995.00	36.62	2.18%
Ebbesbourne Wake	98.56	1,600.00	16.23	101.19	1,000.00	9.88	-39.13%
Edington	344.50	6,000.00	17.42	341.78	6,000.00	17.56	0.80%
Enford	260.93	7,750.00	29.70	262.78	6,439.00	24.50	-17.51%
Erlestoke	92.90	5,300.00	57.05	91.84	5,300.00	57.71	1.16%
Etchilhampton	76.52	1,500.00	19.60	75.32	1,500.00	19.92	1.63%
Everleigh	89.33	3,100.00	34.70	91.14	3,300.00	36.21	4.35%
Figheldean	233.93	14,737.00	63.00	233.73	16,497.00	70.58	12.03%
Firsdown	279.89	6,000.00	21.44	282.68	7,000.00	24.76	15.49%
Fittleton	106.30	4,000.00	37.63	104.48	4,000.00	38.28	1.73%
Fonthill Bishop	43.17	0.00	0.00	43.18	0.00	0.00	0.00%
Fonthill Gifford	58.66	1,400.00	23.87	57.51	1,400.00	24.34	1.97%
Fovant	333.48	6,600.00	19.79	328.45	6,000.00	18.27	-7.68%
Froxfield	159.40	4,750.00	29.80	155.42	4,500.00	28.95	-2.85%
Fyfield & West Overton	395.21	9,000.00	22.77	390.64	9,000.00	23.04	1.19%
Grafton	330.50	5,500.00	16.64	335.02	6,500.00	19.40	16.59%
Great Bedwyn	593.52	15,000.00	25.27	593.32	15,000.00	25.28	0.04%
Great Hinton	99.45	1,800.00	18.10	99.60	1,800.00	18.07	-0.17%
Great Somerford	377.25	6,895.00	18.28	379.29	6,895.00	18.18	-0.55%
Great Wishford	144.01	2,500.00	17.36	140.99	2,500.00	17.73	2.13%
Grimstead	270.36	3,500.00	12.95	274.32	3,500.00	12.76	-1.47%
Grittleton	266.68	3,934.00	14.75	267.56	3,934.00	14.70	-0.34%
Ham	95.88	1,500.00	15.64	99.60	1,500.00	15.06	-3.71%
Hankerton	149.77	3,500.00	23.37	152.24	3,500.00	22.99	-1.63%
Heddington	197.61	2,750.00	13.92	198.20	2,750.00	13.87	-0.36%
Heytesbury & Knook	360.38	9,400.00	26.08	361.68	9,400.00	25.99	-0.35%
Heywood	300.93	3,686.00	12.25	308.15	3,911.00	12.69	3.59%
Hilmarton	311.84	7,700.00	24.69	309.94	7,700.00	24.84	0.61%
Hilperton	1,852.80	22,215.07	11.99	1,940.65	24,238.72	12.49	4.17%
Hindon	233.04	7,500.00	32.18	231.93	7,500.00	32.34	0.50%
Holt	691.77	16,899.00	24.43	697.50	16,899.00	24.23	-0.82%
Horningsham	159.79	8,500.00	53.19	164.27	8,500.00	51.74	-2.73%
Hullavington	493.37	17,000.00	34.46	483.67	17,000.00	35.15	2.00%
Idmiston	906.25	22,000.00	24.28	902.76	22,000.00	24.37	0.37%
Keevil	227.88	5,750.00	25.23	228.95	6,000.00	26.21	3.88%
Kilminster	137.56	3,560.00	25.88	137.81	4,000.00	29.03	12.17%
Kington Langley	363.95	19,038.00	52.31	374.32	19,038.00	50.86	-2.77%
Kington St Michael	301.22	11,439.00	37.98	302.98	12,630.00	41.69	9.77%
Lacock	498.53	11,100.00	22.27	500.49	11,100.00	22.18	-0.40%
Landford	577.14	18,000.00	31.19	578.59	18,000.00	31.11	-0.26%
Langley Burrell	129.42	3,900.00	30.13	131.54	4,350.00	33.07	9.76%
Latton	241.48	5,650.00	23.40	243.08	5,689.00	23.40	0.00%
Laverstock & Ford	2,212.08	23,850.00	10.78	2,317.06	28,855.00	12.45	15.49%
Lea & Cleverton	391.05	8,518.00	21.78	394.42	8,518.00	21.60	-0.83%
Leigh	143.91	3,500.00	24.32	146.66	3,500.00	23.86	-1.89%
Limpley Stoke	301.42	11,240.00	37.29	299.99	11,465.00	38.22	2.49%
Little Bedwyn	132.20	2,100.00	15.89	128.36	2,248.40	17.52	10.26%
Little Cheverell	79.90	2,200.00	27.53	80.60	2,500.00	31.02	12.68%
Little Somerford	185.40	4,500.00	24.27	181.89	6,000.00	32.99	35.93%
Longbridge Deverill	398.39	4,000.00	10.04	395.61	4,000.00	10.11	0.70%
Luckington	293.48	4,800.00	16.36	300.29	4,800.00	15.98	-2.32%
Ludgershall	1,504.03	100,000.00	66.49	1,497.38	105,000.00	70.12	5.46%
Lydiard Millicent	746.96	14,000.00	18.74	743.56	14,000.00	18.83	0.48%
Lydiard Tregoze	217.95	7,000.00	32.12	224.57	7,500.00	33.40	3.99%
Lyneham & Bradenstoke	1,516.04	30,000.00	19.79	1,528.32	35,000.00	22.90	15.72%
Maiden Bradley	136.87	9,977.83	72.90	137.71	9,977.83	72.46	-0.60%
Malmesbury	2,027.58	342,880.00	169.11	2,041.74	345,279.00	169.11	0.00%
Manningford	184.80	6,300.00	34.09	191.34	6,300.00	32.93	-3.40%
Marden	57.17	350.00	6.12	57.31	350.00	6.11	-0.16%
Market Lavington	793.01	42,800.00	53.97	786.65	44,500.00	56.57	4.82%
Marlborough	3,257.68	389,000.00	119.41	3,343.80	407,000.00	121.72	1.93%
Marston	82.18	2,000.00	24.34	80.00	2,000.00	25.00	2.71%
Marston Meysey	107.59	2,160.00	20.08	105.17	2,270.00	21.58	7.47%
Melksham	4,909.40	335,901.00	68.42	4,999.28	342,050.00	68.42	0.00%
Melksham Without	2,772.45	104,000.00	37.51	2,821.32	107,000.00	37.93	1.12%
Mere	1,192.69	86,250.00	72.32	1,207.13	90,000.00	74.56	3.10%
Mildenhall	221.03	6,500.00	29.41	218.40	7,000.00	32.05	8.98%
Milston	55.68	800.00	14.37	54.73	800.00	14.62	1.74%
Milton Lilbourne	259.84	7,000.00	26.94	255.72	7,000.00	27.37	1.60%
Minety	670.63	12,000.00	17.89	669.64	12,000.00	17.92	0.17%
Monkton Farleigh	193.44	4,300.00	22.23	191.24	4,300.00	22.48	1.12%
Netheravon	419.53	20,000.00	47.67	411.63	20,500.00	49.80	4.47%
Netherhampton	193.24	1,750.00	9.06	193.53	1,750.00	9.04	-0.22%
Nettleton	331.69	3,500.00	10.55	336.31	5,000.00	14.87	40.95%
Newton Toney	173.69	6,785.00	39.06	175.52	7,125.00	40.59	3.92%

North Bradley	702.69	8,308.00	11.82	705.36	8,345.00	11.83	0.08%
North Newnton	197.01	3,000.00	15.23	194.42	3,000.00	15.43	1.31%
North Wraxall	199.19	1,975.00	9.92	203.78	2,500.00	12.27	23.69%
Norton & Foxley	60.54	0.00	0.00	62.19	0.00	0.00	0.00%

Norton Bavant	55.78	0.00	0.00	54.92	0.00	0.00	0.00%
Oaksey	235.42	12,539.00	53.26	238.70	12,852.00	53.84	1.09%
Odstock	259.44	9,000.00	34.69	259.79	9,000.00	34.64	-0.14%
Ogbourne St Andrew	184.41	2,800.00	15.18	188.25	2,950.00	15.67	3.23%
Ogbourne St George	212.49	4,750.00	22.35	213.13	4,750.00	22.29	-0.27%
Orcheston	106.79	1,800.00	16.86	108.06	1,500.00	13.88	-17.67%
Patney	67.79	500.00	7.38	68.16	500.00	7.34	-0.54%
Pewsey	1,521.30	87,000.00	57.19	1,524.94	87,000.00	57.05	-0.24%
Pitton & Farley	373.87	6,938.85	18.56	373.03	6,523.41	17.49	-5.77%
Potterne	622.89	15,362.00	24.66	621.08	16,000.00	25.76	4.46%
Poulshot	152.65	5,000.00	32.75	156.81	5,000.00	31.89	-2.63%
Preshute	81.98	2,050.00	25.01	80.20	2,050.00	25.56	2.20%
Purton	1,650.43	161,264.00	97.71	1,659.86	165,430.00	99.67	2.01%
Quidhampton	158.40	4,297.00	27.13	159.30	4,020.00	25.24	-6.97%
Ramsbury	939.30	35,730.00	38.04	942.17	39,480.00	41.90	10.15%
Redlynch	1,559.52	30,000.00	19.24	1,580.46	30,452.00	19.27	0.16%
Roundway	1,908.88	57,682.00	30.22	2,051.49	58,682.00	28.60	-5.36%
Rowde	512.73	29,720.00	57.96	514.32	27,000.00	52.50	-9.42%
Royal Wootton Bassett	4,214.06	787,090.00	186.78	4,271.24	787,090.00	184.28	-1.34%
Rushall	76.32	2,100.00	27.52	77.71	2,600.00	33.46	21.58%
Salisbury	15,146.64	1,287,464.40	85.00	15,335.14	1,380,162.60	90.00	5.88%
Savernake	136.07	1,000.00	7.35	134.13	1,000.00	7.46	1.50%
Seagry	160.49	8,500.00	52.96	160.00	8,500.00	53.13	0.32%
Sedgehill & Semley	273.53	4,975.00	18.19	275.42	4,920.00	17.86	-1.81%
Seend	529.00	9,681.00	18.30	523.87	9,761.00	18.63	1.80%
Semington	379.23	7,500.00	19.78	395.81	7,500.00	18.95	-4.20%
Shalbourne	294.87	0.00	0.00	303.28	0.00	0.00	0.00%
Sherrington	33.05	0.00	0.00	33.23	0.00	0.00	0.00%
Sherston	710.53	22,400.00	31.53	713.02	22,400.00	31.42	-0.35%
Shrewton	767.70	18,000.00	23.45	769.04	18,000.00	23.41	-0.17%
Sopworth	60.05	500.00	8.33	61.39	500.00	8.14	-2.28%
South Newton	248.92	4,700.00	18.88	253.23	4,700.00	18.56	-1.69%
South Wraxall	209.22	3,000.00	14.34	215.42	2,000.00	9.28	-35.29%
Southwick	731.27	14,500.00	19.83	736.30	14,500.00	19.69	-0.71%
St Paul Without	910.82	10,537.00	11.57	903.06	11,064.00	12.25	5.88%
Stanton St Bernard	84.76	1,500.00	17.70	84.67	1,500.00	17.72	0.11%
Stanton St Quintin	266.59	4,500.00	16.88	265.37	4,750.00	17.90	6.04%
Stapleford	133.79	3,650.00	27.28	137.01	3,650.00	26.64	-2.35%
Staverton	684.03	20,332.00	29.72	714.41	22,411.00	31.37	5.55%
Steeple Ashton	445.83	20,000.00	44.86	442.87	20,000.00	45.16	0.67%
Steeple Langford	249.22	5,000.00	20.06	246.16	5,000.00	20.31	1.25%
Stert	87.94	879.40	10.00	91.24	912.40	10.00	0.00%
Stockton	89.33	450.00	5.04	90.05	0.00	0.00	-100.00%
Stourton	94.98	1,305.00	13.74	95.52	1,328.00	13.90	1.16%
Stratford Toney	27.69	0.00	0.00	29.15	0.00	0.00	0.00%
Sutton Benger	423.10	6,750.00	15.95	428.94	6,750.00	15.74	-1.32%
Sutton Mandeville	129.92	850.00	6.54	127.26	900.00	7.07	8.10%
Sutton Veny	319.49	10,000.00	31.30	320.09	12,000.00	37.49	19.78%
Swallowcliffe	103.52	1,500.00	14.49	105.67	1,500.00	14.20	-2.00%
Teffont	139.55	6,785.00	48.62	136.12	6,785.00	49.85	2.53%
Tidcombe & Fosbury	47.34	0.00	0.00	46.17	0.00	0.00	0.00%
Tidworth	2,122.76	142,000.00	66.89	2,153.88	170,000.00	78.93	18.00%
Tilshead	137.16	6,300.00	45.93	136.81	6,300.00	46.05	0.26%
Tisbury	910.62	38,600.00	42.39	926.15	42,542.00	45.93	8.35%
Tockenham	118.11	2,950.00	24.98	119.00	3,200.00	26.89	7.65%
Tollard Royal	65.51	3,075.00	46.94	61.09	3,000.00	49.11	4.62%
Trowbridge	10,978.84	1,259,408.00	114.71	11,002.01	1,319,488.00	119.93	4.55%
Upavon	490.79	14,500.00	29.54	490.54	14,500.00	29.56	0.07%
Upper Deverills	167.43	5,850.00	34.94	167.26	5,850.00	34.98	0.11%
Upton Lovell	90.12	2,578.00	28.61	86.66	2,800.00	32.31	12.93%
Upton Scudamore	144.21	2,800.00	19.42	142.68	2,950.00	20.68	6.49%
Urchfont	508.76	27,260.00	53.58	512.52	27,300.00	53.27	-0.58%
Warminster	6,207.19	447,279.00	72.06	6,291.48	453,318.00	72.05	-0.01%
West Ashton	317.60	4,200.00	13.22	318.90	4,250.00	13.33	0.83%
West Dean	103.02	4,000.00	38.83	105.27	4,000.00	38.00	-2.14%
West Knoyle	67.09	2,180.00	32.49	67.16	2,200.00	32.76	0.83%
West Lavington	468.06	19,200.00	41.02	471.83	19,200.00	40.69	-0.80%
West Tisbury	265.10	4,114.00	15.52	267.56	5,810.00	21.71	39.88%
Westbury	5,008.65	335,930.00	67.07	4,982.86	349,332.00	70.11	4.53%
Westwood	499.62	10,500.00	21.02	503.67	10,500.00	20.85	-0.81%
Whiteparish	702.49	27,500.00	39.15	700.48	27,500.00	39.26	0.28%
Wilcot & Huish	267.98	3,999.00	14.92	266.96	3,999.00	14.98	0.40%
Wilsford-cum-Lake	58.86	400.00	6.80	54.73	400.00	7.31	7.50%
Wilton	1,374.41	105,314.00	76.62	1,379.37	112,713.00	81.71	6.64%
Wingfield	185.10	5,500.00	29.71	188.75	5,500.00	29.14	-1.92%
Winsley	912.60	14,000.00	15.34	922.76	18,000.00	19.51	27.18%
Winterbourne	571.08	16,361.80	28.65	578.39	16,852.65	29.14	1.71%
Winterbourne Stoke	85.26	2,131.00	24.99	85.97	2,231.00	25.95	3.84%
Winterslow	882.73	22,232.00	25.19	891.22	22,232.00	24.95	-0.95%
Woodborough	141.53	1,200.00	8.48	142.98	1,350.00	9.44	11.32%
Woodford	227.78	4,000.00	17.56	233.53	4,000.00	17.13	-2.45%
Wootton Rivers	126.94	2,500.00	19.69	127.26	2,300.00	18.07	-8.23%
Worton	278.89	7,000.00	25.10	279.60	7,000.00	25.04	-0.24%
Wyllye	205.75	5,000.00	24.30	208.25	5,000.00	24.01	-1.19%

Yatton Keynell	370.50	8,750.00	23.62	374.02	8,750.00	23.39	-0.97%
Zeals	291.80	5,304.00	18.18	296.51	5,504.00	18.56	2.09%
TOTAL / AVERAGE	179,297.66	12,733,036.90	71.02	181,007.02	13,154,080.00	72.67	2.33%

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PROPOSED DRAFT SCHEME OF COMMITTEE PLACES

Committee	Total Number of Places for Elected Members	Conservative Group Allocation (61 seats)	Liberal Democrat Group Allocation (23 seats)	Labour Group Allocation (2 seats)	Independent Group Allocation (8 seats)	Devizes Guardians Group Allocation (3 seats)	CLlr Peter Colmer (1 seat)
Strategic Planning	13	9	3	-	1	-	-
Area Planning Committees							
North	11	7	3	-	-	-	1
South	11	6	3	1	1	-	-
East	9	6	1	-	1	1	-
West	11	6	3	-	2	-	-
Licensing	12	8	3	-	1	-	-
Organisation and Resources Select	13	7	3	1	1	1	-
Children's Services Select	13	9	3	-	1		-
Health & Adult Social Care Select	13	8	3	-	1	1	-
Environment Select	13	7	3	1	1	1	-
Audit	13	8	3	-	1	1	-
Appeals	8	6	2	-	-	-	-
Staffing Policy	9	6	2	-	1	-	-
Officer Appointments	5	3	1	-	1	-	-
Pension Fund	5	3	2	-	-	-	-
Joint Police Appointing Committee	7	4	2	-	1	-	-
Great Western Ambulance Joint Scrutiny Committee	3	2	-	-	-	-	1
TOTALS:	169	105	40	3	14	5	2

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**WILTSHIRE COUNCIL
COUNCIL
28 FEBRUARY 2012**

QUESTIONS FROM COUNCILLORS

QUESTION FROM CLLR ERNIE CLARK, HILPERTON DIVISION

TO CLLR JANE SCOTT, LEADER OF THE COUNCIL

Question 1

Private Eye magazine's 'Rotten Boroughs' column has revealed that the beneficiaries of the Kennet District Council 'non-pensionable honoraria' scheme were Chief Executive Mark Boden, HR director Anne Ewing and Chief Finance Officer Andrew Hart. The sums involved were reported as £10,360 for Boden, £5,733 for Ewing and £6,298 for Hart.

In reply to my question to her in February last year, Cllr. Scott replied 'The Council is pursuing two claims amounting to a total sum of approximately £ 20,000. Both cases are being contested and one of the individuals has instructed a solicitor. The Council is considering its position in the light of the points raised in defence.'

Assuming that the council has now considered its position, could Cllr Scott please advise what action is now being pursued and which of the three officers were, or are, being pursued to repay the monies? Why were only two being pursued and not all three? How did she come to the figure of 'a total sum of approx. £20,000'?

Response

The action being pursued is recovery of the enhanced element of severance payments in those cases where the honorarium was erroneously included in the calculation of severance payments.

In the majority of cases where the honorarium was paid either the staff did not leave the Council or the mistake was picked up before the staff member left the employ of the Council and therefore they did not receive an enhanced element to their severance payments.

There were only two former Kennet staff members who received an enhanced element of their severance payments (£9,722.74 and £10,038.33 respectively).

The recovery action that has been taken is that demand has been made of the two former staff members for recovery of these sums. One has responded denying any liability and raising a number of factors in defence of the payment. The other has instructed a solicitor who has required further information before responding.

Due to the historical nature of this information it has taken some time to compile this information and therefore there has been a delay. This information has now been supplied to the party's solicitor and the Council's Legal Team is waiting for a response. Once this is received any defences raised can be considered and a final decision made as to whether Court proceedings are justifiable.

QUESTIONS FROM COUNCILLOR

QUESTION FROM CLLR JON HUBBARD, MELKSHAM SOUTH DIVISION

TO COUNCILLOR JANE SCOTT **LEADER OF THE COUNCIL**

Question 1

In the light of public and ministerial concerns that the practice of paying public sector workers through private companies “may be rife across local government” (Financial times), can she give a public reassurance that this practice has not been used by Wiltshire Council since its establishment in 2009? If it has been used, how many people listed as Council staff have been paid in this way?

Response

The council employs staff via external agencies to carry out temporary and interim roles, and this is not unusual in an organisation of this size. The council also employs consultants to carry out work that requires specific specialist knowledge and skills that are not available within the existing workforce.

A majority of consultants are employed via external agencies but in a small number of cases there are some self employed staff who work for the council in a consultancy capacity. In all cases these staff are procured via a robust business case process which considers the rationale for needing a consultant and value for money.

In all cases these staff have no access to sick pay, paid annual leave or the local government pension scheme.

QUESTIONS FROM COUNCILLORS - ITEM 13

QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION

TO CLLR JANE SCOTT, LEADER OF THE COUNCIL

Question 1

- a) What has been the cost to the Council to date for its support for the shadow Health and Wellbeing Board?
- b) Does the Council's apparently enthusiastic support for this initiative imply this Administration's full support for the NHS Bill on which the Board depends?

Response

- a) The cost to date has been minimal (under £1,000), reflecting the costs of 3 development workshops for Board members and other stakeholders.

All other development and support costs have been met from within existing resources, including:

1. Adult Social Care Service Director and Head of Service
2. Democratic Services Head of Service
3. National Graduate Management Trainee (6 month placement)

QUESTIONS FROM COUNCILLORS - ITEM 13

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON
DIVISION**

**TO KEITH HUMPHRIES, CABINET MEMBER FOR PUBLIC HEALTH AND
PROTECTION SERVICES**

Question 1

As the Police Reform and Social Responsibility Act 2011 makes major changes to the Licensing Act 2003 and the licensing system, is not time to begin an early review of the Council's Licensing Policy and to engage the public in that review?

Response

The Police Reform and Social Responsibility Act 2011 contains a number of key changes to Licensing Act including the following:

- the introduction of a late night levy to help cover the cost of policing the late night economy
- increasing the flexibility of early morning alcohol restriction orders
- lowering the evidential threshold on licensing authorities
- removal of the existing vicinity test for licensing representations to allow wider local community involvement.

None of these changes come into effect immediately on Royal Assent. The existing legislative procedure and protocol means that the measures are brought into force on one of two common commencement dates in April or October each year. The earliest therefore any of the alcohol provisions will be introduced is likely to be 6 April 2012, with more complex proposals requiring detailed secondary legislation likely to be commenced later. Further information regarding consultation on these changes will be available shortly from the Home Office.

The Licensing Policy Committee were made aware of the impending changes at their meeting earlier this month and are monitoring progress through the various government channels. Once we have full details of the proposals (and guidance) we will respond accordingly which will include a review of the existing Licensing Policy, including consultation with both the public and partners and appropriate training for members of the Committee.

This commitment is already contained within the work programme of the Committee and was raised and discussed at the last meeting of the Licensing Policy Committee - please refer to page 146 and 147 of the minutes book received with the Council summons.

QUESTIONS FROM COUNCILLORS - ITEM 13

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON
DIVISION**

**TO CLLR TOBY STURGIS, CABINET MEMBER FOR WASTE, PROPERTY,
ENVIRONMENT AND DEVELOPMENT CONTROL SERVICES**

Question 1

You will be familiar with the Market Quarter area in Chippenham, given your involvement in the planning decisions there. Linden Homes have recently announced major changes to the parking arrangements there, including the putting up of warning notices which do not have the required planning permission.

- a. Given that the lives of several hundred Wiltshire residents are being adversely affected by these notices, will he ask enforcement officers to prioritise action on these notices?
- b. What were the parking provisions in the approved application, in terms of the total number of spaces and the number of visitor parking spaces?
- c. Would it be legally acceptable to leave a private site of this size without any visitor or disabled parking spaces?
- d. If the changes proposed by Linden Homes prove to be contrary to the parking provisions specified in the original, approved plans, will he also ask enforcement officers to act swiftly to get Linden Homes to restore the original space provisions?

Response

- a) & d) Any complaint regarding unauthorised signage or other development will be investigated in accordance with the general approach to enforcement set out in the Council's adopted enforcement strategy, which prioritises breaches of planning control according to their perceived seriousness, see:

http://www.wiltshire.gov.uk/wilts_council_enf_policy_-_pdf

- b) The approved plans demonstrate a total of 322 car parking spaces, with 17 labelled as being for visitors.
- c) The 17 visitor parking spaces are protected by condition 12 of permission 06/01005/FUL, which specifies the spaces should be kept free from obstruction and only used for the parking of vehicles in connection with the development.

QUESTIONS FROM COUNCILLORS - ITEM 13

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON
DIVISION**

**TO CLLR DICK TONGE, CABINET MEMBER FOR HIGHWAYS AND
TRANSPORT**

Question 1

In the event that parking provision in the Market Quarter area in Chippenham is drastically changed (see my question to Cllr Sturgis), it seems certain to force a significant amount of additional vehicle parking onto nearby streets. If this happens, what urgent steps will be taken to review the street parking arrangements in the area?

Response

The specific circumstances will be considered as part of the next area review as shown in the policy shown at:

<http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=431>

QUESTIONS FROM COUNCILLORS - ITEM 13

QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION

TO CLLR DICK TONGE, CABINET MEMBER FOR HIGHWAYS AND TRANSPORT

Question 1

- a. Is it correct that the procedure you have introduced for changes to onstreet parking regimes require issues first of all to be logged on the Area Board issues system, then referred to town or parish councils, then back to the Area Boards, and then once a year back to Council officers in Trowbridge? And after that, if action is taken, it has to go through the lengthy processes of public advertisement and consultation? Do you agree that this process could take upwards of two years between an issue being raised and a solution put in place?
- b. With this process in place, how will the Council exercise its role as the strategic parking authority, for example in undertaking a much-needed review of parking in the vicinity of Chippenham Station?

Response

- a) If a Town or Parish Council refuses to consider requests they will be referred to the Area Board for consideration. If the Town Council considers requests there is no need for them to be reviewed by the Area Board.

The legislative timescale is determined by the Department of Transport and the need for proper and thorough consultation. All waiting and parking restrictions are controlled by a legal Order known as a Traffic Regulation Order (TRO). Enforcement is then carried out as a contravention of the legal Order. The TRO process can take many months to complete and the costs of developing proposals and consultation, together with the advertising and legal fees, can be substantial. For this reason, schemes requiring a TRO are not normally carried out on an ad hoc basis. Experience has also shown that the introduction of ad hoc restrictions can result in shifting the problem elsewhere. Accordingly, a comprehensive review of the parking in a Town or Parish as a whole is the most effective and efficient way of dealing with parking issues.

- b) All requests will be processed as shown in a) above. The Council will exercise its role in the way shown in policy HT- 030 -11, as shown at <http://cms.wiltshire.gov.uk/ieDecisionDetails.aspx?ID=431>

QUESTIONS FROM COUNCILLORS - ITEM 13

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON
DIVISION**

**TO CLLR DICK TONGE, CABINET MEMBER FOR HIGHWAYS AND
TRANSPORT**

Question 1

Is it the policy of this administration that meetings of Community Area Transport Groups should be held behind closed doors, with no access for the public and press? If not, will you encourage all CAT Groups to hold their meetings in public, and also to make agendas and papers available in advance to all Wiltshire Councillors in their areas?

Response

The recommendations of the CATG's go to the Area Boards for public discussion and then approval or otherwise by the Area Board members. The attendance at CATG's is a matter for the particular Area Board.

QUESTIONS FROM COUNCILLORS - ITEM 13

**QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON
DIVISION**

TO CLLR JANE SCOTT, LEADER OF THE COUNCIL

Question 1

- a) What arrangements are being made to set up the Wiltshire Police and Crime Panel?
- b) How is it envisaged that the 'balanced appointments' required by the Police Reform and Social Responsibility Act 2011 will be met for the panel as a whole?
- c) Will the formal proposals for the Panel be brought to full Council for its agreement?

Response

- (a) Councillors and Officers of both Swindon and Wiltshire Councils and the Police Authority have met to have initial discussions on the transition from Police Authority to directly elected Police and Crime Commissioner including the arrangements for the Police and Crime Panel.

Tasks that need to be undertaken have been identified and allocated to officers of the respective authorities. Initially a report will be prepared for the Transition Board that the Police Authority has established to oversee the transition.

Group Leaders were informed of this on 20 February and an article was included in the Elected Wire on 24 February 2012.

- (b) In establishing the Panel the Act requires that as far as reasonably practicable, local authorities must achieve a balanced composition for the Panel. This is to achieve both a geographical and political balance.

Part of the discussions referred to in (a) above have touched on this.

However final determination of this matter will have to await the elections that Swindon has in May. These are "all out" elections so the outcome may have an impact on the overall political proportionality between the two councils.

- (c) The Panel will be a joint committee of Swindon and Wiltshire Councils and so yes the matter will be brought before the Council in order that the Panel is formally appointed – probably in May at the Annual meeting.

QUESTIONS FROM COUNCILLORS - ITEM 13

QUESTION FROM CLLR CHRIS CASWILL, CHIPPENHAM MONKTON DIVISION

TO CLLR FLEUR DE RHÉ-PHILLIPE, CABINET MEMBER FOR ECONOMIC DEVELOPMENT AND STRATEGIC PLANNING

Question 1

- a) Now that there has been time for reflection, can you explain the mysterious appearance of the paragraph 61 “Junction 17, M4, provides an opportunity for new employment provision in Wiltshire. These opportunities should be explored further in conjunction with the Wiltshire and Swindon Enterprise Partnership” in the version of the Core Strategy draft provided to Councillors for the meeting on February 7th?
- b) Does its subsequent omission mean that these opportunities will not now be explored, even though land there has been offered for development?

Response

- a) The inclusion of this bullet point was a drafting error. It related to an issue that was considered during the production process of the Core Strategy and one that was subsequently discounted. It was considered that this would be inconsistent with the overall strategy for employment delivery at Chippenham, which is to be focused at the town to support its self containment and help reduce out commuting (paragraph 5.49, Wiltshire Core Strategy Pre-Submission Document February 2012).

An earlier draft of the Chippenham section containing the bullet point approach, referring to Junction 17, was inadvertently used in the Council version. As this hadn't been part of the document recommended to Council by Cabinet, it obviously couldn't, nor did it need to be in the Draft Core Strategy that was in front of Council for approval for consultation.

- b) The Wiltshire Core Strategy Pre-Submission Document (paragraph 6.5) recognises that:

“There may be proposals that may arise during the plan period that are of exceptional strategic importance to the Wiltshire economy which may merit consideration. In such circumstances, potential will be explored in conjunction with the Swindon and Wiltshire Local Enterprise Partnership, with consideration being given to the sub-regional context and impacts on the overall development strategy, in particular not undermining the delivery of the strategic employment sites already planned at settlements.”

As such potential exists to explore opportunities that come forward.

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WILTSHIRE COUNCIL

COUNCIL

28 FEBRUARY 2012

QUESTION FROM CLLR NIGEL CARTER. DEVIZES NORTH DIVISION
FOR THE WILTSHIRE FIRE AUTHORITY

Question 1

It is understood that current financial limitations on the Authority's budget are causing problems in funding recruitment and retention of retained fire-fighters - proposed contracts suggest that, in certain circumstances, fire-fighters may be earning less than the minimum wage depending on hours worked - and that full-time fire-fighters are being recruited on contracts of one-year's length only, leading to uncertainty and a loss of morale? It is further understood that many of the fire stations operating with retained fire-fighters are unable to mount full crews when rostered, leaving substantial gaps in cover. A recent incident in the Devizes area is reputed to have drawn in crews from as far afield as Amesbury and Malmesbury to provide cover.

Can the Authority reassure council that stations are being adequately manned by suitably trained and committed fire-fighters and that no area of the county is unreasonable exposed to risk from fire because of inadequate cover?

Response

Wiltshire and Swindon Combined Fire Authority is the body corporate responsible for Wiltshire Fire & Rescue Service (FRS), with elected members drawn from both Wiltshire Council and Swindon Borough Council. Its role is to ensure that an effective, efficient and resilient Service is provided for the people of Wiltshire and Swindon.

Wiltshire FRS' managers have taken the opportunity to look afresh at how the service could be delivered in future. There is no intention to stand still given the very dynamic environment in which the Service operates. One of the challenges facing Wiltshire FRS is a reduction in Government grant funding allocation, in line with other fire and rescue services. A programme of change has been put in place to enable the organisation to deliver services for the future with reduced funding while still delivering the same or improved levels of response to the people of Wiltshire and Swindon.

This programme has included a detailed review phase to determine how operational services could be delivered differently, whilst achieving the same or better outcomes. A series of proposals have been developed and these have been communicated to all FRS staff at a series of briefings that took place earlier this month. This started a 16 week internal consultation process.

The external consultation on the proposed changes will commence on 5th March. This will include presentations at a number of Community Area Board meetings – Devizes Community Area Board will receive this information on 26th March.

The detailed review of the Service's operational arrangements has included much work on the retained duty system. This allows firefighters – many of whom have other jobs - to be 'on call' for emergencies from home or work and then respond when mobilised in the event of an incident. Although this system has worked well in the past, it is no longer sustainable in the long term because of the significant demographic and societal changes that have taken place over the years. The system needs to change and a series of proposals have been developed to make improvements.

Levels of fire cover are continually reviewed and arrangements made to address any shortfalls. For incidents of some scale, crews from other stations are routinely brought in to make up the appropriately-sized response. The proposed new system for on call firefighters will not need so much day-to-day management. It involves a salary scheme, which will provide greater certainty for firefighters and the Service in the future.

Given that the Service is going through a period of transition, and to maintain current crewing levels on wholetime stations, a number of retained firefighters (who put themselves forward for this opportunity) have undertaken a 12 month temporary contract to work as wholetime firefighters. This was entirely voluntary and provides them with a great opportunity, with certainty for the period of their contract. This is a very positive step and a responsible action for the organisation to take.

We have already improved our capacity and capability for managing larger scale incidents by changing the working arrangements for our middle and senior level operational managers. Further work within the programme of change will ensure:

- The retention of all existing fire stations across Wiltshire and Swindon.
- The retention of all fire engines and improved levels of availability of those fire engines.
- The provision of five competent firefighters on fire engines.
- The provision of additional capacity to manage risk across Wiltshire and Swindon.

In conclusion, I would like to repeat that the aim of the changes which are now being consulted upon is to enable the organisation to deliver services for the future with reduced funding whilst maintaining or improving the levels of response to the communities we serve. Resources will be more closely linked to risk, the better to help protect life and property in Wiltshire and Swindon; and I hope the Council will be reassured by this.

Wiltshire Council

Council

15 May 2012

Petitions Update

Petitions Received

As of 30 April 2012, eight petitions have been received by Wiltshire Council, since the last Council meeting on 28 February 2012. Further details are shown at Appendix 1 to this report.

No requests have been received to present petitions at this meeting.

Proposal

That Council notes the petitions received and the actions being taken, as set out in the Appendix to this report.

John Quinton
Head of Democratic Services

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Date Received	Subject	No of signatures	Action taken
7.3.2012	No more Hackney Cab Licenses in North Wiltshire	253	Received by Mr Hutton and acknowledged by Democratic Services on the 8 th March. Referred to the Licensing section who have responded to the petitioners regarding the issue of licenses and confirmed that the number of licenses issued has dropped
12.3.2012	Save Skittles at Melksham House submitted by Melksham Skittle League	397	Referred to Melksham Area Board Chairman and the Cabinet Member with responsibilities for the Campus projects for consideration. Jonathon Seed (Area Board Chairman) has informed the petitioners that the petition will be taken into consideration when the SCOB develop the detailed design of the Campus later this year along with all responses to consultations and any correspondence received regarding points of interest which local people feel should be considered.
19.3.2012	Condition of Pavements in Burleaze, Chippenham-submitted by residents of Burleaze	26	Referred to Chippenham Area Board for referral to the CATG for Consideration. Area Highways Manager has inspected the Footways and repair work commenced 12 th April. – Petitioner and local member informed.
23.3.2012	Speeding – Horse Road Hilperton – submitted by Horse Road residents	30	Referred to Trowbridge Area Board for consideration by the Chairman. Mr Ernie Clark, the local member will be contacting the petitioners inviting them to join the Speed watch group in Hilperton
27.3.2012	Crossing for the Elderly at Cliff House, Langley Road – submitted by Michelle Coombs	0	No signatures added – petitioner informed – No further action to be taken. Mr Chris Caswill, the local member has been informed.

31.3.2012	<p>Easterton 26 Diversion order 2011 and Map Modification Order Number. 8,2011. Submitted by Sarah Thomas</p> <p>Increased risk and danger to Horse riders by re-directing the bridleway, directly through a Pig Farm, along a path that is used constantly by farm traffic.</p>	0	No signatures added – petitioner informed – No further action to be taken. Rights of Way Team informed
Page 74 13.3.2012	Objection to land along Coate Road adjacent to Windsor Drive, Devizes being approved for development submitted by Jacky Pilgrim	255	Referred to the Spatial Development Team for consideration as part of the Core Strategy Consultation process. Lead petitioner informed.
19.4.2012	Reinstatement of one hour free parking in Westbury – submitted by Westbury Town Council and Westbury Chamber of Commerce	3570	The Town Council, Chamber of Commerce will be invited to meet with the Leader, the Cabinet member with responsibilities for Highways and Transport and the Chairman of the Area Board to discuss this issue.

Note: This does not include petitions received in respect of regulatory matters ie planning and licensing which are dealt with under different procedures

The Planning Code of Good Practice for Members of Wiltshire Council

1. Why a 'Code of Good Practice' is required

- 1.1. As a local councillor you will inevitably be involved in planning matters; as a councillor representing your division's constituents; as a councillor responsible for overseeing the planning framework for Wiltshire, or as a councillor responsible for deciding planning applications at an area or strategic planning committee. You will have a crucial role to play in both making the planning system work and ensuring the best possible outcomes for the community, both now and in the future.
- 1.2. The key purpose of planning is to manage development in the public interest. However, concerns are sometimes expressed about the probity of councillors meeting developers, applicants and interest groups and then taking decisions on an impartial basis. The aim of this code of good practice is to ensure that in the planning process in Wiltshire there are no grounds for suggesting that a decision has been biased, partial or not well founded in any way. Your role as a member of the council is to make planning decisions openly, impartially, with legally sound judgement and for justifiable reasons. This Code of Good Practice has been prepared to help you in this task.

2. When the Code of Good Practice applies

- 2.1. This code applies to councillors at all times when involving themselves in the planning process. This includes not just the taking part in the planning committee meetings of the council, but on less formal occasions, such as meetings with officers, the public, parish/town/city councils and pre-application and consultation meetings. It applies equally to planning enforcement matters or site-specific policy issues as it does to planning applications.
- 2.2. If you have any doubts about the application of this Code to your own circumstances you should seek advice early, from the Monitoring Officer or one of his/her staff, and preferably well before any meeting takes place.
- 2.3. This code is based upon the 'Model Members Planning Code' adopted by the Association of Council Secretaries and Solicitors in 2003 (updated in 2007). The Model Code was produced following consultation with the Standards for England, the Local Government Ombudsman and the Audit Commission [but has been updated to take account of the clarification of the predetermination rules contained in the Localism Act 2011-](#)

3. Relationship to the 'Members' Code of Conduct'

- 3.1. The Members' Code of Conduct must be complied with at all times. This Planning Code of Good Practice seeks to explain and supplement the Members' Code of Conduct for the purposes of planning. It provides helpful guidance for members. However, you are advised that if you do not abide by this Code of Good Practice, you may put the council at risk of proceedings on the legality or maladministration of the related decision and yourself at risk of either being named in a report made to the Standards Committee or council or, if the failure is also likely to be a breach of

the Code of Conduct, a complaint being made to the Standards Committee.

3.2. In the event of a conflict between this Planning Code of Good Practice and the Members' Code of Conduct the latter will prevail.

4. Development proposals and interests under the Members' Code

4.1. It is a fundamental point of principle that those who have a significant interest in the outcome of a planning decision should not take part in the decision making process, for example, Members may wish to make their own planning proposals, such as extending their own property.. Members should disclose the existence and nature of their interest at any relevant meeting, including informal meetings or discussions with officers and other members. Such interests should be declared at the start of the meeting.

4.2. Where your interest is personal and prejudicial:

- Notify the Monitoring Officer in writing or by e-mail of your interest, if at all possible no later than the submission of the proposal;
- Consider employing an agent to act on your behalf in dealing with officers and any public speaking at Committee - at any meeting, you must ensure that you leave the room whilst the meeting considers it;
- Ask another elected member to represent division views;¹
- Do not participate in the processing of the application or the making of any decision on the matter by the Council;
- Do not seek or accept any preferential treatment, or place yourself in a position that could lead the public to think you are receiving preferential treatment because of your position as a councillor.
- Your proposal will not be dealt with by officers under delegated powers if a valid planning objection to it is received. Where this happens it will be reported to a committee for a decision.
- At the meeting of the committee you may speak on the application, but only to the extent permitted for members of the public (not as a local member) in accordance with paragraph 9.6 below. You must then leave the room.

5. Fettering discretion in the planning process

5.1. The integrity and public support for the planning process relies on members of planning committees making decisions that are open, transparent and above board. To participate in decision-making on planning matters, it is essential that you do not have a closed mind and that you make your final decision only when you have seen and heard all the evidence and arguments presented, including the Officer's report and representations on both sides prior to any committee meeting and base your final decision when you have seen the officer's report and hear the evidence and arguments on both sides.

The Localism Act has helpfully clarified the rules on predetermination. Predetermination occurs where someone has a closed mind so that they are unable to apply their judgment fully and properly to the issue requiring a decision. This can

¹ It is perfectly acceptable for councillors to nominate a substitute(s) to undertake their planning responsibilities, including application 'call in', if they have a conflict of interest or during periods of absence such as holidays or illness. In the case of death, the Chairman will nominate a stand in.

lead to legal challenges and decisions being set aside.

The Act makes it clear that a member is not deemed to have had a closed mind on an issue just because they have indicated what view they have taken or may take before the issue is decided. A member is not, for example, prevented from participating in discussion of an issue or voting on it if they have campaigned on the issue or made public statements about their approach to it.

The general position, however, remains that, whatever their views, members must approach their decision-making with an open mind in the sense that they must have regard to all material considerations and must be prepared to change their views if persuaded that they should.


5.2 *Where I am a member of a parish, town or city council, can I still attend the parish/town/city council meetings where planning matters are discussed and still be a member of a Wiltshire Council planning committee?*

You can still take part in debates on planning proposals at parish/town/city council meetings, provided that:

- The proposal does not substantially affect the well being or financial standing of the city/town/parish council;
- You must make it clear to them that any views you express are based on the limited information before you only and that you will not in any way commit yourself as to how you or others may vote when the proposal comes before the Committee;
- You make it clear that you must reserve judgement and the independence to make up your own mind on each separate proposal, based on your overriding duty to the whole community and not just to the people in that parish, as and when it comes before the Committee and you hear all of the relevant information;
- When the development proposal comes up for consideration at a Wiltshire Council Planning Committee, if you intend to speak or vote you should disclose the personal interest regarding your membership or role at the town/city or parish council.

6. Contact with applicants, developers and objectors

6.1. As a community leader and local representative you will want to be involved in relevant public meetings, pre-application discussions and policy production. Councillors can involve themselves in discussions with developers and others about planning matters provided you keep to the following guidelines:

-  Where developers organise a public exhibition or display of their proposals, it is acceptable to visit to examine the proposals and ask questions of the developers to ensure that you are fully informed of the nature of the proposals. You may feed in your own and your local community's concerns and issues and engage in discussion. However, irrespective of any position adopted in advance of a planning meeting you must have and be seen to have an open mind at the point of decision-making and base your decision on the information available at that time.

- Pre-application meetings with developers or prospective applicants may be a positive way of engaging the developer to seek to ensure that community needs are met. However, if approached, you should refer any requests for such a meeting to an officer of the Development Service. The officer(s) will then organise the meeting and ensure that those present are advised from the start that the discussions will not bind the authority to any particular course of action and that the meeting is properly recorded.
- Refer those who approach you for planning, procedural or technical advice to officers;
- Advise those looking for policy guidance to examine the policies in adopted local plans and the Local Development Framework;
- Avoid meeting developers alone or putting yourself in a position where you appear to favour a person, company or group.

7. Lobbying and councillors

7.1. Lobbying is recognised as a normal and proper part of the political process. However, it is important for members to protect their impartiality and integrity in planning matters. You will not breach this code of Good Practice by listening to or receiving viewpoints from residents or other interested parties [provided that you make it clear that your final position will be determined at the end of the planning process when you are aware of all of the material considerations.](#) Councillor's attention is drawn to the following advice: -

- Avoid accepting gifts or hospitality from any person involved or affected by a planning proposal. If a degree of hospitality is entirely unavoidable, ensure that its acceptance is declared as soon as possible and enter it into the register of interests where its value exceeds £25 (twenty five pounds) in writing within 28 days of accepting such hospitality;
- Pass a copy of any lobbying correspondence that you receive to the relevant Development Control Area Team Manager or the case officer at the earliest opportunity;
- Do not pressurise or lobby officers for a particular recommendation;
- Promptly refer to the Development Control Area Team Manager any offers made to you of planning gain or constraint of development, through a Section 106 Planning Obligation or otherwise;
- Inform the Monitoring Officer where you feel that you have been exposed to undue or excessive lobbying or approaches (including inappropriate offers of gifts or hospitality) who will in turn advise the appropriate officers to follow the matter up.
- Political Group Meetings should never dictate how Members should vote on a planning issue and members should not excessively lobby fellow councillors regarding concerns or views, nor attempt to persuade them that they should decide how to vote in advance of the meeting at which any planning decision is to be taken.

7.2. *Can I remain a member of an amenity society when it makes representations on planning matters?*

There are many general interest groups who concentrate on issues beyond particular planning proposals. These include bodies such as the National Trust; CPRE; Wiltshire Archaeology and Natural History Society; Ramblers Association;

local civic societies. It is acceptable to be members of these societies, provided that a personal interest is declared when that organisation has made representations on a particular proposal and you make it clear that you have reserved judgement and the independence to make up your own mind on each separate proposal. However, if you become a member of or lead or represent an organisation whose primary purpose is to lobby to promote or oppose planning proposals, [you will have ensure that you still have an open mind and will again have regard to all material considerations at the time any decision is made.](#)

8. The role of officers

8.1. Officers and members work together to deliver the outcomes that seek to deliver the right development at the right place at the right time, whilst protecting the built and natural environment. It is therefore essential that there is mutual trust and understanding between officers and members. Officers will advise and assist members in their formulation of planning advice and the determination of applications and will provide:

- Impartial and professional advice;
- Committee reports that include a clear and accurate analysis of the issues in the context of the relevant development plan and other material considerations; the substance of the representations and views of those who have been consulted and a clear recommendation of action.

Officers will process and determine applications in accordance with the council's code of Conduct for Officers and the Royal Town Planning Institute's Code of Professional Conduct.

9. Decision making

9.1. Planning decisions are made within the context of a national, regional and local planning framework and Inspectorate decisions. By law, the council has to make decisions in accordance with the Development Plan unless material planning considerations indicate otherwise.

9.2. As a member, you can request that the relevant planning committee considers a planning application in your division and not be dealt with under delegated powers (although there are a few exceptions, such as tree applications, set out in the Scheme of Delegation). To call-in an application, you need to do this in writing, (an electronic proforma is available for electronic submission), and send it to the relevant area team manager or case officer handling the application. Requests must be received within 21 days of the circulation of the weekly list (but there are some exceptions set out in detail in the Scheme of Delegation to Officers – Part 3B of the Constitution). The proforma must record planning reasons why the committee should deal with the application. (It would be helpful if councillors would contact the case officer prior to call-in to discuss the planning issues involved and whether a call-in is necessary.) Following receipt of a request, officers will confirm the action to be taken and keep the member informed when they are ready to make a recommendation.

9.3. While there is a strong presumption that the Division Member's views on call in should prevail, if another Member (i.e. one from a neighbouring division which is affected by the development) thinks an application should go to committee and this is contrary to the view of the local Division Member, it will be open to that member to discuss the application with the Chairman of the

committee. Having discussed the application and considered the possible impacts the Chairman will then have the ability to ask for the application to proceed to committee for determination. In the rare event that the application is in the Chairman's own division, the adjoining member can discuss the application with the Director of the service.

9.4. Councillors should arrive at meeting with an open mind and make a decision only after due consideration of all the information reasonably required to make that decision including any matters reported at the meeting. If you feel that there is insufficient information before you, you should request that further information. If necessary, defer or, if the grounds are adequate, refuse the proposal.

9.5. *Site Visits* – Councillors will be expected to be familiar with the site and the issues surrounding the decision when they arrive at a committee meeting. It is acceptable to visit the site and, if necessary, surrounding properties that may be affected by the proposal, as an individual councillor before the meeting, although councillors should not enter onto a site without the consent of the owner. On no account should councillors express a view on the merits of the application to anyone, including the applicant, owner or any third party. With regard to the Strategic Committee, for major and controversial applications arrangements will exceptionally be made for organised site visits where these are considered necessary.

The committee reports and officer presentations should provide ample information for councillors to determine applications. Very exceptionally, councillors at a committee may feel that a site visit is appropriate to assess the implications of the development. In these cases, reasons for the site visit will be provided and consideration of the application should be deferred pending the visit. (The site visit will be arranged by officers and although the owner's permission will be required, there should be no dialogue with members of the public or applicant/owner during the visit.) The application will then be re-listed on the following agenda.

9.6. *Public Speaking at Meetings* - The council has an established procedure in respect of public participation at planning meetings. This should be complied with. In particular, it is not permissible during meetings for members of the public to communicate with councillors debating the proposal either orally or in writing, as this may give the appearance of bias.

Consultees and members of the public who wish to speak at a planning meeting, either in favour of or against an application will be asked to register with Democratic Services. Notification can be given in advance of the meeting, but not before the agenda has been published, by contacting the Democratic Services Officer identified on the agenda. However it should be noted that the Democratic Services Officer must receive registrations in person at least ten minutes prior to the meeting; registration will take place on a first come first served basis and if someone fails to register in person the opportunity to speak will be offered to someone else if appropriate. If a large number of speakers wish to speak on an application, Democratic Services will advise them to coordinate their speakers.

Town/parish/city councils will have an individual four minute representation slot should they wish to speak. Only one representative per council should speak and it is important that the spokesperson expresses the formal views of their council, and not their own individual thoughts. If an application is near the boundary with an adjacent parish, each affected council will have a four minute slot. Any additional time will be at the committee chairman's discretion.

There will be a maximum of three members of the public permitted to speak in objection to an application and three members of the public permitted to speak in support of an application. Where a committee member with a prejudicial interest wants to speak as a member of the public (as they are entitled to do) they will need to secure one of the 'public slots'.

Each speaker will be allotted 3 minutes to address the committee and an audible 30 second warning may sometimes be given before the end of the three minutes.

In the case of particularly controversial or large scale applications the chairman of the committee will have discretion over these timings and will be able to allow more speakers. It is imperative, however, in the interests of natural justice that any increase in time allowance is applied equally between those speaking for and against.

9.7. Decisions Contrary to Officer Recommendation

There will be occasions when councillors wish to make a decision that conflicts with the planning officer's recommendation. In these circumstances, members proposing, seconding or supporting such a decision must clearly identify and understand the planning reasons leading to this decision and must give the planning officer an opportunity to explain the implications of it. The reasons for the decision must be given prior to the vote and be recorded. If an application is to be approved, councillors should set out any particular conditions they would like imposed which will be in addition to the 'standard' conditions for that type of development which will be added by officers. An opportunity must be given to the planning officer to comment on conditions suggested by members and if necessary, the application should be deferred to the next available meeting to enable proper consideration to be given to the wording needed to achieve members' objectives or members may delegate to the officers the imposition of suitable conditions.

Reasons for refusal against officer advice must be planning related, clear and convincing. Be aware that you may have to justify the resulting decision by giving evidence in the event of any challenge or appeal.

Where councillors think they could have concerns about any given recommendation at committee, officers will be happy to discuss the application beforehand to explore the options which may be open to the Members.

In cases where councillors have overturned a recommendation and the applicant lodges an appeal with the Planning Inspectorate which will be dealt

with by way of hearing or public inquiry, Members should be prepared to defend that decision. This defence should be made in person or, at the Member's discretion in writing. Where Members attend and give evidence as part of the council's 'official team,' e.g., they are supported by counsel (as opposed to turning up to speak on an individual basis,) a Rule 6 statement will be required which usually has to be submitted nine weeks before the appeal hearing/inquiry. (Members may of course also be called upon to support the council's case on appeal where the decision has been made in line with the officer recommendation.)

10. Training

Planning is a complex area, but one that generates a great deal of interest amongst local residents and is at the heart of much of the activity of the council. Great care needs to be taken over procedural matters and to ensure that consideration of applications takes place in a clear and open manner and that decisions are based on sound planning principles. For these reasons, it is **mandatory** for all elected councillors of Wiltshire Council to have training in planning matters prior to sitting on a planning committee. All elected councillors will be able to attend this training and it will be arranged immediately after each election. For those elected at by-elections, similar training will be made available.

11. The order of events at committee meetings

Meetings will normally commence at 6 p.m. and the applications will be determined in the order in which they appear in the agenda unless the chairman has valid reasons for changing the order. Officer will try and ensure that applications which are likely to attract large numbers of the public appear early in the agendas. If the order is changed, this will be announced at the start of each meeting. The usual procedure will be:

- a) The planning officer will introduce each item and set out any representations, amended plans or material considerations which have been received or come to light in the period between the publication of the agenda and the committee meeting.
- b) Committee Members will then ask the officer to clarify any points/ask technical questions.
- c) Members of the public who wish to make representations opposing the application will then be invited to do so. (up to 3 minutes each)
- d) Members of the public/applicant/agent (in this order) who wish to make representations in support of the application will then be invited to do so.
- e) Consultees who wish to make representations will be invited to do so. (up to 3 minutes each)
- f) The town/city or parish council representative, if present, will then be invited to make representations. (up to 4 minutes each)
- g) The division member will be invited to make representations².
- h) The planning officer will then have an opportunity to respond to comments or provide clarification of any points raised.

² Any division member, be they a member of the committee or not is welcome to attend committee meetings and make representations on any application within their division. Councillors who are part of the committee will have voting rights but those who are not can speak, but are not eligible to vote. Division members who are not on the committee may be invited to participate in any debate at the chairman's discretion.

- i) The chairman will then normally ask if anyone is prepared to move the officer recommendation or propose an alternative motion. Once a motion has been seconded it will be open to the councillors to debate it and ask further questions of officers if required and determine the issue. The rules of debate as detailed in Part 4 of the Constitution will apply.

Wiltshire Council Planning Site Visit Protocol

1. Arranging the visit

When members have decided in committee that they would like to visit a site, they will be asked to agree a time and date at the end of the meeting. If this is not possible, a schedule for the visit will be agreed between the chairman and officers. This will identify the timetable for the meeting, invited attendees and what matters will be viewed on site.

Democratic services will then notify the applicant or their agent of the time and date of the site visit and seek authority for councillors and officers to visit the site. Where the application site is on private land, the applicant or agent will be requested to be in attendance only to facilitate access.

All members of the relevant development regulatory committee will be invited to attend the site visit as will the local division member should he or she not be on the committee. Where a proposal would have a significant impact on an adjoining division, the adjoining division member will similarly be invited to attend.

On occasion, officers of other services such as highways or archaeology may be invited (by the area development manager) to attend a site visit to clarify factual matters.

Councillors are reminded that they have no right of entry to private land except by permission of the owner and that they and officers should not enter a private site until all are present and an officer has made contact with the landowner/operator/applicant.

In the unlikely event that the landowner will not give permission to enter a private site, the site will have to be viewed from public highway.

2. Conduct of the visit

The purpose of the site visit is to enable councillors to familiarise themselves with the site and its surroundings and in order to understand the issues more clearly when considering the application at committee.

While it may be necessary for an applicant or his agent to be present on the site (e.g. to provide access or for safety reasons), discussions with the applicant or their agent or any third party should be avoided and they will be advised that lobbying of councillors is unacceptable. Presentations by applicants will not be permissible.

At the request of the chairman, the planning officer will describe the proposal to councillors and will display appropriate plans or drawings of the proposal. (It is expected that councillors will already be familiar with the planning officer's report) The planning officer will indicate matters of fact in relation to the proposal and surrounding land which councillors should take into account.

Questions by councillors should be addressed to the planning officer and be of a factual nature, for example, distances to adjoining or objectors' properties or the landscape features to be retained. If it is necessary to seek information from the applicant or agent on site this will be done by an officer.

At no time during the site visit should councillors debate or comment on the planning merits or otherwise of a proposal.

The role of the local division member will be limited to drawing attention to features of the site that he/she considers relevant to the committee's understanding of the site, its surroundings and the proposal. The local member will not be permitted to make representations on the merits or otherwise of the application.

3. General

- Councillors should avoid being separated; it is essential that they should not allow themselves to be lobbied or enter into a debate about the application.
- Councillors should ensure that they have seen all aspects of the site suggested by the accompanying officer or the chairman during the visit.
- Councillors will not make any decision at the site visit and individual members should keep an open mind about the merits or otherwise of the proposal to which the site visit relates.
- The application will usually be the first item on the agenda of the following Planning Committee meeting where the decision will be made.

4. Record of the visit

A record of the visit will be retained on the planning application file. The record will include the timetable for the meeting, attendees and what matters were viewed on site.

Notes:

- Officers will identify relevant health and safety issues for all site visits. All health and safety instructions, as issued by the site owner/operator must be strictly followed.
- Where appropriate, protective clothing e.g. visibility jackets, hard hats will be provided for councillors on arrival at the site. Councillors should, however, be aware of the need to wear appropriate footwear.
- In the interests of sustainability and highway safety, it is recommended that car-sharing opportunities be used where practical to minimise travelling and parking.

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WILTSHIRE COUNCIL

Standards Committee – 2 May 2012

Council – 15 May 2012

Review of the Council's Overview and Scrutiny Arrangements

Purpose of the Report

1. To provide an update on the review of the Council's Overview and Scrutiny (OS) arrangements in the light of experience since the beginning of the new unitary Wiltshire Council and the publication of the Council's Business Plan 2011-15.
2. To seek approval to implement new arrangements resulting from the review.

Background to the Review

3. The Local Government Act 2000, and more recently the Localism Act 2011, requires local authorities to include an overview and scrutiny function as part of its governance structure with a primary role to hold the executive to public account for its policies, decisions and actions. The current overview and scrutiny arrangements were agreed for "day one" of the unitary Wiltshire Council following an analysis of the arrangements in place in the former councils, government and national best practice.
4. An interim review was held in January 2010 at the request of councillors with the major change being the creation of an over-arching OS Liaison Board which took on the management of the function and the co-ordination of business on an informal basis. The current structure is shown in Appendix A.
5. The current review commenced at the end of July 2011 following consideration of a discussion paper by the OS Liaison Board with the intention of undertaking wide-ranging consultation.

Influencing Factors

6. Executive/Scrutiny Relationships

It is important to recognise that whatever structure and supporting processes are put in place it is only as good as the willingness to make them work. At the heart of this is the relationship between the Council's Executive and OS function, including the nature of the personal contact between leading

individuals of the two. This is particularly important when scrutiny activities are chaired by opposition members.

7. Work to date suggests that in reshaping OS arrangements for the future this relationship should reflect the following core values:
 - Mature and harmonious working relationships to provide for open and constructive challenge in the style of a critical friend.
 - OS should be an integral part of decision-making in order to minimise delays and frustrations.
 - OS should add value to decision-making and focus on the big, important matters to the Council and communities identified in the Business Plan.
 - A “two-way street” for communication to enable OS to develop a complementary work programme to that of the Executive.
 - Responsible behaviour and sound practices with OS reviews based on evidence (not anecdote or political bias) fairness, respect and courtesy.
 - All members and officers should work together to ensure the efficient transaction of OS business.
8. At an operational level more work is needed to ensure that officers leading the Council’s major projects engage with non-executive councillors through OS, and see the benefits of doing so.
9. Budget and Policy Framework

The Constitution requires any report from the Executive on proposals relating to the budget and policy framework to contain details of the consultation undertaken with stakeholders and the relevant OS committee. It is consistent with this provision for Council to expect scrutiny to have been given a reasonable opportunity to undertake this work prior to submission for formal adoption.

10. Business Plan and Corporate Programme

The Council’s Business Plan sets a clear direction over its priorities and how these will be delivered. In addition, a new corporate leadership model has been implemented with a number of cross-cutting themes forming the focus of its work.

11. OS Work Programme

This needs to be relevant, balanced, proportionate, timely and outcome-focused. This will only be achieved by all parts of the organisation investing in getting it right – demonstrating collective ownership and operational discipline. There is a strong view that the OS work programme needs to include a higher proportion of policy development work (overview) so that non-executive councillors can genuinely contribute and influence decision-making. This can only happen where there is a joint commitment from the Executive and OS to work together and the core values set out in paragraph 7 are demonstrated. Get this right and improved commitment and attendance is likely to be seen.

12. Future Legislation

The Government is in the process of legislating extensively on public services, including health and social care, crime and disorder, housing and localism, all of which refer to the important role of OS in providing a check and balance on decision-makers on behalf of the public and service users. Structures and resources will need to be flexible enough to respond effectively to this changing environment.

ELT Considerations and Recommendations

13. A working party was formed consisting of corporate and service directors. It met twice and reached the following conclusions:

- OS is a statutory function and a key component to good governance
- The function currently lacks a positive identity
- OS can suffer from poor behaviours
- OS should be evidence-based without political bias
- It is important to see OS as separate from political opposition and not controlled by the Executive (but also to recognise that these do form integral parts to effective decision-making)
- Policy development needs to feature more significantly in its work programme through invitation and support by the Executive much earlier in the process
- Further councillor development to improve knowledge and application

14. In particular, the Working Party felt that OS would be better placed focusing its efforts on cross-cutting topics and objectives i.e. the what's rather than the how's. This would show closer alignment with the priorities in the Business Plan and the focus of the new corporate leadership team. Its activities would

therefore shift to outcomes and add real value to supporting delivery of the Council's goals.

15. The Working Party favoured a single over-arching committee in order to concentrate non-executive councillor talent and manage and coordinate subordinate activities linked to cross-cutting themes and priorities. Overview task groups when supported by the Executive were seen as very effective and rewarding for non-executive councillors. However the current experience of an increasing reliance on rapid scrutiny exercises for what could be described as normal business had tended to support poor scrutiny practice.
16. The Working Party recognised that implementing improvements represented a major change programme and therefore agreed to stay in existence to offer high-level corporate support.
17. A summary of the outcome of these considerations were endorsed by the OS Liaison Board at its meeting on 22 November 2011.

Leading Member Input

18. At an informal meeting of leading members it was stated that their preferred approach was to have a single, over-arching committee with the power to exercise full management and control of the OS function, including responsibility and co-ordination of all activities and resources. This would be the body that engages directly with the Executive over an effective OS work programme linked to the Council's priorities in the Business Plan.
19. The over-arching committee should be free to apply the most appropriate form of engagement to the activity to ensure a focused and efficient approach. However, provision has to be made for health scrutiny and places allocated for parent and church governor representatives on the committee scrutinising education matters. The preferred approach was to create standing sub-committees for these two services although it was emphasised that the sub-committees would not necessarily meet on a regular cycle and their activities would remain to be determined by the management committee. Overview of the Council's policies, annual scrutiny of budget proposals and subsequent monitoring along with performance monitoring was felt to also need highlighting in some form.
20. Leading members also acknowledged that non-executive elected councillors and the Cabinet regularly comment that the best work is done through single topic, time-limited task groups – an experience confirmed nationally, and therefore this should feature prominently as the preferred approach for review

of other Business Plan priorities. Wherever possible the Executive should engage at an early stage with OS, preferably during policy development.

CLT/Cabinet Liaison

21. A progress report on the review was considered at CLT/Cabinet Liaison on 9 January.

Group Leaders'

22. The same progress report was considered by Group Leaders on 11 January. The Chairman and Vice-Chairman of the OS Liaison Board attended and explained the background to the review and rationale for the initial proposals recommended by the OS Liaison Board. No strong consensus was formed to enable a clear recommendation to be made to Council and therefore further work was requested.

23. This outcome was reported to the OS Liaison Board on 24 January. A wide-ranging discussion took place in an attempt to find an acceptable way forward. Officers were asked to draw up a structure with outline terms of reference for a preferred model based on a new over-arching management committee and retaining 3 of the existing select committees as sub-committees and a separate body for budget scrutiny.

24. On 30 January Group Leaders were updated on the developing proposals and agreed to brief their members on the position reached. Further meetings were then held between leading members to refine the detail of the structure.

25. The OS Liaison Board on 27 March made a final recommendation to Group Leaders. In supporting the recommendation for wider comment Group Leaders made the following observations:

- that there will be a need to develop some of the working practices under the revised structure including the role of the Management Committee in agenda setting and the power to direct the sub-committees and task groups;
- it was important that OS added value to the work of the Council and therefore it should be concentrating on fewer topics with more in-depth consideration of matters particularly where these had been agreed as priorities with Cabinet.

Constitutional Implications

26. As a consequence of the outcome of the above discussions a number of constitutional issues needed to be considered. The intention of the new structure now recommended in Appendix B is that the main committee should control and co-ordinate the OS function. It will do this by approving and aligning the work programmes of the sub committees and in turn the use of resources.
27. It will have an agenda setting role and will set the priorities of the scrutiny function. It will therefore no longer be necessary for the sub committees to meet on a fixed schedule of meetings but will meet as and when required by the work programme as set by the main committee.
28. The main committee will set the priorities after consultation with cabinet members and directors. This will ensure that the priorities will be informed by the work programme of the cabinet and the business plan of the council. The expectation is that OS will be more focused on policy development and where it can add value to the Council's work. Therefore it should be concentrating on fewer topics with more in-depth consideration of matters, particularly where these have been agreed as priorities with cabinet.
29. Based on this concept the core values in paragraph 7 should guide the working relationship that exists between OS and the executive and this will help inform the work right across the council.
30. These proposals should encourage member engagement in the scrutiny function and promote consistency in its operation.

Overview and Scrutiny Management Committee

31. The Council will appoint the main committee and its membership at its annual meeting and will by convention authorise the committee itself to appoint its chairman and vice-chairman. The proposed terms of reference of the main committee are as set out in Appendix B.

Appointment of Sub-Committees

32. The proposed structure envisages the appointment of 3 sub committees. Whilst formally the appointment of sub committees will be a matter for the committee itself, the council in approving the structure will set the framework within which these arrangements will operate. The proposed terms of reference for the sub committees are also set out at Appendix B.

33. It is assumed that the sub committees will be appointed on a politically proportional basis – unless all members of the management committee vote for an alternative model.

34. In order to give all members of the council the opportunity to become engaged with OS it is recommended that the council agrees that the committee should appoint members (and their substitutes) from the wider membership of the council rather than restricting the membership to those members of the main committee.

Sub-Committee Chairmen

35. It is proposed that the chairmen of the sub-committees should be members of the main committee. This will ensure clear accountability and effective communications between the committee and its sub-committees.

Task Groups

36. The power to appoint ad hoc task groups lies with the management committee as shown in Appendix B. Sub-committees may appoint task groups with the agreement of the management committee. However, the structure does envisage the appointment of one standing task group to review and scrutinise revenue and capital budgets. The committee will appoint a small team to comprise the task group from among its membership. The terms of reference for the Task Group are set out in Appendix B.

Constitution Focus Group Views

37. The Constitution Focus Group met on 19 April. All councillors had been invited to express views directly. Correspondence was received from a number of councillors but these related mainly to points of clarification. The Focus Group discussed the constitutional issues raised above and agreed with the proposed approach. In doing so it made the following points:

- Where a sub-committee appoints a chairman who is not a member of the main committee, the relevant group leader would be expected to amend their membership of the main committee to rectify this at the next available council meeting;
- These arrangements should provide greater consistency of approach across the function, delivering a single work programme based on the council's priorities, and encourage increased councillor engagement;
- The need for clear communications within the new structure to ensure focus and efficiency in delivery;

- Budget OS is to be undertaken by a standing task group to provide dedicated expertise from a leading small team although operating practices will need to be developed;
- The need to avoid this task group duplicating the work of the Audit Committee.

Next Steps

38. The Standards Committee will consider these proposals and make their recommendations on the revised arrangements to Council on 15 May. The Monitoring Officer will also need to be authorised to make any consequential amendments to the Articles and Overview and Scrutiny Procedure Rules in the Constitution.

Transition to New Arrangements

39. If Council agrees to adopt the new arrangements the current scrutiny select committees will cease to exist. It will be for the new management committee to determine the approach to any ongoing legacy business from the current arrangements.

Financial Implications

40. It is intended that the revised arrangements will be supported within existing resources. Any proposed changes may necessitate a review of allowances for OS members.

Conclusion

41. This paper is not an exhaustive list of all the issues or options/variations discussed during the review process. Everyone involved recognises that improvements are necessary and the proposals summarised in this report are as a consequence of comprehensive discussion. As mentioned previously, effective OS is not simply about structure and process, or indeed rights and wrongs, but more about the desire and culture of the organisation to operate openly. It is recognised that much more than a quick-fix structural change is needed.

42. As a statutory function and key component of the Council's goal of open and honest decision-making and of its governance framework, OS can, with the commitment of all concerned, be a more valuable and integral part of the organisation.

Recommendations

43. The Standards Committee is asked to recommend Council to approve the outcome of this review as set out in the report and in particular, to agree:

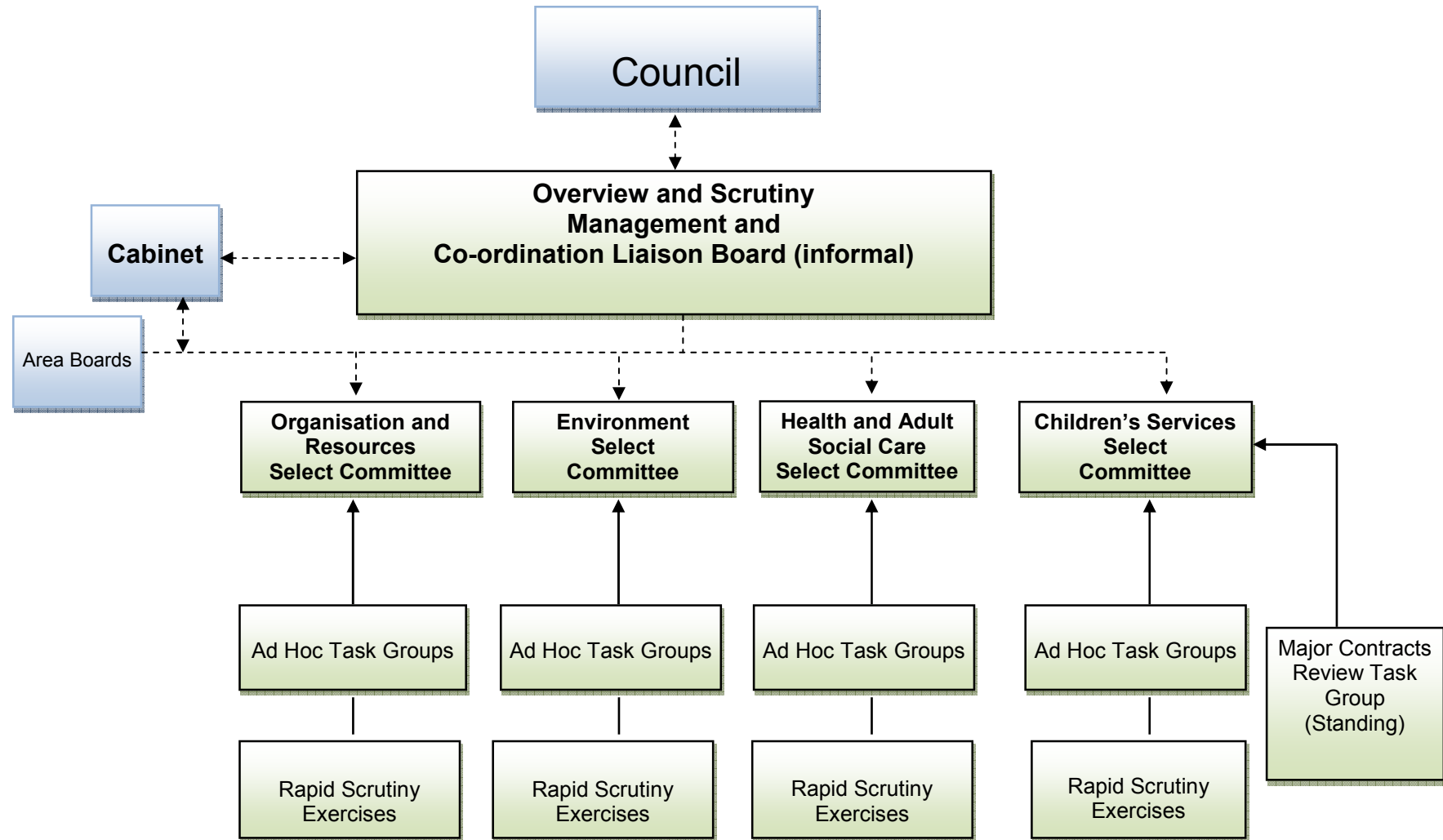
- (1) The core values set out in paragraph 7 above;
- (2) The structure and terms of reference of the revised overview and scrutiny arrangements set out Appendix B;
- (3) To authorise the Monitoring Officer to make any consequential constitutional amendments necessary to give effect to the revised arrangements;
- (4) To note the new Overview and Scrutiny Management Committee will be responsible for determining how ongoing legacy business from the current arrangements should be managed; and,
- (5) To note the intention to maintain the ELT working group to assist in implementing and developing these revised arrangements.

PAUL KELLY

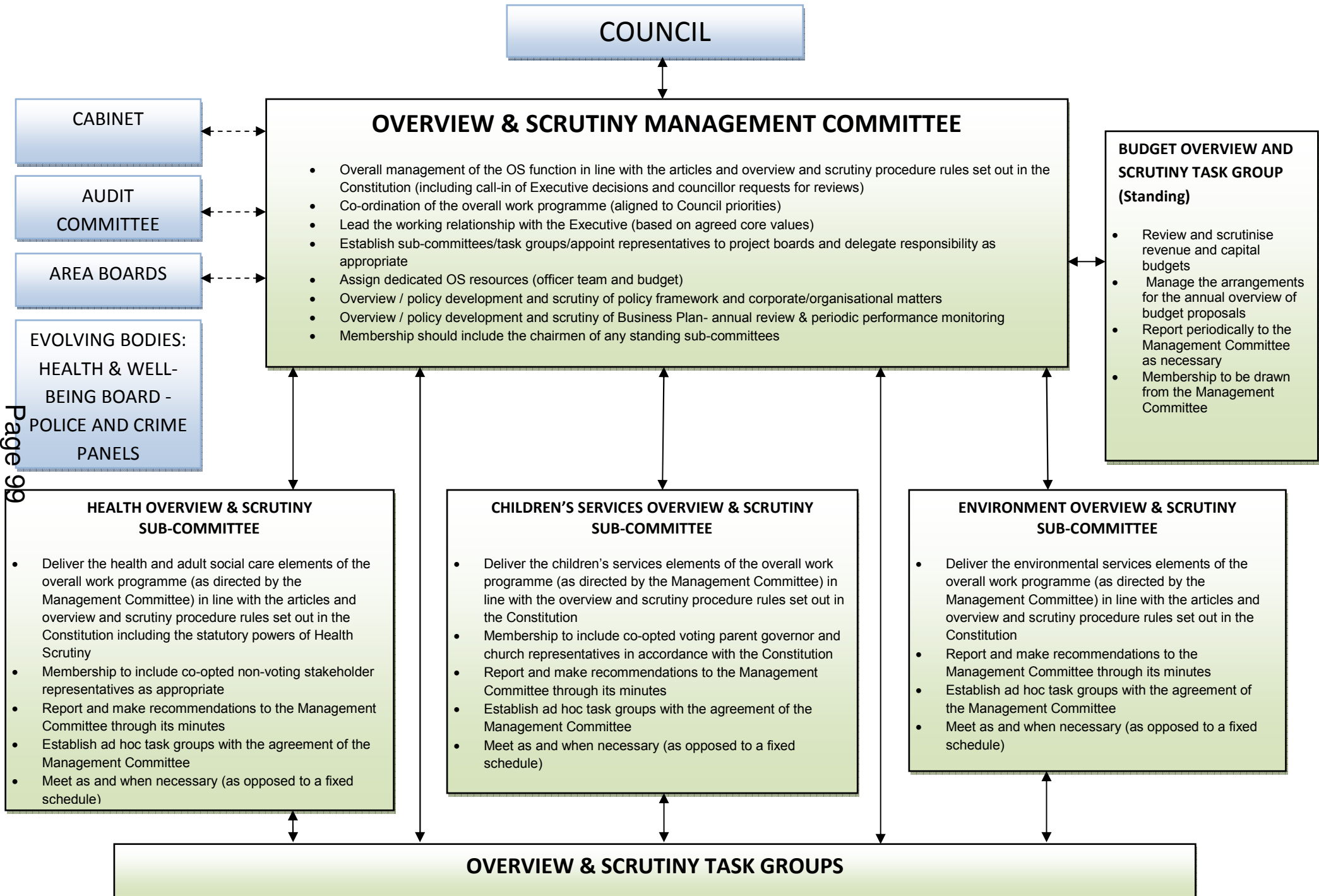
Scrutiny Manager (and Designated Scrutiny Officer)
Law and Governance

Contact: paul.kelly@wiltshire.gov.uk
Tel. 01225 713049

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Wiltshire Council

Annual Council

15 May 2012

Appointment of Committees and Review of Allocation of Seats on Committees to Political Groups

Introduction

1. This report guides the Council in constituting and re-appointing committees and following legal requirements in allocating seats to the political groups.

Review of Allocation of Seats to Political Groups

Legal Position

2. Under the Local Government & Housing Act 1989 (“the Act”) and subsequent Regulations, (“the Regulations”), the 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 need to be made with no one voting against it. The remainder of this report assumes that the Council will not want an alternative arrangement to that prescribed by law.

Political Groups

4. There are currently 5 political groups on the Council and one councillor who is not aligned to any particular political group. The respective strengths of those Groups are as follows:-

Name of Group	No. of Councillors in Group
Conservative	61
Liberal Democrat	23
Labour	2
Independent	8
Devizes Guardians	3
Ungrouped	1

5. Under the regulations, two or more councillors may form and register a group.
6. This report has been prepared on the basis of the strengths of the various political groups set out in paragraph 4.

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 Council must review the establishment 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 councillors it wishes to take its allocated places on committees, including substitutes, and when those wishes are known, the Council is under a duty to make the appointment of those councillors as soon as practicable. This is dealt with specifically under the next item of business on the agenda.

Councillors not in a Political Group

9. In the case of 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 at its discretion.

Committees of the Council

10. The Council's Constitution has in the past provided for the appointment of the following committees:-

- Strategic Planning
- Area Planning – East, North, South and West
- Licensing
- Standards
- Organisation and Resources Select
- Children's Services Select
- Health and Adult Social Care Select
- Environment Select
- Audit
- Appeals
- Staffing Policy
- Officer Appointments
- Pension Fund
- Joint Committee for Appointments to Wiltshire Police Authority

11. There are a number of factors this year that impact on the committees that the Council will be asked to appoint.

Firstly, the Standards Committee which has in the past been outside the scope of the political proportionality rules, now, following the Localism Act, falls within scope and therefore has to be appointed on a political basis.

Secondly, as discussed under the previous item, there has been a review of the Scrutiny function within the Council and this has led to a revised structure being recommended to the Council.

Lastly the Council is under a duty to appoint a joint committee (with Swindon) that holds the directly elected Police and Crime Commissioner (PCC) to account when he is elected in November this year. This committee is called the Police and Crime Panel. The Home Office expects the Panel to operate as a shadow body prior to the election of the PCC and for this reason it is contained within this report. When it is formally brought into effect in November 2012 the Joint Committee for Appointments to the Wiltshire Police Authority will no longer be required. At this stage however the Joint Committee will need to be re-appointed to provide for any vacancies to be filled in the meantime.

12. Under the Health and Social Care Act 2012 the Council is also required to appoint a Health and Wellbeing Board that works with partners, including GP's, to prepare a health wellbeing strategy for the Council and to ensure that the commissioning of services is integrated. The Board has to be formally in place by April 2013 but in the meantime Wiltshire's Board has been working as a shadow board since October 2011. The formal regulations giving details of the way the Board is to work and its composition are not expected until the autumn. At that time it is planned to review the way the Board has worked on

a shadow basis and to recommend any changes which could include membership. For this reason the Board is not included within the political proportionality calculations of this report. In the meantime the Board will continue to operate as a shadow body.

13. Further details of these committees follow in paragraphs 18 to 32.
14. Outside the scope of this report are the Cabinet as the political proportionality rules continue to not apply to this body.

Area Boards

15. Area boards need to be appointed by the Council under Section 102 of the Local Government Act 1972. These are constituted as area committees within the meaning of Section 18 of the Local Government Act 2000 and regulations made under that section for the purpose of discharging functions delegated by the executive. They are not subject to the rules on political proportionality.
16. All unitary councillors representing the electoral divisions covered by the area board will be appointed to their relevant area board.
17. Pewsey and Tidworth are established as a single area committee with two sub-committees, each of which operate as an area board known as Pewsey Area Board and Tidworth Area Board respectively.

Standards Committee

18. As discussed in the previous agenda item the appointment of a standards committee is now at the discretion of the Council but if it does appoint such a committee, it is treated as an ordinary committee and is subject to political proportionality.
19. Co-opted members are permitted but they are non-voting and act in an advisory capacity only.
20. It is suggested that in view of the role of the committee that each group should be able to be represented on the committee and this report has been drawn up on this basis.
21. Subject to the rules we are awaiting on the transitional arrangements for the consideration of complaints under the current code of conduct, the Council will also need to continue with its current Standards Committee. So this report will also include the provision to re-appoint the current standards committee (which is not politically proportional and therefore not used in the calculation of overall places) as well as the new standards committee which will be politically proportional.
22. The current standards committee will remain in being until its responsibilities under the existing standards regime have ceased.

Review of Scrutiny

23. As referenced in the previous agenda item significant discussions have taken place on this issue with Group Leaders and in turn the political groups and the Scrutiny Liaison Board, representing the chairs and vice chairs of the main select committees.
24. The consensus has always been that there should be an over-arching management committee that controls the function and the resources and that through this committee a focus on the key areas of the council's work would be maintained. The Committee would also be responsible for developing the relationship between scrutiny and the executive ensuring that wherever possible scrutiny's role and function adds value to the priorities of the council.
25. The structure recommended to the council incorporates this feature plus a sub structure of three subcommittees. It is for the committee to formally determine its substructure and to appoint the subcommittee memberships and therefore these places do not feature in the calculation of overall seats to political groups on committees although it is expected that these places will be allocated by the committee on a politically proportional basis.
26. The management committee will therefore also appoint the co-opted members to the children's services subcommittee and these must include nominees of the Church of England, the Roman Catholic Church and a number of elected parent governor representatives. The Health Scrutiny Sub Committee will also appoint councillors to joint health scrutiny committees such as the Great Western Ambulance Service joint Scrutiny Committee in accordance with the procedure agreed by Council in the past.

Police and Crime Panel

27. As referred to earlier in this report the Council is required under the Police and Social Responsibility Act 2011 to appoint a Police and Crime Panel. This, despite its title, is a formal joint committee of Swindon and Wiltshire Councils and the two councils are required to meet a "balanced appointment objective" whereby its membership reflects both the geographical and political nature of the two councils plus the skills and experience required to fulfil the panel's functions.
28. The main function of the panel is to hold the directly elected Police and Crime Commissioner to account for the effective policing of the force area. The role is primarily a scrutiny function but all councillors, both executive and non-executive, can be members as long as the balanced appointment objective is met.
29. Discussions have taken place with both Swindon Council and the Police Authority and progress on work that has been undertaken has been reported to the Police Authority's Partnership Board.
30. The minimum size of the panel is 10 with the addition of two co-opted independent persons. In principle agreement has been reached with Swindon

that Wiltshire will be the host authority and that the ratio of members will be 7:3 in favour of Wiltshire based on relative populations. Notwithstanding that Swindon has all out elections on May 3, based on current political representation across the two councils the 10 members breaks down as follows:

Conservative	7
Liberal Democrat	2
Labour	1

31. Final discussions need to take place between the two councils to confirm both the numerical and political split between the two councils, but for planning purposes the schedule of committee places has been drawn up to reflect this agreement. It has to be stressed that not only has the Council to meet the balanced objective, failure to do so would result in the Secretary of State making the appointments or instructing the Council to do so.
32. An update report on the final arrangements for the Panel will be submitted to the Council meeting in July.

Method to Calculate Places

33. The principles in paragraph 7 can be applied in the following sequence:
 - (i) Calculate the total number of seats with votes on all the ordinary committees and any Joint Committees.
 - (ii) Calculate the proportion that each political group forms of the total membership of the Authority. Reserve an appropriate number of seats for ungrouped members.
 - (iii) 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.
 - (iv) Apply the proportions to the number of councillors on each ordinary committee to give provisional entitlement to seats on that committee.
 - (v) 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).
 - (vi) Finally, adjust 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 (iv) and (v) (thus applying principle (c) in paragraph 7).

34. 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 33. A draft scheme of committee places will be discussed with Group Leaders and will be submitted to Council in due course.
35. Attached to this report is a numerical guide to proportional representation on Committees.

Matters for Decision

36. The Council is asked:
 - (a) To note this report and the legal requirements.
 - (b) To appoint/re-appoint the following committees with the terms of reference as set out in the Constitution:-
 - Strategic Planning
 - Area Planning – East, North, South and West
 - Licensing
 - Standards (Current and New)
 - Overview and Scrutiny Management
 - Audit
 - Appeals
 - Staffing Policy
 - Officer Appointments
 - Pension Fund
 - Police and Crime Panel
 - Joint Committee for Appointments to the Police Authority
 - (c) To determine an aggregate number of committee places available to members of the Council.
 - (d) To appoint Area Boards, constituted as area committees as set out in paragraphs 15 to 17 of this report and within the Constitution, to comprise the Unitary Councillors for that area.

Ian Gibbons
Solicitor to the Council and Monitoring Officer

Report Author: John Quinton, Head of Democratic Services

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

Environmental impact of the recommendations contained in this report: NONE

Appendices

Appendix 1 – Numerical Guide to political proportionality

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SCHEDULE

Proportional Representation Table

	Conservative 61	Liberal Democrat 23	Labour 2	Independent 8	Devizes Guardians 3	Cllr Peter Colmer 1	
1	0.622	0.235	0.020	0.082	0.031	0.010	1.00
2	1.245	0.469	0.041	0.163	0.061	0.020	2.00
3	1.867	0.704	0.061	0.245	0.092	0.031	3.00
4	2.490	0.939	0.082	0.327	0.122	0.041	4.00
5	3.112	1.173	0.102	0.408	0.153	0.051	5.00
6	3.735	1.408	0.122	0.490	0.184	0.061	6.00
7	4.357	1.643	0.143	0.571	0.214	0.071	7.00
8	4.980	1.878	0.163	0.653	0.245	0.082	8.00
9	5.602	2.112	0.184	0.735	0.276	0.092	9.00
10	6.224	2.347	0.204	0.816	0.306	0.102	10.00
11	6.847	2.582	0.224	0.898	0.337	0.112	11.00
12	7.469	2.816	0.245	0.980	0.367	0.122	12.00
13	8.092	3.051	0.265	1.061	0.398	0.133	13.00
14	8.714	3.286	0.286	1.143	0.429	0.143	14.00
15	9.337	3.520	0.306	1.224	0.459	0.153	15.00
16	9.959	3.755	0.327	1.306	0.490	0.163	16.00
17	10.582	3.990	0.347	1.388	0.520	0.173	17.00
18	11.204	4.224	0.367	1.469	0.551	0.184	18.00
19	11.827	4.459	0.388	1.551	0.582	0.194	19.00
20	12.449	4.694	0.408	1.633	0.612	0.204	20.00
21	13.071	4.929	0.429	1.714	0.643	0.214	21.00
22	13.694	5.163	0.449	1.796	0.673	0.224	22.00
23	14.316	5.398	0.469	1.878	0.704	0.235	23.00
24	14.939	5.633	0.490	1.959	0.735	0.245	24.00
25	15.561	5.867	0.510	2.041	0.765	0.255	25.00
26	16.184	6.102	0.531	2.122	0.796	0.265	26.00
27	16.806	6.337	0.551	2.204	0.827	0.276	27.00
28	17.429	6.571	0.571	2.286	0.857	0.286	28.00
29	18.051	6.806	0.592	2.367	0.888	0.296	29.00
30	18.673	7.041	0.612	2.449	0.918	0.306	30.00
31	19.296	7.276	0.633	2.531	0.949	0.316	31.00
32	19.918	7.510	0.653	2.612	0.980	0.327	32.00
33	20.541	7.745	0.673	2.694	1.010	0.337	33.00
34	21.163	7.980	0.694	2.776	1.041	0.347	34.00
35	21.786	8.214	0.714	2.857	1.071	0.357	35.00
36	22.408	8.449	0.735	2.939	1.102	0.367	36.00
37	23.031	8.684	0.755	3.020	1.133	0.378	37.00
38	23.653	8.918	0.776	3.102	1.163	0.388	38.00
39	24.276	9.153	0.796	3.184	1.194	0.398	39.00
40	24.898	9.388	0.816	3.265	1.224	0.408	40.00
41	25.520	9.622	0.837	3.347	1.255	0.418	41.00
42	26.143	9.857	0.857	3.429	1.286	0.429	42.00
43	26.765	10.092	0.878	3.510	1.316	0.439	43.00
44	27.388	10.327	0.898	3.592	1.347	0.449	44.00
45	28.010	10.561	0.918	3.673	1.378	0.459	45.00
46	28.633	10.796	0.939	3.755	1.408	0.469	46.00
47	29.255	11.031	0.959	3.837	1.439	0.480	47.00
48	29.878	11.265	0.980	3.918	1.469	0.490	48.00
49	30.500	11.500	1.000	4.000	1.500	0.500	49.00
50	31.122	11.735	1.020	4.082	1.531	0.510	50.00
51	31.745	11.969	1.041	4.163	1.561	0.520	51.00
52	32.367	12.204	1.061	4.245	1.592	0.531	52.00
53	32.990	12.439	1.082	4.327	1.622	0.541	53.00
54	33.612	12.673	1.102	4.408	1.653	0.551	54.00
55	34.235	12.908	1.122	4.490	1.684	0.561	55.00
56	34.857	13.143	1.143	4.571	1.714	0.571	56.00
57	35.480	13.378	1.163	4.653	1.745	0.582	57.00
58	36.102	13.612	1.184	4.735	1.776	0.592	58.00
59	36.724	13.847	1.204	4.816	1.806	0.602	59.00
60	37.347	14.082	1.224	4.898	1.837	0.612	60.00
61	37.969	14.316	1.245	4.980	1.867	0.622	61.00
62	38.592	14.551	1.265	5.061	1.898	0.633	62.00
63	39.214	14.786	1.286	5.143	1.929	0.643	63.00
64	39.837	15.020	1.306	5.224	1.959	0.653	64.00
65	40.459	15.255	1.327	5.306	1.990	0.663	65.00
66	41.082	15.490	1.347	5.388	2.020	0.673	66.00
67	41.704	15.724	1.367	5.469	2.051	0.684	67.00
68	42.327	15.959	1.388	5.551	2.082	0.694	68.00
69	42.949	16.194	1.408	5.633	2.112	0.704	69.00
70	43.571	16.429	1.429	5.714	2.143	0.714	70.00
71	44.194	16.663	1.449	5.796	2.173	0.724	71.00
72	44.816	16.898	1.469	5.878	2.204	0.735	72.00
73	45.439	17.133	1.490	5.959	2.235	0.745	73.00
74	46.061	17.367	1.510	6.041	2.265	0.755	74.00
75	46.684	17.602	1.531	6.122	2.296	0.765	75.00
76	47.306	17.837	1.551	6.204	2.327	0.776	76.00
77	47.929	18.071	1.571	6.286	2.357	0.786	77.00
78	48.551	18.306	1.592	6.367	2.388	0.796	78.00
79	49.173	18.541	1.612	6.449	2.418	0.806	79.00
80	49.796	18.776	1.633	6.531	2.449	0.816	80.00
81	50.418	19.010	1.653	6.612	2.480	0.827	81.00
82	51.041	19.245	1.673	6.694	2.510	0.837	82.00
83	51.663	19.480	1.694	6.776	2.541	0.847	83.00
84	52.286	19.714	1.714	6.857	2.571	0.857	84.00
85	52.908	19.949	1.735	6.939	2.602	0.867	85.00
86	53.531	20.184	1.755	7.020	2.633	0.878	86.00
87	54.153	20.418	1.776	7.102	2.663	0.888	87.00
88	54.776	20.653	1.796	7.184	2.694	0.898	88.00
89	55.398	20.888	1.816	7.265	2.724	0.908	89.00
90	56.020	21.122	1.837	7.347	2.755	0.918	90.00
91	56.643	21.357	1.857	7.429	2.786	0.929	91.00
92	57.265	21.592	1.878	7.510	2.816	0.939	92.00
93	57.888	21.827	1.898	7.592	2.847	0.949	93.00
94	58.510	22.061	1.918	7.673	2.878	0.959	94.00
95	59.133	22.296	1.939	7.755	2.908	0.969	95.00
96	59.755	22.531	1.959	7.837	2.939	0.980	96.00
97	60.378	22.765	1.980	7.918	2.969	0.990	97.00
98	61.000	23.000	2.000	8.000	3.000	1.000	98.00
99	61.622	23.235	2.020	8.082	3.031	1.010	99.00
100	62.245	23.469	2.041	8.163	3.061	1.020	100.00
101	62.867	23.704	2.061	8.245	3.092	1.031	101.00
102	63.490	23.939	2.082	8.327	3.122	1.041	102.00
103	64.112	24.173	2.102	8.408	3.153	1.051	103.00
104	64.735	24.408	2.122	8.490	3.184	1.061	104.00

	Conservative	Liberal Democrat	Labour	Independent	Devizes Guardians	Cllr Peter Colmer	
	61	23	2	8	3	1	
105	65.357	24.643	2.143	8.571	3.214	1.071	105.00
106	65.980	24.878	2.163	8.653	3.245	1.082	106.00
107	66.602	25.112	2.184	8.735	3.276	1.092	107.00
108	67.224	25.347	2.204	8.816	3.306	1.102	108.00
109	67.847	25.582	2.224	8.898	3.337	1.112	109.00
110	68.469	25.816	2.245	8.980	3.367	1.122	110.00
111	69.092	26.051	2.265	9.061	3.398	1.133	111.00
112	69.714	26.286	2.286	9.143	3.429	1.143	112.00
113	70.337	26.520	2.306	9.224	3.459	1.153	113.00
114	70.959	26.755	2.327	9.306	3.490	1.163	114.00
115	71.582	26.990	2.347	9.388	3.520	1.173	115.00
116	72.204	27.224	2.367	9.469	3.551	1.184	116.00
117	72.827	27.459	2.388	9.551	3.582	1.194	117.00
118	73.449	27.694	2.408	9.633	3.612	1.204	118.00
119	74.071	27.929	2.429	9.714	3.643	1.214	119.00
120	74.694	28.163	2.449	9.796	3.673	1.224	120.00
121	75.316	28.398	2.469	9.878	3.704	1.235	121.00
122	75.939	28.633	2.490	9.959	3.735	1.245	122.00
123	76.561	28.867	2.510	10.041	3.765	1.255	123.00
124	77.184	29.102	2.531	10.122	3.796	1.265	124.00
125	77.806	29.337	2.551	10.204	3.827	1.276	125.00
126	78.429	29.571	2.571	10.286	3.857	1.286	126.00
127	79.051	29.806	2.592	10.367	3.888	1.296	127.00
128	79.673	30.041	2.612	10.449	3.918	1.306	128.00
129	80.296	30.276	2.633	10.531	3.949	1.316	129.00
130	80.918	30.510	2.653	10.612	3.980	1.327	130.00
131	81.541	30.745	2.673	10.694	4.010	1.337	131.00
132	82.163	30.980	2.694	10.776	4.041	1.347	132.00
133	82.786	31.214	2.714	10.857	4.071	1.357	133.00
134	83.408	31.449	2.735	10.939	4.102	1.367	134.00
135	84.031	31.684	2.755	11.020	4.133	1.378	135.00
136	84.653	31.918	2.776	11.102	4.163	1.388	136.00
137	85.276	32.153	2.796	11.184	4.194	1.398	137.00
138	85.898	32.388	2.816	11.265	4.224	1.408	138.00
139	86.520	32.622	2.837	11.347	4.255	1.418	139.00
140	87.143	32.857	2.857	11.429	4.286	1.428	140.00
141	87.765	33.092	2.878	11.510	4.316	1.439	141.00
142	88.388	33.327	2.898	11.592	4.347	1.449	142.00
143	89.010	33.561	2.918	11.673	4.378	1.459	143.00
144	89.633	33.796	2.939	11.755	4.408	1.469	144.00
145	90.255	34.031	2.959	11.837	4.439	1.480	145.00
146	90.878	34.265	2.980	11.918	4.469	1.490	146.00
147	91.500	34.500	3.000	12.000	4.500	1.500	147.00
148	92.122	34.735	3.020	12.082	4.531	1.510	148.00
149	92.745	34.969	3.041	12.163	4.561	1.520	149.00
150	93.367	35.204	3.061	12.245	4.592	1.531	150.00
151	93.990	35.439	3.082	12.327	4.622	1.541	151.00
152	94.612	35.673	3.102	12.408	4.653	1.551	152.00
153	95.235	35.908	3.122	12.490	4.684	1.561	153.00
154	95.857	36.143	3.143	12.571	4.714	1.571	154.00
155	96.480	36.378	3.163	12.653	4.745	1.582	155.00
156	97.102	36.612	3.184	12.735	4.776	1.592	156.00
157	97.724	36.847	3.204	12.816	4.806	1.602	157.00
158	98.347	37.082	3.224	12.898	4.837	1.612	158.00
159	98.969	37.316	3.245	12.980	4.867	1.622	159.00
160	99.592	37.551	3.265	13.061	4.898	1.633	160.00
161	100.214	37.786	3.286	13.143	4.929	1.643	161.00
162	100.837	38.020	3.306	13.224	4.959	1.653	162.00
163	101.459	38.255	3.327	13.306	4.990	1.663	163.00
164	102.082	38.490	3.347	13.388	5.020	1.673	164.00
165	102.704	38.724	3.367	13.469	5.051	1.684	165.00
166	103.327	38.959	3.388	13.551	5.082	1.694	166.00
167	103.949	39.194	3.408	13.633	5.112	1.704	167.00
168	104.571	39.429	3.429	13.714	5.143	1.714	168.00
169	105.194	39.663	3.449	13.796	5.173	1.724	169.00
170	105.816	39.898	3.469	13.878	5.204	1.735	170.00
171	106.439	40.133	3.490	13.959	5.235	1.745	171.00
172	107.061	40.367	3.510	14.041	5.265	1.755	172.00
173	107.684	40.602	3.531	14.122	5.296	1.765	173.00
174	108.306	40.837	3.551	14.204	5.327	1.776	174.00
175	108.929	41.071	3.571	14.286	5.357	1.786	175.00
176	109.551	41.306	3.592	14.367	5.388	1.796	176.00
177	110.173	41.541	3.612	14.449	5.418	1.806	177.00
178	110.796	41.776	3.633	14.531	5.449	1.816	178.00
179	111.418	42.010	3.653	14.612	5.480	1.827	179.00
180	112.041	42.245	3.673	14.694	5.510	1.837	180.00
181	112.663	42.480	3.694	14.776	5.541	1.847	181.00
182	113.286	42.714	3.714	14.857	5.571	1.857	182.00
183	113.908	42.949	3.735	14.939	5.602	1.867	183.00
184	114.531	43.184	3.755	15.020	5.633	1.878	184.00
185	115.153	43.418	3.776	15.102	5.663	1.888	185.00
186	115.776	43.653	3.796	15.184	5.694	1.898	186.00
187	116.398	43.888	3.816	15.265	5.724	1.908	187.00
188	117.020	44.122	3.837	15.347	5.755	1.918	188.00
189	117.643	44.357	3.857	15.429	5.786	1.929	189.00
190	118.265	44.592	3.878	15.510	5.816	1.939	190.00
191	118.888	44.827	3.898	15.592	5.847	1.949	191.00
192	119.510	45.061	3.918	15.673	5.878	1.959	192.00
193	120.133	45.296	3.939	15.755	5.908	1.969	193.00
194	120.755	45.531	3.959	15.837	5.939	1.980	194.00
195	121.378	45.765	3.980	15.918	5.969	1.990	195.00
196	122.000	46.000	4.000	16.000	6.000	2.000	196.00
197	122.622	46.235	4.020	16.082	6.031	2.010	197.00
198	123.245	46.469	4.041	16.163	6.061	2.020	198.00
199	123.867	46.704	4.061	16.245	6.092	2.031	199.00
200	124.490	46.939	4.082	16.327	6.122	2.041	200.00

Wiltshire Council

Annual Council

15 May 2012

Appointment of councillors to Committees

Introduction

1. Following on from the decision to formally appoint/re-appoint committees and allocate seats to political groups, the Council must now formally agree the appointment of councillors and substitutes to those Committees.

Appointment of Councillors and Substitutes

2. Each political group should state the names of the councillors 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 councillors as soon as practicable. It is a legal requirement however that the Council formally approves the appointment of councillors to committees and therefore it is essential that each political group notifies the Head of Democratic Services of their nominated councillors to serve on committees, preferably before the day of the Council meeting. Group Leaders may also wish to bear in mind the advantages of achieving a geographical spread of appointees particularly for area planning committees.
3. The Constitution currently provides that the Council will appoint substitute councillors to serve on each committee. Each political group is currently entitled to appoint up to three substitutes where it has a councillor on that committee. As with nominations of committee members (see paragraph 2 above) it is a legal requirement that the Council formally approves the appointment of substitute members to committees and therefore it is essential that each political group notifies the Head of Democratic Services of their nominated substitute members to serve on committees, preferably before the day of the Council meeting.
4. The use of the substitute system by councillors is fairly patchy and a number of meetings have been held with the number of councillors attending well below the maximum size of the committee. Councillors are encouraged to make use of the substitute system. If a councillor finds that they are unable to attend a meeting then they should contact Democratic Services who will record and present your apologies at the meeting. They can also advise on the named substitutes for your

political group. The onus is on the councillor to contact the substitute councillor although it would be helpful for you to notify Democratic services as they will report the temporary change to the membership of the committee.

5. A list of appointments to committees that reflects the new scrutiny structure and the revised appointment of committees as set out in Agenda item 10(a), will be discussed with Group Leaders and submitted to Council in due course.

Committees of the Council

6. There are specific issues that need to be considered under the appointment of councillors.
7. The statutory roles regarding senior officers appointments embodied in the Council's Constitution require the Officer Appointments Committee to include at least one member of the Executive.
8. Also the Staffing Policy Committee requires two members of the Cabinet as Cabinet representation is required on its sub-committees by the Council's constitution and the Local Authorities (Standing Orders) (England) Regulations 2001.
9. The new Standards Committee has provision for the appointment of up to 8 co-opted members. These have no voting rights and are advisory only. It is proposed that these will be selected by a process to be agreed by the Monitoring Officer in consultation with the Chairman of the new Standards Committee with appointments to be confirmed by the Council at a future meeting.
10. Until the final regulations are published on the new Police and Crime Panel it cannot be guaranteed that substitute members will be acceptable. However in advance of this it is suggested that substitute members are appointed as normal.
12. Wherever possible the members of Area Planning Committees should be made up of local councillors. These committees however, unless the Council determines otherwise, will still need to be appointed on a politically proportional basis.
13. All unitary councillors representing the electoral divisions covered by an Area Board will be appointed to their relevant area board as set out in Appendix 1 to this report.

Matters for Decision

- (A) To appoint councillors to serve on those committees in accordance with the agreed scheme of committee places, until the next occasion membership is reviewed under the provisions of the Local Government & Housing Act 1989.

- (B) To appoint substitute members (to a maximum of three per group) to the committees referred to in (A) above.
- (C) To appoint those councillors representing electoral divisions to their respective area boards as set out in the Appendix 1 attached to this report.

Ian Gibbons
Solicitor to the Council and Monitoring Officer

Report Author: John Quinton, Head of Democratic Services

Appendices

Appendix 1 – List of appointments to Area Boards

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Area Boards: Electoral Divisions**Amesbury Area Board****Electoral Divisions 6**

Amesbury East
 Amesbury West
 Till & Wylve Valley
 Durrington & Larkhill
 Bulford, Allington & Figheldean
 Bourne & Woodford Valley

Members

John Noeken
 Fred Westmoreland
 Ian West
 Graham Wright
 John Smale
 Mike Hewitt

Bradford on Avon Area Board**Electoral Divisions 4**

Holt & Staverton
 Winsley & Westwood
 Bradford on Avon North
 Bradford on Avon South

Members

Trevor Carbin
 Linda Conley
 Rosemary Brown
 Malcolm Hewson

Calne Area Board**Electoral Divisions 5**

Calne Rural
 Calne North
 Calne Chilvester & Abberd
 Calne Central
 Calne South & Cherhill

Members

Christine Crisp
 Chuck Berry
 Tony Trotman
 Howard Marshall
 Alan Hill

Chippenham Area Board**Electoral Divisions 10**

By Brook
 Chippenham Cepen Park & Derriads
 Chippenham Cepen Park & Redlands
 Chippenham Hardenhuish
 Chippenham Monkton
 Chippenham Queens and Sheldon
 Chippenham Hardens and England
 Chippenham Lowdon and Rowden
 Chippenham Pewsham
 Kington

Members

Jane Scott
 Peter Hutton
 Nina Phillips
 Paul Darby
 Chris Caswill
 Desna Allen
 William Douglas
 Judy Rooke
 Mark Packard
 Howard Greenman

Corsham Area Board

Electoral Divisions 4

Box and Colerne
Corsham Pickwick
Corsham Without & Box Hill
Corsham Town

Members

Sheila Parker
Alan Macrae
Dick Tonge
Peter Davis

Devizes Area Board

Electoral Divisions 7

Bromham, Rowde and Potterne
Devizes & Roundway South
Devizes East
Devizes North
Roundway
The Lavingtons & Erlestoke
Urchfont & The Cannings

Members

Liz Bryant
Jeff Ody
Jane Burton
Nigel Carter
Laura Mayes
Richard Gamble
Lionel Grundy

Malmesbury Area Board

Electoral Divisions 4

Brinkworth
Malmesbury
Minety
Sherston

Members

Toby Sturgis
Simon Killane
Carole Soden
John Thomson

Marlborough Area Board

Electoral Divisions 4

Aldbourn & Ramsbury
Marlborough East
Marlborough West
West Selkley

Members

Chris Humphries
Peggy Dow
John Fogg
Jemima Milton

Melksham Area Board

Electoral Divisions 6

Melksham Central
Melksham North
Melksham South
Melksham Without North
Melksham Without South
Summerham and Seend

Members

Stephen Petty
Rod Eaton
Jon Hubbard
Mark Griffiths
Roy While
Jonathon Seed

Pewsey and Tidworth Area Committee

Electoral Divisions 6

Pewsey Vale
Pewsey
Burbage & The Bedwyns
The Collingbournes & Netheravon
Ludgershall & Perham Down
Tidworth

Members

Robert Hall
Jerry Kunkler
Stuart Wheeler
Charles Howard
Chris Williams
Mark Connolly

Royal Wootton Bassett and Cricklade Area Board

Electoral Divisions 6

Cricklade and Latton
Lyneham
Purton
Wootton Bassett East
Wootton Bassett North
Wootton Bassett South

Members

Peter Colmer
Allison Bucknell
Jacqui Lay
Mollie Groom
Bill Roberts
Peter Doyle

Salisbury Area Board

Electoral Divisions 8

Salisbury Fisherton & Bemerton
Village
Salisbury Bemerton
Salisbury Harnham
Salisbury St Edmund & Milford
Salisbury St Francis & Stratford
Salisbury St Mark's & Bishopdown
Salisbury St Martin's & Cathedral
Salisbury St Paul's

Members

Christopher Cochrane

Ricky Rogers
Brian Dalton
Paul Sample
Mary Douglas
Bill Moss
John Brady
Richard Clewer

South West Wiltshire Area Board

Electoral Divisions 5

Fovant & Chalke Valley
Mere
Nadder & East Knoyle
Tisbury
Wilton & Lower Wylde Valley

Members

Jose Green
George Jeans
Bridget Wayman
Tony Deane
Richard Beattie

Southern Wiltshire Area Board

Electoral Divisions 5

Alderbury & Whiteparish
Downton & Ebble Valley
Laverstock, Ford and Old Sarum
Redlynch & Landford
Winterslow

Members

Richard Britton
Julian Johnson
Ian McLennan
Leo Randall
Christopher Devine

Trowbridge Area Board

Electoral Divisions 9

Hilperton
Southwick
Trowbridge Adcroft
Trowbridge Central
Trowbridge Drynham
Trowbridge Grove
Trowbridge Lambrok
Trowbridge Park
Trowbridge Paxcroft

Members

Ernie Clark
Francis Morland
Tom James
John Knight
Graham Payne
Jeff Osborn
Helen Osborn
Peter Fuller
Steve Oldrieve

Warminster Area Board

Electoral Divisions 5

Waminster Without
Warminster Broadway
Warminster Copheap and Wylde
Warminster East
Warminster West

Members

Fleur de Rhe- Philipe
Keith Humphries
Christopher Newbury
Andrew Davis
Pip Ridout

Westbury Area Board

Electoral Divisions 4

Ethandune
Westbury East
Westbury North
Westbury West

Members

Julie Swabey
Michael Cuthbert-Murray
David Jenkins
Russell Hawker

Wiltshire Council

Annual Council

15 May 2012

Appointment of Chairmen and Vice-Chairmen – Committees

Council is asked:

- a) To appoint Chairmen and Vice-Chairmen of the following meetings:
- Area Planning Committee – Eastern
 - Area Planning Committee – Northern
 - Area Planning Committee – Southern
 - Area Planning Committee – Western
 - Strategic Planning Committee
 - Audit Committee
 - Licensing Committee
 - Officer Appointments Committee
 - Pension Fund Committee
 - Staffing Policy Committee
 - Standards (New) Committee
- b) To note that the existing Standards Committee and the Overview and Scrutiny Management Committee will be asked to elect their respective Chairmen and Vice-Chairmen at their first meeting following the annual meeting of council.

Ian Gibbons
Solicitor to the Council and Monitoring Officer

Report Author: John Quinton, Head of Democratic Services

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Wiltshire Council

Annual Council

15 May 2012

Appointment of Wiltshire Council members to serve on the Combined Fire Authority

Purpose of report

To consider the appointment of nine Wiltshire Council members to serve on the Combined Fire Authority for the 2012/13 year.

The current appointees are:

Conservative (6)

Cllr Peter Davis
Cllr Graham Payne
Cllr Mollie Groom
Cllr Christopher Devine
Cllr Brigadier Robert Hall
Cllr Bridget Wayman

Liberal Democrat (2)

Cllr Howard Marshall
Cllr Jeff Osborn

Independent (1)

Cllr Christopher Newbury

The Local Government and Housing Act 1989 in respect of political proportionality applies to appointments to the Fire Authority.

Ian Gibbons

Solicitor to the Council and Monitoring Officer

Report Author: John Quinton, Head of Democratic Services

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Annual Report of the Corporate Parenting Panel

1. Purpose of Report

- 1.1 This report forms the annual update to Council from the Corporate Parenting Panel (CPP) in accordance with the Council's Constitution.

2. Background

- 2.1 The Panel comprises 12 Members as nominated by Group Leaders:

Councillors Jane Burton, Andrew Davis(Vice Chairman), Lionel Grundy, Russell Hawker, Malcolm Hewson, Jon Hubbard, Alan Macrae, Laura Mayes, Helen Osborn, Sheila Parker, Pip Ridout and Bridget Wayman.

During the period May 2011 to May 2012, Councillor Sheila Parker was Chair.

- 2.2 The Lead Officer is Karen Reid (Virtual School Headteacher)

- 2.3 The meetings are regularly attended by the following Officers:

Jackie Chipping (Children in Care Policy Officer), Sharon Davies (Service Director, Children and Families Social Care and Integrated Youth Service), Damian Haasjes (Voluntary Sector Youth Development Co-Ordinator), Lin Hitchman (Head of Children in Care), Karen Reid (Virtual School Headteacher) and Liza Ware (Children's Rights Officer). Other Officers attend to present particular reports, e.g. Reducing Offending Behaviour.

- 2.4 All Councillors are CRB checked and the majority of members on the CPP have now completed the 2 day specialist Total Respect training which is co-facilitated by both adult and young trainers. The young trainers are all care experienced and have all completed the Open College Network (OCN) accredited 'Train the Trainers' course. The course aims to raise awareness of the issues faced by children and young people in care and to promote their involvement in all aspects of social care.

- 2.5 For all other Councillors in their role as Corporate Parents, a condensed one day version of the Total Respect training has been offered.

- 2.6 Panel members have attended briefing sessions given by Officers on the legislation in relation to children in care.

- 2.7 Each member of the Panel has their own copy of a 'Putting Corporate Parenting into Practice' which is a handbook for Councillors published by the National Children's Bureau.

- 2.8 All Panel members are invited to attend events involving Looked After Children and Young People, which take place throughout the year. These have included the STAR Awards and the AfroReggae project.
- 2.9 There is a consistently high level of attendance and engagement by Councillors at the CPP meetings with a strong commitment to improving the services Wiltshire Council provides for its Looked After Children and Young People.

3. Key Improvements and Achievements in the Past 12 months

STAR Awards

- 3.1 A number of Panel members attended the STAR (*Successful, Talented, Achievement Recognition*) Awards for Looked After Young People from 11-18 years, at the Salisbury City Hall on 23rd March.
- 3.2 There were nominations for just over 90 young people from a range of professionals and approximately 50 young people were able to attend the prestigious event to receive their certificates, vouchers and STAR trophies.
- 3.3 The awards were presented by Councillors Lionel Grundy and Laura Mayes and the two Announcers were one of our Care Leavers and the Assistant Manager of the Children in Care Through Team in the South.
- 3.4 There were 36 categories of Awards, reflecting a wide range of achievement, such as: Excellent Attendance at School; Participation in Virtual School Activities; Overcoming Challenges; Focus and Perseverance; Transition to new School, amongst others.
- 3.5 The evening began with an informal reception in the foyer of City Hall and guests were treated to live music provided by the Salisbury Young Musicians Jazz Band 2, as well as singers performing their own compositions. These young people were Care Leavers who have been successfully following education programmes in an alternative provision.
- 3.6 An exhibition of work produced through a second alternative provider was presented by one of our looked after young people.
- 3.7 The formal part of the evening was opened by John Glen MP and the evening ended with a party for the young people.
- 3.8 The STAR Children's party was also a huge success and took place at The Spencer Sports and Social Club in Melksham on the 5th April.
- 3.9 Approximately 40 children attended out of 55 nominees, together with Foster Carers, Social Workers, Independent Reviewing Officers and several Councillors from the Corporate Parenting Panel. The theme was Easter and the children had fun with party games and an unexpected visit from the Easter Bunny!

- 3.10 The Leader of the Council, Jane Scott, presented the awards which were based on the Every Child Matters Outcomes, as detailed below:
- Being Healthy - i.e. physical, mental and emotional health and making healthy lifestyle choices.
 - Stay Safe - i.e. coping/resolving bullying problems, avoiding harmful situations etc.
 - Enjoy and Achieve - i.e. starting a new school positively, coping with transitions, having good attendance, increased participation, progress in academic achievement, good results in exams, etc.
 - Make a Positive Contribution - i.e. engaging in decision making, helping others, positive behaviour in and out of school, developing good relationships, successfully dealing with change, etc.
 - Achieve Economic Wellbeing - i.e. engaging in further education, employment or training, showing readiness for employment, coping with independent/supported living, etc.

Canon's House

- 3.11 Panel members have continued to be involved in regular visits to Wiltshire Council's Children's Home, Canon's House. These visits are part of the monthly monitoring undertaken by The Children in Care Policy Officer, Jackie Chipping. A Panel member accompanies Jackie and reports back to the Panel.

Children in Care Council

- 3.12 The Chairman of CPP attends the Children in Care Council on a regular basis to seek the views of young people.

CPP Meeting Format

- 3.13 Panel meetings are planned through pre-meetings between the Chairman of CPP, Service Director and Lead Officer to ensure that Officers' reports are checked and signed off, the agenda is confirmed with all relevant parties and pre-brief sessions highlight any particular items for celebration and or challenge at the Panel meetings.
- 3.14 The new format for Corporate Parenting Panel meetings is now embedded. The formal part for the Panel meetings is designed so that Councillors receive formal reports from Officers covering the whole range of issues and aspects of the Care system. Performance data, service provision, plans for improvement and feedback from young people are the means by which Panel members are able to advise on further developments and improvements. Topics include: education and those not in education, employment or training; health; placements; adoption; fostering; the Ofsted process and the transition to adult services.
- 3.15 The Shared Guardian Sessions which follow the formal part of the

meeting, have been attended and led by a number of looked after young people and Care Leavers. The young people lead each session and involve Councillors and Officers in tasks and discussion which presents the opportunity for young people to express their views in an open and 'safe' environment where their views are listened to and respected. As a result of these sessions, Councillors have gained a deeper understanding of the issues the young people face and improvements in service delivery have been made.

3.16 Shared Guardian Sessions have covered the following topics:

- Leaving Care – grant and independent living
- Adoption and sibling contact
- Review of the Promise (2 sessions)
- Consultation on the Aspire Centre

Ofsted Inspection

3.17 In the recent Ofsted inspection of Safeguarding and Looked After Children Services (March 2012), the inspection report highlights the following positive aspects of the Corporate Parenting Panel:

Overall Effectiveness:

3.17.1 *'The Children in Care Council is well established and effective. Their involvement in the corporate parenting board is valued and the young people concerned feel listened to and feel they make a difference.'*

Capacity for Improvement:

3.17.2 *'Commitment from elected members, partners and senior managers within the council has ensured that all outcomes for looked after children and young people have significantly improved.'*

Making a positive contribution, including user engagement:

3.17.3 *'The well established corporate parenting board, which includes a commissioning representative from health, demonstrates a mature understanding of its responsibilities and a determination to make a difference for children and young people who are in care.'*

3.17.4 *Elected members have been quick to respond positively to learning from Total Respect training delivered by young people who have left care and who describe themselves as 'experts by experience'. They exert informed and constructive challenge to information presented by professionals including key managers from children's services and from health.*

3.17.5 *Recognising the importance of hearing directly from young people, the corporate parenting board has successfully developed with young people a model of 'Shared Guardian' sessions, which enables members of the Children in Care Council to speak out and to play a meaningful part in the review and development of services at the highest level. The session observed by an inspector included*

discussion of how the impact of the 'promise', developed some time ago and recently revised by the Children in Care Council could be maximised; how best to launch a high quality DVD on coming into care made by and for children and young people; and a lively debate on how developing plans for the new Aspire Centre could involve young people further.

3.17.6 These opportunities keep corporate parenting members well in tune with the reality of life in care and give looked after children and young people excellent opportunities to take responsibility and to make a difference individually and collectively. Examples of this can be seen in changes made to pathway planning, the format of personal education plans, the provision of supported accommodation and contact arrangements for siblings following adoption.'

Ambition and prioritisation:

3.17.7 'Ambition and prioritisation of services for looked after children, young people and care leavers are good. There is a strong determination across the council and partnership that children and young people in care should be well supported and encouraged to have high aspirations and achieve.

3.17.8 Elected members, the corporate parenting board and the portfolio holder for children's services, champion the needs of children in care and young people. They have been successful in ensuring services for looked after children and young people are designed to be child focused with a high level of participation from the children and young people concerned.

3.17.9 This principle is strongly evidenced in the Shared Guardianship aspect of the corporate parenting board that includes looked after children and young people in care in all its meetings. The outstanding participation of children and young people exemplifies the commitment of the partnership to children and young people who are looked after.'

Leadership and management:

3.17.10 'The corporate parenting board provides strong challenge and champions the needs of children in care and care leavers. A standing looked after children task group chaired by a senior member of the Children's Select Committee provides challenge to the corporate parenting board and senior officers to ensure the needs of looked after children and young people and care leavers are met effectively.'

3.17.11 'Strategic planning through the work of the corporate parenting board is effective, child centred and focused on keeping children and young people in care safe, enhancing their levels of educational achievement and attainment and on encouraging them to have high aspirations for themselves.'

Performance management and quality assurance:

3.17.12 *'The corporate parenting board receives and scrutinise management information on the service and holds officers to account.'*

4. Further Developments

- 4.1 It is the aim of the CPP to ensure that all Councillors are aware of their responsibility as corporate parents to Wiltshire's Looked After Children and Young People. In order to fulfil their role, Councillors should participate in the Total Respect training programme, which has been condensed for this purpose, to one day. (See Appendix B - Extract from the Council's Constitution - Roles and Responsibilities of Councillors in relation to Corporate Parenting).
- 4.2 It is expected that Councillors attend the Shared Guardian Sessions relevant to their area of responsibility, in order that they are directly involved in the discussions about issues affecting Looked After Children and Young People and can be part of the solutions and improvements.

In conclusion:

- 4.3 The Corporate Parenting Panel in Wiltshire has changed and the new way of working is proving to be successful in engaging young people and improving services for them.

5. Main Considerations for the Council

- 5.1 The Council is asked to note the work of the CPP to date and to become involved in the new style of meetings in their role as Corporate Parents.

6. Environmental and Climate Change Considerations

- 6.1 Not applicable.

7. Equalities Impact of the Proposal

- 7.1 The proposals seek to bring Councillors and Officers to work together to ensure that our Looked After Children receive the best services possible and have a voice within the Council.

8. Risk Assessment

- 8.1 Panel Members are required to have a CRB check undertaken every 3 years and Risk Assessments will be drawn up for when visits are made to vulnerable children and when Councillors attend Officer Team Meetings, etc.

9. Financial Implications

- 9.1 Expenses for young people participating in the CPP will be paid for from the Children in Care budget.

10. Legal Implications

- 10.1 Ian Gibbons (Solicitor to the Council) has confirmed that the Panel is an Advisory panel and not a Committee of the Council; it can therefore make recommendations but not decisions. Carolyn Godfrey, the Corporate Director for Children's Services is the lead decision maker.

12. Proposal

- 12.1 To receive and note the Annual Report and ratify the improvements required to strengthen Corporate Parenting in Wiltshire.

Carolyn Godfrey (Corporate Director)

Report Author: Karen Reid (Virtual School Headteacher)

Date of report: 01 May 2012

Background Papers

None

Appendices

Appendix A: The Promise

Appendix B: Extract from Part 12 of the Council's Constitution – Roles and Responsibilities of Councillors in relation to Corporate Parenting

The Promise

We Promise:

Being in Care

- A choice of when to move on from care.
- To try not to separate brother and sisters (however, if this is not possible, try to ensure brother's and sister's placements are close together and allow contact).
- To allow looked after children and young people to be involved in the choice of their placement from the start.
- To find a place where you feel comfortable and 'at home' and can stay until the end of your time in care.

Listening to Looked After Children and Young People

- To listen to your views and act on them.
- To provide a social worker you can rely on who keeps to meetings, gives clear information, is honest and responds when needed.
- Make looked after children and young people aware of their rights and to train others in the rights of looked after children and young people.
- To ensure that young people are involved in the creation and regular review of all care plans.

Support

- Better help getting into school whatever has happened.
- To provide support so looked after children and young people can see their family (i.e. transport)
- To use reliable transport for young people.
- To organise group activities for young people in care and those leaving care.
- That if bullying arises for any looked after child or young person it will be dealt with quickly and efficiently.
- To support young people in care to find training, education or a job that suits them when they leave school.

Extract from Part 12 of the Constitution – Roles and Responsibilities of Councillors

6. Principal roles

6.5 To fulfil your responsibilities as a “corporate parent” for children and young people in the care of the local authority

- by having an understanding of the profile and needs of the children in the care of the local authority
- by being aware of the impact on looked-after children of all council decisions
- by considering whether this would be good enough for your own child
- by ensuring that action is taken to address shortcomings in the service and to improve outcomes for looked-after children.
- by being aware of the work and aims of the corporate parenting panel and, if nominated by your group leader, attend meetings of the corporate parenting panel as a committee member

6.6 The council has established a Corporate Parenting Panel, whose role is to secure councillor involvement and commitment throughout the council to deliver better outcomes for children and young people who are looked after. The terms of reference now follow:

Part 12.1 – Role and Function of the Corporate Parenting Panel

Composition

The Corporate Parenting Panel will comprise up to 12 elected councillors nominated by group leaders

Role and Function

To secure councillor involvement and commitment throughout the council to deliver better outcomes for children and young people who are looked after.

To ensure that corporate parenting is a key mechanism by which councillors and officers can ensure that for children and young people in its care, Wiltshire Council is providing:

- warm, welcoming and safe accommodation
- high quality care, nurturing supportive and meaningful relationships that encourage the growth of self-esteem, confidence and resilience, enabling young people to cope with change and difficult times
- the highest standard of education for all and consistent with the needs and abilities of the child
- opportunities and encouragement for self-development and keeping fit and healthy

- encouragement to take up hobbies, acquiring life skills and being a good citizen
- assistance with transition from care to looking after themselves, including the provision of suitable accommodation
- placement stability that will avoid disruption and maintain continuity of care, education placements and relationships.

The Corporate Parenting Panel will:

- undertake regular monitoring of the outcomes associated with these priorities
- make a commitment to prioritising the needs of looked-after children and young people and their carers
- receive reports from the Children in Care Council and act on their views
- provide clear strategic and political direction in relation to corporate parenting
- show ambition and aspirations for all looked-after children and care leavers
- ensure that all councillors and Wiltshire Council departments are fulfilling their roles and responsibilities as corporate parents proactively. This may involve, for example, the Corporate Parenting Panel organising specific education and training events for all members to ensure they are equipped with the knowledge and skills to be corporate parents
- receive regular/annual reports on the level and quality of services to looked-after children and care leavers
- promote achievement and acknowledge the aspirations of children and young people looked after by supporting celebration events
- investigate on behalf of all councillors ways in which the role of corporate parenting can be improved, using examples from other local authorities
- listen to the views of children, young people and their carers to involve them in the assessment and development of services
- engage with children and young people who are looked after, or have left care, by inviting them to act as advisers to the Panel
- meet with government inspectors, where appropriate, for their input into inspections
- anticipate as members of the adoption and fostering panel
- champion the provision of council-based work experience placements and apprenticeships for looked after young people
- agree a work plan, review progress, membership of the panel and attainment of its role and terms of reference and report to the Cabinet and Children's Services Select Committee as appropriate, and in any case to the Full Council annually.

WILTSHIRE POLICE AUTHORITY

MINUTES of a MEETING held at POLICE HEADQUARTERS, LONDON ROAD, DEVIZES on THURSDAY 9TH FEBRUARY 2012

PRESENT: Mr C Hoare (Chairman), Mr R Bluh, Mr R Britton, Mr C Caswill, Mr B Fishlock, Mr B Ford, Ms J Hillyer, Mr R Holland, Mr C Humphries, Mr A Johns, Mr A Macpherson, Mrs G Mortimer, Mr R Rogers, Mr P Sample, Mrs C Soden, and Mrs G Stafford.

IN ATTENDANCE: Chief Constable B Moore, DCC P Geenty, ACC M Veale, Mr C Barker, Mr K Kilgallen, Mr M Prince, and Miss S Kyte

1. **Membership** The Chief Executive reported the Membership as follows:

Local Authority Members

Conservative

Mr R Bluh

Mr R Britton

Mr B Ford

Mr R Holland

Mr C Humphries

Mrs C Soden

Labour

Ricky Rogers

Liberal Democrat

Mr C Caswill

Mr P Sample

Independent Members

Mr B Fishlock

Mr C Hoare

Ms J Hillyer

Mr A Johns

Mr A Macpherson

Mrs G Mortimer

Mrs G Stafford

Ms G Tawiah

2. **Apologies** Apologies for absence were received from Ms Tawiah.

3. **Public Questions** There were none.

4. **Declarations of Interest** There were none.

5. **Chairman's Announcements** There were none.

6. **Minutes of the Meeting held on 8th December 2011**

Page 5, 4th bullet point: Ms Hillyer stated that the victim of crime she had referred to was from another force area and requested that the minute be amended to state this.

Resolved: 1) *To insert '...in another force area...' on Page 5 at bullet point 4 after 'victim of crime' in the first line.*

2) *With the above amendment to agree and sign the minutes of the meeting held on 8th December 2011.*

7. **Outstanding Actions**

3rd November 2011, Minute 7.2: The WPA and Force risk registers would be considered at the next meeting of the Joint Strategic Board.

3rd November 2011, Minute 8.5: The Chief Executive stated that assurance had been received that planning permission was not required in order for policing facilities to be based at Monkton Park, Chippenham, although signage may be an issue. Mr Caswill stated that he felt there were still some issues and concerns to

be resolved and although an estate meeting had been arranged for 10th February 2012, no agenda or papers had yet been made available.

3rd November 2011, Minute 11.3: Until recently there had been no items recorded on the Gifts and Hospitality Register since 1st November 2010. The relevant information would now be uploaded onto the website as a declaration had recently been received.

8th December 2011, Minute 9.3: The confidence in partners' measure had been reinstated.

8th December 2011, Minute 19.i: A further press release had been published stating the Authority's intention to Judicially Review the decision made by the Police Appeal Tribunal. The Chief Constable confirmed that staff were aware of this decision.

8th December 2011, Minute 21: The confidential Olympics report submitted to the December meeting had now been declassified and would be uploaded to the WPA website.

8th December 2011, Minute 22.ii.2: This had been done and the action may be closed.

Resolved: *To note the verbal updates provided on the outstanding actions and to update as detailed above.*

8. **WPA and Force Risk Register**

Risk 9.10 (Not receiving the views of hard to reach and vulnerable members of the community): Following an update provided to the recent meeting of the Community Engagement Working Group, the impact of this risk had been reduced from 5 to 4, providing an overall score of 24 and orange.

The Deputy Chief Constable stated that the one risk graded as red on the Force risk register related to the Equality Act. The Force had complied with the first part of the Act and all equality data had now been published on the Force website. The first meeting of the Strategic Diversity Board had also taken place and as a result of these two actions, the Deputy Chief Constable expected the risk score to reduce.

Resolved: *To note the updates provided.*

9. **Chief Constable's Performance Report 2011-12** A report by the Chief Constable covering the period 1st April to 31st December 2011 had been circulated. The Chief Constable stated that the overall performance status of the Force was 'good' and proceeded to provide a verbal update highlighting areas of good and poor performance.

Strategic Priority 1: Tackling Violent Crime

- Satisfaction for Victims of Violent Crime – the Assistant Chief Constable had been working on this and a clear picture of methodology had now emerged which would be used to improve this further. Since the last report the grading had moved from red to amber.
- Violent Crime recorded within 72 hours – 97.1% of violent crime was recorded within 72 hours in December which may enable the Force to meet this target by the end of the financial year.

Strategic Priority 2: Managing those who cause the most harm in our communities

- Distraction Burglary Detection Rate – current performance was 10.8% compared to a target of 30.1%. Sixteen further detections are to be included in the figures for next month, which would provide the Force with a detection rate of 45%.
- Repeat Cases through MARAC (multi-agency risk assessment conference) – currently performing at 31.6% against a target of 25.3%. A discrepancy in the number of referrals between Wiltshire and Swindon had been identified due to Wiltshire submitting high risk victims only. Wiltshire have amended the way they manage this process as from 1st January 2012 which should reduce the discrepancy in figures between the two areas.

Strategic Priority 3: Reduce Anti-Social Behaviour and Associated Local Crime

- Vehicle Crime – although currently performing well there had been some significant rises in this area which were being reviewed.
- Speedwatch Checks – this area was performing well and Swindon Borough Council had now also agreed to be involved with this.
- All Crime Resolved Rate – the figures had remained stable or falling for four weeks running, but the Chief Constable was not confident that the target of 29.1% would be met by the end of the financial year.
- Assurance Review of Anti-Social Behaviour – the Force conducted a review of anti-social behaviour in October 2011 using the HMIC criteria and identified six areas as poor. Work was now underway to try and improve these areas in time for the HMIC Inspection in March 2012.
- Criminal Damage – although unlikely to achieve target by the end of the financial year, it was anticipated that the Force would be performing better than its most similar group of forces.

Service Delivery

- Call Back Compliance – good progress had been made in this area and performance had moved from red to amber. The Chief Constable stated he was confident that the target would be met at the end of the financial year.

The satisfaction gap between white and black and minority ethnic victims as at September 2011 showed a difference of 15.8% against the $\pm 4\%$ tolerance. The reason for the significant growth was not known but had been referred to the Force Customer Relations and Public Engagement Group for review.

The Chief Constable also reported on the following:

- Operation Pinnacle is a direct result of work conducted by the Assistant Chief Constable in raising performance for victim satisfaction which sees police attendance at low-level minor criminal damage incidents. Intelligence and better forensics had already been obtained and although it was too early to report on impact on performance, feedback from the public had been positive. The Chief Constable stated he would report on this again at a future meeting.
- Complaints had been received from the public with regard to youths on quad bikes, scramblers, and mini-moto's driving dangerously in an area in Swindon. PCSO Kuy Harrison had tackled this seizing nine of the items. This had been reported to and covered by the media.

- The Domestic Violence Prevention Order pilot had now been running for six months and the 100th Domestic Violence Prevention Notice issued.
- A £4.8million confiscation order had been made against an individual from Swindon recently convicted for fraud.
- A man had been sentenced to 9 years in prison for distraction burglary. This was as a result of proactive policing by Wiltshire and Thames Valley Police. The offender asked for a further 90 cases to be taken into account, 16 of which had occurred within Wiltshire.
- A day of action for the targeting of metal thefts was held on 30th January 2012 (Operation Herald). A number of partner agencies were involved. Ten arrests had been made and property recovered including a cash seizure.

The Chairman then invited Members to comment:

- Mrs Soden stated she had heard on the local radio that 15,000 motorists were caught speeding in the county last year, but only 6,000 cases reached court. The Chief Constable responded that there were a number of contributing factors for why the number of those reaching court was low. One of those factors was that Speedwatch was still a relatively new initiative and it would take a period of time for repeat offenders to show on the system. The criteria used by the Crown Prosecution Service would also need to be successfully applied before a prosecution could be brought.
- Mrs Stafford sought reassurance that the Force was not over achieving on urban response times at the expense of rural response times. The Assistant Chief Constable stated he would provide some additional information to Mrs Stafford on response times.
- Mrs Mortimer informed Members that Strategic Priority 4 (creating a sustainable policing model for Wiltshire) was currently reported through the Force Change Management Board but felt that performance against this should be reported in the public domain. The Chief Constable was asked to provide a report for the next Police Authority meeting and to ensure that if the report were confidential then a public report should also be published.
- Mr Caswill asked what work was being done on improving those 14 areas identified as fair within the Force's self-assessment of anti-social behaviour. The Chief Constable stated that the majority of these referred to partnership working (such as tasking processes, information sharing protocols) where there was some evidence that links existed. The current focus was on increasing performance in those areas graded poor.
- With regard to the whole performance of the Force, Mr Macpherson stated that it was pleasing to note the green and excellent areas within the report. The methodology used to create the balance scorecard was a good system which was now maturing but it was still important to ensure that the weighting and balance was correct at the top level. Operation Pinnacle was as a result of poor performance highlighted through this methodology but was only identifiable several layers below the top scoring headlines. Credit should be given to the Performance Analysts for the work that they are doing. Mr Macpherson encouraged Members to drill down into performance information provided and to challenge the Force on its performance if they identify any red areas.

- Resolved:
- 1) *To note the content of the report and the verbal update provided by the Chief Constable.*
 - 2) *That the Chief Constable would report on Operation Pinnacle at the next Authority meeting.*
 - 3) *That the Assistant Chief Constable would provide additional information to Mrs Stafford on Force response times for urban and rural areas.*
 - 4) *To request the Force to produce a report on performance against Strategic Priority 4 (creating a sustainable policing model for Wiltshire) for the next Police Authority meeting. If the report is deemed confidential a version suitable for publication in the public domain should also be produced.*
 - 5) *To recognise the good performance of the Force and the work being done by the Performance Analysts.*

10. **Revenue and Capital Budget Monitoring Statements** A report by the Chief Constable had been circulated attaching the revenue and capital monitoring statements to end of December 2011. Members raised concern about the retirement of Police Officers and the loss of experience, skills and knowledge. Whilst some Police Officers had been appointed from other Forces in an effort to resolve this matter, there were still some gaps. This was being addressed through sensible succession planning and the training and skilling of Officers as necessary against vacancies and being monitored monthly by the Force. Members asked for the Value and Productivity Group to continue to monitor this.

- Resolved:
- 1) *To note the revenue and capital budget monitoring statements and the projected favourable variance of £3.620million in the revenue budget.*
 - 2) *That the Value and Productivity Group would continue to monitor the issue of retirement of Police Officers and loss of experience, skills and knowledge and how the Force would continue to manage those gaps.*

11. **Revenue Budget 2012-13** A report by the Chief Constable had been circulated. The Head of Finance and Logistics informed Members that there were no immediate threats to the Authority's financial plans, but implications of the Winsor Review and reduced central funding due to pay being capped would effect the 2013-14 budget. Confirmation from the Government on capital funding was still awaited.

Mr Macpherson stated he was content to approve the proposed budget figure for 2012-13 but would like to see a more detailed budget linking expenditure to Policing Plan objectives.

- Resolved: *To note the content of the savings plan and support the approval of a budget requirement of £103.064million and to request further information aligning the budget to the Policing Plan to be submitted to the Police Authority meeting to be held on 27th March 2012.*

12. **Precept and Council Tax** A report by the Treasurer had been circulated. The Treasurer informed Members that the grant figures had now been confirmed and were as set out in the report.

- Resolved:
- 1) *Approve the Treasurer's assessment of the robustness of the budget and the adequacy of reserves as described in Paragraphs 8-15 of the report.*
 - 2) *To approve a net revenue budget of £103.064million for 2012-13 which, after Government funding, would mean a precept of £40.098million and a Council Tax for policing services for all property bands based on £157.77 for Band D properties, representing a percentage increase of 0% on 2011-12.*

13. Treasury Management Strategy A report by the Treasurer had been circulated.

- Resolved:
- 1) *To adopt the Prudential and Treasury Indicators as set out in Appendix A of the report.*
 - 2) *To adopt the Investment Strategy as set out in appendix B of the report.*
 - 3) *To agree that operating leases of up to £0.5million could be used to assist in financing the Police Authority's 2012-13 capital plans when necessary.*
 - 4) *To agree that short term cash deficits and surpluses continue to be managed through temporary loans and deposits as detailed in Paragraphs 14-16 of the report.*
 - 5) *To agree that, for longer term cash balances, the Treasurer continued to be delegated to negotiate the terms and conditions of any external arrangements and to note and endorse the delegated decision taken as described in Paragraph 20 of the report.*

14. Committee Reports

<u>Meeting</u>	<u>Date</u>
Audit and Risk	13 th December 2012
Strategy, Direction and Progress	24 th January 2012
Professional Standards	26 th January 2012

Strategy, Direction and Progress: The Chief Executive updated Members on the latest situation with regard to the National Police Air Service project. The current target date for Wiltshire joining the project was April 2013. Members asked for regular briefings on this in order that they may provide appropriate updates to their Area Board / Locality Area.

- Resolved:
- 1) *To note the updates provided by the Committee Chairmen.*
 - 2) *To note receipt of the Annual Audit Letter as attached to the minutes of the Audit and Risk Committee meeting.*
 - 3) *For Members to receive regular updates on the progress of the National Police Air Service project.*

15. Group Reports

Value and Productivity Group: Ms Hillyer provided a brief update to Members on the current work of the Group. There are big challenges ahead for the Force through the Change Management Programme and Vision Wiltshire and a requirement for more substantial project management expertise to be brought into

Force to help move things forward. Governance and collaboration issues were still being discussed and progressed by the Group.

The Deputy Chief Constable informed Members that project management support for the operational services and people services elements of Vision Wiltshire had been sought and were being sourced from Wiltshire Council and should be in place shortly.

Budget Action Group: There was nothing further to report as the main issues for the Group had been discussed elsewhere on the agenda.

Joint Strategic Board: Mr Macpherson informed Members that a Partnership Board was in the process of being set up and would be chaired by the WPA Chairman.

Community Engagement Working Group: Mr Humphries informed Members that a presentation on the Neighbourhood Policing Team Review had been delivered by the Force.

Resolved: *To note the updates provided.*

16. Conferences and Meetings Attended by Members since the Previous Meeting, and Future Conferences / Seminars

Policing Plan Consultation with MPs

Mr Macpherson informed Members that he had recently met with all five MPs from Wiltshire and Swindon (on an individual basis) to seek their views on the Policing Plan content for 2012-15. In general all MPs felt that the Force were doing a good job and wanted to highlight this. Rural crime had been raised as an issue and the localities and campuses project were broadly supported. There was a desire to work closely with local partners but the MPs were clear that policing must remain in Wiltshire and under the control of the Chief Constable.

Mr Macpherson stated he would be feeding the responses into the consultation phase of the Policing Plan.

The Chief Constable informed Members that if Members wished he would arrange for the Rural Crime Team to deliver a presentation on the work that they do at a future Members Briefing Session.

Resolved: 1) *To note the feedback from Mr Macpherson in relation to his meeting with the MPs.*

2) *To ask the Force to arrange for the Rural Crime Team to deliver a presentation to Members at the next Briefing Session on the work that they do.*

17. Dates of Police Authority Meetings in 2012

2012

19th April

Resolved: *To note that the Strategy, Direction and Progress meeting planned for 27th March 2012 would become a full Authority meeting.*

18. Urgent Items

i. WPA Community Award

The Chairman reminded Members that nominations for the WPA Service to the Community Award were currently being sought. The closing date for receipt of nominations is 2nd March 2012.

Resolved: To note the reminder from the Chairman about the WPA Awards and the closing date as 2nd March 2012.

19. **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 20-22 below because it is likely that if a member of the public were present there would be disclosure to them of exempt information as defined in Paragraphs 1 and 7 of Schedule 12A to the Act.

20. **Confidential Minutes of the Meeting held on 8th December 2011**

Resolved: To agree and sign the confidential minutes of the meeting held on 8th December 2011.

20a. **Committee Reports**

<u>Meeting</u>	<u>Date</u>
Audit and Risk	13 th December 2012
Professional Standards	26 th January 2012

Resolved: To note the updates provided.

21. **Individual Gift** A copy of the report submitted to the December meeting of the Audit and Risk Committee had been circulated.

Resolved: That the Authority would accept the gift.

22. **Tri-Force Specialist Operation Unit** The Assistant Chief Constable provided an update to Members on a meeting with Avon and Somerset which was also attended by the Chief Executive and Mr Cooper. A summary of the meeting had been produced and would be submitted to the Authority in due course.

Resolved: To await receipt of the summary of the meeting with Avon and Somerset Constabulary.

(Duration of Meeting: 10.30am to 12.55pm)

WILTSHIRE POLICE AUTHORITY

MINUTES of a MEETING held at POLICE HEADQUARTERS, LONDON ROAD, DEVIZES on TUESDAY 27TH MARCH 2012

PRESENT: Mr C Hoare (Chairman), Mr R Bluh, Mr R Britton, Mr C Caswill, Mr B Fishlock, Mr B Ford, Ms J Hillyer, Mr R Holland, Mr C Humphries, Mr A Johns, Mr A Macpherson, Mrs G Mortimer, Mrs C Soden, Mrs G Stafford, and Ms Tawiah.

IN ATTENDANCE: T/DCC M Veale, Mr C Barker, Mr K Kilgallen, Mr M Prince, and Miss S Kyte

1. **Apologies** Apologies for absence were received from Mr Rogers.
2. **Public Questions** There were none.
3. **Declarations of Interest** There were none.
4. **Chairman's Announcements** There were none.
5. **Annual Policing Plan 2012-15** A copy of the final draft Policing Plan 2012-15 was circulated to Members who commented as follows:
 - Although document feels 'wordy' it was recognised that this is what the Authority will use to hold the T/Chief Constable to account for delivery of policing in Wiltshire and Swindon. As in previous years, a summary would be produced.
 - Details of the budget for 2012-13 were given on Page 12 of the document and referred to a figure of £125.5million when a budget of £103million had been set by Members. The Treasurer stated that the higher figure included specific grants received by the Authority although it had been identified that these had potentially been included twice. Members were content that the budget section include the figures for specific grants but it should clearly refer to the budget set by Members at the February meeting of £103million and the additional funds received through specific grants.
 - It was pleasing to see the inclusion of pie charts as the pictorial information they provided was quicker and easier to digest than text.
 - The figures detailed in the pie charts should be rounded up or down.
 - Consideration should be given to providing further explanation to the meaning of the terms local policing and protective services as detailed in the graph on Page 13 as these terms would not mean much to the public as they currently stood.
 - The Authority needs to ensure that the document is written in plain English so that the public can understand it.
 - The Equality and Diversity section should be expanded further so that the section provides substance to the overall Plan and the membership of the Strategic Diversity Board should also be included.
 - Final paragraph on Page 16 should be included under the 'Improving Technology' heading.

- To explore whether there was another way of expressing the current position with the Chief Officer Team as the use of 'temporary' does not imply a permanent solution.
- Local Authorities should be included in the list of those talked to when preparing the Plan.
- Mr Bluh questioned the ordering of some of the items as anti-social behaviour was a key priority for the public yet does not feature until further down the list underneath the heading 'Our First Aim'.
- Metal theft was also an issue for the public and did not appear to be addressed in the Plan.
- Page 1 refers to Wiltshire having the 'lowest level of violence against the person in England and Wales'. What happens if during the next financial year Wiltshire's position changes?
- Need to ensure that it is clear from the Policing Plan that although there are areas of the business that will receive particular attention, there was still an overall commitment to tackling crime.

The Head of Finance stated that in recent years the police service had been working with the Chartered Institute of Public Finance and Accountancy to produce a standard set of data which was known as the Police Objective Analysis (POA) which helped to assist in providing information on what was considered a national standard. The Head of Finance was looking at aligning the budget in due course to the POA which would assist in aligning the budget to the Policing Plan. The most recent POA was circulated in October 2011 and a copy would be circulated to all Members for information.

Resolved:

- 1) *To give delegated authority to the Authority Chairman, Joint Strategic Board Chairman, and the Chief Executive to issue a final version of the WPA Annual Policing Plan 2012-15.*
- 2) *That the Head of Finance would arrange for a copy of the Police Objective Analysis produced in October 2011 to be circulated to all Members.*

6. **Neighbourhood Justice Panels** A report by the Chief Constable had been circulated. Members were informed that the T/ACC was leading on this for the Force with C/Supt Armstrong. Ms Hillyer reported that she and Mr Macpherson had met with Inspector Paul Saunders (who is the locally embedded Inspector with Swindon Borough Council) and Simon Evans (Swindon Borough Council) and felt this was a positive initiative to be pursued although it should be noted that there were some issues to be resolved. These issues included agreeing with the Courts on how records for this process would be kept, the Crown Prosecution Service had not yet signed up to this, and that an answer should be sought from the T/Chief Constable on who the Force Champion was for Local Resolution. It was important that the Force Champion provided the link between local resolution and Neighbourhood Justice Panels and that there was no separate storage of data or operating in silos. Cllr Bluh stated that he was aware the Swindon Community Safety Partnership were working on this initiative but it had not yet been to Cabinet for approval.

The T/DCC stated he was familiar with the role of Neighbourhood Justice Panels and had seen them in operation in another area. The Panels assist in providing a proportionate and local response to local low level crime and were well received by the community in which they had operated.

Resolved: *To note the content of the report.*

7. Brief Updates on Following Items:

Tri-Service Specialist Ops Unit

The T/DCC reported that the collaboration team had nearly completed the scoping exercise and that the business case was due to be delivered at the end of March. It would then be submitted to those Forces involved for full consideration. The T/DCC would be meeting with the Chief Executive in the near future to discuss the matter and identify those savings to be made. A further update would be provided at the Authority meeting in April.

Establishment of Estates Delivery Board

The Chief Executive reported that a Joint Estates Board had been established which met in early March with a primary focus on Monkton Park, Chippenham. The WPA Lead Member for Estates was Mr Macpherson and local WPA Members would be invited to attend meetings of the Board when estate matters arise pertinent to their geographical area.

In order for Monkton Park to be treated as a Police Station rather than office accommodation, Members of the Joint Estates Board had decided to apply for planning permission although technically this was not required. Some Members felt that this was unnecessary but Mr Caswill stated that the Members of the Joint Estates Board felt it would be prudent to do so.

Resolved: 1) *That a further update on the tri-service specialist ops unit would be given at the April meeting of the Authority.*

2) *To note the verbal updates provided.*

8. Dates of Police Authority Meetings in 2012

2012

19th April

14th June

20th September

1st November

Resolved: *To note that the venue for the April and September meetings of the full Authority would be Melksham.*

9. Urgent Items There were none.

10. 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 11-12 below because it is likely that if a member of the public were present there would be disclosure to them of exempt information as defined in Paragraphs 3 and 4 of Schedule 12A to the Act.*

11. **Swindon Community Safety Partnership** A confidential report by the Chief Constable was circulated and the following concerns raised by Members:

- Community Safety Partnership funding would be received by the Police and Crime Commissioner from 2013-14 onwards.
- Licensing had been withdrawn from this proposal but it was not clear why, particularly when it was felt that inclusion of this would provide further savings.
- Are warranted officers included within the new service?
- There would appear to be the loss of a Prevent Officer from the old structure to the new and it was not clear where this workload had been transferred to.
- The paper did not provide enough detail on how the Partnership's workload would change under the new structure and what, if anything, would not be done in the future that had been done previously.

Resolved: *To ask the Force to bring a further report to the April Police Authority meeting addressing Members' concerns and providing a detailed explanation of the outcomes achieved by the Community Safety Partnerships and the work that they do to bring about the outcomes.*

12. **Special Priority Payments** A confidential report by the Chief Constable which had been considered at the March meeting of the Value and Productivity Group had been circulated.

Resolved: *To approve the amendment of the current scheme to allow the continuation of an 'equivalent special priority payment' scheme for on-call arrangements for a period of three months effective from 1st April 2012 at a cost of £44k with a view to receiving a further report in May showing how the introduction of a replacement on-call scheme under Winsor Part II is likely to affect Wiltshire and how the introduction of unsocial hours enhancement payments under Winsor Part I impacts the current variable rate special priority payments arrangements.*

13. **Urgent Items** The Chairman agreed to accept the following as an urgent item.

i. Proceeds Under Police Property Act 1897

A report by Mr Macpherson was circulated. .

- Resolved:
- 1) *To note the distribution of funds in the current year.*
 - 2) *To request payment of £5k to Victim Support as soon as possible.*
 - 3) *To lift the restriction of grants made by the Community Foundation only to registered charities.*
 - 4) *To ask the Community Foundation to consider the totality of support to applicants given by the Police Authority in any year.*
 - 5) *To make a transfer to the Community Foundation of £45k.*

- 6) *To request the completion of contracts with both the Wiltshire Bobby Van Trust and SPLASH within three months of the date of this meeting.*

ii. Operation Yellowstone

The Chairman stated that notification was received Friday afternoon (23rd March 2012) that the Sunday Times would be running an article in relation to Operation Yellowstone.

Resolved: *To note the verbal report by the Chairman.*

(Duration of Meeting: 2.00pm to 3.55pm)

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WILTSHIRE COUNCIL – May 2012 REPORT BY CAROLE SODEN

WILTSHIRE POLICE PERFORMANCE

The performance in this report relates to the period April 2011 to March 2012 and gives comparisons with the same period in the previous year. Figures relate to Force level performance and give a comparison against our Most Similar Forces (MSF).

Overall Crime

- The total number of **All Crimes** has decreased by 4% equating to 1,450 fewer crimes with Wiltshire Police currently performing in line with peers and better than the MSF average.
- The rate at which crimes have been detected and resolved has fallen slightly to 24.4% compared to 25.5% last year equating to 765 fewer sanction detections. As previously reported Local Resolutions (low level crime and anti-social behaviour settled locally between victim and perpetrator) are not currently reflected in detections. However, our own internal measures show that Local Resolutions have increased from 1.5% of total crime in 2010/11 to 3.3% for 2011/12.

Violent Crime

- **Violent Crime** has also fallen by 6% (463 fewer crimes). The Force is currently performing in line with peers and better than average with a total of 11.243 per 1,000 residents compared to a MSF average of 12.133.
- The rate at which Violent Crime has been detected and resolved has fallen to 42.0% compared to 47.1% last year with the MSF average currently at 41%. This equates to 599 fewer detections compared to last year. However, this is expected as the volume of crime reduces.

Vehicle Crime has risen by 4% (145 more crimes) with performance in line with peers and better than average (5.410 offences per 1,000 population compared to an MSF average of 5.474).

Dwelling Burglary is performing better than peers with Wiltshire currently first in their MSF grouping. Performance reflects an 18% decrease (294 fewer crimes) compared to last year which equates to 4.929 crimes per 1,000 residents against an MSF average of 7.493.

Criminal Damage is down 4% (274 fewer crimes) and is performing just above the MSF average at 10.416 per 1,000 residents compared to 10.160.

	Most Similar Force Position	Most Similar Force Position Previous Financial Year 2010/11	Apr 2011 - Mar 2012 compared to Apr 2010 - Mar 2011
All Crime	↗	↗	-4% (1,450 fewer crimes)
All Detections	↘	↘	-8% (765 fewer detections)
Violent Crime	↗	↗	-6% (463 fewer crimes)
Violent Crime Detections	↘	↘	-16% (599 fewer detections)
Serious Acquisitive Crime	↗	↗	-4% (211 fewer crimes)
Serious Acquisitive Crime Detections	↘	↘	-7% (51 fewer detections)
Vehicle Crime	↗	↗	+4% (145 more crimes)
Dwelling Burglary	↑	↑	-18% (294 fewer crimes)
Criminal Damage	↘	↗	-4% (274 fewer crimes)
**Includes sanctioned detections only, comparisons to MSF are not currently available for Local Resolution			
Key			
Better than Peers	↑		
Inline with peers - better than average	↗		
Inline with peers - worse than average	↘		
Worse than Peers	↓		

Wiltshire Police Performance

Wiltshire are performing well on a national level in relation to rates of Violent Crime for the 12 months from March 2011 to February 2012, currently recording the sixth lowest rate nationally at 11.212 offences per 1,000 population. This is 21.2% lower than the national average of 14.229.

Details of Wiltshire Police performance for the 2011/12 financial year will be sent with the next report.

Appointment of Chief Officer Team

Following the secondment of Brian Moore to the UK Border Agency, the Chief Officer team has changed and is now:

Temporary Chief Constable Pat Geenty

Temporary Chief Constable Mike Veale

The appointments have been made until March 2013 in order to provide some stability for the Force but to also allow the Police and Crime Commissioner to appoint their own Chief Constable when they are elected in November later this year.

A temporary appointment to the Assistant Chief Constable post is due to be made shortly.

Transition to Police and Crime Commissioner (PCC)

A PCC Partnership Board has now been established and met for the first time on 28th March 2012. The Partnership Board includes representation from local authorities, partners, and the voluntary sector. The main responsibilities for the Board include the development of a framework between the PCC, the Police and key partners, and the development of support to partners in community safety, criminal justice and voluntary sectors.

WPA Service to the Community Award

Earlier in the year, WPA sought nominations from the public to recognise individuals within a Neighbourhood Policing Team that had provided exceptional service. Over 40 nominations were received which the Judging Panel reduced to a shortlist of 5. The shortlisted nominees were invited to attend a presentation at Police Headquarters on 27th March and were presented with a certificate recognising their achievements with the overall winner, PCSO Kuy Harrison, also being presented with a trophy.

Two of the shortlisted listed candidates were from Wiltshire – PCSO Jo Atkinson from Amesbury and John Todd (a member of the public) from Durrington. Full details of the press release can be found on the News section of the WPA website (www.wiltshire-pa.gov.uk).

Police Authority Meeting Dates in 2012

14th June

20th September

1st November

Carole Soden, WPA Vice-Chairman

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on TUESDAY 14 FEBRUARY 2012**

Present : Cllr Brigadier R Hall (Chairman), Cllr P Davis, Cllr Mrs M Groom, Cllr H Marshall, Cllr N Martin, Cllr G Payne, Cllr G Perkins, Cllr J Osborn (until the conclusion of the business under minute no. 10), Cllr Mrs B Wayman, Cllr D Wren, Cllr B Wright

1 Minutes of last Meeting

The minutes of the meeting held on 15 December 2011 were confirmed and signed.

2 Apologies

Apologies were received from Cllr. C Devine

3 Members' Interests

The Chairman reminded members of the need to declare any personal or prejudicial interests or dispensations granted by the Standards Committee.

The Clerk to the Authority declared an interest in the business under minute no. 12 because part of the subject matter concerned the contractual arrangements for the services of a Clerk.

4 Chairman's Announcements

The Chairman referred to:

- the successful training day at the FRS Training & Development Centre organised for 40 operational soldiers from the 1st Royal Horse Artillery and the possibility of further reciprocal training opportunities;
- the LGA's Annual Fire Conference on 20 and 21 March at which the Authority would be represented by the Vice-Chairman and the Chief Fire Officer and at which Cllr Newbury would be chairing a panel discussion on industrial relations and resilience as part of his role on the LGA;
- the forthcoming briefing for all Members on-site at the Hot Fire Training facility at Kemble Airfield on the 28 March; and
- the elections to Swindon Borough Council to be held on 3 May 2012.

In connection with the last of the above matters, the Chairman thanked the retiring Swindon Members for their contribution to the work of the Authority.

5 Questions from the Public

There were no questions from the public.

6 Programme & Scrutiny Board

A report of the meeting of the Programme & Scrutiny Board held on 24 January 2012 was received.

7 National Framework Consultation Document

On receiving a verbal report by the Chief Fire Officer and on noting that a copy of the national framework consultation document would be sent to all Members,

Resolved:

To authorise the Chief Fire Officer to respond to the consultation document on behalf of the Authority subject to (i) a copy of the draft response being sent to all Members for comment and (ii) subsequent consultation with the Chairman.

8 Finance Review & Audit Committee

The minutes of a meeting of the Committee held on 13 December 2011 were received.

9 Capital Programme 2012/13 and Prudential Indicators

On considering a paper by the Finance Director,

Resolved:

- a) *To approve the Capital Programme for 2012/13 as shown in Appendix A to the paper presented;*
- b) *In accordance with the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008, to approve the asset life (equal instalment) method for prudential borrowing as the Authority's policy for the calculation of minimum revenue provision in 2012/13.*
- c) *To approve the key prudential indicators in respect of the Capital Programme for 2012/13 as shown in Appendix B to the paper presented.*

10 Revenue Budget 2012/13 and Council Tax Resolution

Before the discussion on this item the Chairman referred to a letter which the Fire Minister had sent to the Chairmen of all Fire and Rescue Authorities and which he had arranged to be copied to all Members.

On considering a paper by the Finance Director and Chief Fire Officer which included the recommendation of the Finance Director (in his capacity as Treasurer of the Authority) and supported by the Chief Fire Officer that, in order to protect the Authority's long term financial position, the Council Tax Freeze Grant for 2012/13 offered by Government be not accepted,

Resolved:

- a) *Not to increase the council tax requirement for 2012/13 and to accept the Governments' offer of Council Tax Freeze Grant equivalent to a 3% increase in council tax.*
- b) *To acknowledge the long term financial risks (identified in the paper presented) inherent in the acceptance of the Council Tax Freeze Grant for 2012/13.*
- c) *To approve a Net Revenue Budget for 2012/13 of £25,277,900 to include a contribution to balances of £361,500.*
- d) *To approve the Authority's basic amount of council tax for 2012/13 of £62.38 (i.e. no change from 2011/12) with the following consequential council tax levels at each band:*

<i>Band A</i>	<i>£41.59</i>
<i>Band B</i>	<i>£48.52</i>
<i>Band C</i>	<i>£55.45</i>
<i>Band D</i>	<i>£62.38</i>
<i>Band E</i>	<i>£76.24</i>
<i>Band F</i>	<i>£90.10</i>
<i>Band G</i>	<i>£103.97</i>
<i>Band H</i>	<i>£124.76</i>

- e) *To authorise the Finance Director to give notice of the approved council tax requirement to the appropriate billing authorities.*
- f) *To authorise the Finance Director 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 gross revenue expenditure for 2012/13 in the approved budget and such changes as may be agreed subsequently by the Authority;*
 - ii. *The cost of capital items including the purchase and leasing of equipment specified in the capital budget, and*
 - iii. *Such loans made by the Authority as may be approved.*
- e) *To authorise the Finance Director to borrow such sums as may be required in respect of schemes in the capital budget.*

11 Protection, Prevention and Intervention

A short visual presentation was made.

12 Staffing Committee

The minutes of the Staffing Committee held on 25 January 2012 were received.

13 Pay Policy Statement

On considering a paper by the Brigade Manager, People, and recommendations of the Staffing Committee,

Resolved:

- (a) *To approve the Authority's pay policy statement for 2012/13, as required by the Localism Act 2011,*
- (b) *To ask officers to review the statement once the final DCLG guidance on pay policy statements has been received, and if amendments are required, to present the revised statement to the Authority meeting following the receipt of the revised guidance; and*
- (c) *To ask officers to monitor developments in other relevant authorities with regard to senior pay with a view to reporting to the Staffing Committee prior to the review of the pay policy statement by the Authority in February 2013*

14 Standards Committee

The Minutes of the Standards Committee held on 24 January 2012 were received.

15 The Provisions of the Localism Act 2011 Regarding Members' Conduct

On considering a paper by the Clerk to the Authority and recommendations of the Standards Committee,

Resolved:

- a) *To note the report.*

- b) *To note that detailed recommendations and proposals will be presented for the Authority's consideration at its annual meeting on 30 May 2012 to enable the Authority to comply with the coming into force on 1 July 2012 of the provisions of the Localism Act 2011 regarding members' conduct.*
- c) *Meanwhile, to ask the Clerk to the Authority to advertise for the appointment of one Independent Person and one reserve.*
- d) *To appoint a Panel comprising three members of the current Standards Committee to interview candidates and to make a recommendation to the Authority on 30 May 2012 for appointment.*
- e) *To delegate to the Clerk to the Authority the selection of members to the panel referred to in (d) above after consultation with the Chairmen of the Authority and of the Standards Committee.*
- f) *To approve the payment of a retainer fee to the Independent Person and reserve, and the reimbursement of reasonable expenses, and to authorise the Clerk to the Authority to determine the amount of the fee and the basis of reimbursement in consultation with the Chairman of the Authority.*

16 External Support Services

On considering a paper by the Clerk to the Authority, Chief Fire Officer and Finance Director,

Resolved:

To extend the current arrangements for securing legal services and specialist personnel advice for two years w.e.f. 1 April 2012, on terms to be agreed by the Clerk to the Authority.

(Duration of meeting 10.30 a.m. to 11.55a.m.)