

Minutes Book

Tuesday 24 February 2015

Council Chamber, County Hall, Trowbridge, BA14 8JN

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Minutes of Cabinet and Committees

October 2014 - February 2015

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Councillors wishing to ask a question on the Fire Authority minutes are required to give written notice no later than five clear days before the council meeting - 5pm on Monday 16 February 2015 - please contact Yamina Rhouati, 01225 718024, yamina.rhouati@wiltshire.gov.uk			
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CABINET

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 11 November 2014.

Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Richard Britton, Cllr Chris Caswill, Cllr Christine Crisp
Cllr Peter Evans, Cllr Richard Gamble, Cllr Alan Hill
Cllr Jon Hubbard, Cllr David Jenkins, Cllr Simon Killane
Cllr Linda Packard, Cllr Horace Prickett, Cllr Anthony Trotman
Cllr Fred Westmoreland, Cllr Philip Whitehead and
Cllr Jerry Wickham

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

107 **Apologies**

An apology for absence was received from the Leader, Councillor Jane Scott, OBE.

Councillor John Thomson, Deputy Leader in the Chair

108 **Minutes of the previous meeting**

The minutes of the meeting held on 7 October 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 7 October 2014.

109 **Declarations of Interest**

There were no declarations of interest.

110 **Deputy Leader's announcements**

The Deputy Leader made the following announcements:

Order of agenda

In view of the number of people in attendance for item 11 – Delivery of the Campus Programme (minute no. 113 refers), the Deputy Leader announced that he would be bringing the item forward to be taken after the item on specialist dementia hospital care.

2 minute Silence – Armistice Day

The Deputy Leader invited those in attendance to observe the 2 minute silence at 11am.

111 **Public participation and Questions from Councillors**

The Deputy Leader reminded those present that he would as usual, be happy for them to express their views on any items on the agenda by indicating they wished to speak.

He reported receipt of questions as follows:

In respect of the item on the Delivery of the Campus Programme (minute no. 113 refers) from Councillors Mark Connolly and David Jenkins and members of the public Mr Jonathon Brown (presented by Mr Jim Lynch),

from member of the public Mr Clive Owen in respect of Corsham railway station which was not on the agenda.

A copy of the questions and responses provided by the relevant Cabinet member are attached to the signed copy of the minutes and available online with these minutes.

112 Specialist dementia hospital care

Councillor Keith Humphries presented a report which updated Cabinet on the Wiltshire vision for specialist dementia hospital care. He explained that the Council had been working hard to raise awareness of dementia. He referred to Cabinet's previous consideration of the subject in the development of the Dementia Strategy. Work had taken place with town and parish councils to introduce dementia friendly towns and parishes. The Council had also worked to include dementia into the Safe Places initiative.

Although specialist dementia hospital care was commissioned by Wiltshire Clinical Commissioning Group (CCG), it was acknowledged that it was only one part of the dementia pathway, as outlined in the Wiltshire Dementia Strategy. The Strategy was jointly owned by Wiltshire Council and Wiltshire CCG as commissioning organisations. Furthermore, it was the role of Wiltshire Council to act as a community leader in consultation processes that affected its local communities and population. For these reasons, Wiltshire Council was acting as a partner with Wiltshire CCG, supporting them through their public consultation, pending approval from Cabinet.

Cabinet was therefore asked for its approval to proceed to formal consultation on the future of specialist dementia hospital care in Wiltshire.

Councillor Humphries invited Dr Celia Grummitt – GP Dementia Lead and Dr Ted Wilson – Community and Long-term Lead from the CCG to address Cabinet on the CCG's proposals.

They outlined the proposals contained in the Specialist Dementia Hospital Care consultation document, details of which were presented.

The Dementia Strategy concentrated efforts to provide support for dementia patients and their carers mainly in their own homes. The proposals now before Cabinet were in relation to patients who required more specialist support and admission to a specialist dementia hospital during a severe phase of their illness to ensure they were kept safe and well. The consultation document also sought views on the future permanent location of specialist dementia hospital care in Wiltshire, with support from the Council.

Three options for the future provision of countywide specialist dementia hospital care in Wiltshire had been developed and included in the consultation document as follows:

Option 1: Undertake renovation/improvement work to Charter House, Trowbridge and move all specialist dementia hospital care from Amblescroft South, Salisbury to Trowbridge;

Option 2: Undertake renovation/improvement work to Avebury ward

at Green Lane Hospital in Devizes and move all specialist dementia hospital care from Amblescroft South, Salisbury to Devizes or

Option 3: Formalise the existing provision and location of services at Amblescroft South, at Fountain Way in Salisbury.

Maggie Rae, Corporate Director emphasised that this was about the care pathway and the right outcomes for people with advanced dementia. This was aimed at the smaller group who needed extra specialist care to improve their physical as well as mental health and return them back to their communities.

Councillor Christine Crisp, chairman of the Health Select Committee confirmed that her Committee would be happy to participate in the consultation process. It was noted that the Committee had provided a valuable contribution to this area of work.

Councillor Humphries thanked all those present for their views and contributions and it was;

Resolved:

That Cabinet notes the recommendations and gives approval to proceed to formal consultation on the options developed for the future provision of specialist dementia hospital care in Wiltshire.

Reason for decision:


To ensure that people with dementia have access, when required, to specialist dementia hospital care that is fit for purpose and conforms to best practice standards.

113 Delivery of the Campus Programme - Position Statement

Public Participation

Questions were received from Councillors Mark Connolly in respect of campus proposals for Tidworth and David Jenkins in respect of campus proposals for Westbury and member of the public Mr Jonathon Brown (presented by Mr Jim Lynch) in respect of campus proposals for Bradford on Avon.

A copy of the questions and responses provided by Councillor Seed are attached to the signed copy of the minutes and available online with these minutes. Supplementary questions were also raised by Councillor Jenkins and Mr Lynch to which Councillor Seed replied.

 Councillor Jonathan Seed presented a report which updated Cabinet and provided a position statement on the delivery of the Council's community

campus programme. It was noted that the campus programme is one of the first of its kind in the country.

The campus programme is intrinsic to delivering the council's vision to create stronger and more resilient communities and to provide more accessible services that reflect local needs. The report outlined the progress made in each of the seven approved campuses - Calne, Corsham, Cricklade, Melksham, Pewsey, Salisbury and Tisbury. It also provided cabinet with the current position and an indicative timeline for the completion of these campuses.

Cabinet approval was sought for the provision of a community campus in Malmesbury. Initial plans were likely to include a multi-purpose community space tailored to local needs, a kitchen area, improved office space and hot desk and office facilities, located in Cotswold House. It was anticipated that all the approved campuses would be delivered by the end of 2017.

In other community areas, it was suggested that the delivery of a campus be reviewed and aligned to other key factors including future development, economic development schemes, army basing and community needs and, where appropriate a community hub model could be implemented. It was therefore anticipated that some communities might bring forward smaller scale community hub proposals, approved by their area board, for consideration by cabinet on a case by case basis.

Those present acknowledged that the campus programme was an extremely positive and ambitious one especially when set against the financial challenges faced by this council and the public sector generally. Councillor Jon Hubbard expressed some concern that the campus programme might be slipping from the original programme to provide a campus for every community area. He was also concerned that communities and COBs were working extremely hard on proposals which he feared might not come to fruition.

Councillor Seed emphasised that even in the present economic climate, the campus programme was always projected as a 15 year programme. The council had already approved more than £74 million out of a £120 million budget estimate for the programme.

It was noted that the current estimated forecasts for the build costs for the seven campuses would be £76.857 million; this included the proposals for Malmesbury presented to this meeting for approval.

It was noted that whilst this funding did not cover the cost for any further campuses at this stage, a community could bring forward proposals for a campus development or the creation of a community hub for cabinet to consider on a case by case basis. The council would also continue to support local communities and would be appointing community engagement roles to work with the local area boards and COBs to identify and maximise opportunities to strengthen the local communities.

Following questions being raised on the second phase of the campus programme, Councillor Seed emphasised that COBs could continue to bring proposals forward which would be assessed and be progressed at a pace that communities, partners and the council could develop. Issues such as viability, community need, cost and current service provision would be taken into account.

Councillor Linda Packard, Chairman of Chippenham Area Board conveyed the views of the area board from its meeting held on 10 November. The members requested to be appraised at the earliest opportunity of the implications for the Chippenham Campus proposal of being re-designated as part of a development/regeneration programme. They wanted to know exactly what this meant. The members also wanted to know how and when a budget requirement would be determined, where future funding would come from and the time scale within which commencement/completion of a campus for Chippenham was envisaged.

On being asked, Councillor Fleur de Rhé-Philippe explained that it would be sensible to integrate development proposals for Chippenham either economic regeneration or campus with regard to the Chippenham masterplan. It was noted that arrangements were in hand for senior officers to meet with Councillor Packard to assist in resolving the area board's concerns.

On further questioning about how the campus programme would be developed, Councillor Seed emphasised that COBs could still bring forward proposals which could be considered with a view to commissioning feasibility studies. He explained that in some areas, proposals had not come forward.

Maggie Rae, Corporate Director explained the purpose of the report presented was to provide an update on where we were and provide a realistic expectation of the second phase of the programme. She noted that further resources would be required and this would be addressed as part of the budget setting process.

In the ensuing discussion, Councillor Seed responded to points raised by members and COB representatives.

Resolved:


- 1. Cabinet notes the progress made in each of the seven approved campuses - Calne, Corsham, Cricklade, Melksham, Pewsey, Salisbury and Tisbury - and notes the indicative timeline for the completion of these campuses.**
- 2. Cabinet approve the delivery of the first phase of a community campus in Malmesbury.**

3. That Cabinet notes the update regarding the other community areas and the situation regarding future campus development and, where appropriate, community hubs.
4. That Cabinet notes the initial learning to deliver a successful campus and approve the proposed way forward for developing the role and responsibilities of the community operations boards (COBs) and the provision of the appropriate community engagement support.
5. That Cabinet notes that work to progress future governance models for fully operational campuses is underway and proposed options will be tabled at a future meeting for consideration.

Reason for decision:

To update cabinet and provide a position statement on the delivery of the council's community campus programme.

114 **Personalisation Policy**

 Councillor Keith Humphries presented a report which sought to update Cabinet on the outcome of the consultation period and sought agreement of the personalisation policy and two related policies on Charging and Eligibility.

He explained that this was one of a series of reports to come before Cabinet as we implement the provisions of the Care Act. Personalisation meant that every person receiving support, whether through Wiltshire Council or funded by themselves, has choice and control over the shape of that support.

Personal budgets were a central part of the personalisation agenda to give service users choice and control over their care and support. Personal budgets could be defined as an allocation of funding given to users after an assessment which should be sufficient to meet their assessed needs. The Care Act would make personal budgets a mandatory part of all care plans, meaning they would apply to all council-funded users - including those in residential care from April 2015. Councillor Humphries explained the process which included an assessment of an individual's need, agreeing a support plan for them which forms the basis of a personal budget to be used for council commissioned service or managed by the individual themselves.

Details of the feedback from the consultation were included in the report presented. It was noted that from the relatively few responses received, there was strong support with the principles being proposed. Workshops had also been held where further clarity was sought on some areas. Councillor Humphries responded to points raised by members.

Resolved:

That Cabinet:

- 1. agree to the personalisation policy setting out how the value of a personal budget will be calculated;**
- 2. agree to the Charging and Eligibility policies, granting the Cabinet member for Public Health, Protection Services, Adult Care and Housing permission to update with changes required for the Care Act 2014, due in April 2015 and**
- 3. agree for the Cabinet member for Public Health, Protection Services, Adult Care and Housing to agree variations required following Care Act implementation, if no major policy or financial implications.**

Reason for decision:

The Care Act requires all Councils to offer people a personal budget. The Council needs a policy to enable personal budgets to be offered when the Care Act come into force in April 2015. Charging and Eligibility policies need to be updated

115 Wiltshire Education, Employment & Skills Strategy

Councillor Fleur de Rhé-Philippe presented a report which updated Cabinet on the development and implementation planning of a new integrated Education, Employment & Skills Strategy for Wiltshire which had been developed on a multi-agency, cross-Council and inclusive partnership basis led by the Wiltshire Education, Employment & Skills Board. It would help drive business development and economic growth and aimed to support development of a skilled and competitive workforce to meet the needs of employers both now and in the future. The range of support being provided through the Strategy was detailed to Cabinet.

The Strategy would also support the development of an inclusive economy enabling the benefits of increasing economic prosperity to be maximised by Wiltshire's communities and individuals.

She congratulated those involved in producing such an extensive piece of work which built on the progress already made by the Council in this area. The Council was recognised as a leading authority in this area with innovative pilots informing and influencing national and European policies and having attracted significant amounts of external funding. The Council had received national regional exemplar status for several of its programmes and outstripping national performance. The Council had received an award from Department for Works

and Pensions for effective partnership between a local authority and Government department.

The report of the Education 16-19s Task Group was presented which included a number of recommendations for Cabinet's consideration. Councillor de Rhé-Philippe confirmed that recommendations h, j and k were particularly helpful and would be incorporated into the Strategy.

Councillor Laura Mayes also commended the Strategy, commentating that it demonstrated how well the Council worked across its service areas and with its partners. She welcomed its focus on the employer, education and ensuring young people would have the right skills for the current and future job market.

Councillor Jon Hubbard was very pleased with the report. He also commended the work and professionalism of the team involved, particularly the outstanding contribution made by Haylea Asadi in supporting the work of the Task Group. He guided members through the work and recommendations of the Task Group. The Task Group considered that transport was a key issue, particularly in rural areas which should be investigated further, perhaps in partnership with employers. The Task Group also considered that more could be done in helping young people in obtaining qualifications needed, not necessarily through the more traditional routes, to secure good employment opportunities.

Councillor de Rhé-Philippe confirmed that the points raised by Councillor Hubbard would be looked into. It was noted that the report was scheduled to be considered by the Children's Select Committee on 9 December, although Councillor Hubbard suggested it might be more appropriate for the Overview and Scrutiny Management Committee which had commissioned the work by the Task Group.

Councillors de Rhé-Philippe and Mayes responded to members' questions.

Resolved:

That Cabinet:

- 1. note the progress made towards integration of the Education, Employment and Skills agenda to date and the strategic direction in place and proposed activity to further this;**
- 2. consider the Action Plans contained within the Full Version of the Strategy which outline the important role for Wiltshire Council in this agenda and directly influence the work programme for relevant services of Wiltshire Council and a number of strategic partners. Please refer to the Apprenticeship Growth Plan and the Increasing Participation & Employment Plan laid out as Appendix 2 and Appendix 3 of the Full Version of the Strategy document (Appendix 2**

starts at page 53 and Appendix 3 starts at page 58). Please see Appendix 2 of this report for the Full Strategy document;

- 3. endorse and champion the Strategy as key to improving the Education, Employment and Skills base in Wiltshire, to ensure a focus on Education, Employment & Skills priorities across all our work and**
- 4. recommend that this Strategy is taken to the Public Service Board for consideration/endorsement.**

Reason for decision:

Wiltshire needs to position itself so it can respond to the education, employment and skills challenges it is facing and the fact that there has never been a busier time in relation to key policy developments impacting on this agenda area. The Strategy provides the clear strategic direction necessary to support shared ownership of this agenda and to build on existing strengths, maximise opportunities, affect change and improvement.

116 Wiltshire Child Poverty Strategy 2014-2020

Councillor Keith Humphries introduced a report which briefed members on the development of the Wiltshire Reducing Child Poverty Strategy 2014 – 2020. The strategy provided the strategic direction for Wiltshire Council and partner organisations in reducing the level of children living in poverty in Wiltshire, and mitigating the effects of child poverty across Wiltshire. Cabinet was asked to approve the Strategy and recommend its adoption to Council.

The Strategy would support a number of public health strategic aims. It was noted that public health would be taking on commissioning responsibilities for health visiting services for children aged 0-5 in 2015 and would also be taking the family nurse partnership supporting teenage parents.

Councillor Laura Mayes welcomed the Strategy. She highlighted the plight of those in poverty and the lasting impact it can have on their lives and the lives of their families. She urged members to review the local data which would enable more targeted and locally focussed support.

Maggie Rae, Corporate Director referred to the collaborative and supportive work being undertaken through public health which worked closely with Children's Services. She also offered to assist members with targeted support for their respective areas.

Councillor Jon Hubbard explained that Children's Select Committee had looked at how best it could monitor the implementation of this Strategy. He endorsed the aspirations of the Strategy and hoped it could be adopted by the Council at the earliest opportunity to ensure swift implementation. He stressed that the

Council should be doing all it could to help and support affected people in our communities. Councillor Mayes agreed with the monitoring of the Strategy to quickly identify what was working and what was not and needed to be changed.

Carolyn Godfrey, Corporate Director noted that the Select Committee had appropriately made the link with the early intervention strategy. She referred to other strategies and initiatives and the involvement of public health which all made a positive and combined difference.

Councillor Chris Caswill welcomed the report. He very much agreed with the concept of the needs assessment which he considered a very strong evidence based tool. He noted areas where the Strategy needed updating and the need to emphasise particular key areas and made a number of suggestions to further strengthen and refine the Strategy before its submission to Council. Cllr Caswill referred to the work of the Child Poverty Forum in Chippenham which he helped establish and brought together a number of organisations. He welcomed the opportunity to develop locally focussed solutions. In relation to the monitoring of the Strategy, he suggested the drawing up of a more simplified action plan with specific locally based action plans especially for Chippenham.

Maggie Rae responded to the points raised. She considered that the document lent itself to the creation of a local checklist to focus on child poverty to ensure it remained focused which would also enable closer monitoring of its implementation.

Councillor de Rhé-Philipe referred to the economic development measures to provide more good high quality jobs for the County. Councillor Mayes sought further information from Councillor Caswill on the Child Poverty Forums as this was something positive that could be progressed by Area Boards in their respective areas.

Carolyn Godfrey referred to the attainment gap and the work the Council was doing with school governing bodies to close those gaps.

Resolved:

That Cabinet approve the updated strategy and recommend its adoption to Council.

Reason for decision:

1. Part 2 of the Child Poverty Act 2010 places duties on local authorities and named partners to 'cooperate with a view to reducing and mitigating the effects of child poverty in their areas'. They are also required to prepare and publish local child poverty needs assessments and to develop joint child poverty strategies.

2. Child poverty features as a priority in key top-level Wiltshire documents. It is in the Wiltshire Assembly's "People, Places and Promises: Wiltshire Community Plan 2011-2026" which was adopted in April 2011. It is included in Wiltshire Council's 2013-2017 Business Plan through priorities to protect those who are most vulnerable, boost the local economy and bring communities together to enable and support them to do more for themselves. In addition, the Wiltshire Children and Young People's Trust (comprised of representatives from key children's services in Wiltshire) specifically states in its vision a commitment to "reduce, prevent and mitigate the effects of child poverty" – and this is reflected in its Children & Young People's Plan 2012-2015 and in the various commissioning strategies which sit underneath it.
3. Once the Child Poverty Strategy has been approved by Cabinet the implementation plan can be signed off and work can begin to mitigate and reduce the effects of child poverty in Wiltshire in line with our responsibilities as laid out in the Child Poverty Act.

117 **Report on Treasury Management Strategy 2014-15 - Second Quarter ended 30 September 2014**

Councillor Richard Tonge presented a report which provided Cabinet with a quarterly report on the Treasury Management Strategy. This report covered the second quarter of 2014-15, ended 30 September 2014.

The report reviewed management actions in relation to:

- a) the Prudential Indicators and Treasury Management Indicators originally set for the year and the position at the 30 September 2014;
- b) other treasury management actions during the period; and
- c) the approved Annual Investment Strategy.

There had been no further repayments from the Icelandic banks since those reported to Cabinet on 21 November 2013. To date the Council had recovered approximately £10.2 million of the original £12 million deposited in 2008.

Resolved:

That Cabinet note the contents of the report in line with the Treasury Management Strategy.

Reason for decision:

To give members of the Cabinet an opportunity to consider the performance of the Council in the period to the end of the quarter against the parameters set out in the approved Treasury Management Strategy for 2014-15. This report is a requirement of the Council's Treasury Management Strategy.

118 **Urgent Items**

There were no urgent items.

Appendix to signed minutes

Questions and responses

(Duration of meeting: 10.30 am - 12.25 pm)

<p>These decisions were published on the 21 November 2014 and will come into force on 1 December 2014</p>

The Officer who has produced these minutes is Yamina Rhouati, of Democratic Services, direct line 01225 718024 or e-mail yamina.rhouati@wiltshire.gov.uk
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Wiltshire Council

Cabinet

11 November 2014

**Public participation and Questions from Councillors
Item 11 - Delivery of the Campus Programme - Position Statement**

Question from Cllr Mark Connolly

Question

I note the paper states that discussions are underway to discuss the infrastructure requirements in relation to Army Basing. Can the Cabinet please advise what discussions have been held with MOD and with whom regarding a campus in Tidworth?

What were the responses from these discussions on whether the Tidworth Leisure Centre was supported as the Campus for Tidworth?

Will the Cabinet consider a partnership with Tidworth Town Council to build a civic centre should an extension to the TLC not be proceeded with?

**Response from Cllr Jonathon Seed, Cabinet Member for Communities,
Campus, Area Boards, Libraries, Leisure and Flooding**

Response

The cabinet report presents a position statement on the first approved phase of the campus programme. It does not preclude future proposed schemes coming forward from communities for a community campus or hub that best reflects their community needs.

Each proposal will be considered on a case by case basis. It is expected that any proposed scheme will include funding contributions from partners, developers and other sources (as appropriate). In the case of Tidworth it is entirely appropriate that any proposal is taken in consideration with the Army Basing programme that will see around 12,000 additional residents located in the Salisbury Plain area.

I met with the Garrison Commander in June to discuss the requirements for the future.

It is anticipated that applications for infrastructure and amenities behind the wire will be submitted at the end of November. The requirements in local communities have still to be clarified including the facilities, services and

amenities. The Government's body (DIO) continues to look at community infrastructure required.

Wiltshire Council

Cabinet

11 November 2014

**Public participation and Questions from Councillors
Item 11 - Delivery of the Campus Programme - Position Statement**

Question from Cllr David Jenkins

Question

It is with some concern that we note the contents of this Cabinet report. You will be aware that within weeks our campus team in Westbury is due to present its campus proposals to the area board. Those proposals are the result of two years hard work - including one of the most effective campus consultations in the county - and are an accurate reflection of what Westbury really wants and needs. Can you tell us where this latest report leaves us now?

**Response from Cllr Jonathon Seed, Cabinet Member for Communities,
Campus, Area Boards, Libraries, Leisure and Flooding**

Response

The cabinet report presents a position statement on the first approved phase of the campus programme. It does not preclude future proposed schemes coming forward from communities for a community campus or hub that best reflects their community needs.

Each proposal will be considered on a case by case basis. It is expected that any proposed scheme will include funding contributions from partners, developers and other sources (as appropriate).

In the case of Westbury, I attended the COB meeting in October and advised that subject to area board approval, I would consider a proposal for a campus model. Have, therefore, agreed to attend the next area board meeting on 11 December where the COB is expected to present its proposals for a future campus model. Following the meeting, subject to the area board approval, will consider the proposal as part of the ongoing campus programme.

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Wiltshire Council

Cabinet

11 November 2014

**Public participation and Questions from Councillors
Item 11 - Delivery of the Campus Programme - Position Statement**

Question from Mr Jonathon Brown

Question

In the Bradford on Avon Community Area, we have over the last three years undertaken a huge amount of work to obtain community views to identify the service needs and facilities required and partners to join a campus development. We have a compelling need for improved leisure, arts, heritage and community facilities. Public expectations have been raised by consultations in the town encouraged by your Council. There is no mention in the Campus Position Statement of the work of the Bradford on Avon Community or that of a number of other Communities developing campuses. Now it appears there is no funding and little prospect of the facilities we have been encouraged could be developed.

Can you please advise us what future there is for a campus in the Bradford on Avon Community Area and where do we sit in the Councils priorities?

**Response from Cllr Jonathon Seed, Cabinet Member for Communities,
Campus, Area Boards, Libraries, Leisure and Flooding**

Response

The cabinet report presents a position statement on the first approved phase of the campus programme. It does not preclude future proposed schemes coming forward from communities for a community campus or hub that best reflects their community needs.

Each proposal will be considered on a case by case basis. It is expected that any proposed scheme will include funding contributions from partners, developers and other sources (as appropriate).

In the case of Bradford on Avon, if the COB presents a proposal for a campus model in the town, I will consider the proposal as part of the ongoing campus programme.

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Item No. 5 - Public participation and Questions from Councillors

Question from Mr Clive Owen

**Responses from Cllr John Thomson,
Cabinet member for Highways and Transport**

1. What steps has Wiltshire Council taken in the last 12 months for the train station to be reopened in Corsham?

Response: Corsham Station was included in a long list of potential major transport infrastructure projects considered by Wiltshire Council's Cabinet at its meeting on 21 May 2013 (see

<http://cms.wiltshire.gov.uk/ieIssueDetails.aspx?IId=35934&Opt=3>).

Subsequently, the station was approved as a 'Development' scheme by the Swindon and Wiltshire Local Transport Body (SWLTB) at its meeting on 8 July 2013 (see

<http://ww5.swindon.gov.uk/moderngov/ieListDocuments.aspx?CIId=940&MIId=6298&Ver=4>).

Corsham Station was included in the 'Wiltshire Rail Study: Strategic Analysis Report' (May 2013) presented to the SWLTB meeting on 2 October 2013 (see <http://ww5.swindon.gov.uk/moderngov/documents/s62344/Wiltshire%20Rail%20Study.pdf>).

The station was included in the Swindon and Wiltshire Strategic Economic Plan (SWSEP) submitted to the Government by the Swindon and Wiltshire Local Enterprise Partnership (SWLEP) in March 2014 (see <http://www.swlep.biz/news/150>).

2. Has Wiltshire Council met with anyone from the Department of Transport or Network Rail to discuss a train station at Corsham? If so what were the dates, the result of the meeting and was the meeting minuted?

Response: Officers met with Network Rail officials on 4 February 2014 to discuss potential rail infrastructure schemes, including Corsham Station, to be included in the SWSEP.

Councillor John Thomson (Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband) and officers attended a meeting with Stephen Hammond MP (then Parliamentary Under Secretary of State for Transport) and representatives from Corsham on 28 March 2014.

Councillor Horace Prickett (Portfolio Holder for Transport) and Councillor Dick Tonge (Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform; and Corsham Without and Box Hill Division) attended a meeting with Department for Transport officials and representatives from Corsham on 28 October 2014.

As far as the Council is aware, the above meetings were not formally minuted. In addition, Network Rail is an 'Advisory' member of the SWLTB.

3. Did Wiltshire Council respond to the recent Great Western Rail Franchise consultation asking for Corsham station to be reopened?

Response: In its submission, the Council highlighted that the SWSEP promotes Corsham Station and made the following relevant points:

"We are generally supportive of the Bristol Metro proposals. The franchisee should consider the challenges of integrating the Bristol Metro with the proposed Bristol-Oxford (or other) service that would serve Corsham and other proposed stations; in particular, rolling stock requirements and the efficient use of line capacity between Bristol and Bath".

"Although there are other options for providing services to new stations at Corsham and Royal Wootton Bassett, a Bristol-Oxford service is seen as having significant potential for providing economic benefits".

4. Has Wiltshire Council created a business case for the reopening of the train station at Corsham. If not, when will Wiltshire Council start this work?

Response: A brief has recently been issued to the council's term transport consultant, Atkins, to produce a Project Inception Report (PIR) in accordance with Network Rail's 'Investment in Stations: A guide for promoters and developers' (May 2011). The broad aim of a PIR is to assist the rail industry in understanding the objectives and outcomes of any third-party investment.

5. When does Wiltshire Council anticipate a business case for Corsham train station will be submitted to the Department of Transport for their approval?

Response: As stated above, Corsham Station has been included in the SWSEP and a brief for a PIR has recently been issued. Further progression of the proposal (i.e. through Network Rail's Guide to Railway Investment Projects (GRIP) process) will be dependent on the outcomes of the Local Growth Fund process and PIR.

6. Does Wiltshire Council have any viable plans for a Corsham train station to be opened in the next 10 years? if so, what are those plans?

Response: See response above.


7. How much does Wiltshire Council expect a new train station in Corsham to cost considering it closed in 1965?

Response: A cost estimate of £10 million (with a 50% contingency allowance) was included in the SWSEP.

CABINET

MINUTES of a MEETING held in COUNCIL CHAMBER - COUNTY HALL,
TROWBRIDGE BA14 8JN on Tuesday, 16 December 2014.

Cllr Jane Scott OBE	Leader of the Council
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)
Also in Attendance:	Cllr Jon Hubbard, Cllr Richard Gamble, Cllr Fred Westmoreland Cllr Philip Whitehead, Cllr Roy While, Cllr Simon Killane, Cllr Mollie Groom, Cllr Glenis Ansell, Cllr Howard Greenman Cllr Bill Moss, Cllr David Jenkins, Cllr Gordon King, Cllr Magnus Macdonald, Cllr Horace Prickett and Cllr Jerry Wickham.

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

119 **Apologies**

Apologies were received from Councillor Keith Humphries.

120 **Minutes of the previous meeting**

The minutes of the meeting held on 11 November 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 11 November 2014.

121 **Declarations of Interest**

There were no declarations of interest.

122 **Minutes - Capital Assets Committee**

Resolved:

That the minutes of the Cabinet Capital Assets Committee, dated 11 November 2014 be received and noted.

123 Leader's announcements

There were no formal announcements from the Leader.

124 Public participation and Questions from Councillors

Questions submitted in advance of the meeting, including the replies given by the Council, had been circulated in a supplementary agenda paper, and were taken as read. Additional questions were received as follows:

A) Fovant Parish Council

In response to a question from Fovant Parish Council regarding the appropriate classification of their village, Councillor Jane Scott asked that officers contact the Parish Council at the earliest opportunity and reconsider the status of Fovant through a review of the Core Strategy

B) Allington Action Group

In response to questions from Allington Action Group, Alistair Cunningham, Associate Director for Economic Development and Planning, made the following points: That all correspondence between the Council and the Inspector was a matter of public record; that the Council had not requested that the Inspector change the wording; that the Inspector had made this change to alert the Council to the fact that whilst the diagram is informed by earlier evidence it mustn't be considered definitive until such time as the Site Allocations Plan for Chippenham has considered this and further evidence thereby ensuring the starting point is robust and defensible; the Council would be publishing this further evidence and place it in the public domain ahead of the consideration of the Core Strategy by Council.

C) Campaign for a Better Trowbridge

In a response to the questions from the Campaign for a Better Trowbridge, Councillor Sturgis said that whilst he supported the aim to prioritise development on brownfield land, Wiltshire had proportionately fewer brownfield sites available.

125 Adoption of Wiltshire Core Strategy

Councillor Toby Sturgis presented the report which sought to: inform Cabinet of the Inspector's Report into the examination of the Wiltshire Core Strategy and

his conclusions regarding legal compliance and soundness; sought approval that the Wiltshire Core Strategy, as amended by the modifications in the Inspector's Report and other focused and minor modifications that have arisen during the examination or been made in the interest of accuracy and consistency, be recommended to Council for adoption; and sought approval for the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste, to undertake the final stages associated with the formal adoption by the Council of the Wiltshire Core Strategy

In the course of the presentation and the discussion, the issues discussed included: that officers be commended for their hard work in getting to this stage; that Council should adopt the Inspector's Report in its entirety or risk further delay; that the Malmesbury Neighbourhood Plan had recently received resounding approval by local referendum; that settlement boundaries would be reviewed following the adoption of the Core Strategy.

Councillor Scott thanked officer and asked that the officers respond to the issue raised by Fovant Parish Council, and ensured that the evidence required to address issue in relation to the Strategic Boundary of Chippenham be published as soon as practicable.

Resolved:

- 1. To note the content of the Inspector's report, into the examination of the Wiltshire Core Strategy (Appendix 1 as presented), and his conclusions regarding legal compliance and soundness, and accepts the modifications in the Appendix of the Inspector's Report, which the Inspector considers are necessary to make the plan sound in accordance with legislation and other focused and minor modifications that have arisen during the examination, which have been consulted on, or made in the interest of accuracy and consistency;**
- 2. To recommend to Council that the Wiltshire Core Strategy, as amended as set out in (1) above be adopted as part of the statutory development plan for Wiltshire (Appendix 2 as presented);**
- 3. To delegate authority to the Associate Director for Economic Development and Planning in consultation with the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste for: the Policies Map to be amended in line with the modifications identified in (ii) and for further minor textual changes to be made to the Core Strategy prior to publication in the interests of accuracy and consistency; and**

- 4. Following approval of Council, to agree that the Associate Director for Economic, Development and Planning in consultation with the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste, undertakes the final stages associated with the formal adoption and publication of the Core Strategy.**

Reason for decisions

The Wiltshire Core Strategy will form part of the Council's Policy Framework. In accordance with the Local Government Acts 1972 and 2000, and the Council's constitution it must first be approved by Cabinet before it is adopted by Council. As the document has been found sound by the Inspector its adoption by the Council would help ensure up to date planning policy is in place for Wiltshire and provide effective policies to ensure the sustainable development of Wiltshire.

126 **Swindon and Wiltshire Local Enterprise Partnership Governance**

Council Leader, Councillor Jane Scott presented the report which invited Cabinet to review and agree the governance arrangements that have been developed by Wiltshire Council in partnership with Swindon Borough Council and the Swindon and Wiltshire Local Enterprise Partnership (SWLEP).

In her presentation of the report, Councillor Scott highlighted the following issues: that there was clear need for a robust governance structure, to ensure that decisions that are made properly; that the group empowered to make urgent decision would include the Leaders of Wiltshire Council and Swindon Council; that Scrutiny should have a role in the SWLEP; and that the SWLEPP was a joint Executive Committee and would report its decisions to Council.

Councillor Jon Hubbard, Leader of the Liberal Democrat Group, expressed concern regarding the amount democratic accountability in the Local Enterprise Model. Councillor Scott stated that she shared some of his concerns, and whilst she would prefer for more power to be delegated to Local Government, it was appropriate to engage with the structure set up by the Coalition Government.

Resolved

- 1. To note and agree the proposed governance structure for SWLEP activities, including the Swindon and Wiltshire Growth Deal as proposed by the Swindon and Wiltshire Local Enterprise Partnership Secretariat and presented to the SWLEP Board for approval on 9 September 2014.**
- 2. To approve the Swindon and Wiltshire Local Enterprise Partnership Governance Structure as set out in Appendix 1.**

3. **To authorise the Director of Economic Development and Planning and the Monitoring Officer for Wiltshire Council, in consultation with the Leader of the Council, to undertake the necessary actions, including changes to the Council's Constitution, to enable the implementation of the governance structure set out in Appendix 1.**
4. **To agree to consult Swindon Borough Council in the event of any changes to Wiltshire Council's constitution that may impact upon or affect their corporate or political structures and committees.**
5. **To agree to keep these governance arrangements under review to ensure that they remain fit for purpose.**

Reason for Decision: To ensure that SWLEP activity is undertaken with robust and democratically accountable governance arrangements between the two Unitary Authorities and the SWLEP; and to ensure that the decision making regarding allocations of funding and resources made available through the SWLEP Board is agreed in an open and transparent way.

127 **Wiltshire Local Flood Risk Management Strategy**

Cabinet Member Councillor Jonathon Seed presented the report which asked Cabinet to consider the proposed Wiltshire Local Flood Risk Management Strategy. In his presentation, Councillor Seed, commended officers from the two directorates responsible for the Strategy and the Response Plan, considered later in the agenda, for working together. It was noted that, although the Chair of the Environment Select Committee was not present, the Select Committee had had a good discussion on both the Strategy and the Response Plan.

Resolved:

1. **To note that consultation is being undertaken on the proposed Wiltshire Local Flood Risk Management Strategy;**
2. **To delegate final approval of the Strategy to the Corporate Director, in consultation with the Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding, following consideration of the response to the current consultations.**

Reason for Decision: There is a need to adopt a Local Flood Risk Management Strategy, and a public consultation is being undertaken as part of the development process.

128 **Flood Operational Response Plan**

Cabinet Member Councillor Jonathon Seed presented the report which sought Cabinet's approval of the Wiltshire Flood Response Operational Plan, which is attached as Appendix 1 to the report.

Resolved:

To approve the Wiltshire Flood Response Operational Plan.

Reason for Decision: To improve Wiltshire Council's preparedness and response to future incidents of flooding.

129 **CQC Inspection at Bradbury House and Shared Lives (Adult Placement) Service**

Council Leader, Councillor Jane Scott presented the report which provided information to Cabinet on the recent Care Quality Commission (CQC) inspections carried out at 2 Wiltshire Council Adult Care services, Bradbury House Salisbury and Wiltshire Shared Lives (Adult Placement).


In her presentation of the report, Councillor Scott warmly congratulated the staff for providing a high quality service to vulnerable members of the community. This sentiment was echoed by Councillor Jon Hubbard, Leader of the Liberal Democrat Group. It was agreed that a letter of congratulation, from all Group Leaders, be sent to the relevant staff.

Resolved

To note the key outcomes of the CQC inspections in relation to the Council run services and the level of managerial input required in order to achieve such positive outcomes, which gives assurance to the Council that quality services are being provided.

Reason for Decision: To ensure that Cabinet is updated on the service provision being delivered by the Council's adult care direct provider service.

130 **Independent Living Fund**

 Council Leader, Councillor Jane Scott presented the report which provided information to Cabinet about the closure of the Independent Living Fund (ILF), and which asked Cabinet to consider the potential impact on customers and on Wiltshire Council.

In her presentation of the report, Councillor Scott highlighted the following issues: that the ILF had been set up and administered by Central Government in the 1980s; that the funding for the scheme, which 71 Wiltshire residents were in receipt of, would be transferred to Wiltshire Council; that although the funding had not been ringfenced by Central Government, Wiltshire Council would do so.


Councillor Scott also asked that when officer reassessed the recipients of the fund, this would be done so in a sensitive manner; and that she felt that Wiltshire Council was equipped to assess and provide appropriate support.

Resolved

- 1. To note the closure of the ILF and the need to ensure people with a disability are treated equably in Wiltshire;**
- 2. To agree to the ILF budget transfer to the Adult Care base budget; and**
- 3. To request an update following the completion of assessments, including a report on any potential transitional arrangements required.**

Reason for Decision: Wiltshire Council needs to work in a transparent and equitable way, to meet eligible social care needs, whilst managing the potential financial pressures that this transfer may cause.

131 Council Tax Base 2015/16

 Councillor Richard Tonge presented a report which sought the Cabinet's approval for the Council Tax Base, and asked the meeting to note information in relation to the collection rate.

In his presentation, Councillor Tonge reminded Cabinet that the Council is required to approve its Council Tax Base annually, in accordance with the Local Government Finance Act 1992 and The Local Authorities (Calculation of Council Tax Base) Regulations 1992; and that the Council Tax Base 2015/2016 has to be notified to Major (the Office of the Police & Crime Commissioner for Wiltshire & Swindon and Wiltshire Fire and Rescue Service) and Local (Town and Parish Councils) Precepting Authorities by 31 January 2015.

Resolved:

- 1. To approve the Council Tax Base 2015/2016; and**
- 2. To note that the recommended overall collection rate remains at 99.50% which reflects current expectations for collection.**

Reason for Decision: Before the Council Tax can be set by the Council in February 2015 a calculation has to be made and approved of the Council Tax Base, which is an annual requirement as laid out in the Local Government Act.

132 Revenue Budget Monitoring

Councillor Richard Tonge presented a report which advised Cabinet members of the revenue budget monitoring position as at the end of period 7 (end of October 2014) for the financial year 2014/2015 with suggested actions as appropriate.

Resolved:

To note the outcome of the period 7 (end of October) budget monitoring.

Reason for Decision: To inform effective decision making and ensure a sound financial control environment.

133 Capital Budget Monitoring

Councillor Richard Tonge presented a report which provided Cabinet with information on the detailed changes to the budget made since the 2014/2015 budget was set in February 2014 over and above the changes detailed in the Period 4 report. The report reflected the position of the 2014/2015 spend against budget as at Period 7 (as at 31 October 2014).

Resolved:

To note the budget movements undertaken to the capital programme (shown in Appendices A and B).

Reason for Decision: To inform Cabinet of the position of the 2014/2015 capital programme as at Period 7 (31 October 2014), including highlighting any budget changes.

134 Urgent Items

There were no urgent items.

(The meeting started at 10.00am and finished at 12:54pm)

These decisions were published on the 23 December 2014 and will come into force on 5 January 2015


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CABINET

MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL,
TROWBRIDGE BA14 8JN on Tuesday, 20 January 2015.

Cllr Jane Scott OBE	Leader of the Council
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Fleur de Rhé-Philipe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Laura Mayes	Cabinet Member for Children's Services
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)

Also in Attendance: Cllr Jon Hubbard, Cllr Alan MacRae, Cllr Richard Gamble, Cllr Richard Clewer, Cllr Christine Crisp, Cllr Peter Edge, Cllr Horace Prickett and Cllr Jerry Wickham

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

1 **Apologies**

There were no apologies for absence received.

2 **Minutes of the previous meeting**

The minutes of the meeting held on 16 December 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 16 December 2014.

3 Declarations of Interest

There were no declarations of interest.

4 Leader's announcements

The Leader stated that she had no formal announcements other than to state that there had been a successful meeting of Council where the Wiltshire Core Strategy was adopted.

5 Public participation and Questions from Councillors

(A) Mr Michael Sprules

The Leader referred to the statement and question from Mr Sprules, as previously circulated, in respect of antisocial behaviour at the back of Westinghouse Sports Ground, Chippenham to which a written response would be given.

In response to a supplementary question, Councillor Toby Sturgis stated that whilst he would consider a proposal for more consultation, he was concerned that, whatever approach was taken, an unsustainable precedent should not be set. The Leader added that there would be further discussion when they next met with Mr Sprules.

(B) Mr Andrew Hall

Mr Hall addressed Cabinet on the the Digital Corsham Phase 1a, minute no. 144 refers.

6 LEADER programme

Councillor Fleur de Rhé-Philipe presented a report which sought approval to support the unique opportunity that LEADER could provide for a localised and community-led approach to economic development valued at over £11 million in total.

In the course of the presentation and the discussion, the issues discussed included: that Wiltshire had previously benefitted from two LEADER schemes; that 4 groups had put in bids for the next round of funding; the implications for Wiltshire Council being the accountable body for these schemes; the timetable for the programme; arrangements for accessing the European funding; the local nature of the groups; and how schemes could share management resources to reduce the amount spent on administrative costs.

The Leader requested that, in addition to the recommendations in the report, Cabinet should agree to address the issue regarding the status of the Cotswold area which affected some areas in Wiltshire.

Resolved:

That Cabinet delegate authority to the Associate Director, Economic Development & Planning, in consultation with the Cabinet Member for Economy Development, Skills and Strategic Transport to:

- (i) Make final decision to negotiate and agree (or not) to any Funding Agreements offered by Defra in relation to LEADER programme 2015 – 2020.**
- (ii) Direct officers and resources towards the effective functioning of an Accountable Body for the LEADER programme.**
- (iii) Undertake the required actions to ensure that appropriate resource is in place to manage the LEADER programme moving forwards.**
- (iv) Approve the bankrolling of £1.1 million M&A costs of the LEADER programmes.**
- (v) Continue to work to ensure that areas, currently linked to other schemes, such as the Cotswold scheme, are not prejudiced by any delays in those schemes.**

Reason for Decision:

The Council recognises the unique opportunity that the LEADER programme can provide for a localised and community-led approach to economic development. LEADER programmes are performed by committees of local people, and the approach empowers people to act directly in the economic interests of their localities.

The LEADER approach aligns closely with a number of desired outcomes and the ambitions of the Council's Business Plan, such as ensuring Wiltshire has a thriving and growing local economy and building on the work of the Military Civilian Integration Partnership.

The projected benefits of the next LEADER programme from 2015 - 2020 include:

- Over 300 jobs to be created
- 246 individual projects
- Benefits to business supply chains supporting over 400 businesses
- The entire area of Wiltshire – outside of major towns – having LEADER programme coverage

7 Carers Support

Councillor Keith Humphries presented a report which recommended to Cabinet how carers support should be changed in light of the requirements of the Care Act, to be implemented in April 2015.

In the course of the presentation and the discussion, the issues discussed included: the importance of supporting carers who play a vital role in the community; that many carers were not necessarily known to the Council; that support could be given by providing an enhanced website portal for carers, and seeking to improve the assessment criteria to provide support earlier to certain groups of carers; that whilst the scheme should save money for the Council, there were currently no plans to charge for services; that work would be undertaken to see how Area Boards could support the changes, with appropriate support; and that some work was being undertaken to see what the specific impacts were for young carers.

Resolved that Cabinet:

- 1. Agree to developing low level early intervention services for carers.**
- 2. Agree to consultation with carers and Area Boards about what type of services should be available in communities across Wiltshire.**
- 3. Agree to approach Area Boards with the purpose of appointing a Carers Champion in each area to work with around consulting Carers and developing carers support options for their community.**
- 4. Agree to the development of a tiered approach to deliver a proportionate assessment and the inclusion of a “one off” payments or support (amount and type of support to be determined following consultation with carers) to meet an immediate need prior to any offer of longer term support.**
- 5. Agree to further work to promote the current GP accreditation scheme, which could be developed to allow GPs broader scope for giving Carers access to crisis support**
- 6. Ensure existing prevention services are included in the information and advice portal.**

Reason for Decision:

Supporting carers early will help them to carry on in their caring role for longer and reduce the demand and costs across the health and social care system. Provision of early support will mean resources are directed towards supporting carers, rather than resources to establish eligibility, whilst ensuring that Wiltshire

Council meets the Care Act duty to prevent, reduce and delay needs for care and support.

8 Local Development Scheme

Councillor Toby Sturgis presented a report which sought approval for a revised Local Development Scheme (LDS) for Wiltshire to ensure it was up to date and set out the Council's priorities for development plan preparation for Wiltshire.

It was noted that having an up-to-date LDS was a statutory responsibility of the Council and was used to set out a clear timetable for the preparation of planning policy in Wiltshire that would provide certainty to local communities, investors, infrastructure providers and stakeholders.

Resolved that Cabinet:

- (i) Approves the Local Development Scheme as set out at Appendix 1 to the report.**
- (ii) Authorises the Associate Director for Economic Development and Planning, in consultation with the Cabinet Member, to make minor amendments to the Local Development Scheme in the interests of clarity and accuracy before publishing it on the Council's website.**
- (iii) Delegates authority to the Associate Director for Economic Development and Planning, in consultation with the Associate Director for Finance and Cabinet Members for 'Strategic Planning, Development Management, Strategic Housing, Property and Waste' and 'Finance' to undertake subsequent reviews and updates to the LDS with any significant modifications being referred to Cabinet as appropriate.**

Reason for Decision:

Wiltshire Council is required to prepare and keep up to date a Local Development Scheme in line with the Planning and Compulsory Purchase Act 2004 (as amended). Revisions to the Local Development Scheme (January 2014) are required in order to ensure it is up to date following receipt of the Inspector's Report into the examination of the Wiltshire Core Strategy. Delegated authority will allow future updates to the LDS to be undertaken in a more expedient and effective manner.

9 Urgent Items

The Leader approved consideration of the above item of urgent business which needed to be determined prior to the next scheduled meeting of Cabinet.

Councillor Fleur de Rhé-Philippe presented a report which provided an update on progress on the project to deliver Porton Science Park following discussions with the Swindon and Wiltshire Local Enterprise Partnership (SWLEP), and sought delegated authority for the Associate Director of Economic Development and Planning, in consultation with the Leader of the Council, to enter into a Growing Places Infrastructure Funding Agreement with the SWLEP, and undertake the necessary procurement process to enable the delivery of the first phase of the project.

In the course of the presentation and the discussion, the issues discussed included: the funding that would be required; the timetable for the project; the potential impact on the economy; and how the concerns of the community could be dealt with by making swift progress.

Resolved:

To delegate authority to the Associate Director of Economic Development and Planning in consultation with the Leader of the Council, to enter into a Growing Places Infrastructure Funding Agreement with the SWLEP, and undertake the necessary procurement process to enable the delivery of the first phase of the project.

Reason for Decision:

The proposal would expedite delivery of the Porton Science Park, safeguarding over 100 high value jobs housed by the current Tetricus Facility and delivering 2,000 high value jobs over the course of the next ten years.

10 Digital Corsham - Phase 1a

Mr Andrew Hall in addressing Cabinet on this item, offered his company's support to achieve the vision, especially if it could bring the Mansion House back into use; that conversations were underway, and he would like to see this shared aspiration reach a final conclusion.

The Leader thanked him for his contribution to the debate

Councillor Fleur de Rhé-Philippe and Councillor Toby Sturgis, presented a report which sought to update Cabinet on developments relating to Digital Corsham phase 1a.

In the course of the presentation and the discussion, the issues discussed included: the reasons for rescinding the previous decision in the interests of the local economy; the centrality of the Mansion House to this project; how the Cabinet might review future progress ; when the Council may hear about the success of the bid for funding; the importance of keeping various parties informed of progress.

11 Exclusion of the Press and Public

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in minute number 106 below because it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking item in private:

Paragraph 3 - information relating to the financial or business affairs of any particular person (including the authority holding that information).

No representations had been received as to why this item should not be taken in private.

12 Digital Corsham - Phase 1a (Part II)

Councillor Fleur de Rhé-Philippe and Councillor Toby Sturgis, presented a report which asked Cabinet to decide whether it wished to maintain the sale process in respect of the Corsham Mansion House and Library as set out in the Cabinet Capital Asset Committee resolution of 14 September 2011.

Following consideration of the information contained in both the Part I and Part II reports, it was;

Resolved:

- (i) That the contents of the report that relate to Digital Corsham Phase 1a are noted.**
- (ii) To rescind the resolution of the Cabinet Capital Assets Committee dated 14 September 2011 and that the Mansion House and Library at Pickwick Road, Corsham be withdrawn from sale.**

Reasons for Decision:

- (i) Corsham is integral to the Swindon and Wiltshire Local Enterprise Partnership's strategic Economic Plan and the centre for one of its four high value growth sectors – digital / cyber and information and communication technology.

- (ii) Phase 1a focuses on the provision of a physical space at the centre of Corsham that will initially represent the “front door” to the digital society. It will provide incubation space for start-up businesses and SMEs with a digital outlook; teaching space to provide higher-education courses relating to the digital industry. It will also provide collaboration space where industry, academia, institutions, the public sector and the general public can come together to share ideas and engage with the digital society test bed.
- (iii) The Mansion House and Library is situated at the centre of Corsham and may appropriately be considered for this type of development and a sale at this time may lose the Council the opportunity to ensure that the land and buildings, if suitable, can be used for this purpose.

(Duration of meeting: 2.00 - 2.54 pm)


These decisions were published on the 28 January 2015 and will come into force on 5 February 2015

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CABINET

MINUTES of a MEETING held in COUNCIL CHAMBER - COUNTY HALL,
TROWBRIDGE BA14 8JN on Tuesday, 10 February 2015.

Cllr Jane Scott OBE	Leader of the Council
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Fleur de Rhé-Philipe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Keith Humphries	Cabinet Member for Public Health, Protection Services, Adult Care and Housing (exc strategic housing)
Cllr Jonathon Seed	Cabinet Member for Communities, Campuses, Area Boards, Leisure, Libraries and Flooding
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform
Cllr Stuart Wheeler	Cabinet Member for Hubs, Heritage & Arts, Governance (including information management), Support Services (HR, Legal, ICT, Business Services, Democratic Services)
Also in Attendance:	Cllr Roy While, Cllr Simon Killane, Cllr Christine Crisp, Cllr David Jenkins, Cllr Bill Moss, Cllr Glenis Ansell and Cllr Chris Caswill

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

13 **Apologies**

Apologies were received from Councillor Laura Mayes.

14 **Minutes of the previous meeting**

The minutes of the meeting held on 20 January 2015 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 20 January 2015.

15 **Declarations of Interest**

There were no declarations of interest.


16 **Leader's announcements**

There were no formal announcements.

17 **Public participation and Questions from Councillors**

The Leader stated that there were a number of public questions, and registered speakers, in relation to the Draft Chippenham Site Allocations Plan; she proposed to take these prior to the debate on the relevant item; and that if any member of the public wished to make a statement, or ask a question, she was happy for them to do so.

18 **Draft Chippenham Site Allocations Plan**

 Councillor Toby Sturgis presented a report which sought Cabinet's approval for the Draft Chippenham Site Allocations Plan and to progress it through formal consultation to submission, with submission to the Secretary of State being subject to Council approval.

The Leader referred to the questions, and written responses, submitted by Members of the Public and Councillor Chris Caswill that had been circulated as a supplementary paper to the agenda and appended to the signed minutes of this meeting.

In response to a question from Councillor Chris Caswill, Ian Gibbon, Associate Director – Legal & Governance, recognised the position of the Council as landowner and planning authority. These positions would be kept separate, dealt with openly and transparently and be appropriately managed.

In response to a question from Councillor Chris Caswill, Councillor Toby Sturgis stated that he would give a written answer providing more detail on the approach to gross value referenced in the original answer to question h).

In response to a question from Ian James, Councillor Toby Sturgis stated that he happy with the approach that the Council had taken to make reasonable estimates as to the costs of infrastructure such as bridges; and that the Eastern Link Road would become a priority for the Council if the proposed site allocations plan is adopted as currently presented.

In response to a question from Councillor Chris Caswill, Councillor Toby Sturgis stated that Council submitted a lower housing figure for Chippenham as part of the Wiltshire Core Strategy and the inspector disagreed. The proposed new housing in the Chippenham Plan is an increase of approximately 10% on the Adopted Core Strategy figure for Chippenham.

In response to a statement from Councillor Chris Caswill, Councillor Toby Sturgis stated he felt that the policy on Country Parks was robust enough to

protect the River Avon Corridor; and that an eastern link road should alleviate the traffic problems.

In response to a question from Helen Stuckey, Councillor Toby Sturgis stated the cost estimates for bridges had been checked against similar schemes, and were the best estimates available.

In response to a question from Ian James, Councillor Toby Sturgis stated that whilst members of the public would be able to submit objections to the proposed sites, evidence as to why they are considered unsuitable and alternatives that would enable the projected development to take place would be more constructive. Furthermore that the Environment Agency, responsible for advising on flooding matters, would be taking the impact of climate change into account; and that sustainable urban drainage system proposed as part of the development of sites should result in less run off water than currently.

In response to a question from Kim Stuckey, Councillor Toby Sturgis stated that he would give a written answer sign posting the evidence as to why the site in the Bremhill Parish had been preferred; and he advised that any Neighbourhood Plan should consider how it fits with the finalised Sites Allocation Plan.

In response to a question from Kim Stuckey, Councillor Toby Sturgis stated the evidence supporting the sustainability of the sites was contained in the report; that if robust evidence was presented that significantly undermined the site preferences then the Council would have to consider its options; that the site selection criteria is set out in the report; that areas outside of the Chippenham Community Area were included in the landscape assessment as they were affected by the proposals; that similar overlaps with neighbouring community areas happened in the west with the Corsham Community Area; and that a written answer would be given regarding what consultation events had already taken place.

In response to a question from Richard Hames, Councillor Toby Sturgis stated the route of any possible roads would be discussed at the Masterplan stage; that there were opportunities within the consultation period for members of the public to meet with officers to discuss their views; and that impact of the proposals on primary healthcare is being considered as part of the Plan.

In response to a question from Sarah Smith, Councillor Toby Sturgis stated that the affordable housing target was for 40% on the proposed sites, not a 40% target for the whole of the town.

In response to a question from Owen Inskip, Councillor Toby Sturgis stated that whilst he recognised that pylons were unattractive the cost of placing underground could be considered prohibitive; and that the sustainability report should be made available shortly.

In response to a question from Mr Perry, Councillor Toby Sturgis stated that it was not always in the best interests of the Council or the community to put a site on the open market, as to do so might prevent appropriate development and not achieve best value; that although there had been some smaller areas of dispute, developers had put millions of pound into infrastructure for Chippenham; that the centre of Chippenham required mixed development to ensure its sustainability; that the high street had a lower than average vacancy rate; and that the Council would seek 40% affordable housing where appropriate.

In response to a question from Stephen Eades, Councillor Toby Sturgis stated that Wiltshire Council has a duty as the Local Planning Authority to consider all applications in accordance with the development plan; and that the sooner the Chippenham Plan can be progressed, then the stronger the Council's position would be.

In response to a question from David Levy, Councillor Toby Sturgis stated if villages wanted more affordable homes then they could include this in their Neighbourhood Plans; and that the Council regularly surveys rural communities to assess housing need.

In response to a question from Ian James, Councillor Toby Sturgis stated that he would be happy to meet to discuss the government's policy on conversion of rural properties to residential; and thought that the current policy may not always be conducive to sustainable development

In response to a question from Ms Cord, Councillor Toby Sturgis stated that although officers will collate and consider consultation responses, all consultation responses would be sent to the Inspector; and that it was for the inspector to decide what evidence he/she would examine.

In response to a question from Mr Whittard, Councillor Toby Sturgis stated that the Inspector's figure for the number of houses was a minimum requirement and that the proposed additional housing would generate sufficient contributions to enable infrastructure investment to the benefit of the town; and that the issue of downloading large documents would be addressed.

Councillor Christine Crisp, as local member for one of the areas affected, stated that she appreciated the time given to the public at the meeting and encouraged people to submit their views to the consultation.

Councillor Fleur De Rhe-Philippe commended the officers for drafting a report that was written in such a way to make it more accessible to the public.

Resolved:

That Cabinet:

- (i) Approves the Draft Chippenham Site Allocations Plan, as set out in Appendix 1 subject to amendment in (iii), for a six week statutory consultation period starting the week commencing 23 February 2015.**
- (ii) Endorses the Draft Chippenham Site Allocations Plan, as set out in Appendix 1 subject to amendment in (iii), and recommends that Council approve the document for the purpose of Submission to the Secretary of State subject to there being no representations received during the consultation which, the Associate Director for Economic Development and Planning in consultation with the Associate Director for Legal and Governance and the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste consider to raise issues on the soundness of the Strategy requiring further consideration by Cabinet.**
- (iii) Authorises the Associate Director for Economic Development and Planning in consultation with the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property and Waste to: make any necessary minor changes to the Draft Chippenham Site Allocations Plan in the interests of clarity and accuracy before it is published; make arrangements for consultation; propose further minor changes in response to the consultation, and subsequently submission in accordance with (ii).**

Reason for Decision:

To ensure that progress continues to be made on maintaining an up-to-date development plan for Wiltshire, in line with the timetable set out in the Council's recently approved Local Development Scheme and statutory requirements. In accordance with legislative requirements, the Council will need to approve the submission of the Draft Chippenham Site Allocations Plan to the Secretary of State for examination.

19 Revenue Budget Monitoring - Period 9 - 2014/2015

Councillor Dick Tonge presented a report which advised members of the revenue budget monitoring position as at the end of period 9 (end of December 2014) for the financial year 2014/2015 with suggested actions as appropriate.

In the course of the presentation and the discussion, the issues discussed included: the movements in the budget since the last reporting period; the impact of the economy on demand for waste disposal services; and the tax collection rates.

Resolved:

That Cabinet note the outcome of the period 9 (end of December) budget monitoring.

Reason for Decision:

To inform effective decision making and ensure a sound financial control environment.

20 **Capital Monitoring - Period 9 - 2014/2015**

Councillor Dick Tonge presented a report which informed Cabinet on the position of the 2014/2015 Capital Programme as at Period 9 (31 December 2014), including highlighting budget changes. A budget monitoring report to members is taken to Cabinet Capital Assets Committee quarterly in September, December, February and June. This report focuses on major variations in budget.

In response to a question from Councillor Jon Hubbard, Michael Hudson, Associate Director – Finance, stated that the revenue savings resulting from the reduction in capital borrowing were identified in the Revenue Budget Monitoring report.

Resolved:

That Cabinet note the budget movements undertaken to the capital programme (shown in Appendices A and B of the report).

Reason for Decision:

To inform Cabinet of the position of the 2014/2015 capital programme as at Period 9 (31 December 2014), including highlighting any budget changes.

21 **Council Tax Reduction Scheme**

Key Councillor Dick Tonge presented a report which provided an update on the introduction of the Council Tax Reduction scheme which was introduced in April 2013. The report outlined the impact of the scheme at the end of its first year in operation, specifically on collection rates in Wiltshire and in comparison with neighbouring authorities.

In the course of the presentation and the discussion, the issues discussed Included: how the Council has responded to changes in Government policy; how the Council's approach compares to other authorities; the creation of a discretionary fund to support those in difficulty; and how the position on empty homes would be clarified.

Councillor Dick Tonge introduced two recommendations in addition to those outlined in the report. The purpose of these amendments would be to allow the Council to take a more joined-up approach to the management of claimant debt; and enable the Council to engage with customers to manage debt and finances in a structured and formal way.

Resolved:

- (i) To confirm the £200,000 discretionary fund, in the budget is made available to support those households with multiple debts. The report is supplied with a policy, procedure and equality impact assessment to support the introduction of the new fund.**
- (ii) To agree to close a loophole identified in the administration of the council tax charged on empty homes and to propose the minimum duration of six weeks a property must be occupied before another period of discount or exemption can apply.**
- (iii) To agree that in all other aspects the council scheme remains unchanged in 2015-16.**
- (iv) That work is carried out to identify and implement a more coordinated approach to managing debt that avoids duplication within the Council.**
- (v) That key staff be trained and qualified to deliver financial support and personal budgeting.**

Reason for Decision:

The local council tax reduction scheme is unique to Wiltshire and was introduced with a range of other welfare reforms. There is an obligation to review the scheme annually and to determine whether the changes justify public consultation. The proposals are based on the outcomes and findings from the first full year of operating the scheme and the research carried out on the impact of schemes in other local authorities.

22 Treasury Management Strategy 2015/16

Councillor Dick Tonge presented a report which asked Cabinet to consider and recommend that the Council approve the Prudential and Treasury Indicators, together with the Treasury Management Strategy for 2015-16.

In the course of the presentation and the discussion, the issues discussed included: the elements of the strategy that had remained unchanged from the previous year's strategy; the changes to legislation that placed more of the balance of risk on depositors; the effect this may have on credit ratings; and that

the Council is monitoring developments in the process to develop a municipal bond agency.

Resolved:

The Cabinet approve the following and recommend that the Council:

- (i) Adopt the Prudential and Treasury Indicators (Appendix A);**
- (ii) Adopt the Annual Investment Strategy (Appendix B), subject to the need for future amendment resulting from any potential change in the minimum requirements for high credit quality and authorise the Associate Director, Finance, Revenues & Benefits and Pensions to amend the Strategy accordingly, unless he considers the amendment(s) to be of major significance, in which case formal Council approval will be sought at the earliest opportunity;**
- (iii) Delegate to the Associate Director, Finance, Revenues & Benefits and Pensions 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;**
- (iv) Authorise the Associate Director, Finance, Revenues & Benefits and Pensions to agree the restructuring of existing long-term loans where savings are achievable or to enhance the long term portfolio;**
- (v) Agree that short term cash surpluses and deficits continue to be managed through temporary loans and deposits; and**
- (vi) Agree that any 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 Associate Director, Finance, Revenues & Benefits and Pensions the authority to select such funds.**

Reason for Decision:

To enable the Council to agree a Treasury Management Strategy for 2015-16 and set Prudential Indicators that comply with statutory guidance and reflect best practice.

23 Wiltshire Council's Financial Plan 2015/16

Key Councillor Dick Tonge presented a report which provided an assessment in advance of draft proposals going to Council to set a budget for 2015/16 and the impact on Council Tax, rents, fees and charges, the capital programme, schools overall budgets, as well as Council reserves.

The Leader also invited the following Members to speak to the item: Councillor Simon Killane, as Chair of Overview & Scrutiny Chair; Councillor Christine Crisp, as Chair of Health Select Committee; Councillor Jon Hubbard, as Leader of the Liberal Democrat Group and chairman of Children's Select Committee; Councillor Roy While, as members of the Financial Planning Task Group; and Councillor Chris Caswill.

In the course of the presentation and the discussion, the issues discussed included: the consultations with the representatives of the Trade Unions; that the results of public consultation would be published in time for consideration by Council; that the work of the Scrutiny Task Group was praised; the benefit of involving the individual Select Committees; that the Liberal Democrat Group would present their amendments to the Overview & Scrutiny Committee; and that whilst some base budgets may be protected, that additional demographic and policy changes would increase demand on revenue.

In response to a question from Councillor Chris Caswill, Carolyn Godfrey, Corporate Director, stated that although Ofsted had taken over responsibility for an aspect of their work, resulting in a reduction in the budget, Early Years Advisory Teachers remained a key support role and there would not be reductions in frontline support.

Resolved:

That Cabinet recommend to Council that it:

- (a) Endorses the update of the Financial Plan for 2015/16.**
- (b) Approves the savings and investment proposals summarised at Sections 9 and 7 respectively of this report and at Appendix 1, to provide a net revenue budget for 2015/16 of £314.983 million.**
- (c) To:**
 - (i) Freeze Wiltshire Council's element of the Band D council tax for 2015/16 £1,222.43, as calculated in accordance with statute, as set out in Section 10 of this report.**
 - (ii) Set the Council's total net expenditure budget for 2015/16 at £314.983 million.**
 - (iii) Set a 2.2% increase for dwelling rents in accordance with rent restructuring;**
 - (iv) Set the HRA Budget for 2015/16 as set out at Appendix 1G of this report.**

- (v) **That all other service charges related to the HRA be increased by 2.2%, including garage rents.**
- (vi) **Approve the Capital programme proposed at Appendix 1F of this report.**
- (vii) **Set the changes in fees and charges set out in detail at Section 8 of and at Appendix 1H of this report.**

Reason for Decision:

To enable the Council to set its revenue, capital, housing revenue accounts, fees and charges, levels of reserves and resultant Council Tax for 2015/16 to then issue Council Tax and rent bills. To provide the Council with a strong business and financial plan for sustainable delivery for 2013-17.

24 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 am - 1.01 pm)

These decisions were published on the Friday 13 February 2015 and will come into force on Monday 23 February 2015.
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CABINET CAPITAL ASSETS COMMITTEE

DRAFT MINUTES of a MEETING held in KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN on Tuesday, 11 November 2014.

Cllr Fleur de Rhé-Philippe	Cabinet Member for Economic Development, Skills and Strategic Transport
Cllr Toby Sturgis	Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste
Cllr John Thomson	Deputy Leader and Cabinet Member for Highways and Streetscene and Broadband
Cllr Dick Tonge	Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform

Also in Attendance: Cllr Stuart Wheeler
Cllr Chris Caswill, Wiltshire Council
Cllr Linda Packard, Wiltshire Council
Cllr Bill Moss

Key Decisions Matters defined as 'Key' Decisions and included in the Council's Forward Work Plan are shown as 

37 Apologies and Substitutions

Apologies were received from Cllr Jane Scott.

38 Minutes of the previous meeting

The minutes of the previous meeting, held on the 16 September 2014, were agreed as a correct record for signing.

39 Leader's Announcements

There were no leaders announcements.

40 Declarations of interest

There were no declarations of interest.

41 Public Participation and Questions from Councillors

It was noted that a statement, circulated as a supplementary paper, had been submitted by TDP properties.

42 **Chippenham Vision - Bridge Centre & Bath Road Car Park site**

As there no members of the public present, it was agreed to consider the matter further in Part II of the meeting.

43 **Middlefields, Hungerdown Lane, Chippenham**

As there no members of the public present, it was agreed to consider the matter further in Part II of the meeting.

44 **Urgent items**

There were no urgent items.

45 **Exclusion of the Press and Public**

Resolved

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the following items of business because it is likely that if members of the public were present there would disclosure to them of exempt information as defined in paragraph 3 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking the item in private:

Paragraph 3 – information relating to the financial information or business affairs of any particular person (including the authority holding that information)

No representations have been received as to why this item should not be held in private.

46 **Chippenham Vision - Bridge Centre & Bath Road Car Park - Part II**

Cllr Toby Sturgis, Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste, presented the report (including information exempt from publication) that asked the Committee to consider options for the Bridge Centre & Bath Road Car Park sites.

Resolved

- 1. To allow the Development Agreement to end on the 18th of November without further extension.**
- 2. To authorise officers to work with local partners and the community to produce a development brief for the site which will meet the**

needs of the town in the future as outlined in the Chippenham Masterplan.

Reason for decision:

It is now 8 years since the site was allocated and 3 years since the development agreement was signed. No planning application on the development has been made in that time. The earliest the developer has indicated that they could submit a planning application is Spring 2015, once a bat survey has been undertaken.

The original brief for the site was produced before the draft Core Strategy, the Chippenham Masterplan and the Conservation Area Management Plan and is therefore out of alignment with the wider aspirations and plans for the town's development, particularly with regard to the town's future transport and highways requirements.

The opportunity has arisen to reconsider options for the site as the existing Development Agreement is due to expire on 18th November 2014

47 Middlefields - Part II

Cllr Toby Sturgis, Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste, presented the report that informed Members of the current position in respect of the proposed sale of Middlefields, Hungerdown lane, Chippenham. Officers gave the Committee a verbal update on the bids that had been received.

Resolved

To delegate the decision, regarding which bids to accept on the Middlefield site, to the Corporate Director in consultation with the Cabinet Member for Strategic Planning, Development Management, Strategic Housing, Property, Waste, noting the views of the Committee and the local Member in support of care provision on the site.

Reason for decision:

To progress the sale of the site.

48 Central Car Park and The Maltings (Part II Item)

Cllr Fleur de Rhe-Philipe, Cabinet Member for Economic Development, Skills and Strategic Transport, and Cllr Dick Tonge, Cabinet Member for Finance, Performance, Risk, Procurement and Welfare Reform, presented the report which:

Provided a brief update on the ongoing dialogue between the council officers and the council's development partner Stanhope plc and their respective advisers over mechanisms to address the issue of ground conditions and scheme viability within the parameters of the Development Agreement; and

Advised members of the investment opportunity for the purchase of the Maltings Shopping Centre, Salisbury, and to propose that the Council proceeds with the purchase of this interest in line with the bid that the Council has submitted subject to satisfactory due diligence.

Resolved

- 1. Note the update; and**
- 2. To delegate authority to the Associate Director, Finance, Revenues and Benefits, and Pensions in consultation with the Cabinet Members for Economic Development, Skills and Strategic Transport, and Finance, Performance, Risk, Procurement and Welfare Reform, to conclude the purchase of the Harvest interest in the Maltings Shopping Centre which lies within the Central Car Park and Maltings regeneration area, in line with the offer submitted and subject to satisfactory due diligence, should the opportunity arise.**

Reason for decision:

To facilitate the regeneration of the centre of Salisbury through the delivery of the Maltings and Central Car Park scheme while making a sound investment in a well performing secondary shopping centre which will generate a financial return for the council, should the opportunity arise.

(Duration of meeting: 2.00 - 2.45 pm)

These decisions were published on the 20 November 2014 and will come into force on 28 November 2014

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 4 NOVEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christine Crisp, Cllr Stewart Dobson, Cllr Peter Edge, Cllr Alan Hill (Vice Chairman), Cllr Jon Hubbard, Cllr David Jenkins (Substitute), Cllr Simon Killane (Chairman), Cllr Jacqui Lay, Cllr John Noeken, Cllr Jeff Osborn, Cllr Pip Ridout, Cllr John Walsh, Cllr Bridget Wayman and Cllr Philip Whalley

Also Present:

Cllr Glenis Ansell, Cllr Allison Bucknell, Cllr John Thomson, Cllr Dick Tonge and Cllr Philip Whitehead

86 **Apologies**

Apologies were received from Councillor Gordon King, who was substituted by Councillor David Jenkins.

87 **Minutes of the Previous Meeting**

The minutes of the meeting held on 11 September 2014 were presented for consideration and it was,

Resolved:

To **APPROVE** as a true and correct record and sign the minutes.

88 **Declarations of Interest**

There were no declarations.

89 **Chairman's Announcements**

There were no announcements.

90 **Public Participation**

There were no public statements or questions submitted.

91 **Forward Work Programme**

As a result of staffing changes, some members expressed concerns at the level of resources available to service the work of the Select Committees. The Head of Corporate Support acknowledged the level of support available to Overview and Scrutiny and clarified that other officers across the Corporate Office would where appropriate assist with the work of Task Groups and Rapid Scrutiny Exercises, including a wider focused Business Support Team to work more flexibly across the service. The Management Committee was mindful of the limited dedicated resources for the Scrutiny function, and emphasised the need for work to be outcome driven and focused as the Forward Work Plan was amended and considered.

Updates from Chairs/Vice-Chairs

Health Select Committee

Updates were received from the active Task Groups of the Health Select Committee, including details of the Review of AWP - Dementia Services Task Group's visit to great Western Hospital and specialist dementia wards and the lessons learned from this.

Following the meeting of the South West Overview and Scrutiny Network on 24 October, hosted by Wiltshire Council, many delegates had expressed support for greater cooperation in scrutiny across authorities on issues which overlapped authority boundaries. Scrutiny of the Avon and Wiltshire Mental Health Partnership NHS Trust was raised as a potential issue for such joint working, as attached to these minutes, and endorsement was sought for initial work to establish the viability of such an arrangement, which would have representatives from each relevant council and be administered by one scrutiny team at a nominated authority, which would ensure joined up thinking and avoid duplicating work across a wider geographic area, though it was noted it might not be possible if all authorities were not able to come to agreement. Making use of resources from other authorities to identify good and poor practice for Wiltshire Scrutiny functions was also encouraged.

Resolved:

To investigate the viability of establishing a Joint Scrutiny Working Group on the Avon and Wiltshire Mental Health Partnership.

Environment Select Committee

Updates were received from the active Task Groups of the Environment Select Committee, including that it was scheduled that the final reports of the Community Infrastructure Levy (CIL) and 20MPH Policy Task Groups would be considered at the December meeting of the Committee, and it was hoped the Adoptable Estates Task Group would also soon be concluded. Dr Carlton Brand (Corporate Director) in particular complimented the work of the BBLP Task Group which had been of considerable help to the service. The Car Parking Review was stated would conclude shortly, although it was questioned whether this could be pushed back slightly to coincide with the end of the consultation period on the proposals recently communicated by the Cabinet Member.

Members of the Committee then made comments and suggestions to the Chair of Environment Select on potential topics for consideration, such as a recent plan for a waste energy plant in the county and its integration with other facilities.

It was also requested the Committee endorse the extension of the Waste Task Group to consider the new Waste contract.

Resolved:

To endorse the reconvening of the Waste Task Group.

Children's Select Committee

Updates were received on the active Task Groups of the Children's Select Committee. The Safeguarding Children and Young People Task Group would look at the work of Multi-Agency Forums at its next meeting. The Corporate Parenting Panel had formed a working group to look at care leaver transitions and out of county placements at the request of the Executive and the task group would also be considering the results of this work.

A correction was made to the Forward Work Programme to clarify that an executive response to the Final Report of the Early Help Strategy Task Group was expected at a future meeting, not the 14 October meeting.

Endorsement was sought on the establishment of a Task Group on Child Sexual Exploitation, which it was anticipated would be a substantial piece of work lasting 12-18 months. It was stated the SEND Task Group, Schools and the Local Authority Task Group and Education for 16-19s Task Group, had either concluded or were scheduled to be concluded in January 2015, which would enable support resources to focus on new activities. A potential Task group on Children's Centres was also discussed, although this would be proposed at some point in the future.

Resolved:

To endorse the establishment of a Child Sexual Exploitation Task Group.

92 **Management Committee Task Group Update**

Financial Planning Task Group

The Committee welcomed the new Chairman of the Financial Planning Task Group, Councillor Glenis Ansell, and noted the written update as detailed in the agenda, along with requests from Committee members for specific topics to be looked at when appropriate, such as the capital programme and disposal of assets.

Local Enterprise Partnership (LEP) Joint Task Group

The written update as detailed in the agenda was noted, and it was stated that the scrutiny work would begin in the new year, and that while the Task Group

was to be administered by Swindon Borough Council, it was anticipated that this would change when the Chairmanship of the Joint Strategic Economic Committee (JSEC) was held by the Leader of Swindon Borough Council, which would take place in May 2015.

93 **Procurement Arrangements Update**

The Cabinet Member for Finance, Performance and Risk, Procurement and Welfare Reform, presented a report on the intended changes to the Procurement Service, as requested by the Committee at its meeting in September 2014, in order to implement a sound corporate approach to the service and meeting the necessary savings targets, with the revised arrangements to be concluded by April 2015.

The Cabinet Member outlined several of the changes that had already taken place within the service as detailed in paragraph five of the report, including a reduction in the number of purchase cards in use across the council and strengthening the Corporate Procurement Board, and detailed the intention to implement a strong corporate approach for all procurement activity and produce greater consistency in commissioning and contract management, as detailed in paragraph twelve of the report.

The Committee discussed the proposed changes, in particular the risk in not meeting efficiency targets should the revised approach not be implemented as intended or not being as effective as desired, with some members raising concerns as to the feasibility and deliverability of the proposals and the cost to the council of past reviews of the service which had not led to substantive change, as well as potential staff capacity issues in the service

In response to queries, it was stated that reducing the number of authorized Buyers among staff would not be through a reduction in staffing levels, but reallocation of duties so that fewer staff were so authorized but that activity was a more central focus of their responsibilities. It was also stated that although similar proposals to review the Procurement Service had been considered before, progress was now being made and the need for efficiency savings ensured they would be implemented for the current review.

The removal of opportunities for duplication of existing system roles to reduce the risk of unauthorized buying or fraud was discussed, and the Committee and the Cabinet Member encouraged any public or staff aware of such opportunities or examples of fraud to make this known, referencing the Council's Policy on Whistleblowing.

The Committee then discussed the most appropriate way for Scrutiny to examine the continuing implementation of the revised arrangements for the Procurement Service.

At the end of debate, it was,

Resolved:

For the Financial Planning Task Group to consider the savings targets and registered risks of the revised arrangements for the Procurement Service and report any conclusions to the Committee.

94 **Scrutiny of the Military Civilian Integration Partnership (MCIP)**

In September 2014 the Committee considered the purpose, governance and delivery of the various programmes and projects that form the Military Civilian Integration Partnership (MCIP) due to the significant economic and social impact on the County from the planned military reorganisation and resolved that the Vice-Chairman, Councillor Alan Hill would investigate where Overview and Scrutiny could best add value to the current work of the partnership.

Councillor Hill reported on his investigations into the MCIP, noting that as the Board which administered the MCIP was not a statutory body, in order to maintain effective relationships with the partners voluntarily involved in the Partnership, the Committee and any Scrutiny work should focus on aspects of Army Rebasing which were within the remit of or most impacted by the work of Wiltshire Council and other civilian partners, such as Early Help provision and the additional impact on youth services. It was proposed that a small Task and Finish Group perform an assessment of viability for various workstreams in order to scope a framework for a deeper scrutiny exercise to be approved by the Committee.

The Committee discussed the update and proposal, commenting on the high level of cooperation with the military that had been obtained to date, and that it was important to retain that relationship moving forward, as well as suggestions for areas for any Task Group to consider investigating further. Some concerns were raised that Committee Chairs had not been involved in the scoping of any proposals, but it was stated that the proposed Task Group would consider all relevant views ahead of consideration at the next meeting of the Committee.

At the end of discussion, it was,

Resolved:

- 1) To endorse a Task and Finish Group be formed to investigate issues to scrutinise in respect of public service and infrastructure implications of Army Rebasing, to be approved by the Committee at its meeting on 6 January 2015.**
- 2) That the Chairman and Vice-Chairman to make the necessary appointments following invitations of expressions of interest to all**

non-executive councillors in accordance with the current convention.

95 Engagement in Major Projects

As detailed in the agenda, in July 2014 the Committee agreed a scheme to provide for Overview and Scrutiny engagement in forthcoming major projects, formalising the existing arrangements where two non-executive members sit on project boards. In accordance with the approved scheme, the Head of the Programme Office in consultation with the Chairman and Vice-Chairman identified three appropriate projects which could benefit from some form of member engagement, and the Committee's views were sought.

The Committee considered the proposed projects, noting their outcomes and in what way Overview and Scrutiny could add value to their development and implementations. In response to concerns about scrutiny resources being able to support members appointed to any such project, it was stated the Programme Office would provide support including assisting with reporting back to the relevant Committee, with a draft template provided.

At the end of discussion, it was,

Resolved:

1) To approve the engagement of Overview and Scrutiny in the following three projects:

- **Single View of the Customer**
- **Paper'Less**
- **Wiltshire Institute of Social Care**

through the appointment of individual representatives to serve on the respective project boards in accordance with the agreed scheme.

2) The Chairman and Vice-Chairman to make the necessary appointments following invitations of expressions of interest to all non-executive councillors in accordance with the current convention.

3) To approve the template for reporting back on project progress as appended to this report

- 4) To include with future agendas for the Management Committee or relevant Select Committee an item for updates from Project Boards as appropriate.**

96 South West Overview and Scrutiny Network

The Committee noted the comments already raised under Minute 91, as well as a request for the regional network to consider ways to strengthen the links between Schools and Local Authorities.

97 Date of Next Meeting

The date of the next meeting was confirmed as 6 January 2015.

98 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 am - 1.15 pm)

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Joint Scrutiny Working Group – Avon and Wiltshire Mental Health Partnership NHS Trust (AWP)

Business Plan Reference:	<p>To protect those who are most vulnerable</p> <p>Outcome 5: people have healthy, active and high-quality lives</p> <p>Outcome 6: People are as protected from harm as possible and feel safe</p>
Background:	<p>In September 2014 the Care Quality Commission published a quality <u>report</u> on AWP as part of their mental health inspection programme. This followed an inspection in June when a team inspected 39 wards and 27 community services, as well as other specialist services.</p> <p>The CQC found that AWP must take significant steps to improve the quality of their services and has issued four warning notices requiring the trust to take urgent action to improve.</p> <p>Inspectors noted positive examples of staff providing emotional support to people in challenging conditions. However, the inspection team had a number of concerns about safety; particularly on the mental health admission wards and forensic mental health wards. The design of some wards made it difficult for staff to observe vulnerable patients and some wards had ligature points that could endanger people at risk of suicide. There were also wards where male and female accommodation was not fully segregated.</p> <p>These problems were compounded by significant staff shortages on some wards that the inspection team concluded may have affected patients' care and safety.</p> <p>There were times when beds were not available. This meant that adults of all ages who needed inpatient care were sometimes admitted to a ward a long way from their home. It also meant that people were sometimes moved from one ward to another or discharged early.</p> <p>At the time of the inspection, CQC pointed out its immediate concerns to the trust. Subsequently, the Care Quality Commission has issued four warning notices requiring the trust to take urgent action to improve.</p> <p>The following local authorities in the South West region are known to commission services from AWP: Bristol, Wiltshire, Swindon, South Gloucestershire, North Somerset, and Bath and North East Somerset.</p>
Objectives and Outcomes:	<ul style="list-style-type: none"> • Participating LAs having greater: <ul style="list-style-type: none"> - understanding of the CQC's findings - understanding and assurance about AWP's current and planned response - opportunity to influence AWP's and relevant LAs response to the CQC report - ability to judge appropriate further scrutiny/monitoring • An agreed report is produced by the Joint Working Group including findings, any recommendations for AWP and local authorities, and recommendations for parent Health O&S committees on further work or monitoring required • An efficient use of participants time (including AWP) and resources and reduction of duplication through undertaking a cross-LA exercise.

Scope:	<p>All findings and required/suggested actions included in the CQC's Avon and Wiltshire Mental Health Partnership NHS Trust (AWP) report (September 2014) relevant to participating LAs.</p> <p>AWP's historic, current and planned response to the issues raised in the CQC report.</p> <p>Appropriate further scrutiny/monitoring by participating LAs' Health O&S committees.</p>
Details and timescale:	<p>Options:</p> <ol style="list-style-type: none"> 1. Full day workshop 2. Two half day workshops <p>Needs to include</p> <ol style="list-style-type: none"> a) Working group discussion and agreement of key areas for focus (questions, requests for further info) – to be submitted to AWP in advance b) Meeting with AWP representatives c) Working group discussion and agreement of findings, recommendations and final report.
Monitoring and implementation arrangements:	<p>Joint working group's final report to be submitted to:</p> <p>AWP Participating LA's Health O&S Committees Participating LA's executive and directors</p>

OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

DRAFT MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 6 JANUARY 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Simon Killane (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Christine Crisp, Cllr Peter Edge, Cllr Jon Hubbard, Cllr Gordon King, Cllr John Noeken, Cllr Jeff Osborn, Cllr Pip Ridout, Cllr John Walsh, Cllr Philip Whalley and Cllr Paul Oatway (Substitute)

Also Present:

Cllr Glenis Ansell, Cllr Jane Scott OBE, Cllr John Thomson and Cllr Philip Whitehead

1 Apologies

Apologies for absence were received from Councillors Stewart Dobson, Bridget Wayman and Jacqui Lay.

Councillor Dobson was substituted by Councillor Paul Oatway QPM.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 4 November 2014 were presented for consideration, and it was,

Resolved:

To APPROVE and sign the minutes as a true and correct record.

3 Declarations of Interest

There were no declarations.

4 Chairman's Announcements

There were no announcements.

5 Public Participation

There were no statements or questions submitted.

6 Forward Work Programme

In addition to the updates from Chairman and Vice-Chairman as detailed below, the Chairman noted that the recruitment of a further Senior Scrutiny Officer, in lieu of the vacant Scrutiny Officer post, was underway, which would provide further dedicated resources for the work of the Select Committees and Task Groups.

The Management Committee also noted that it had been of considerable usefulness at recent Cabinet meetings for a representative from Scrutiny to be present where an item of interest to Scrutiny was being considered. It was agreed that such an arrangement should be formalised to add valued engagement at all stages of an item's progress through the council, and with the attendance of Cabinet Members and Portfolio Holders at Scrutiny meetings, reflect and encourage further two way working between Scrutiny and the Executive.

Resolved:

That if a scrutiny issue is on the Cabinet agenda, the Chairman of the appropriate Select or Management Committee is to be present at the Cabinet meeting in order to address any issues that might arise. If the Chairman is unable to attend in person, he/she may arrange for the Vice-Chairman, or lead on the topic to attend if suitably briefed.

Updates from Chairs/Vice-Chairs

Children's Select Committee

Updates were received on the active Task Groups and other work of the Children's Select Committee, including that the final reports of the Schools and the Local Authority Task Group and the SEND Task Group were expected at the next meeting of the Committee. In preparation for commencement of the Child Sexual Exploitation Task Group meetings had been held with the Executive, and expressions of interest to sit on the Task Group would go out to Members shortly.

The ongoing work of the Safeguarding Task Group was detailed, including requested changes to simplify and make more effective monitoring and presentation of risks and challenges including through adoption of target ranges and clearer warning definitions, which if successful and suitably adaptable to other service areas, the Management Committee would be interested in seeing other services adopt.

Environment Select Committee

Updates were received from the active Task Groups and other work of the Environment Select Committee, including that the 20mph Task Group had concluded its work, with its recommendations reported to Cabinet. The Adoptable Estates Task Group had also concluded, and it was noted that it had been a particularly difficult piece of work to investigate with and across so many partner organisations to examine the issues, and the potential need for further

review in the future was noted. The CIL Task Group had also concluded, and its recommendations reported to Cabinet.

The ongoing work of the Highways and Streetscene Contract Task Group was detailed, and it was noted that due to the scale and importance of the contract and service scrutinized, the remit of the Task Group had continued to be amended as necessary. During the discussion, the Cabinet Member for Highways and Streetscene clarified that the contract had not undergone any recent changes, and the budget for it would remain unchanged as well once the council's budget was presented.

Health Select Committee

Updates were received from the active Task Groups and other work of the Health Select Committee, including details of the Incontinence Task Group, whose recommendations had been reported and in many instances adopted by Cabinet. Following approval at the last meeting of the Management Committee, it was also stated work on establishing the proposed Task Group on the Avon and Wiltshire Mental Health Partnership NHS Trust was progressing.

Regarding the Help to Live at Home Task Group, it was reported and welcomed that just before Christmas the warning notice from the Care Quality Commission (CQC) against the service had been officially removed, though it was noted challenges remained and it would take time to recruit new staff, and an annual staffing workforce assessment was monitoring any risk from this factor. A third CQC inspection had taken place, and a report would follow later in the year, with an update expected in the next few weeks. Additionally, a report on the 100 day challenge regarding the Better Care plan would be presented to the Health and Wellbeing Board at its next meeting, and the Management Committee was assured any issues identified during the 100 days would have been actioned immediately.

In respect of other Task Groups, the Transfer to Care Task Group was currently on hold but would resume work again shortly. The Health Select Committee and Children's Select Committee were also considering establishing a joint Task Group on Obesity, and would seek approval from the Management Committee once the proposed details were finalised.

Finally, the Management Committee discussed the work of the Select Committee regarding the 111 Service, which had seen some recent improvements, but would need to be continued to be monitored along with pressures on the out of hours part of the service.

7 Management Committee Task Group Updates

Financial Planning Task Group

The Chairman of the Task Group provided an update on the recent work of the Task Group, including examining area of overspend within the council, and detailed the process by which the budget would be considered by the public and members.

The Management Committee endorsed the work of the Task Group set out in the report and debated the proposed budget scrutiny process, with a briefing for all members of the council, in addition to a dedicated Task Group meeting to focus on the budget, and the Management Committee meeting on 4 February ahead of consideration by Cabinet on 10 February. The intention was to allow all members to be briefed on the key issues, while leaving the Committee meeting itself for the scrutiny of the proposals.

Discussion arose around possible scrutiny of amendments to the budget ahead of consideration by council, and it was argued by some members that given when the budget proposals would be available to all, it would not be possible for anyone wishing to propose an amendment to formulate a properly costed and viable amendment by 4 February, and a later additional meeting of scrutiny would be required.

Resolved:

To endorse the arrangements for Overview and Scrutiny engagement in the budget setting for 2015/16 as described in the report, with the addition of a secondary scrutiny meeting for consideration of amendments if required, and to advise all relevant contributors and to make the necessary arrangements as appropriate.

To note that a review of the process would be undertaken after the event and reported to Management Committee.

Military Civilian Integration Partnership (MCIP) Task Group

The Vice-Chairman presented his report on the proposed terms of reference and membership of the MCIP Task Group, and it was,

Resolved:

- i) To extend the remit of the task group from *investigate issues to scrutinise to identify and scrutinise issues of military/civilian integration* within the work of the MCIP;**
- ii) To approve the following proposed terms of reference for the MCIP Task Group**
 - To identify any risks and opportunities presented by the MCIP that are relevant to Wiltshire Council services and priorities, focusing on the following themes:**
 - Housing**
 - Health**
 - Infrastructure**
 - Budget**
 - Schools**
 - Employment (leavers and dependents)**

- **To make workable recommendations on how any identified risks could be mitigated and opportunities exploited to support delivery of the MCIP and of relevant priorities within the Council's Business Plan.**

iii) Agree the membership and methodology for the MCIP Task Group listed within the report;

iv) That the Committee expect a fuller report from the task group once future meetings have taken place.

Swindon and Wiltshire Local Enterprise Partnership (SWLEP) Joint Task Group

The Vice-Chairman presented an update on the continuing arrangements for the SWLEP Task Group, noting Wiltshire was further advanced in scrutinizing the SWLEP than any other authority and LEP in the country, and the Management Committee endorsed the approach undertaken, highlighting the need to develop good relationships when scrutinizing outside bodies.

8 Engagement in Major Projects - Project Board Representative Updates

Cllr John Walsh, Project Member on the Car Parking Review Project Board, updated the Management Committee on the latest work undertaken, noting the public consultation on proposed changes would conclude before the end of January 2015.

Following the latest meeting between the Chairman, Vice-Chairman and Head of Programmes, three projects were identified which it was felt would be enhanced by the inclusion of a Overview and Scrutiny representative. The Management Committee made appointments to each Project with particular reference to the Chairman and Vice-Chairman of the Select Committees the Project Board member would report to in future. It was also requested that where not enough members had given expressions of interest to the initial communication to sit on a Project Board, the relevant Select Committees should seek to encourage volunteers.

The Chairman and Vice-Chairman would meet with the Head of Programmes on 17 February 2015 to review further major projects to determine what, if any, scrutiny involvement would be appropriate and report back to the Management Committee.

Resolved:

To appoint the following members as Scrutiny Representatives on Project Boards as listed below:

Single View of the Customer - Cllr Magnus Macdonald

Paperless - Cllr George Jeans

Wiltshire Institute of Social Care - referred to the Health and Select Committee for appointment.

9 Peer Challenge of the Council's Overview and Scrutiny Function

The Head of Corporate Support (Performance, Risk and Scrutiny) updated the Management Committee on the arrangements for the forthcoming Peer Review Challenge of the Overview and Scrutiny Function. Discussions were underway with the Local Government Association (LGA) to finalise the details, and it was intended the Review would begin following the conclusion of the budget scrutiny process.

The Management Committee discussed the aims and benefits to the Peer Challenge process, while emphasising the need for any Peer Reviewers to be suitably qualified and experienced to offer beneficial insights and solutions to the council.

10 Scrutiny Councillor Development Update

The Overview and Scrutiny Manager and Operational Development Lead (Enabling) presented a report on the proposed Scrutiny Development Programme, which would with the use of council and consultant resources develop a 4 year Scrutiny training and development programme in order to provide a comprehensive and strategically focused system to provide and improve scrutiny skills across the 4 year period of a council.

The Management Committee discussed the proposed development scheme, welcoming a more structured and focused approach over a longer period, and it was debated whether it was appropriate to approve the scheme before the councillor development budget was known for next year.

It was,

Resolved:

To defer confirmation of the development programme until after the councillor development budget was approved on 24 February 2015.

11 Scrutiny Communications Update

The written update on Scrutiny Communications was noted.

12 Date of Next Meeting

The date of the next meeting was confirmed as 4 February 2015, to consider the budget proposals for the forthcoming year. Details of any additional meetings ahead of the budget going before Council on 24 February would be circulated when arranged.

The next ordinary meeting was confirmed as 3 March 2015.

13 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 am - 12.30 pm)

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OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE

MINUTES OF THE OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE MEETING HELD ON 4 FEBRUARY 2015 AT THE KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Simon Killane (Chairman), Cllr Alan Hill (Vice Chairman), Cllr Christine Crisp, Cllr Stewart Dobson, Cllr Peter Edge, Cllr Jon Hubbard, Cllr Gordon King, Cllr Jacqui Lay, Cllr Jeff Osborn, Cllr Pip Ridout, Cllr Ian Thorn, Cllr John Walsh, Cllr Bridget Wayman, Cllr Philip Whalley and Cllr Paul Oatway QPM (Substitute)

Also Present:

Cllr Glenis Ansell, Cllr Mollie Groom, Cllr Keith Humphries, Cllr Laura Mayes, Cllr Fleur de Rhé-Philipe, Cllr Jane Scott OBE, Cllr Jonathon Seed, Cllr John Thomson, Cllr Dick Tonge, Cllr Roy While and Cllr Philip Whitehead

14 Apologies

Apologies were received from Councillor John Noeken, who was substituted by Councillor Paul Oatway QPM.

15 Declarations of Interest

There were no declarations.

16 Chairman's Announcements

There were no announcements.

17 Public Participation

There were no statements or questions submitted.

18 Purpose of Meeting

Members noted and approved the proposed meeting structure.

19 Wiltshire Council's Financial Plan Update 2015/16

The draft Wiltshire Council Financial Plan Update for 2015/16 was presented by Councillor Dick Tonge, Cabinet Member for Finance, Performance and Risk and the Associate Director (Finance) ahead of its submission to Cabinet on 10 February and Full Council on 24 February 2015.

Details of proposed investments and savings were outlined within the context of continued reductions in the government revenue support grant to the council and the freeze on council tax being extended, as well as the impact of the savings implemented through previous budgets.

The Committee, along with other members in attendance including the Chairman of the Financial Planning Task Group and members of the Executive, discussed the proposed budget, and clarification was sought on several issues from the attending Cabinet Members and Corporate Leadership Team, with full details contained in the report as appended to these minutes. Particular focus was given to strategic savings, service budget proposals, risks and the emphasis in relation to the council's business plan and key actions.

Areas of discussion included analysing areas of overspend for solutions, awaiting publication of the staff survey to determine the impact upon staffing resources, whether savings could be delivered while still protecting the vulnerable and other demands on the council, and how to manage increasingly numerous and complex demands upon services. Proposed strategic savings including with regards music provision and charging for garden waste collection were assessed, along with other topics as detailed in the appended report.

At the conclusion of debate, it was,

Resolved:

- 1) To thank the Financial Planning Scrutiny Task Group for their work in monitoring the progress and management of the current budget and the creation of the draft budget for 2015/16; to acknowledge the dedication and zeal that has gone into the process on behalf of this Committee.**
- 2) That the Overview and Scrutiny Management Committee believes that the draft budget has been properly and appropriately scrutinised.**

20 Date of Next Meeting

The date of the next meeting was confirmed as Friday 13 February 2015 to scrutinise opposition group amendments to the budget, followed by an ordinary meeting on Tuesday 3 March 2015.

21 Urgent Items

There were no urgent items.

(Duration of meeting: 10.30 am - 12.30 pm)

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Cabinet
10 February 2015

Council
24 February 2015

**Special Meeting of the Overview and Scrutiny Management Committee
Report on the Draft 2015-16 Budget**

Purpose of report

1. To feed back to Cabinet and Full Council a summary of the main issues discussed at the special meeting of the Overview and Scrutiny Management Committee held on 4 February 2015.

Background

2. This special meeting of the Overview and Scrutiny Management Committee provided an opportunity for non-executive councillors to question the Cabinet Member for Finance and the Associate Director for Finance on the draft 2015/16 budget before it is considered at Cabinet on 10 February 2015 and Full Council on 24 February 2015.
3. The Cabinet Member for Finance, supported by the Associate Director of Finance, gave a presentation covering the key components and influences on setting this year's budget, under the themes below:
 - I. 12 key Business Plan actions
 - II. Strategic saving proposals
 - III. Service budget summaries
 - IV. Risks
4. The key messages were as follows:
 - Council Tax frozen again (5th year) for 2015/16 despite a 13% reduction in Government Revenue grant
 - Protection of delivery in vulnerable adults and children
 - Investment in highways and waste continues
 - Safeguarding the commitment to Military Civil Integration
 - Ongoing investment in the economy, more homes and campuses
 - Despite taking out over £123m in savings in last 5 years without significant impact on frontline service performance

Main issues raised during questioning and debate

5. The Committee invited the Chair of the Financial Planning Task Group and the Select Committee Chairmen to lead off discussion, with a focus on budget proposals

and their implications for services relating to their remit, before opening up to general queries.

Financial Planning Task Group

6. Details arising from the work of the Financial Planning Task Group are included at annex to this report.

Environment Select Committee

7. It was noted that charging for green waste collection, although contrary to the views expressed during public consultation, was necessary due to an unforeseen reduction in monies received from Central Government. This charge equated to a £0.800M strategic saving in order to maintain the adult care budget as originally proposed.
8. In response to a question on how the monies received via the Community Infrastructure Levy were taken into account in this year's budget, it was stated that these monies were accounted for in the capital programme on page 58 of the budget report.
9. It was confirmed that the Gypsy and Traveller communities are catered for by a specific annual budget which is matched by a grant.
10. It was confirmed that the budget for flooding protection remains the same as last year, which is a base budget of £0.500M. There is an ongoing programme of work to alleviate the risk of flooding which increases the overall budget for flooding to £1M to deliver the key projects as an investment to protect against additional highways issues.
11. It was agreed that waste disposal should be a topic that is considered by the Environment Select Committee or a subsequent Task Group; it was acknowledged that the current work of the Waste Task Group on communications may contribute to lessening the waste that goes to landfill through clear messages and a new campaign to encourage recycling.
12. A comprehensive consultation with regard to public transport, primarily bus services, will be conducted throughout the county to redesign the transport links for Wiltshire in order to build better service which offers better value and is sustainable. This will include improving links to GP surgeries and other key services and provision being made through community transport services such as Link. It is intended that the public will be educated on how much routes are costing and how they are used so that consultation responses are informed decisions. The cross-cutting nature of this work would require the joint input from all three select committees.
13. Concern was raised with regard to whether the turning off of street lights would provoke public safety concerns, as has been the case elsewhere. It was noted that this does not appear to be the case in Wiltshire and many have expressed their support for this proposal, particularly as Wiltshire has an intelligent system which allows for strategic lights to be kept on such as at roundabouts and crossings and

that emergency services are able to ensure that relevant lights are switched on as required. It was confirmed that this proposal only applied between the hours of midnight and 5:30 am.

Children's Select Committee

14. It was confirmed that the £0.403M savings identified for Integrated Youth and Prevention Services represented the remainder of the savings agreed by Cabinet in May, following the review of positive leisure time activities for young people. The savings agreed in May had represented only part-year savings.
15. It was confirmed that the £0.437M savings in School Effectiveness would not affect the council's LASER (school improvement) service. Children's Select Committee would be looking at the effectiveness of the Council's School Improvement Strategy in its first year following an invitation from the Executive.
16. It was noted that £1.283M would be invested in frontline safeguarding of children, on top of the £3.7M net invested in the last three years. The Cabinet Member reported that the £1.005M savings would be sought by reducing the numbers of out-of-county placements and finding efficiencies in the service. It was also hoped that the delivery of the Early Help Strategy would reduce the overall number of children and young people who needed to be in the care system.
17. There would be a £45.8 million investment in modernisation of housing over 4 years. It was reported that the Special Educational Needs and/or Disabilities (SEND) Task Group had raised concerns about availability of suitable housing for people with SEND. A range of projects were underway looking at how to meet the housing needs of particular groups, including those with SEND. For example, through the Corporate Parenting Panel and others, looking at schemes such as flexible tenancies and independent living with some supervision for care leavers.
18. The Music Service would be reviewed, with a saving of £0.172M, which would need to be clarified further.
19. Following a question about the £0.698M saving in Commissioning and Performance, it was confirmed that the Council would continue to invest in the County's children's centres as an important part of its Early Help Strategy.

Health Select Committee

20. It was noted that the complexity and numbers of care packages required, as demonstrated by the 100 Day Challenge, is a key test for the budget in that while the budget remains largely the same the increase in demand adds significant strain. Additional pressure is levied through the implementation of the Care Act and additional support for carers. This is estimated using a national budgeting tool and estimates on how many carers will come forward for support.

21. It was highlighted that the Public Health provision is being increasingly focussed on preventing health issues in order to create savings across the health and social care system in the long term.
22. It was confirmed that the Health Select Committee would contribute to the prevention agenda in considering the role of personal responsibility for one's health, with particular reference to health checks and screening offered by GP's. Furthermore, the Health Select Committee have agreed to undertake a piece of work on the interlinking issues of obesity and poverty in partnership with the Children's Select Committee.
23. Concern was raised regarding the alternative provision for the Hospital Bus Hopper Services at the Royal United Hospital and Great Western Hospital, in order to save £0.130M. It was expressed that this is a valuable service; however it has been observed that the service is in fact under used and misused by staff. Work is being undertaken to look at the whole patient experience, which includes travel to and from treatment; the acute hospitals are engaged in this with the option being given for them to retain the service.
24. It was noted that the voluntary sector is a vital element to providing health and social care across Wiltshire, therefore the proposed minimum 10% reductions in grants caused concern. It was highlighted that this decision had been taken with the full knowledge of the voluntary sector agencies and much officer time had been dedicated to work through the potential impacts upon them, this includes explaining that where multiple grants have previously been made, that this will now be streamlined to single grants to save on our own administrative costs. All grants will be required to contribute to a Council priority.
25. Particular reference was drawn to agencies' back office management and the fact that the reductions in grants could be recouped by more efficient management. No objections have been received regarding this decision to date.

General Enquiries and Observations

26. The disposal of council assets was raised, and it was noted this was being achieved slower than would be preferred, but that it was essential such complex disposals were done correctly.
27. The use of agency staff within the council was discussed, and it was stated this was kept to a minimum, but there would always be some necessity for agency staff, particularly with areas such as Safeguarding. The Financial Planning Task Group would be scrutinising this further.
28. Other topics raised included confirming the grant to Area Boards remained at the same level but that proportion to each Board would be calculated at a later date, the need to negotiate with town and parish councils regarding them taking on more responsibility and management of assets, and queries regarding the mental health budget

Conclusion

29. That Cabinet and Council take into account the comments from the Overview and Scrutiny Management Committee and the Financial Planning Task Group in considering the update to the Financial plan 2015/16.

Councillor Simon Killane

Chairman of the Overview and Scrutiny Management Committee

Report Author: Kieran Elliott, Senior Democratic Services Officer 01225 718504 or kieran.elliott@wiltshire.gov.uk and Paul Kelly, Overview and Scrutiny Manager (and designated Scrutiny Officer), 01225 713049 or paul.kelly@wiltshire.gov.uk

Annex - Report of the Financial Planning Task Group

Overview and Scrutiny Management Committee

4 February 2015

Report of the Financial Planning Task Group – 3 February

Issue	Response
Budget monitoring (page 5 para 2.3 and page 6 para 3 - also see separate report to Cabinet on 10 Feb just published)	<p>Reported at period 9 as £0.900m overspend.</p> <p>This is now a downward trend due to management action and a “stop-spending” directive given to get to a balanced year end.</p> <p>However will be looked at in more detail by the Task Group due to the limited time with the report.</p>
<p>Budget setting process for 2015/16 – reasonable approach? (Page 6 para 2.6)</p> <p>Also includes</p> <ul style="list-style-type: none"> - Public consultation - Councillor briefing - Scrutiny engagement 	<p>Been a robust approach over many months involving the political and corporate leadership.</p> <p>General view that the public events have been well received and can be supplemented online.</p> <p>The councillor briefing was well attended and separating this from the scrutiny process seemed to work.</p> <p>The outcome from 3 stages of scrutiny should mean that full Council is better informed when it comes to the debate.</p>
How reliable is the information used and systems that support it?	Finance team work closely with services in building-up the picture from the information held. Cabinet Member was satisfied but happy to hear of incidents where this can be improved.
How good are our assumptions and future planning in respect of demand and costs?	Again close working between finance and services as well as applying local and national data. Will also be reviewed and adjusted moving through the year
Bridging the funding gap – reasonable approach for identifying savings?	Combination of strategic savings, corporate targets, service efficiencies and charges to make up the shortfall. Not easy – hard

	decisions in some areas but linked to commitments given in the Business Plan. Will be more fully debated at the Management Committee, Cabinet and Council.
Level of reserves prudent?	Operate with a smaller “back-pocket” than some authorities! Careful ongoing management of the budget should avoid too many surprises.
<u>Specific areas identified for review during the year by TG</u>	
- Learning disability (page 90 in budget book)	<p>Budget was rescued last year and £3m added to base for next year to better reflect costs of packages.</p> <p>A joined-up “cradle to grave” approach will make things better at the beginning with longer-term benefits. Outcome will be reflected in budget over time.</p>
-Waste (page 100 - includes strategic savings)	<p>Latest position showing £2.5m overspend. More homes and generating more waste are the main problems.</p> <p>Proposal to introduce green waste charges along with other measures to save £1.4m but also invest £1.6m to reflect service pressures next year</p>
-Legal services (page 107)	<p>Overspending on agency staff but service will be reviewed for next year.</p> <p>The Task Group will take a closer look at spend on agency, interim and consultancy staff generally. However some limitation on scrutiny’s remit when it comes to staffing matters.</p>
-Procurement (page 26 para 9.7)	<p>Difficult to track savings. Another £0.5m next year. New centralised approach being implemented to introduce discipline and expertise in procurement and commissioning.</p> <p>The Task Group will continue to monitor developments.</p>

Borrowing on capital programme (page 20 para 8.8/9)	Reprogramming resulted in £1m revenue underspend returned to general fund this year. Bigger programme next year but better management so may not see the same situation.
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Councillor Glenis Ansell, Chairman of the Financial Planning Task Group
Report Author: Paul Kelly, Overview and Scrutiny Manager (and designated Scrutiny Officer)

CHILDREN'S SELECT COMMITTEE

MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 14 OCTOBER 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Pat Aves, Mr Ken Brough, Ms A Burnside, Cllr Mary Champion, Cllr Christine Crisp, Cllr Mary Douglas, Cllr Sue Evans, Mr J Hawkins, Cllr Jon Hubbard (Chairman), Cllr Chris Hurst, Cllr Simon Jacobs, Rev Alice Kemp, Cllr Jacqui Lay (Vice Chairman), Cllr Bill Moss, Cllr Helen Osborn, Cllr Ricky Rogers, Mrs Lynne Swainston, Dr M Thompson and Cllr Philip Whalley

Also Present:

Cllr Trevor Carbin, Cllr Richard Gamble, Cllr Gordon King and Cllr Laura Mayes

50 Apologies

Apologies for absence were received from Miss Sarah Busby and Miss Tracy Cornelius.

51 Minutes of the Previous Meeting

Resolved:

To approve and sign the minutes of the previous meeting held on 3 June 2014.

52 Declarations of Interest

There were no declarations of interest made at the meeting.

53 Chairman's Announcements

- (1) **Webcasting** The Chairman announced that it had been agreed that meetings of the Full Council, select committees and some planning committee meetings would be broadcast to give the public an insight into the work of the Council. The webcasting equipment was being tested at this meeting to ensure that it was fit for purpose.

- (2) Information Session for the new Youth Service Funding** The Chairman drew attention to a briefing session for Members on the funding arrangements for the new Youth Service provision which had been arranged to take place in the Civic Centre, Trowbridge starting at 12.30pm that day. He expressed disappointment that these arrangements had been made not taking into account the scheduled meeting of this Select Committee.

54 Public Participation

There were no members of the public present or councillors' questions.

55 Reducing Child Poverty Strategy 2014-2020

Consideration was given to a joint report by Carolyn Godfrey and Maggie Rae, Corporate Directors which provided an update on the Wiltshire Child Poverty Strategy 2014-20.

The Chairman reminded Members that reducing child poverty had been a government target for many years. The Child Poverty Act tasked local areas to produce a child poverty needs assessment and strategy and the submitted strategy document fulfilled that requirement.

The Committee noted that the strategy had been developed by the multi-disciplinary Child Poverty Group which reported to the Wiltshire Children & Young People's Trust Executive. The strategy supported both the reduction of child poverty in Wiltshire and mitigation of the effects of child poverty. It sought to provide a view of the causes, barriers and challenges of child poverty, set a shared view and encourage a coordinated approach to address child poverty and its impact.

It was pointed out that currently there were 11% of children in Wiltshire who lived in poverty and this compared favourably with the national figure of 17%. However, Members did note that there were pockets of Wiltshire where the percentage was higher, some as high as 30%. The following five key priorities had been identified to improve the delivery of services and the lives of some of the more vulnerable families in Wiltshire:-

- Objective 1 – Provide effective support to vulnerable families with 0-5 year olds
- Objective 2 – Narrowing the educational attainment gap
- Objective 3 – Develop an inclusive economy that will enable equality of economic opportunity for all
- Objective 4 – Provide locally-focused support based on a thorough understanding of needs

- Objective 5 – Promote engagement with the Child Poverty Strategy and related implementation plan

The Chairman pointed out that the Early Help Strategy Task Group had been monitoring the delivery of the Early Help Strategy 2013-17 which the Committee was due to consider later in the meeting.

During the ensuing discussion, Cllr Mary Douglas drew attention to a recent report entitled *Holding the Centre: Social Stability & Social Capital* by Jeremy Lefroy, Fiona Bruce, John Glen & Caroline Spelman, all serving Members of Parliament. This report could be viewed at <http://www.socialcapitalcommission.co.uk/holding-centre-report>

Attention was drawn to parental relationships and problems that arose in families for various reasons. It was acknowledged that there was a need to give some attention to the causes of these problems and attempt to identify remedies.

The Committee fully supported the Strategy and

Resolved:

- 1. To note the work to date on the Reducing Child Poverty Strategy 2014-2020, which will be taken to Cabinet for approval on 11 November 2014.**
- 2. To agree that decisions regarding any further scrutiny of the Reducing Child Poverty Strategy 2014-2020 will be considered under the following item, Final Report of the Early Help Strategy Task Group, because of the close links between the Early Help and Reducing Child Poverty strategies.**

56 Final Report of the Early Help Strategy Task Group

The Committee received the final report of the Early Help Strategy Task Group which advised on how the Committee could monitor the implementation of the Early Help Strategy going forward, including additional recommendations to the current methods in use by the Council.

In introducing the report, the Chairman stressed that it would not be possible to implement all the recommendations immediately and that therefore it would be necessary for them to be prioritised. The Task Group was fully aware of the importance of early intervention and it would be necessary for it to obtain

targeted information to monitor the Strategy's implementation. It was suggested that the views of parents and young people be obtained on the success of early help.

After further discussion,

Resolved:

- 1. To endorse the final report of the Early Help Strategy Task Group and refer it to the Cabinet Member.**
- 2. To ask the executive and officers to bring an Early Help Strategy implementation scorecard report to the Committee that, where possible, reflects the task group's recommendations regarding monitoring.**
- 3. To ask the executive and officers to also consider the task group's report and recommendations when developing the implementation scorecard for the Reducing Child Poverty Strategy.**

57 Raising of the Participation Age (RPA) and funding for 16-19 student transport - Chairman's proposal

The Chairman explained that following the implementation of the provisions of the Education and Skills Act 2008, all young people were required to stay in education or training until at least their 18th birthday from 2015. Although young people would not need to remain in school, they would be able to choose one of the following options post-16:

- Full-time education, such as school, college
- An apprenticeship
- Part-time education or training if they were employed, self-employed or volunteering full-time (which is defined as 20 hours or more a week).

With regards to transport, the Department for Education had no plans for a national concessionary scheme. For 16-19 year olds in further education and training, local authorities had a statutory duty to make the arrangements they considered necessary to make sure that young people could attend education. Wiltshire Council ran a subsidised transport scheme for further education students aged 16 - 19 at the start of their course. Under this scheme, transport was provided to students attending, and living more than three miles from their designated sixth form or college. More details including the Council's post 16 transport statement could be found on the Council website's [transport to sixth forms and colleges](#) (link) page.

During discussion the following points were raised:

- with Wiltshire being a rural county, there was a need for an improved transport system.
- payment should only be made to the nearest educational establishment which provided the required course.

Resolved:

To ask the Cabinet Member for Children's Services to co-sign a joint letter to the Secretary of State requesting that the national concessionary transport scheme for children and young people in education should be extended to cover all young people in full time education and not just those up to the age of 16.

58 Task Group Update

The Select Committee received an update on the activity of the following Task Groups:-

- **Education for 16-19s Task Group** – It was noted that on 9 September 2014 the O & S Management Committee agreed that this Task Group should be asked to review the draft Wiltshire Education, Employment & Skills Strategy 2014 prior to its approval by Cabinet on 11 November 2014. Task group meetings for this were now being arranged.
- **Safeguarding Children and Young People Task Group**
- **Schools and the Local Authority Task Group**
- **SEND (Special Educational Needs and Disabilities) Task Group**

Resolved:

1. **To note the update on task group activity provided.**
2. **To note that O&S Management Committee have asked the Education for 16-19s Task Group to consider the draft Wiltshire Education, Employment & Skills Strategy 2014, with conclusions and recommendations referred to Cabinet for consideration on 11 November 2014.**

59 Update on Meetings with the Executive and Directors

The Chairman reported that he and the Vice-Chairman had met with the three executive members and the two associate directors for Children's Services to review the relevant existing topics on the Forward Work Programme and to add new ones looking forward over the next 12 month period. The objective was to achieve a comprehensive, forward looking work programme focused on outcomes aligned to the Council's Business Plan.

After some discussion and on the recommendation of the Chairman and Vice-Chairman,

Resolved:

- 1. To approve the following topics as work priorities for the Committee and refer them to the Overview and Scrutiny Management Committee for endorsement.**

School Improvement Strategy

Vulnerable Learners – Narrowing the Attainment Gap Strategy

Positive Leisure Time Activities for Young People

Alternative education arrangements for permanently excluded pupils

Children's Centres

Child Sexual Exploitation (CSE)

Multi Agency Forums (MAFs)

Care Leavers

Out-of-county placements

- 2. The Committee to receive a pre-meeting information briefing on the School Improvement Strategy in Spring 2015 and establish a task group to look at the impact of the Strategy in Summer 2015.**
- 3. To review the impact of the revised arrangements for positive leisure time activities for young people (as agreed by Cabinet in May 2014) in September/October 2015.**
- 4. To establish a task group to look at Child Sexual Exploitation (CSE) in Wiltshire. The task group to undertake an initial scoping exercise to define its terms of reference and approach and bring proposals back to a future meeting of the Committee.**
- 5. To note that the Safeguarding Children and Young People Task Group will undertake a 'deep-dive meeting' looking at the operation and sustainability of Multi Agency Forums (MAFs) across the county.**

6. The Committee (potentially through the Safeguarding Children and Young People Task Group) to consider the report of the Corporate Parenting Panel's Care Leavers working group on care leavers when it is finished.
7. To support further discussions between the Chairman and Vice-Chairman with executive members and directors to scope the agreed work priorities further where appropriate, with an update on these discussions coming to the Committee's next meeting.
8. The next forward work programme meeting with the executive and directors to include a discussion of how the committee could undertake focused work on how the Council can most effectively support parents and families.

60 **Forward Work Programme**

The Committee received a document showing the relevant items from the Overview & Scrutiny Forward Work Programme.

Resolved:

To note the contents of the Forward Work Programme for this Committee.

61 **Coalition Changes - Update from Department for Education**

The Committee received an update from Carolyn Godfrey, Corporate Director, on developments relating to children's services arising from the Coalition Government as follows:-

- New early years pupil premium
- Mental health and behaviour in schools
- Promoting British values in school
- New school food standards
- Key information for parents on schools' performance
- Fairer school funding
- Education Services Grant
- SEND
- New freedoms to help local areas support vulnerable children
- New rules for adoption
- Care of unaccompanied and trafficked children
- Child poverty strategy 2014 to 2017
- Academies update

Resolved:

To note the update provided.

62 Date of Next Meeting

Resolved:

To note that the next scheduled meeting is due to be held on Tuesday 9 December 2014, in the Kennet Room at County Hall, Trowbridge, starting at 10.30am, preceded by an information briefing at 9.30am to which all Members were encouraged to attend.

63 Urgent Items

There were no items of urgent business.

(Duration of meeting: 10.30 am - 12.15 pm)

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CHILDREN'S SELECT COMMITTEE

MINUTES OF THE CHILDREN'S SELECT COMMITTEE MEETING HELD ON 9 DECEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Jon Hubbard (Chairman), Cllr Jacqui Lay (Vice Chairman), Dr M Thompson, Rev Alice Kemp, Mr J Hawkins, Cllr Sue Evans, Cllr Mary Douglas, Cllr Simon Jacobs, Cllr Christine Crisp, Cllr Mary Champion, Cllr Bill Moss, Cllr Helen Osborn, Mr Ken Brough and Miss Sarah Busby

Also Present:

Cllr Alan MacRae, Cllr Laura Mayes and Cllr Richard Gamble

64 Apologies

Apologies for absence were received from Ms Amanda Burnside, Miss Tracy Cornelius, Cllr Chris Hurst, Cllr Ricky Rogers and Cllr Philip Whalley.

65 Minutes of the Previous Meeting

Resolved:

To approve and sign the minutes of the previous meeting held on 14 October 2014.

66 Declarations of Interest

There were no declarations of interest made at the meeting.

67 Chairman's Announcements

There were no Chairman's announcements made at the meeting.

68 Public Participation

There were no members of the public present or councillors' questions.

69 Early Help Strategy 2014 - 2017 - Implementation Scorecard

Consideration was given to a report by Carolyn Godfrey, Corporate Director which reminded Members that at its last meeting the Committee received the final report of the Early Help Strategy Task Group which made recommendations on how the Committee could effectively monitor delivery of the Early Help Strategy. The Committee requested that an implementation scorecard be prepared and brought back to this Committee for approval.

The Committee was reminded that the Early Help Strategy Task Group had recognised the importance of obtaining targeted information to monitor the Strategy's implementation. An Early Help Improvement Plan had been developed and approved which contained the key deliverables and milestones required in order to meet the objectives of the Strategy.

In addition to the Improvement Plan, an Early Help Dataset had been developed to gauge the impact delivery of the Plan was having on outcomes for children and young people. The Dataset was comprised of the following two elements:-

- Part 1 – Outcomes Scorecard
- Part 2 – Early Help Dataset

It was noted that there was no national dataset or benchmarks for early help and it was therefore necessary to develop and build on locally set benchmarks.

Although the Local Authority relationships with schools had been significantly changing in recent years, especially with the establishment of academies and free schools, the Local Authority still retained a key role in the attainment of all young people, and in particular the vulnerable. If the Local Authority was concerned about the standard of education in any school, then there would be discussions with that particular school to explore ways of overcoming the problems. It was noted that the Department for Education had fairly recently set up a group of regional school commissioners to maintain an oversight into the standard of education in academies.

After further discussion,

Resolved:

To refer the Early Help Dataset provided to the Early Help Strategy Task Group to consider whether the dataset is a suitable mechanism for monitoring delivery of the Early Help Strategy and whether it meets the Task Group's recommendations.

70 **Provision for Excluded Secondary Pupils following the National Secondary Exclusion Trial (SET) - update**

The Select Committee received a report by Carolyn Godfrey, Corporate Director, which provided an update on Wiltshire's participation in the three year National Secondary Exclusion Trial ((SET) and the development of provision for those pupils permanently excluded or at risk of permanent exclusion since the closure of the Young Peoples' Support Service (YPSS).

The Committee was reminded that in July 2011 Wiltshire accepted the Department for Education's invitation to take part in a national trial on permanent exclusion and alternative provision. The purpose was to pilot a new arrangement under which, if a secondary school permanently excluded a student, it would remain responsible for making educational provision for the student.

Following on from this national trial, in May 2012 a Power To Innovate Order was approved by Parliament which transferred the responsibility of the Local Authority to provide suitable education for permanently excluded students to those secondary schools agreeing to take part in the trial. 28 of Wiltshire's 29 secondary schools had agreed to take part and Wiltshire thereupon decided to close the Pupil Referral Units and YPSS, devolving the budget to the secondary schools, this being fully implemented by July 2013.

Unfortunately, from a national perspective this trial had not proved to be successful and came to an end in June 2014 but the responsibility for permanently excluded students remained with the Local Authorities.

In October 2013 the Select Committee agreed that the Council would continue to devolve funding to schools and replace the Power To Innovate with a service level agreement on a trial basis through which secondary schools agreed to provide suitable education for those students permanently excluded or at risk of permanent exclusion. Although Wiltshire Council would not be directly providing education it would ensure the quality of delivery through a robust monitoring process. This would consist of the regular collection of data about individual students, the random sampling of provision through visits, observations and regular dialogue carried out by the Local Authority's attendance at the In Year Fair Access Panels where most of the students were discussed and their progress reviewed.

Initial evidence indicated that these arrangements were working well but a representative group of headteachers had been set up to review the progress of this trial and discuss options to put in place once it ended. They were unanimously in favour of continuing existing arrangements with a service level agreement which would support the adoption of the Select Committee's agreed approach.

After some discussion,

Resolved:

1. To note and welcome the updated report and arrangements for continuing the model of devolving funding to secondary schools beyond the end of the exclusion trial in 2014 and to pass on congratulations to all involved in the project.
2. To receive a report in March 2015 providing updated data relating to provision for Excluded Secondary Pupils and further detail on the council's arrangements for monitoring this provision.
3. To receive a further report on this topic in September 2015 and annually thereafter.

71 Task Group Update

The Select Committee received an update on the activity of the following Task Groups:-

- Child Sexual Exploitation (CSE) Task Group
- Educational for 16-19s Task Group
- Safeguarding Children and Young People Task Group
- Schools and the Local Authority Task Group
- SEND (Special Educational Needs and Disabilities) Task Group

Resolved:

1. To note the update on task group activity provided.
2. To note that a meeting with the executive and officers to discuss the scope of the Child Sexual Exploitation (CSE) Task Group has now been arranged for 22 January 2015; non-executive members will now be invited to express an interest in participating; and an update on progress will be brought to the next meeting.

72 Forward Work Programme

The Committee received a document showing the relevant items from the Overview & Scrutiny Forward Work Programme.

Resolved:

To note the contents of the Forward Work Programme for this Committee.

73 Coalition Changes - Update from Department for Education

The Committee received an update from Carolyn Godfrey, Corporate Director, on developments relating to children's services arising from the Coalition Government as follows:-

- Early years pupil premium
- Universal infant free school meals
- Keeping children safe in education
- Changes to the school admissions code
- School attendance
- Handling strike action in schools
- Preventing bullying
- National Curriculum Reform: KS4 science
- 16 to 19 headline measures
- Academies update
- Looked-after children: improving permanence
- Children Act 1989: transition to adulthood for care leavers
- Care leaver strategy
- State of the Nation Report 2014

Resolved:

1. **To note the update provided.**

2. **To receive an information briefing on the council's approach to tackling bullying at schools and colleges around the date of Anti-Bullying Week in 2015.**

74 **Date of Next Meeting**

Resolved:

To note that the next scheduled meeting is due to be held on Tuesday 27 January 2015, in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

75 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 am - 12.25 pm)

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ENVIRONMENT SELECT COMMITTEE

MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 28 OCTOBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Brian Dalton, Cllr Peter Edge (Chairman), Cllr Peter Evans, Cllr Jose Green, Cllr Jacqui Lay, Cllr Magnus Macdonald, Cllr Ian McLennan, Cllr Christopher Newbury, Cllr Jeff Osborn (Substitute), Cllr Linda Packard, Cllr Tony Trotman and Cllr Bridget Wayman (Vice Chairman)

Also Present:

Cllr Terry Chivers, Cllr Jon Hubbard, Cllr Jonathon Seed, Cllr John Thomson and Cllr Philip Whitehead, Cllr Jerry Wickham

54 Apologies

Apologies for absence were received from Cllr Dennis Drewett, who was substituted by Cllr Jeff Osborn, and Dr Carlton Brand, Corporate Director.

55 Minutes of the Previous Meeting

The minutes of the meeting held on 2 September were presented.

Resolved:

To APPROVE as a true and correct record and sign the minutes of the meeting held on 2 September 2014.

56 Declarations of Interest

There were no declarations of interest.

57 Chairman's Announcements

The Chairman explained a motion was brought to Council in July, asking that a 'One Card for Wiltshire' was developed and a briefing note was circulated to members on 20 October on the initiative. A written update from Cllr John Thomson on the progress of the initiative was available to the Committee.

The draft Wiltshire Air Quality Action Plan was considered by Cabinet on 7 October 2014 and was approved in draft form for wider public consultation. A link to the draft Wiltshire Air Quality Action Plan was included in the agenda pack.

The Committee heard it could expect a report on both the results of a public consultation on the use of free bus passes and garden waste kerbside collections at its December meeting, in advance of Cabinet.

58 Public Participation

There was no public participation.

59 Response to Flooding in Wiltshire

59a Wiltshire Flood Response Operational Plan

In April the Committee was updated on progress of the comprehensive review of the Wiltshire Flood Response Operational Plan and in September it received the Council's response to the unprecedented flood events that took place between December 2013 and March 2014, following a comprehensive and systematic review of the county's response to these events.

Cllr Jonathon Seed introduced the Flood Response Operational Plan in its draft form, which outlined how the Council would react to future flood events, and the Local Flood Risk Management Strategy.

Debate and questions on both reports followed, during which it was agreed that, in times of flooding, roles and responsibilities should be clear and effective communication was essential. The Committee acknowledged that whilst the Council was working to reduce the risk of flooding by emptying critical gullies, local communities also had the capacity to reduce flooding in their areas. The funding from central government available to assist homeowners to manage flooding was explained, it was highlighted that the legal responsibility for defending a property from flooding fell to the property owner.

Officers explained the Council was in dialogue with water suppliers who were effectively maintaining water pipes, however more work was needed to seal the sewer system. Cllr Seed confirmed a universal telephone number would soon be available to deal with flooding related issues. The Committee was advised that Flood Wardens would be alerted to a threat to their area and would be essential in encouraging landowners to empty ditches on their land. The Committee advised that parishes should be encouraged to develop an emergency flood plan

Cllr Seed explained he was working with Salisbury City Council and Area Board to address flooding problems. It was confirmed that statistics on page 12 of the Wiltshire Flood Response Operational Plan, detailing properties at risk of flooding, were based on Environment Agency figures for an extreme flooding event, it was agreed that this should be explained in the report alongside a renaming of 'total other small communities'. The Committee promoted the dissemination of the Flood Response Operational Plan and Local Flood Risk Management Strategy to town and parish councils. It was suggested that the flood reports could further examine groundwater issues and include links to Environment Agency maps and the Committee agreed the reports should make clear the responsibilities of property or land owners and the Council for managing flooding.

The Committee felt that highways, planning conditions and permissions should be linked to flooding, it was highlighted that there was often confusion over who should manage factors which contribute to flooding. Some members emphasized that joined-up thinking to coordinate hedgerow, grass and gully maintenance was necessary. It was confirmed that gullies highly likely to flood had been identified and the emptying of them had been prioritised.

The Committee thanked Cllr Seed and officers for their work and thorough reports.

Resolved:

To endorse the Wiltshire Flood Response Operational Plan.

59b Local Flood Risk Management Strategy

Wiltshire Council was the Lead Local Flood Authority for the county and had prepared a Local Flood Risk Management Strategy to describe its approach to flooding and how it would work with other organisations. Public consultation was being carried out on the proposed Strategy, the deadline for responses was December.

The Committee considered the proposed Wiltshire Local Flood Risk Management Strategy as detailed in the previous item.

Resolved:

To endorse the Local Flood Risk Management Strategy.

60 **Highways Contracts - Annual Review of Service**

The Committee received an update from Cllr Jeff Osborn on BBLP's progress with addressing outstanding issues for the Council's Highways and Streetscene Contract and on the audit of the contract.

The possibility of upgrading the BBLP radio system was discussed and it was explained that the Task Group would soon begin work on Atkins' side of the contract to better understand their service provision.

Some members expressed concerns over delays in service and the number of apprentices taken on. Councillors noted with concern that less community engagement was achieved than originally expected from the contract and this may worsen with future budget constraints. Workforce constraints were cited as a difficulty.

Questions were raised on methods used to meet output by BBLP and it was confirmed that incentives and penalties were included as part of the contract. Members agreed that work was taking longer than originally hoped however it was improving and BBLP was praised for excellent service recently on unblocking drains. It was suggested that the timetable of works could be examined by the Task Group.

Resolved:

To note the update.

61 **Gypsy and Traveller Plans**

The Committee received a briefing paper on planning policies for Gypsies and Travellers and expressed the need to make progress in identifying sites for Gypsies and Travellers.

A query was raised over Emerging Wiltshire Core Strategy Core Policy 47.

62 **Updates on meetings with the Executive**

It was explained that a meeting had been arranged with Cllr Fleur de Rhé-Philippe for 25 November 2014 and an update from this meeting would be provided to the Committee at its December meeting.

The Committee received a report detailing meetings of the Committee Chairman and Vice- Chairman with relevant members of the Executive and Associate Directors to develop the Overview and Scrutiny Forward Work Programme.

A verbal update was received on the issues of car parking, passenger transport, flooding and Highways Local Investment Fund and, in particular, it was explained that the Fund had been devolved to Area Boards who could influence highways priorities for future years.

The Committee considered the report on the Overview and Scrutiny Work Programme.

Resolved:

To endorse the following recommendations:

- 1. To approve the following topics as the work priorities for the Committee going forward and refer them to the Overview and Scrutiny Management Committee for endorsement:**
 - **New waste contract**
 - **Communications to householders regarding waste and recycling**
 - **Neighbourhood Planning**
 - **Gypsy and Traveller Plan**
 - **Business post-adoption of the Core Strategy**
 - **Investing in highways**
 - **Passenger transport**
 - **Car parking**
 - **Flooding**

- 2. To note that the following Task Groups will be coming to a close at the next meeting:**
 - **Community Infrastructure Levy Task Group**
 - **20mph Policy Task Group**
 - **Adoptable Estates Task Group**

- 3. To reconvene the Waste Task Group, with the addition of a new member on account of Cllr Alan Hill stepping down from the Task Group, to look at communications going to householders on waste collections and recycling and an in- depth look at the Hills Annual Report.**

- 4. To note that Military Civilian Integration and Local Enterprise Partnership Task Groups will be overseen by the Overview and Scrutiny Management Committee at least during the early stages.**

63 **Forward Work Programme**

Resolved:

To note the Forward Work Programme.

64 **Task Group Update**

The Committee considered updates from the Task Groups.

Cllr Tony Trotman updated the Committee on the CIL Task Group, in particular highlighting its concern over how CIL money would be disseminated to towns and parishes without Neighbourhood plans in place.

Resolved:

To note the updates.

To reconvene the Waste Task Group to examine communications going to householders on waste collections and recycling and take an in-depth look at the Hills Annual Report.

65 **Urgent Items**

There were no urgent items.

66 **Date of Next Meeting**

It was noted that the next meeting would be 9 December at a later time of 2pm.

(Duration of meeting: 10.30 am - 12.35 pm)

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ENVIRONMENT SELECT COMMITTEE

MINUTES OF THE ENVIRONMENT SELECT COMMITTEE MEETING HELD ON 9 DECEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin (Substitute), Cllr Brian Dalton, Cllr Dennis Drewett, Cllr Peter Edge (Chairman), Cllr Peter Evans, Cllr Jose Green, Cllr Jacqui Lay, Cllr Magnus Macdonald, Cllr Ian McLennan, Cllr Christopher Newbury, Cllr James Sheppard, Cllr Tony Trotman and Cllr Bridget Wayman (Vice Chairman)

Also Present:

Cllr Rosemary Brown, Cllr Terry Chivers, Cllr Tony Deane, Cllr Bill Douglas, Cllr Alan Hill, Cllr Simon Killane, Cllr Jeff Osborn, Cllr Toby Sturgis, Cllr John Thomson, Cllr Philip Whitehead and Cllr Jerry Wickham

67 Apologies

Apologies for absence were received from Cllr Ian Thorn and Cllr Linda Packard who was substituted by Cllr Trevor Carbin.

68 Minutes of the Previous Meeting

Resolved:

To approve and sign as a true and correct record the minutes of the meeting held on 28 October 2014.

69 Declarations of Interest

There were no declarations of disclosable interests.

70 Chairman's Announcements

The Chairman advised that the Emergency Flood Operational Response Plan and Local Flood Risk Management Strategy which the Committee received in October would be considered by Cabinet on 16 December 2014.

71 Public Participation

The Committee noted the rules on public participation.

72 **20 mph Policy Task Group Final Report**

The Chairman introduced the remit of the Task Group to review current Policy as enacted, and highlighted the decision to adopt its recommendations would be made by the Cabinet Member.

The Task Group had explored the adequacy of the Wiltshire Policy on 20 mph Speed Limits and Zones with reference to a range of research and witness accounts. The Policy was reviewed, in light of whether it would enable the delivery of reduced numbers of casualties and increased road safety associated with the use of 20 mph speed restrictions.

The Task Group members described their different approaches to 20mph policy and it was commented that this demonstrated there had been wide-reaching discussion within the Task Group.

Members of the public addressed the Committee as follows:

Paul Freegard suggested 20mph policy would support cyclists and the many benefits of cycling.

William Bailey expressed concern in the organisation of a pilot scheme of 20mph policy in Limpley Stoke village.

Tamzin Daddow read a statement on behalf of Alex Machin from Bradford-on-Avon '20's Plenty' group which expressed disappointment in the Task Group's final recommendations and the content of its report.

Martin Rose, Traffic Engineer, responded to issues raised and advised that Wiltshire Council supported 20mph schemes where they were credible, demonstrated by the application of over 80 20mph zones across the county.

Dr Alan Wheals, Westwood Parish Council, expressed disappointment in the content and conclusions of the Task Group's report.

Margaret Willmot, Salisbury City Council, explained the benefits of 20mph policy in Salisbury and conveyed her dissatisfaction with the conclusions in the report.

Pamela Hyde, Bradford-on-Avon Town Council, advocated a clearer and more flexible policy in Wiltshire to allow a 'whole-town' approach to 20mph policy.

Wiltshire Councillors spoke on the report and it was noted that budget constraints limited the action that could be taken to reduce speeding in the county. Questions were raised over the scrutiny process which had produced the report and it was explained that the process was designed to create debate and balance conflicting viewpoints and had been adhered to. It was commented

that the Task Group's recommendations would allow the community to identify credible 20mph zones through their Area Board and the proposal to further review policy in 2017 and 20mph zones outside of schools demonstrated commitment to an evolving policy. Councillors asserted that drivers should make the choice to drive at 20mph when driving conditions were poor.

The Committee considered the report and it was clarified that data quoted in the report was typical of 20mph limits. Members commented that the recommendations would support local groups campaigning for 20mph limits to achieve this through their Area Board. The Committee noted that 20mph policy was a salient issue and policy should evolve over time.

Resolved:

To endorse the following recommendations:

- 1. Local road safety initiatives, are pursued by communities with the support of Community Area Transport Groups (C.A.T.Gs) and Area Boards;**
- 2. Communities are encouraged to pursue alternative funding, including undertaking their own fundraising to implement schemes that are unable to be catered for by C.A.T.G.s and Area Boards and increasing their precept;**
- 3. The report on 20 mph limits outside of schools comes to the Environment Select Committee and be progressed;**
- 4. To allow C.A.T.G.s and Area Boards to facilitate any number of schemes that they believe suits the needs of their communities and makes best use of the existing funds allocated;**
- 5. That the Task Group reconvenes in 2017 to review the Policy in light of the research commissioned by the Department for Transport and the impact of amendments to Traffic Regulation Orders which may decrease the cost of implementation.**

73 Garden Waste Kerbside Collections

During the summer of 2014 the Council consulted on three options for the future of the kerbside garden waste collection service to enable funding to be realigned to deliver the Council's priorities. Conclusions from the survey were presented by Tracy Carter, Associate Director for Waste and Environment, who explained that Cabinet would consider these proposals as part of its budget setting.

The Committee considered the options for the service and it was clarified that the amount of garden waste varied each year and during periods of collection suspension larger amounts of waste in recycling centres were expected. The officer confirmed that a benefit in Wiltshire was that windrow composting was possible and cost-effective.

Members suggested there should have been an option for survey respondents to declare if they did not use the current service. Reasons were suggested for the poor survey response in Tisbury, however it was noted that overall there had been a great response to the survey which had clearly identified the public preference for a three month suspension of the garden waste service with no collections taking place in December, January and February.

Resolved:

To note the report and the preferred option for the future of garden waste kerbside collections identified by the consultation.

74 **Community Infrastructure Levy (CIL) Task Group Final Report**

The CIL Task Group was reconvened in September 2014 to consider the recording and access of monies gained from CIL, and the distribution of monies to towns and parishes with and without established neighbourhood plans. The Task Group's final report was presented to the Committee by Cllr Tony Trotman, he explained the remit of the Task Group and thanked its members and officers for their work supporting the Group.

It was explained that CIL would likely be administered in the summer of 2015 and town and parish councils should be engaged prior to this and receive their allocations in a timely manner. Towns and parishes would only gain 15 percent of the levy until their Neighbourhood Plan was in place when they would receive 25 percent. It was noted that the Task Group was satisfied with the proposed operational flowchart for the administration of CIL.

Resolved:

To refer the report to Cabinet for response and endorse the following recommendations:

- 1. The Environment Select Committee endorse the work undertaken to prepare for administration of the CIL;**
- 2. Further briefing and training be provided to the Town and Parish Councils ahead of the implementation of the CIL, to include invitations to local unitary members.**

- 3. The CIL Task Group stands down after the presentation of the report to the Environment Select Committee; to be reconvened as necessary should additional issues with the implementation of the CIL require further consideration.**

75 **Adoptable Estates Task Group Report**

The Task Group met on five occasions since June 2013 to discuss the key issues surrounding the adoption of roads and services on new developments. The Task Group's report was presented by Cllr Tony Deane who noted with concern the availability of Member and officer resource to examine adoptable estates.

The Committee considered the report and commented that sufficient, legal, highways and planning officers were currently not available to provide consistent overview of cases and administration. Members felt more joined-up thinking was needed between Planning and Highways services and roads should be adopted in a timely manner.

Resolved:

To endorse the following recommendations:

- 1. That due to the conflicting evidence presented to the Task Group that the Task Group is stood down in lieu of further investigation and review of the process by the service;**
- 2. That the review is completed by a suitable individual or small team who is able to take a fresh and somewhat impartial view. This may include consideration of best practice utilised elsewhere, the use of bonds, the use of New Homes Bonus monies as a means of funding the streamlining and rationalising of the planning process; a revised template for s106 agreements and the need for additional officer training;**
- 3. That the Task Group reconvene once the review has been undertaken to support its progression and implementation.**

76 **Forward Work Programme**

Resolved:

To endorse the revised work programme and recommend approval by Overview and Scrutiny Management Committee.

To note the update following a meeting from Cllr Fleur de Rhé-Philippe on 25 November 2014.

77 **Task Group Update**

Written updates on Task Group activity were included in the agenda pack.

Resolved:

To approve the membership of the Waste Task Group as: Cllrs Jose Green (Chair), Rosemary Brown, Peter Evans, Mollie Groom, Jacqui Lay and Pat Aves.

Attention was drawn to the Agenda Supplements which updated on the Highways and Streetscene Task Group activity. Cllr Jeff Osborn introduced the Task Group's report and initial recommendations. It was highlighted that there needed to be better integration of the work undertaken by Atkins and BBLP and a retention of records of gully location and maintenance. It was explained that although there was currently a greater budget for highways there was less flexibility on spending under any monies provided by the LEP.

The comment was made that, although the report focussed on targets for improvement, overall Atkins' work had been excellent. Clarification of funding detailed in the report was provided.

The Committee considered the report and suggested that it should be informed of budget reductions on both contracts and should subsequently inform the Task Group. It was agreed that updates to the Committee would not be information in addition to that published through the normal budget process. It was confirmed that the Task Group's third recommendation would result in improve communication back to CATG from both BBLP and Atkins.

Resolved:

To endorse the following recommendations:

- 1. The Environment Select Committee should be fully kept abreast of all budget reductions on both Highways contracts and the consequent implications for the service and the people of Wiltshire;**
- 2. That surveying and repairing drainage below the road surface should continue as a priority given its relationship with flood preparation;**

3. That closer working is seen from Atkins and BBLP with CATG on Integrated Transport Scheme projects;
4. That Atkins continue to build on their commitment to local recruitment and career progression, and their involvement with schools and the Chamber of Commerce.

Future meetings of the Car Parking Review Task Group were considered.

Resolved:

To agree that the Task Group should meet again after consultation responses have been received to review them and should report to the next Committee meeting.

78 **Urgent Items**

There were no urgent items.

79 **Date of Next Meeting**

The next meeting of the Committee would be held on 17 February 2015.

(Duration of meeting: 2.00 - 4.20 pm)

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HEALTH SELECT COMMITTEE

**MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON
23 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14
8JN.**

Present:

Annette Ball, Cllr Chris Caswill, Cawley, Cllr Mary Champion, Cllr Christine Crisp (Chair), Cllr Mary Douglas, Diane Gooch, Cllr Bob Jones MBE, Cllr Gordon King, Cllr John Knight, Irene Kohler, Cllr Helena McKeown, Cllr John Noeken (Vice Chairman), Cllr Jeff Osborn, Cllr Nina Phillips, Maggie Rae, Cllr Pip Ridout, Cllr John Walsh and Steve Wheeler

Also Present:

James Cawley (WC), Maggie Rae (WC) and Cllr Sheila Parker

67 Apologies

Apologies were received from Dr Stephen Rowlands and Debbie Fielding of Wiltshire Clinical Commissioning Group.

68 Minutes of the Previous Meeting

The minutes of the previous meeting held on 15 July 2014 were presented.

Decision:

To sign and agree the minutes of the previous meeting as a true and accurate record.

69 Declarations of Interest

Cllr Dr Helena McKeown declared a non-pecuniary interest due to her position as a GP, the Vice-Chairman of the Wiltshire Medical Committee and a member of the British Medical Association Council.

Cllr Douglas also declared a non-pecuniary interest as her husband is a nurse in a stroke ward at Salisbury District hospital.

70 Chairman's Announcements

It was announced by the Chair that BBC Radio Wiltshire was in attendance and had been granted permission by the Chairman to record the meeting's

procedures in relation to item 7 (Care Quality Commission Inspection Report : Mears Help to Live at Home Wiltshire).

Health Peer Challenge

The Chair announced that this was a voluntary and flexible process commissioned by the council and the local health and wellbeing system to aid their improvement and learning. It was stated that it would involve a small team of peers giving up their time to spend time in another system to provide challenge on their practice and share learning. The process was explained to involve a wide range of people and the findings would be delivered immediately.

The Committee was informed that the Peer Review was due to take place over 4 days on site at County Hall, Trowbridge and aimed to look at how the whole health and wellbeing system fits together including scrutiny.

An agreed focus has been agreed to include the inter-related themes of:

- Prevention and upstream preventative activity; reducing health inequalities
- Support for communities
- Diversionary activity.

71 Public Participation

It was noted that member of the public, Mr Adrian Higher, would speak before item 7 (Minute No. 73 Refers).

72 Non Emergency Passenger Transport Service

The Committee welcomed Andrew Jennings and Ed Potter of ARRIVA who presented their performance update report.

It was explained by Mr Jennings that issues were present early in their contract and that they were now working through them. It was stated that the time delay in picking up patients was the area in which there was the greatest need for improvement.

It was highlighted that there was a good degree of performance at Great Western Hospital, an improving degree of performance at Salisbury Hospital, and a poor degree of performance at Royal United Hospital. It was noted that better KPI performances were seen on days with lower levels of activity.

The Committee heard that there had been a challenging couple of opening months. Mr Jennings explained that they had seen a good improvement and would expect to see this again over the next two months and meet all their performance indicators. It was stated that a patient survey had been conducted.

In response to concerns over the 100 Day Challenge Mr Jennings stated that they recognised their key role as a transport provider and would tailor the

service accordingly. It was also explained that they had a daily dashboard running for real time performance information.

In response to questions Mr Jennings explained that transport bookings can be made at any time, and for the patient to be declared ready later that day. The Committee heard that problems were caused by the previous variety of services. It was explained that due to the complexity of different journeys provided and recorded in different ways it was extremely difficult to gather comprehensive data from them.

Resolved:

To receive a written report from ARRIVA at the next meeting.

73 Care Quality Commission Inspection Report : Mears Help to Live at Home Wiltshire

Member of the public, Mr Adrian Higher, spoke about his experience with MEARS.

James Cawley, Associate Director – Adult Care Commissioning, Safeguarding and Housing then addressed the Committee. It was heard that MEARS were appointed just over a year ago. Mr Cawley explained that they were looking to move away from zero-hours contracts and towards encouraging small to medium sized suppliers, and that MEARS stood out above everyone else.

The Committee asked whether the Council would have found out about the multiple failings had it not been for the review of the contract. It was explained that it was Wiltshire Council that instigated the review in response to complaints received and concerns raised. It was heard that MEARS and the Council would resolve the problem together.

In response to questions it was heard that issues arose within June/July 2014. It was explained that prior to this there was no involvement with MEARS, and that they would not bring in a new supplier overnight. It was also heard that moving to four main suppliers had brought with it daily reports and given a more robust knowledge of what was going on.

The Committee thanked Mr Adrian Higher for his attendance and sharing his first-hand experience.

The Committee welcomed Mr Alan Long and Miss Bernadette Walsh who were in attendance to discuss the recent Care Quality Commission Inspection Report in respect of the Mears Help to Live at Home service.

Apologies were expressed to those who had seen the service deteriorate over the past year, some 40 cases.

It was explained that after the acquisition of Careline, the majority of staff left without notice, including 2 managers. It was explained that the recruitment of new care staff was a challenge, and that the low staff levels placed huge pressure on the branch, and that they were only just starting to recover. The Committee heard that there were now 168 members of care staff and that recruitment was at the heart of their plan.

It was explained that in the three months prior to May 2014 there were no complaints. During May it was heard that this reached 28 complaints. It was noted that currently the complaints were at single figures, and that they hoped to see them go back to zero.

Members of the Committee were invited to visit their branch and speak to staff.

In response to questions over how much of a surprise the drop in service quality was it was explained that what caught them out was the quantity of staff that left in May and the level of disruption caused.

In response to questions over the level of support for workers it was explained that they were given a basic introduction. The Committee heard that what was needed was introduction to MEARS. It was also heard that staff had previously not had sufficient training, but that this has been actioned to be put right, and that staff are currently being put through re-training and refreshers.

The Committee asked questions on their action plan and how well they were on delivering the list of actions. It was heard that they were on track and confident that they would meet the requirements set out. It was heard that i-connect systems had been put in place along with daily meetings, 1-2-1's, and spot checks.

In response to questions on recruitment it was stated that making care work more attractive is a national issue and a long-term piece of work. It was also heard that there was an apprenticeship programme being developed with the YMCA in order to promote careers as a carer to young people.

In response to questions over the possibility of other providers learning from the MEARS action plan it was stated that they have had a meeting with other providers and will take specific problems out of the context of their unique situation.

The witnesses and member of the public were thanked for attending and answering questions.

Resolved:

- 1. To note that the situation with Mears was one of great urgency and to express concern over the issue.**

- 2. To carefully monitor the ongoing situation and receive the re-inspection report from the Care Quality Commission.**

74 Care Quality Commission Inspection Report : Westbury Court Care Home

Cllr King introduced the CQC inspection report on Westbury Court Care Home. Concerns were expressed over multiple failings in the care home including the number of qualified people in the home, the safeguarding of residents, and the looseness of the system. It was also mentioned that they had been asked to provide an action plan by 21 August, but one had not yet been presented.

James Cawley then addressed the Committee. Mr Cawley stated that there is a rigorous process to deal with these issues at an officer level and asked that if Councillors have any concerns after visiting care homes that they let them know. Mr Cawley acknowledged an issue over when to engage scrutiny and local members, it was stated that this would be looked at and that the Committee would be notified in the future.

Mr Cawley explained that this was a relatively brand new care home experiencing some difficulty which was to be expected with new management. It was stated that permission should be granted for the Committee to see their action plan.

It was stated by the Committee that as a Council they need to make it better for people to become carers.

James Cawley answered the Committee's concerns over response times to issues of improperly administered medications. Mr Cawley assured the Committee that as soon as they are made aware of such problems they take immediate action.

The Committee heard that there will be a follow-up CQC inspection within three months for the care home to demonstrate how they have responded to the initial inspection report.

In response to questions over how to report concerns with care homes it was heard that Councillors should contact James Cawley with any issues. It was also heard that they could contact Healthwatch.

Resolved:

- 1. To receive the Westbury Court Care Home action plan when available.**
- 2. To provide the Committee with a seminar on the management of care home contracts.**

75 **AWP/Dementia Task Group Final Report**

The Committee welcomed Dr Celia Grummitt and Cllr Noeken who introduced the task group report.

Cllr Noeken drew attention to the scheme to provide dementia care beds in the homes of the Order of St. John Care Trust. It was heard that there are currently three homes to be rebuilt in the future. Cllr Noeken also drew attention to the excellent work commissioned over the past few months with regards to dementia awareness, and the scale of enthusiasm demonstrated towards addressing the problems.

Cllr Noeken emphasised the importance of early intervention by clinical services and GP's and stated that the number of those diagnoses each week with dementia had increased. Cognitive stimulation therapy was heard to be an important service which should be provided for those with mild to moderate stage dementia. It was heard that Cllr Noeken was encouraged by support groups and acknowledged that importance of signposting patients to services they may require.

Cllr Noeken thanked Maggie McDonald for her great work and assistance.

The Committee welcomed Dr Celia Grummitt who commented on the report. Dr Grummitt described the triangle of patient, therapist, and carer as the three key aspects of importance in dementia. It was heard that rates of dementia diagnosis were rising and that work was continuing to improve this. It was also heard that there were issues of elderly becoming stuck in hospital beds as there was not adequate care at home for them to go to.

The Committee thanked the Chair of the task group for the excellent job he had done.

The Committee raised the issue of rural isolation and questioned whether there should be a link with the Better Care Plan and Dementia Care. Irene Kohler stated that she would be happy to bring the Swan Pilot Report to the Committee.

The Committee stated that in regards to paragraph 49 it welcomed the work being done in hospitals and that it would be good to expect a response in six months addressing them specifically. The Committee heard from James Cawley that as with all scrutiny reports it will be forwarded to Cabinet.

The Committee stated that when moving money from long term treatment to addressing issues care needs to be taken that those with long-term symptoms do not suffer. James Cawley stated that a care pathway was being produced to highlight who has which responsibility.

Resolved:

- 1. To endorse the report's recommendations and receive comments from Cabinet and CCG.**
- 2. Comment: The Committee questioned whether recommendations can be managed within the current framework, or if more funding is necessary.**

76 AWP Care Quality Commission Inspection

The item was agreed to be deferred to the next meeting when an action plan and more time was available.

77 Charging for GP Services

The item was agreed to be deferred to the next meeting.

78 Adults Safeguarding Annual Report

The Committee welcomed Margaret Sheather who introduced the annual Wiltshire Safeguarding Adults Board report.

Miss Sheather stated that since the Better Care Act was in place she welcomed the equality of status with children's safeguarding. It was also mentioned that the Committee might like to receive reports back on the implications of the Better Care Act throughout the year.

Miss Sheather outlined some of the key issues listed in section four of the report. It was stated that the findings of the report revealed no malice or wilful neglect, but did discover a lack of awareness. It was heard that there was a continuing increase in the volume of safeguarding work coming through, and that the assessment of people's needs under the mental capacity act was creating a bigger workload for safeguarding.

It was heard that the board had given their final review of the report and that it was to be signed off subject to comment from the Committee. It was also heard that it will be taken forward to the Health and Wellbeing Board in November 2014

Questions were asked on the increase in numbers in the care home sector which were not mentioned in the report. It was heard that there was a dramatic increase in alerts, and that about 28% of alerts were converted into strategy actions. James Cawley stated that care homes were discouraged from making alerts as they were flooded with safeguarding issues every time they rung up for advice.

The Committee queried the logic used with regards to the increased volume and suggested that it could not be proven either way whether things have

stayed the same or had gotten worse. Miss Sheather stated that an increase was likely a result of awareness being raised.

Resolved:

The Committee noted the report.

79 Draft Joint Mental Health & Wellbeing Strategy

The Committee welcomed Cllr Sheila Parker who introduced the Draft Joint Mental Health and Wellbeing Strategy.

The Committee heard that the strategy's aim is to create communities and an environment in which good mental health and recovery for those with mental health problems is provided, along with reductions in discrimination.

It was explained that they were currently working with Communications and the Mental Health Team in order to create an approach, contact had also been made with the Wiltshire/Swindon Network.

The timeline was described having been considered by Cabinet in September. It was heard that the draft strategy would go back to the board in November, and the consultation was to launch on 10 October 2014 to coincide with Mental Health Day.

The Committee commented that they were looking at the strategy after it had been to Cabinet, and that it would have been more useful if it had been brought to them before this.

Resolved:

- 1. The Committee welcomed the strategy.**
- 2. The Committee noted that it was hard to find out who was in charge of which, that joint working was important and that it hoped this would be flagged in the action plan.**
- 3. The Committee noted that there was not much in the strategy in relation to alcohol and drugs, and that there were difficulties in knowing whether alcohol agencies or the AWP should be involved.**
- 4. It was agreed that an official comment from the Committee would be written and sent along with the draft strategy.**

80 Public Health Annual Report

The item was agreed to be deferred to the next meeting.

81 Report on Health Scrutiny Guidance

The item was agreed to be deferred to the next meeting.

82 Task Group Update

There were no comments on the task group updates.

83 Forward Work Programme

The Committee noted the forward work plan.

84 Urgent Items

There were no urgent items.

85 Date of Next Meeting

The date of the next was confirmed as Tuesday 18 November 2014, at 10.30am and would be held in the Kennet Room at County Hall, Trowbridge, Wiltshire BA14 8JN.

(Duration of meeting: 10.30 am - 2.30 pm)

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HEALTH SELECT COMMITTEE

**MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON
18 NOVEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14
8JN.**

Present:

Cllr Christine Crisp (Chair), Cllr John Noeken (Vice Chairman), Cllr Jeff Osborn,
Cllr Chris Caswill, Cllr Bob Jones MBE, Cllr Pip Ridout, Cllr John Walsh, Cllr Mary Champion,
Cllr John Knight, Cllr Gordon King, Cllr Nina Phillips, Diane Gooch, Ball and Steve Wheeler

86 Apologies

Apologies were received from:

Cllr Mary Douglas,
Cllr Helen McKeowen,
Irene Kohler – SWAN Advocacy
Francis Gillen - South Western Ambulance Service.

Cllr Sue Evans substituted for Cllr Mary Douglas,
Cllr Nick Watts substituted for Cllr Helen McKeowen.

87 Minutes of the Previous Meeting

Resolved:

**To confirm and sign the minutes of the previous meeting held on 23
September 2014 as a true and accurate record, subject to the following
amendment:-**

**Minute No. 73 - Care Quality Commission Inspection Report : Mears Help
to Live at Home Wiltshire**

“Resolved:

- **To note that the situation with Mears was one of great urgency and to express concern over the issue.**
- **To carefully monitor the ongoing situation and receive the re-inspection report from the Care Quality Commission.”**

88 **Declarations of Interest**

There were no declarations of interest.

89 **Chairman's Announcements**

The Chairman made the following announcements:

a) Charging for GP service:

Information was provided in the agenda pack. It was considered that the matter did not need to be pursued any further.

b) Consultation on Commissioning Arrangements for Stereotactic Radiotherapy and Radiosurgery:

It was announced that the consultation would close on the 26 January 2015. Members asked whether a working group was needed to gather views to place the Committee in a stronger position for the January meeting.

Steve Wheeler reported that Healthwatch would be holding meetings with the three acute hospitals, and that it would be helpful to include them in the working group's reports.

Resolved

For Cllr Noeken and Steve Wheeler to begin creating a working group.

c) Royal United Hospital, NHS Foundation Trust status and acquisition of the Royal National Hospital for Rheumatic Diseases

It was announced that Royal United Hospital (RUH) had been awarded foundation trust status. The Chief Executive, James Scott, was due to be making a presentation at the meeting of the Health and Wellbeing Board on 20 November 2014 on the future of the two hospitals and how they might work together.

Cllr Noeken informed the Committee that he had attended the annual general meeting of Royal National Hospital for Rheumatic Diseases (RNHRD) and that members of the hospital were in a positive frame of mind about the future.

d) Specialist Dementia Hospital Care

It was stated that Cabinet had produced a report to brief members of the Wiltshire vision for specialist dementia care. This was said to be leading to a public consultation between December 2014 and February 2015, and would come back to the Committee after the results.

Steve Wheeler explained that Healthwatch had been asked to carry out public consultation in order to ascertain their views.

e) Local CQC Managers

The local Care Quality Commission (CQC) Managers for the Wiltshire area were stated as being:

Justine Button, Inspection Manager for Adult Social Care
Jessica Zeff, Inspection Manager for Primary Medical Services
Bernadette Hanney, Inspection Manager for Hospitals (NHS and IHC) and Ambulances
Ceri Morris-Williams, Head of Hospital Inspection – Hospitals (NHS and IHC) for Mental Health

90 Public Participation

There were no questions or statements received.

91 AWP South West Joint Working Group

It was stated that the Avon and Wiltshire Mental Health Partnership (AWP) had recently undergone a CQC inspection, of which Cllr Noeken was instrumental in setting up. It was noted that the AWP covered a large area, which included: North Somerset, Bristol, South Gloucestershire, Bath and North East Somerset (BANES), Wiltshire and Swindon.

Cllr Noeken explained that the AWP was experiencing some serious issues, illustrated by their CQC report. It was explained that there were some obvious real estate problems and that it was fair to state that the premises were not fit for purpose in some cases. Reference was made to general issues at Charter House, Trowbridge. Other issues were said to include staffing levels and the amount of clinical excellence required to support problems.

It had been suggested at the AWP Quality Summit that a joint working group be formed between the six local authorities in the south west. The Quality Summit was a mechanism hosted by the CQC and the NHS Trust Development Authority (TDA) for the AWP to review and develop a plan of action and recommendations based on the CQC inspection findings. This was said to potentially include Councillors and officers from each of the authorities, and would work with AWP over a number of days to produce a consolidated report for all the Councils. It was stated that this had been accepted as a good idea by the South West Overview and Scrutiny Group and Wiltshire Council's Overview and Scrutiny Management Committee.

Cllr Ridout stated that she fully supported this initiative and asked that it look at the rest of mental health as well as dementia. Cllr Casswill expressed interest in serving on the joint working group.

It was stated that at the same time Wiltshire would not relax its local views. It was explained that they were waiting to see how many of the local authorities in the south west would want to go forward with the plan, and that the Committee would be kept updated.

Resolved

To endorse the notion of a South West joint working group being promoted amongst the relevant Councils and being set up subject to the relevant governance arrangements of each Council.

92 **NHS 111**

Scott Watters, Lead Clinician for NHS 111 was in attendance to present the report, along with Patrick Mulcahy and David Noyes from Wiltshire Clinical Commissioning Group (CCG) to answer any questions.

It was stated that the contract had been operating for 11 months, since February 2013. It was explained that during this period a lot of learning had taken place, and that the CCG was still learning day by day.

It was explained that the graphs featured on page 4 of the report illustrated the number of calls answered within 60 seconds over a 6-month period from April 2014 to October 2014. It was noted that there had been improvements over this period, but that there was work still to be done. Impacts on this were said to include the core volume of calls received and the quantity of higher experienced staff. New staff members needed to use the system at a speed which was safe and appropriate to them, in order to get their work right.

It was noted that in the graph it appeared that the situation in Wiltshire appeared more volatile than in the South. It was stated that in the South a number of contracts were combined, which flattened out their trend-line.

The warm transfer graph on page 5 was explained as illustrating calls which were transferred when necessary to a clinical adviser. It was stated that between 25-30% of calls resulted in this, affected by the time of day. The target performance was said to be 98%, which only one branch within the UK was achieving. It was explained that to reach 98% there would need to be a large number of clinical advisers in employment, many of whom would be without work during times of low call-volume.

Questions were asked on the impact of recruitment and training. It was reported that recruitment for clinical advisers was challenging, and even if a large number were recruited it would not guarantee 100% performance. If the large volume of calls was received at once, then the transfer rate would not reach 100%.

The aspirational target rate of 98% was noted by the Committee as being unrealistic; Members enquired as to what a more realistic target would be. Members of the Committee were asked how they felt about the oncoming 6-months, including the winter period. It was stated that the prioritisation was resolving the warm transfers, as they were now heading into winter pressures. Recruitment was said to be ongoing, with one course running and another scheduled.

The Committee was informed that a system was in place to aid the Ambulance Service in understanding whether the right answer from the patient through the phone, was being obtained. It was noted that the trend of correctly identifying ambulance dispositions (as referred to on page 7 of the report) was improving. It was said that the system was recognised by NHS England as the best practise for dealing with Ambulances. It was heard that an ambulance would not be denied, but that work was being done to try and ensure that if there was a better option available, that this would be used. It was stated that the level at which ambulances were sent would not change, but that they would work hard not to send them unnecessarily.

Clarification was sought on the graph label "Mainland Ship" for the second graph on page 8 of the report. It was explained that this was for the Portsmouth area.

Details on what qualifications were necessary to be a Health Adviser were sought and it was stated that those who wanted to be Health Advisers needed to first undergo a 4 week training course, then shadow those on the phones, before then taking calls under supervision. After 10 weeks they would then take a short course and an assessment based on their experience gained to date. Once this second part was complete they were then given their pathways license. Other details included that this could be a full or part-time job from 12 hours upwards, and that it paid more than minimum wage. More precise details on the wage were requested to which, it was stated that if this was not private information then it could be provided to the Committee at a later date.

The Bristol area was highlighted as being an area of high competition as they were a host to a large quantity of call centres. This was said to affect recruitment of those with clinical skills in the Wiltshire area. Mr Watters assured the Committee that they would not accept lower standards when appointing Clinical Advisers in order to boost numbers.

It was asked how those on the phone could be sure that sending an ambulance was appropriate. This was stated as being difficult, and that it needed to be accepted that the only assessment of the patient available was verbal. This meant that it could never be totally guaranteed that an ambulance needed to be sent. It was stated that judgements had improved and that the decisions were only as good as the information received. It was also stated that it was easy to judge an unnecessary ambulance after it had been sent out, and that the situation may have sounded different during the phone call and the assessment.

The percentage figures on how many employees had a full license were requested and it was stated that it wouldn't be any less than 80-85%.

It was explained that there had been an intense audit this year on Emergency Department Dispositions and that they were expecting to see lots referred to Minor Injuries Units (MIU's) and other areas. This was due to the discovery that many had been referred to the Emergency Department (ED) when they had only minor injuries. This was stated as being a result of a challenge with the directory of services, which had since been resolved. As such there was said to be a reduction of numbers being unnecessarily sent to the ED.

It was asked whether the levels would stay as low as they were now on the page 9 graph. It was stated that the Directory of Service had located the problem so it was expected to stay low, and that they would monitor it. Questions were also asked on the role of the Directory of Services. It was heard that they listed the services available to patients. It was stated that the error meant that the system did not pick up on the fact that a patient could be sent somewhere other than the ED.

Patrick Mulcahy stated that he now felt that there were optimistic signs of recovery. It was highlighted that there were recruitment pressures, but that many of the key indicators in the report were heading in the right direction and they felt well placed to address seasonal challenges.

Resolved

- a) **To request an updated report at the 10 March 2015 Health Select Committee meeting.**
- b) **To request written details and an update on NHS 111 Clinical Advisers, including salary rates, at the January 2015 Health Select Committee meeting.**

93 Public Health Annual Report

Francis Chinemana was in attendance to deliver a presentation on the Public Health Annual Report.

It was stated that the Wiltshire system had been tested with the measles outbreak and the flooding during winter 2013/14. This year there was said to be big inroads made into the obesity problem, with less children recorded as obese in year 6. Obesity was still stated as being a main challenge, and close work was stated as being done with the CCG.

NHS health checks were continuing across the country. 3000 had been referred to the Active Health Scheme. Facilities available were being advertised; along with the active opportunities offered by the countryside around Wiltshire, it was stated in terms of exercise that it was just as good as the gym.

One of the big successes was the continuing increase in life expectancy both male and female.

Key priorities were stated as including:

- Health Check uptake
- Excess weight in 4-5 year olds & 10-11 year olds
- Excess weight in Adults
- Smoking Prevalence
- Percentage of physically active and inactive adults
- Under 75 mortality from cancer
- Under 75 mortality from cardiovascular diseases

It was asked how the general public knew what GP services were available. Only those over the age of 50 were eligible for free health checks in order to make sure they live to older ages in better health. This was advertised in the form of a letter from local GP's every five years, as all GP's were signed up.

Questions were asked on how improved figures of life expectancy could be related to the quality of life experienced. Living longer was said to be good as long as it was not facilitated by complicated procedures and a poor quality of life. It was stated that measuring quality relied upon people informing them what they wanted. Generally this was said to be keeping people out of hospital, in their own home, and with close access to facilities. Keeping mobile, eating well, and an active lifestyle were said to be key in mitigating later problems. Social isolation was also referenced as being a key factor in old age depression and mental illness.

The Committee noted that the success rate of people taking up the free health checks was well under what was hoped for, at only 48%. It was stated that it should be looked into how this could be increased, and that getting to the lonely was the biggest challenge. Councillors were urged to visit areas such as local pubs and clubs in order to meet the hardest to reach groups who would ignore post. It was stated that they needed to be more imaginative to increase numbers.

Information was requested on alcohol induced admissions for under 18's, and how to combat this. It was stated that there were a few problems, including parties in parents' homes. Police were said to be visiting schools as a result. It was explained that hospital admission figures were not good. Overall it was older people who were drinking every day, and were unaware that they were drinking large quantities, that were replacing young people as the problem. The Big Drink debate was referenced, along with the Alcohol Strategy coming out in January.

It was asked why GP's in one area were active in chasing up free health checks and not in others. It was explained that, as a new service, it took time to reach national standard. Services were stated as varying in areas, and that continuing

promotion needed to think about which target groups were not responding in order to tailor it to them.

Steve Wheeler stated that it would be good to see mental health and dementia as priorities. It was explained that cancer and cardiovascular disease were priorities as they were the big killers.

Questions were asked on how protected public health was from budgetary pressures. It was explained that they were in the second year of a ring fenced grant from the NHS, which was guaranteed in 2015/16 and that it was understood to carry on for the foreseeable future.

It was requested that an aortic aneurism check be provided for those over the age of 65. It was explained that this is already commissioned for GP's, but that Francis Chinemana would check they are aware.

The lack of information regarding dental health was highlighted. It was explained that dental health was the responsibility of the CCG and NHS England. Public Health's role in this was explained as being to ensure the CCG were aware of what was happening regarding people's dental health. A briefing was offered for Councillors regarding this.

It was explained that Doctors were reimbursed for each individual who was screened, and were not paid through a one-off bulk payment.

Resolved

To endorse the report.

94 Report on Health Scrutiny Guidance

Paul Kelly, Overview and Scrutiny Manager, was in attendance to present the report.

It was stated that there was nothing particularly new in the report. The Health Select Committee was described as responsible for substantial variation and development by providers, and the way they consulted with Wiltshire Council around those changes.

It was also stated that there was a struggle to get close to the Health and Wellbeing Board (HWB) as it was a relatively new body. A suggestion in the paper to remind the CCG and HWB of the joint responsibilities within the framework and the legitimate responsibilities of the HSC was highlighted.

Questions were asked on the Independent Reconfiguration Panel. It was explained that some local authorities regularly exercised their access to the Secretary of State for Health.

It was asked if the HWB was an executive body, and if the Health Select Committee had a role in scrutinising what it did. It was explained that the HWB had been created by the Department of Health to help create a split between the executive and non-executive. It was explained that there was provision for the scrutiny function to act as a scrutiny check and balance. It was asked if the dates of the HWB and the Health Select Committee could be arranged so they did not take place within two days of each other, as items were going to the HWB and not Health Select as a result of the current arrangement. It was agreed that this would be investigated.

In response to a question on the Health Select Committee's relationship with the Communications Department it was heard that this was a general scrutiny problem. It was noted that it would be sensible to reflect on scrutiny guidelines in an annual report.

Concerns were raised by the Committee on the limited resources available to them. It was stated that they were also concerned by being restricted access to papers until they have been cleared at the highest level.

The scope of the guidance was questioned and concern was expressed over the possibility that issues may slip past as a result. It was heard that the Chair and Vice Chair have contacts with partners, but that the Committee itself also fed in information.

Resolved:

- a) **To amend point 20 of the report to include the Health and Wellbeing Board as a part of the joint protocol.**
- b) **To amend point 23 of the report to endorse a much closer working relationship with the Health and Wellbeing Board, their forward plan, and the scrutiny of the Better Care Plan.**
- c) **To notify the Health and Wellbeing Board of the Health Select Committee's intention to scrutinise them.**
- d) **To accept and note the report with the above amendments.**

95 Non Emergency Passenger Transport Service - ARRIVA

Dr Steve Rowlands was present to answer any questions the Committee had on the update report.

Questions were asked on how acute hospitals were being worked with in order to level the playing field and lower response times from 4 hours to 1 hour. It was explained that there was a working group in place and that they were getting an improved focus on specified times of discharge in an area that had issues. It was stated that more work was being done to make this even better. Acute partners were said to be a part of the conversation as it was in their interest to make this better. Work was said to be ongoing with the partners to better understand each other's processes.

Thanks were expressed for producing a clear report, and the work with the acute trust was welcomed. Concerns were stated as still being expressed through Health Watch, and that they would still continue to monitor. It was explained that there were still issues, and that work was ongoing in terms of discharge plans. It was also stated that areas with particular spikes were being invested in.

Resolved:

To receive a post-winter period report at the 10 March 2015 meeting.

96 **Task Group Update**

Continence Services Task Group:

Cllr Jeff Osborn delivered an update for the Continence Services Task Group. It was explained that the Task Group had been completed, that they had met with the CCG and that they would implement the new delivery process.

It was heard that an update had been requested but that one had not yet been received. Feedback was hoped to be received through Great Western Hospitals.

Transfer to Care Task Group:

Information was explained as being included within the report. One of the best things to come from it was said to be a flowchart which covered a whole wall illustrating the referrals for one elderly couple. Very little was said to have been achieved throughout the process, and over thirty agencies were involved.

It had been resolved that the 50-day challenge would be the next thing which the task group would look at. It was noted that the 50-day challenge had instead gone straight to the HWB.

It was noted that the task group had been continuing for a long time and that it needed to make some recommendations and come to an end.

Resolved:

- a) **To accept the ongoing work of the Transfer to Care Task Group.**
- b) **To leave the Task Group as a monitoring body after its final report on the 100 day plan.**
- c) **To discuss and set up a new task group for the Better Care Plan if necessary.**

Help to Live at Home Task Group:

Cllr Gordon King was in attendance to deliver an update for the task group. A briefing had been arranged for 20 November 2014 by officers. It was heard that the outcomes for the task group would be more rigidly set as a result of the briefing.

It was heard that the CQC had published another report on MEARS as a result of a revisit, which was available on their website. The report was said to contain observations of inadequate service and a lack of ensuring people's medical needs were met. The task group were asked to take this on as a matter of urgency. It was stated that the Committee would have hoped officers would have notified them of the report.

Resolved:

- a) To request a further report on Mears from the CQC at the Select Committee's next meeting.**
- b) To note that the CQC should be forwarding reports to scrutiny as soon as they are published.**

97 Forward Work Programme

It was asked whether the proposal for looking at child poverty was a matter for the Childrens Select Committee. It was explained that it was looking for volunteers from the Health Select Committee.

Resolved:

- a) To endorse the recommendations within the report.**
- b) To note the forward work plan.**

98 Urgent Items

There were no urgent items.

99 Date of Next Meeting

The date of the next meeting was noted as Tuesday, 13th January, 2015 at 10.30am in the Kennet Room - County Hall, Trowbridge BA14 8JN.

It was explained that due to interest in re-coordinating the dates of the Health Select Committee and the Health and Wellbeing Board that future dates may be subject to changes.

(Duration of meeting: 10.30 am - 2.25 pm)

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HEALTH SELECT COMMITTEE

DRAFT MINUTES OF THE HEALTH SELECT COMMITTEE MEETING HELD ON 13 JANUARY 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christine Crisp (Chair), Cllr John Noeken (Vice Chairman), Cllr Chris Caswill, Cllr Mary Champion, Cllr Mary Douglas, Cllr Bob Jones MBE, Cllr Gordon King, Cllr John Knight, Cllr Jeff Osborn, Cllr Pip Ridout, Cllr John Walsh, Ball, Diane Gooch, Irene Kohler, Steve Wheeler and Cllr Trevor Carbin (Substitute)

1 Apologies

Apologies were received from:

Cllr Nina Phillips,
Cllr Helen McKeown,

Cllr McKeown was substituted by Cllr Trevor Carbin.

2 Minutes of the Previous Meeting

Resolved:

To confirm and sign the minutes of the previous meeting held on 23 September 2014 as a true and accurate record, subject to the following amendment:-

**Minute No. 95 - Non Emergency Passenger Transport Service - ARRIVA
“Resolved:
To receive a post-winter period report at the 10 March 2015 meeting.”**

3 Declarations of Interest

There were no declarations of interest.

4 Chairman's Announcements

a) CQC Intelligent Monitoring Data on GP Practices.

Data on practices would be published every three months.

- b) Great Western Hospital (GWH): New Rheumatology Patients to be Referred Elsewhere until Further Notice.

Surprise was expressed that many patients were being referred to Oxford or Salisbury when the GWH was closer. James Roach explained that it had been made clear to GWH that they were in breach of contract with Wiltshire Council and were currently awaiting a response.

- c) Centre for Public Scrutiny (CfPS) bid for a Health Integration Inquiry Day.

The date for the CfPS had been set as the 6 February 2015 and would be open to the Chair and Vice Chairs of the Health Select Committee and the Health and Wellbeing Board, along with Clinical Commissioning Group (CCG) representatives.

Cllr Noeken offered his place to other members as he would be unable to attend.

- d) Update on South West Councils joint working group on AWP.

A question was asked on why accident and emergency waiting times were not on the agendas of the Health Select Committee and the Health and Wellbeing Board. It was stated that the subject had been brought up at the last Overview and Scrutiny Management meeting.

- e) Enquiry Day

The Health Select Committee was noted as being a part of the enquiry day, which would be a chance for the committee to work together better.

- f) Mears

It was noted that Mears had been re-inspected by the CQC, but the report had not yet been published.

The notice issued to Mears had ended on 30 November 2015. CQC had re-inspected at the beginning of December 2015 and later stated that they were happy with their service. The report from this inspection had not yet been released.

Mears were now steadily recruiting to make sure the right calibre of staff was maintained.

A question was asked over the implications of endorsing Mears. It was heard that the problem was not Mear's alone, and that this was the best chance of fixing it.

g) NHS 111: Health Advisor's Job Details.

Details were sought on the Clinical Advisers Role.

Resolved:

To bring the details of NHS 111 Clinical Advisers to the 10 March 2015 meeting.

h) SWC (South West Councils) Working Group on AWP Dementia

Of six Councils four had expressed interest in taking the working group forward. At least three meetings were scheduled for February.

i) Royal United Hospitals Bath (RUH) acquired the Royal National Hospital for Rheumatic Diseases (RNHRD)

Steve Wheeler stated that the service was not planned to change as a result and that care provided, along with the building, would continue for the next several years.

j) Cabinet Attendance

At the last Overview and Scrutiny Management Committee meeting it had been mentioned that the Chair of the appropriate select committee or lead task group member should be in attendance if there is a relevant item on the agenda.

5 Public Participation

There were no questions or statements received.

6 Dental Care Briefing

Frances Chinemana, Public Health Consultant, was in attendance to answer any questions on the dental care briefing note.

Tooth decay primary cause was the frequent consumption of too many sugary foods and drinks. Unless this lifestyle issue was addressed, there would be a much higher risk of further tooth decay in permanent adult teeth and throughout later life. This could be prevented by eating a healthy balanced diet which limits the amount of foods and drinks high in sugar, and also by brushing teeth for two minutes twice a day, once before bed, with fluoride toothpaste.

Commissioning for oral and dental health services (including oral health promotion) was passed from the now dissolved Primary Care Trusts to NHS England by the 2012 Health and Social Care Act. The dental contract was given to the Bath, Gloucestershire, Swindon and Wiltshire (BGSW) Area Team. Public

Health in Local Authorities was also given responsibility for oral health promotion, the oral health survey and water fluoridation (where applicable).

The Oral Health needs of Children and Young People and Adults in Wiltshire was depicted in the Dental Health JSAs.

Oral health in children in Wiltshire was described as good. The current proportion of 5 year olds with decayed, missing, or filled (DMF) teeth in Wiltshire was 0.75, which was significantly better than the England average of 0.94. In a 2013/14 survey 11.5% of 3 year olds across Avon, Gloucestershire and Wiltshire examined were found to have tooth decay.

More data on the numbers of dentists, averages, the locations of NHS dentists, and how the public are able to get on the register, were requested.

The County's policy on water fluoridation was queried. Wiltshire was said to have some natural fluoridation, and that the policy was to get people to drink tap water instead of bottled water for the fluoridation to take effect. A campaign was in place to tackle children with tooth decay. Fluoridation was explained as not being able to deal with gum disease.

7 100 Day Challenge

James Roach, Integration Director for Health and Social Care, was in attendance to deliver an update on the 100 Day Challenge which had finished December 2014.

The 100 Day Challenge had formally run from 1 September 2014 to the 9 December 2014. The aims were to launch a system wide approach to reduce attendees, admissions and conveyances for frail patients in Wiltshire, and to reduce their amount of time spent in hospital. Along with this the aim was to launch a range of innovative schemes which tested the concept of delivering the right care in the right place, at the right time.

Among the key schemes was a plan to provide simplified routes into the system through access to care. GP's had raised concerns over too many options being available in the system. One number would be provided as an access route into the system for as many issues as possible.

The context was described as being the growing demand for urgent care nationally and within Wiltshire. The aim of the Better Care Plan was to address the challenges associated with this in a more integrated way across health and social care.

The organisations involved, including Wiltshire Council and Wiltshire CCG, were said to highlight the integrative approach taken by Wiltshire Council.

The headline messages of the final report were said to include measuring what matters, building on what works, and removing any pilot mentality.

There was said to be a greater understanding nationally and locally of the Better Care Plan, and the importance of looking after people in their own homes. Integration of approach and commissioning was central to the Better Care Plan, along with moving away from silo thinking.

The levels of patient attendances in hospitals had remained static; however their pathways within hospitals had become more complex. This was said to lead to complicated hospital discharges. The report would contain a detailed evaluation of the key schemes.

Key areas of focus were listed. Focus had been placed on the issue of frailty, along with vulnerable adults with alcohol and mental health problems. Complexity needed to be managed in order to simplify referrals, pathways, and to manage any complex patients in the community.

The conversion rate, which measures the number of patients who attend and are subsequently admitted into hospital, was 20% higher on weekends. The admissions were described as sometimes unnecessary due to the available pathways being unclear. Transfers were sometimes due to demands within hospitals, and needed to be checked as a number may have been able to go home.

Key messages going forward included simplified access, stronger links with 999 and ambulance service, integrated service, and specialist provision and support in out of hospital settings. Progress was being made in moving towards enhanced discharge arrangements, where integrated community teams were able to take patients out of hospital once medically fit.

A question was asked about whether the issue of transport out of hospital would be included in the report.

The next steps after the report is released were queried. The report would generate recommendations which would be a key part of the Better Care Plan in 2016.

Monitoring the performance of the Better Care Plan was suggested as a good step to take.

The cost of integration was question. Funding for the Better Care Plan in 2016 had been agreed and this would indicate how to prioritise money and receive the best value.

The leadership on the project was a joint enterprise with the Health and Wellbeing Board (HWBB). The Better Care Plan was set up so that money and sign-off came through the HWBB. This was stated as making it public and

democratic. Cllr Jane Scott OBE, Steve Rawlings, Deborah Fielding, and Maggie Rae were also named as sign-offs.

Feedback with other authorities was said to come through a weekly telephone conference where progress was discussed and information shared. The national Better Care Plan task group was also an outlet for shared feedback.

Resolved

- 1. To congratulate the authors of the 100 Day Challenge report.**
- 2. To bring the 100 Day Challenge report to the 10 March meeting.**

8 Response to the NHS England Consultation on commissioning arrangements for stereotactic radiotherapy and radiosurgery

Steve Wheeler stated that Healthwatch would be speaking with the Royal United Hospitals Bath and that the stereotactic radiotherapy and radiosurgery service would continue to be provided in Bristol. The RUH was funding a new cancer facility which could potentially provide this service, but it was noted that this would be a few years away.

Resolved

To respond based from the Clinical Commissioning Group's reply.

9 Healthwatch Review of Local Complaints System in Health and Social Care

Emma Cooper from Healthwatch was in attendance to deliver a presentation on the Healthwatch review of local complaints system in health and social care.

Healthwatch Wiltshire (HWW) were said to encourage people to complain if they had experienced poor performance, and the National Health Service (NHS) constitution encouraged feedback, including in the form of complaints.

Healthwatch England (HWE) had discovered that many people found the complaints process confusing and wished to understand the experience of those within Wiltshire.

The aims of the report included providing the Wiltshire public with a map of the complaints process, identifying gaps, and identifying good practice. This had been done through interviews, focus groups, meeting service providers, and document and website analysis.

The findings from Wiltshire were similar to that of HWE. Much of the users found the complaints system confusing and fragmented. The same terminology across acutes was not used and much information was said to be out of date, especially in regards to those with learning difficulties.

There was said to be a culture of defensiveness within the system, and children and young people sometimes felt too shy to complain. A common theme was notifying of a problem without formally complaining.

Examples of good practice were the Great Western Hospital's (GWH) voice book, and Salisbury Hospital's "app" and their letter templates.

Recommendations had been taken to the Health and Wellbeing Board and were subsequently approved. These included that information should at least be clear, accessible, and accurate; information should be updated for those with learning difficulties, and be child and young people friendly; and the inclusion of a mechanism for "innocent bystanders" to complain.

The inclusion of learning difficulties in the report was welcomed. It was stated that it would be useful to address the subject of whistleblowers, along with what happened to the complaints after they had been submitted.

A question was asked on how it was possible to recognise a genuine complaint from an unfounded or malicious one. Complaints were said to simply be logged and referred to the SWAN Advocacy if an advocate was needed. Judgements on the validity of complaints were difficult to make.

Resolved

- 1. To note the report from Healthwatch.**
- 2. To approve the recommendations designed to improve the complaints system for the benefit of patients, service users, and carers.**

10 Task Group Update

a) Continence Services

James Slater, Associate Director of Commissioning Wiltshire CCG, was in attendance to deliver an update on the Continence Services task group. Care homes had been focused on in their briefing note, and training issues would be focused on in a series of events.

Work was being commissioned to improve the use of catheters, and a pathways were about to be published to support GP's on the issue of incontinence.

Resolved

To bring the Continence Service's final report to the 10 March 2015 Health Select Committee meeting.

b) Transfer to Care

Cllr Pip Ridout updated the Committee on the task group's progress. The task group had been looking into why there were so many delays into and out of care.

Delayed transfer to care was said to be linked to the whole system of the Better Care Plan. It was suggested that a task group be set up to monitor the Better Care Plan after it had been brought to the Committee. Those interested were informed to contact Cllr Walsh.

Resolved

- 1. To formulate a task group after the 100 Day Challenge report has been brought to the Health Select Committee.**

c) Help to Live at Home

Cllr King presented the task group's report and their proposed terms of reference.

When made available the third report from the CQC on Mears would be looked at by the task group. The restriction preventing Mears from recruiting had been lifted, but it was stated that the seriousness of the situation should not be forgotten.

Resolved

- 1. To note the update from the Help to Live at Home task group.**
- 2. To approve the task group's terms of reference.**

11 Forward Work Programme

There had been a suggestion submitted to the Children's Select Committee to create a joint task group with the Health Select Committee to address the issue of childhood obesity. The Chairman of the Committee, Cllr John Hubbard, was keen for it to happen. Members interested were urged to put their name forward.

Childhood obesity was said to be linked with childhood poverty, and its treatment was one of the major expenses to the NHS. The task group would monitor what Public Health were doing with regards to obesity and find out if there is anything more or different that could be done.

It was asked if the Peer Review should be further looked into. The review would be picked up for the Committee's attention after the enquiry day had taken place.

Resolved

1. To note the Forward Plan.

12 Urgent Items

There were no urgent items.

13 Date of Next Meeting

The date of the next meeting was noted as being Tuesday, 10th March, 2015 10.30 am, Kennet Room - County Hall, Trowbridge BA14 8JN.

(Duration of meeting: 10.30 am - 1.30 pm)

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LICENSING COMMITTEE

DRAFT MINUTES OF THE LICENSING COMMITTEE MEETING HELD ON 8 DECEMBER 2014 AT CEREMONY ROOM, 1ST FLOOR, COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Desna Allen (Vice Chairman), Cllr Nick Blakemore, Cllr Allison Bucknell, Cllr Sue Evans, Cllr Jose Green, Cllr Simon Jacobs, Cllr George Jeans, Cllr Leo Randall, Cllr Pip Ridout (Chairman) and Cllr Nick Watts

Also Present:

Ian Brown (Head of Environment Services), Cllr Chris Caswill, Cllr Richard Clewer, Naji Darwish (Head of Service – Public Protection), Tracy Daszkiewicz (Public Health Consultant), Linda Holland (Public Protection Team Leader), Jo Hulbert (Compliance Officer), Cllr Peter Hutton (Portfolio Holder), Lisa Pullin (Democratic Services Officer), Andrew Saxton (Fleet Services Manager), Paul Taylor (Senior Solicitor)

Public

Mr P Carter
Mr T Berridge
Mr Goodwin

43 Apologies

Apologies were received from Councillors Drewett and Hewitt.

44 Minutes

The minutes of the meeting held on 8 September 2014 were presented to the Committee.

Resolved:

That the minutes of the meeting held on 8 September 2014 be approved and signed as a correct record.

45 **Chairman's Announcements**

The Chairman made the following announcements:

Legislation Update Session

Members were reminded of the update session which would commence after the conclusion of the Committee. It was hoped that this would be around 12 noon. All members had been invited to attend.

Change to Agenda Order

As there were members of the public present at the meeting, Agenda item 10 – One Zone/One Tariff Consultation would be brought forward and considered first.

46 **Declarations of Interest**

There were no declarations of interest.

47 **Public Participation**

No questions had been submitted prior to the meeting.

There were two members of the public present who wished to make statements in relation to item no 10 on the Agenda – One Zone/One Tariff Consultation – Hackney Carriage and Private Hire Vehicle Licensing.

Tony Berridge – Starline Taxis, Warminster

Summary of points raised:

- I would wish for the four zones in Wiltshire to remain as they are and that the tariff change times are not amended;
- Most drivers within each zone have a great knowledge of their area and know their customers and how much they are willing to pay for taxi journeys
- Salisbury taxis run 24 hours a day and as a city is not comparable with the other Wiltshire towns;
- If one zone/one tariff is introduced this would increase the starting rate to £3.20 which is a £1 increase per journey. This would have a huge impact on those customers (mainly elderly) who only travel short distances;

- We need to keep Tariff 3 which can be used after 23:00 to pick up those that are intoxicated and need to get home so that they don't cause trouble in the towns, etc. If I don't pay my drivers a higher rate for this time then I cannot get them to work. At this time of the night there are problems of bilking and soiling of taxis and I need to ensure that I am able to provide the taxis to assist the public and Police; and
- Don't change us to one zone as if you do we can't go back to 4 zones if it doesn't work out.

Paul Carter, Paul's Taxis, Melksham

Summary of points raised:

- I would for there to be one zone for Wiltshire as at present it is hard for me to justify to customers why it costs more to travel from Melksham to Chippenham than from Chippenham to Melksham;
- I don't think moving to one zone would mean that drivers would go to another town's rank to get business. Our customers are in Melksham and so that is where we need to be;
- My concerns with the proposed tariffs are that most journeys are less than 2 miles and 50% are less than one mile. This would relate as a 25% increase to our customers who rely on us.
- We are aware that the charges are the maximums we can charge but if we don't have any customers contacting or booking us then we can't negotiate on a price;
- I think that the tariffs need to be looked at again with perhaps a representative from each area to hammer out a suitable tariff for all; and
- I think that the lack of responses to your consultation is because that most of those in the trade think that you (the Council) will go ahead and do what you want anyway. Those who have bothered to respond should have more input into the tariff setting.

48 **Minutes of the Licensing Sub Committees**

The draft Minutes of the Western Area Licensing Sub Committee meetings held on 19 August 2014 and 11 September 2014 were presented for consideration.

Resolved:

To approve and sign the minutes of the Western Area Licensing Sub Committee meetings held on 19 August 2014 and 11 September 2014.

49 **Briefing Note - Model Licence Conditions for Animal Boarding (Catteries) and Pet Vending**

The Committee noted the briefing note on model Licence Conditions for Animal Boarding (Catteries) and Pet Vending.

50 **Statement of Licensing Policy**

Naji Darwish (Head of Public Protection) presented a report which asked the Committee to note the requests for amendments to the Statement of Licensing Policy which was approved by Council on 21 October 2014.

The Chairman highlighted that the consultation on the Licensing Policy had been carried out for a 12 week period which included all Councillors and was disappointed to note that issues were raised by councillors at Full Council that could have been made in the consultation stage. She was concerned to note that following a letter to the local press by an individual member that we have been deemed not “fit for purpose”.

The Portfolio Holder wished to add that Wiltshire Council were fortunate to have a robust licensing function and a good Licensing Committee. He wished to emphasise the proactive engagement carried out with the community on the drafting of the Licensing Policy.

Councillor Caswill spoke at the meeting with the permission of the Chairman and made the following points:

- To clarify I stated that the Licensing Policy was not fit for purpose, I was not referring to the Licensing Committee;
- I was not aware of the Alcohol Strategy development during the policy consultation period and I feel that this is a very important document to be included; and
- I did respond to the online consultation of the Licensing Policy and my suggested amendments I believe would make the Policy stronger.

The Head of Public Protection made the following points:

- The Government Alcohol Strategy is a document that drives the Wiltshire Alcohol Strategy and we are limited as the Policy provides a legal and regulatory framework taken from the Licensing Act 2003;
- The substance of the Licensing Policy would not change if we accepted all of the suggested amendments, and if some of the comments had been made earlier (during the consultation process) they could have been incorporated. As it stands now, if these suggested changes were

accepted there would need to be a further consultation period and there is a cost involved; and

- Members need to consider whether it would be appropriate to go through a consultation process at this time, given that the revised Policy has only recently been updated, or whether they wish to wait until other significant revisions are considered e.g. as a result of future legislative changes; and
- That an annual review of the policy could be provided to the Committee and any significant proposed changes made at this time.

Resolved:

That the relevant amendments (as detailed in Appendix 1 to the report) be accepted and that the suggested amendments be incorporated into any significant proposed policy update at a future date.

51 **Cumulative Impact Area (CIA) - Salisbury**

Naji Darwish (Head of Public Protection) presented a report which summarised the evidence and possible benefits and limitations of a Cumulative Impact Area (CIA) for Salisbury and highlighted the following points:

- At the Committee meeting in June 2014 you deferred the decision for 6 months in order to enable a more detailed assessment and have further discussions with stakeholders;
- From discussions with those in Salisbury via the Area Board and City Council I have been informed that we are “already doing things to make improvements – let us get on with it”. Improving the management of licensing premises and the impact on local residents was recognised as a priority by Salisbury stakeholders. There was a range of concerns that implementing a CIA at this time would have potentially unintended consequences. Particularly at this time when there is no evidential need; and
- This could be kept under constant review and brought back to the Committee for further consideration as necessary.

Mr Goodwin, requested to address the Committee (member of the public from Salisbury) and stated that Salisbury was working with its establishments and it is not a “den of inequity” and is in the main well managed with good dispersal policies. Consultation is carried out with local residents and we do not wish for there to be a CIA in Salisbury.

Cllr Richard Clewer (Salisbury Councillor) wished to support the recommendation that a CIA is not implemented at this time as it would get in the

way of attracting better facilities to the city which are going to be needed especially in the light of the army rebasing. He did not feel that there was a significant problem that warranted the need for the CIA.

The Portfolio Holder wished to thank Officers for the report and the consultation work carried out.

Resolved:

- 1) **On consideration of the further analysis of evidence on crime and anti social behaviour that a Cumulative Impact Area (CIA) for Salisbury is not appropriate at this time.**
- 2) **An annual briefing would be prepared for the Committee to assess if any changes to licensing policy and any special polices are required, due to significant changes to the licensing legislation or circumstances.**

52 **One Zone/One Tariff Consultation - Hackney Carriage and Private Hire Vehicle Licensing**

Andrew Saxton (Fleet Services Manager) presented a report which updated the Committee on the results of the consultation with the taxi trade on the proposal to introduce one zone and one tariff and options for harmonisation.

Andrew explained the background and the options available to the Committee.

The Committee had heard from 2 members of the public (as detailed under minute number 47 above).

Councillor Peter Hutton, Portfolio Holder made the following points:

- He wished to thank those in the taxi trade and Wiltshire Council Officers for their input into the consultation;
- Consistency of pricing is important; and
- If any changes were to be made then public notification would be carried out.

The Committee debated the issues and the following points were raised:

- Concern at the flag drop rate of £3.20, especially for some of the more vulnerable residents of Wiltshire who use taxis;
- If we decide to move to one zone for Wiltshire we cannot go back to different zones (unless there was a change to current legislation);

- How do we address the concerns raised by the taxi trade? Taxis should be able to charge more when working at 02:00/03:00 to take home revellers.
- The public would benefit from having one zone for Wiltshire;
- The proposed charges were the upper limit and this would increase the earning potential for taxi drivers if they chose to use them;

A number of proposals were suggested but not put to the vote. Further discussion ensued following which it was:

Resolved:

- i) To approve the move to one table of fares and keep existing zone structure.**
- ii) To select a table of fares, Proposal 3. (Shown below).**
- iii) To authorise officers to carry out the necessary public consultation and to implement any changes to the fare tariffs, in the event that no significant comments are received during that consultation.**

**WILTSHIRE COUNCIL
HACKNEY CARRIAGE
MAXIMUM TABLE OF FARES**

For journeys starting	Vehicles up to 4 seats	Vehicles with more than 4 seats carrying more than 4 passengers
0600 hours – 2229hours	Tariff 1	Tariff 2
2230 - 0229 hours and Sundays, Bank Holidays, Public Holidays and Easter Sunday and after 8pm Christmas Eve & New Years Eve	Tariff 2	Tariff 4
0230 – 0559 hours and 25 December, 26 December and 1 January	Tariff 3	Tariff 5

	Tariff 1	Tariff 2	Tariff 3	Tariff 4	Tariff 5
Journeys up to 176 yards (1/10 Mile)	£3.20	£4.50	£5.00	£4.50	£6.00
Subsequent 176 yards (1/10 Mile)	20p	30p	40p	45p	60p
Waiting time per minute	20p	30p	40p	45p	60p
	30p	30p	30p	30p	30p
Fouling charge (minimum)	£100	£100	£100	£100	£100

53 Dates of Future Committee Meetings

Members noted the dates of future meetings of the Licensing Committee as detailed below, all to start at 10.30am:

Monday 2 February 2015
Monday 27 April 2015
Monday 1 June 2015.

54 Urgent Items

There were no urgent items.

55 **Exclusion of Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in minute number 56 below because it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

Reason for taking item in private:

Paragraph 1 – Information relating to any individual.

No representations had been received as to why this item should not be taken in private.

56 **Minutes of the Licensing Sub Committee**

The draft exempt Minutes of the Western Area Licensing Sub Committee meeting held on 11 September 2014 were presented for consideration.

Resolved:

To approve and sign the exempt minutes of the Western Area Licensing Sub Committee meeting held on 11 September 2014.

(Duration of meeting: 10.30am – 12.05pm)

The Officer who has produced these minutes is Lisa Pullin, of Democratic Services, direct line 01225 713015, e-mail lisa.pullin@wiltshire.gov.uk

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

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 8 OCTOBER 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Chuck Berry (Substitute), Cllr Mollie Groom, Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Jacqui Lay (Substitute), Cllr Howard Marshall, Cllr Mark Packard, Cllr Toby Sturgis, Cllr Tony Trotman (Chairman) and Cllr Philip Whalley

Also Present:

Cllr Alan MacRae and Cllr Dick Tonge

110 Apologies

The Chairman began the meeting by welcoming planning officers from the Hammerfest municipality in Norway attending the meeting as part of a study programme.

The change to the status of item 6a on the agenda 14/03084/FUL was explained. Members were advised that, following correspondence from the Secretary of State's office, Wiltshire Council would be unable to issue an approval notice to the applicant if conditions were to be agreed at the meeting. The Committee's decision would be a resolution and would assist the Secretary of State in deciding whether to call-in the application, and the Committee had been recommended to proceed to consider the conditions.

Apologies for absence were received from Cllr Christine Crisp who was substituted by Cllr Jacqui Lay, Cllr Sheila Parker who was substituted by Cllr Chuck Berry, and Cllr Simon Killane and his substitute Cllr Terry Chivers.

111 Minutes of the Previous Meeting

The Chairman explained an amendment to the minutes of the 17 September 2014 meeting to omit the reference to 'Paragraphs 5 and 27 of the Planning practice guidance for renewable and low carbon energy' and replace this with a reference to 'Paragraph 13 of National Planning Practice Guidance section

'Renewable and low carbon energy", it was explained that the change was not substantive and had already been made in the printed minutes.

Mr Robert Reed spoke against the accuracy of the minutes of the last meeting and, in particular, commented that the reference to Paragraph 13 of the National Planning Practice Guidance section 'Renewable and low carbon energy', did not replicate the previous reference to Paragraph 5 and suggested a new reference was needed to cover this.

The minutes of the meeting held on 17 September were presented to the Committee.

Resolved:

To approve as a true and correct record and sign the minutes.

112 **Declarations of Interest**

Cllr Peter Hutton declared himself Portfolio Holder for Public Protection and confirmed had no dealing with the application number 14/06727/FUL under consideration on item 7b of the agenda. The councillor declared he would participate in debate and vote on the item with an open mind.

113 **Chairman's Announcements**

There were no Chairman's announcements.

114 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

115 **Planning Conditions**

116 **14/03084/FUL- Land East of Manor Farm, Wadswick, Box, Corsham, Wiltshire, SN13 8JB - Draft Conditions**

Mr Charles Todd raised concerns over the procedure which determined the application at the last meeting.

Mrs Pauline Reed and Mrs Anne Henshaw spoke in objection to the planning conditions.

Mr Tim Barton spoke in support of the suggested conditions.

The suggested conditions for the application were noted by the planning officer to be those in the report for consideration by the Committee.

The Committee then had the opportunity to ask technical questions of the officer and it was confirmed that the summary of the previous meeting's resolution on the application was the same as in the printed minutes.

Members of the public then addressed the Committee as detailed above.

Following statements from the public, the planning officer confirmed that he felt condition 11 was suitable to overcome concerns and a condition on lighting had been included to help determine whether lighting would be appropriate to the location. The officer advised that the Landscape and Ecological Management Plan would ensure management of screening and that plans submitted to the Council were public documents.

The Chairman explained the site visit previously undertaken had examined the site thoroughly.

The local member, Cllr Dick Tonge expressed disappointment that there had been no debate on the public's statements in relation to the minutes of the last meeting.

In the debate that followed, members considered the timing of Miscanthus planting, the definition of 'first use' in condition 5 and items considered under the Landscape and Ecological Management Plan. Members suggested that, if conditions were to be approved and planning permission be granted, the applicant should do all he could to relieve the concerns of local residents. It was agreed that 'first use' should reflect the first production of electricity and that the local authority would be informed when this started.

An amendment to a motion to approve the conditions was agreed, it was moved to approve conditions with an amendment to condition 5 to read:

The Miscanthus 'elephant grass' planting detailed in the approved details shall be planted prior to the first production of electricity of the development hereby permitted. The Miscanthus shall be left to grow to a height of at least 2.5m, after which a band at least 10m thick shall be maintained at all times across the full span of the indicated strip at a height of at least 2.5m, until such time as the apparatus is removed from the site and the land restored to its previous condition. If for any reason during the operational life of the development the Miscanthus should die, be removed or become seriously damaged or diseased, it shall be replaced in the next planting season with a similar species. And within 6 months of first production of electricity the Local Planning Authority shall be informed in writing.

Resolved:

To APPROVE the following conditions for the application:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. No development shall commence on site until full details of the materials to be used for the external walls and roofs of buildings have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3. No development shall commence on site until details of a suitable scheme of refurbishment and maintenance of the southern boundary wall between the site and Wadswick Lane and the maintenance of the central dividing wall between the two fields subject of the application has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented in full prior to the first use of the development hereby permitted and maintained throughout in accordance with a suitable timescale, as agreed through that scheme.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 4. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first use of the facility or completion of the development, whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features

- 5. The Miscanthus 'elephant grass' planting detailed in the approved details shall be planted prior to the first production of electricity of the development hereby permitted. The Miscanthus shall be left to grow to a height of at least 2.5m, after which a band at least 10m thick shall be maintained at all times across the full span of the indicated strip at a height of at least 2.5m, until such time as the apparatus is removed from the site and the land restored to its previous condition. If for any reason during the operational life of the development the Miscanthus should die, be removed or become seriously damaged or diseased, it shall be replaced in the next planting season with a similar species. And within 6 months of first production of electricity the Local Planning Authority shall be informed in writing.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 6. Access to the site during construction, servicing and decommissioning of the development hereby approved shall be only via the existing entrance to the Manor Farm complex from Bradford Road, unless otherwise agreed in writing in advance by the Planning Authority, This access shall be maintained for this purpose between the date of commencement and the date on which the land is restored to its former condition after decommissioning. No construction, servicing or decommissioning traffic shall access the site from Wadswick Lane.**

REASON: In the interests of highway safety.

- 7. The development hereby permitted shall not be first brought into use until the proposed field gates, stiles, permissive bridleway and permissive footpath have been provided in full, in accordance with the approved details. These elements shall be maintained free of obstruction and in serviceable condition thereafter, until such time as the facility is decommissioned and the land restored to its former condition.**

REASON: In the interests of the amenities of the area.

- 8. No materials, goods, plant, machinery, equipment, finished or unfinished products/parts of any description, skips, crates, containers, waste or any other item whatsoever shall be placed, stacked, deposited or stored outside any building on the site between the times of substantial completion of development and commencement of decommissioning, unless otherwise agreed in writing in advance by the Planning Authority.**

REASON: In the interests of the appearance of the site and the amenities of the area.

9. No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

10. Prior to commencement of development, a Landscape and Ecological Management Plan shall be submitted to and approved in writing by the Local Planning Authority. This plan shall include the following elements:

- Protection of existing trees and shrubs
- Establishment of hedgerows, trees and shrubs to be planted
- Establishment / restoration of grassland habitats
- Long-term management of all hedgerows and restored / created grassland
- Features to be installed for the benefits of protected / BAP fauna
- Ecological monitoring to inform future management at the site

The development shall be carried out in accordance with the agreed Landscape and Ecological Management Plan and the site managed in accordance with the approved plan unless otherwise agreed in writing by the Local Planning Authority.

REASON: To protect and enhance biodiversity at the site

11. Within six months of the date 25 years after first use of the development or the date on which the facility permanently ceases to be operational, whichever is the sooner, all apparatus, buildings, hard standing and fencing shall be permanently removed from the site and the land restored to its former condition.

REASON: In the interests of preserving the long-term character and appearance of the site and its setting.

12. The development hereby permitted shall be carried out in accordance with the following approved plans:

BH120283W-001 – Solarpanel Detail
BH120283W-004 – LV Transformer Station
BH120283W-005 - DNO Substation/Private Switchgear
BH120283W-006 – CCTV Pole
BH120283W-007 – Protective Deer Fence
Received 17 March 2014
B.0283_15-B – Site Location and Land Ownership Plan
B.0283_05-N – Block Plan – Site Layout
B.0283_20-C – Planting Proposals
B.0283_24-A – Gates and Stiles
Received 28 July 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

117 **Planning Applications**

118 **14/06226/FUL & 14/06422/LBC Green Barn, Nettleton, Chippenham, Wiltshire, SN14 7NT**

Mr G Cheetham and Mr Hamilton spoke in support of the application.

David Pearce, Nettleton Parish Council, spoke in support of the application.

The officer introduced the report which recommended that planning permission and listed building consent be refused. Aerial photographs of the site were shown, it was confirmed that this was a Grade 2 listed building, the residential curtilage of the site was explained and it was shown there were prominent views onto the site. The history of the application was explained as were the differences to a previous application considered by the Committee, and images simulating the proposed development were projected.

There were no technical questions.

Members of the public then addressed the Committee as detailed above.

Cllr Toby Sturgis spoke on behalf of the local member Cllr Jane Scott, explaining she had called-in the application due to parish council support.

In the debate that followed some members felt the extension was modest and would not detract from the original building, however other members expressed

support for the officer's reasons for refusal and felt the extension would damage the feel of the traditional farmstead.

Resolved:

To REFUSE planning permission for the following reason:

The proposed development, by reason of its siting, scale, massing, design and materials, will adversely affect the character and appearance of the listed building and its setting. The proposal is therefore contrary to Policies C3, HE4 and H8 of the adopted North Wiltshire Local Plan and Section 12 of the National Planning Policy Framework.

To REFUSE listed building consent for the following reason:

The proposed works, by reason of their siting, scale, massing, design and materials, fail to conserve or enhance the listed building or its setting, and are not otherwise justified by any wider benefit. The proposal is therefore contrary to Paragraphs 16(2) and 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and Section 12 of the National Planning Policy Framework.

119 **14/06727/FUL Units 2 & 3, Abacus House, Newlands Road, Corsham, SN13 0BH**

Mr Fergus Sykes spoke in support of the application.

The officer introduced the report which recommended that planning permission be granted to change the use of Units 2 and 3 Abacus House from A1 (Retail) and A2 (Financial & Professional Services) to A5 (Hot Food Takeaway) including the installation of a replacement shop front and installation of extraction/ventilation equipment subject to conditions, as amended by the agenda supplement.

Photographs of the building and plans for extractor flues were shown to the Committee. It was explained that existing retail units would be used and so the building would not be increasing in size. The officer commented that retail activity in the town centre was not expected to be harmed by the development and that activity could benefit by filling a vacant unit. Plans showing car parking near to the units were presented.

There were no technical questions.

Members of the public then addressed the Committee as detailed above.

The local member Cllr Alan MacRae spoke in objection to the application and expressed disappointment at the earlier meeting time of the Committee.

In the debate that followed some members raised concerns that staff and customers may park outside the shop located on a busy junction, and that this could cause pedestrian safety issues. However, it was noted that the change of use would fill a vacant shop and that there was ample car parking nearby. The Committee agreed that problems of littering could be mitigated by adding an informative to the applicant to help minimize litter.

Resolved:

To GRANT planning permission for a change the use of Units 2 and 3 Abacus House from A1 (Retail) and A2 (Financial & Professional Services) to A5 (Hot Food Takeaway) including the installation of a replacement shop front and installation of extraction/ventilation equipment subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. There shall be no customers/members of the public on the site outside the hours of 23:00 in the evening and 11:00 in the morning from Mondays to Fridays and between 23:00 in the evening and 11:00 in the morning on Saturdays, Sundays and Bank or Public Holidays.**

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 3. The development hereby permitted shall be carried out in accordance with the following approved plans: DB111-EX-01; DB111-EX-02; DB111-GA-03; DB111-EI-04; and DB111-LP08, received and date stamped by the LPA on the 17 July 2014; and 'Planning Design and Access Statement'; and 'Supporting Annex B Document for Proposed Ventilation System', received and date stamped by the LPA on the 10 July 2014.**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 4. Any plant shall not exceed a rating level of 40dB during daytime (7am to 11pm) nor a rating level of 30dB at night (11pm to 7am),**

when measured at 1 metre from the nearest residential dwelling's window.

REASON: In the interests of the amenities of local residents.

INFORMATIVE TO APPLICANT:

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

INFORMATIVE TO APPLICANT:

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE TO APPLICANT:

It is recommended that the applicant regularly and routinely each day check and clear external areas of any litter associated with the business operation hereby permitted in the interests of the character and appearance of the locality and good neighbour relations.

120 **14/03343/FUL, Land at Brynards Hill, Royal Wootton Bassett**

Mr Gallagher spoke on the application.

Mr Richard Pope and Mrs Anne Pope spoke in objection to the application.

Mr Brian Dufty spoke in support of the application.

The officer introduced the report which recommended that that authority be delegated to the Area Development Manager to grant planning permission subject to the signing of a Section 106 Agreement and the conditions listed in the report, as amended by the late observations. The constitution of this hybrid application was explained to the Committee.

Photographs of the site, its proposed layout, and the topography of the land were shown. The Committee was informed that consent for developing the land for employment use already existed however, there had been no take-up by developers for this purpose. The officer drew attention to the late items and noted the Environment Agency had withdrawn objections in relation to surface water draining and that parking concerns had also been addressed. The

Committee heard Oxford University had raised an objection as they understood a road bypass, once suggested for this land, would be halted by the development. The officer confirmed there were no documented proposals to create a bypass.

The Committee then had the opportunity to ask technical questions of the officers and it was confirmed that revisions to the proposed layout of housing addressed concerns over the movement of refuse vehicles. It was explained that the Section 106 agreement specified the need for a management company for the country park. It was confirmed that there was no further land in the area designated for employment in the Core Strategy and that 3 hectares of the country park would be lost from this development and the one to the north.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Chris Hurst, spoke in objection to the application and expressed the need for Wainhomes to address residents' concerns with developments they had already started.

The planning officer confirmed Network Rail had been consulted and that drainage works were being addressed by Wainhomes.

In the debate that followed members expressed concern that country park land may further be encroached upon and questioned whether Wainhomes had been reliable in fulfilling previous commitments. The sustainability of the development was discussed and it was confirmed that the Section 106 heads of terms covered sustainable transport requirements. Members understood there were no confirmed plans for a bypass to be built on the site but considered that this would be a very useful development to alleviate heavy traffic on other roads.

Whilst the Committee did not consider the application could be refused, it was agreed that the applicant should be discouraged from building on the country park in the future and that a suitable landscape management plan should be in place.

An amendment to a motion to move the planning officer's recommendation, was agreed to include an alteration to Condition WC1 Landscaping to incorporate a requirement to submit and agree a Landscape Management Plan with particular regard to the layout and future management and maintenance of the proposed Country Park; and a further informative to recommend to the Applicant that the Country Park should be provided at the earliest opportunity and alongside the residential development hereby permitted.

Resolved:

To DELEGATE authority to the Area Development Manager to grant planning permission subject to the signing of a Section 106 agreement and the following conditions.

1. WA1 FULL PLANNING PERMISSION -COMMENCEMENT 3 YEARS

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. WA2 OUTLINE PLANNING PERMISSION –COMMENCEMENT

The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

3. WA3 APPROVAL OF CERTAIN RESERVED MATTERS

No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;
- (e) The means of access to the site.

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 4(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended).

4. WA4 RESERVED MATTERS TO BE SUBMITTED

An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

5. WB1 SUBSEQUENT APPROVAL OF MATERIALS FOR WALLS & ROOFS

No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

6. WB17 DETAILS OF MEANS OF ENCLOSURE

No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being occupied.

REASON: In the interests of visual amenity and the character and appearance of the area.

7. WC1 APPROVAL OF LANDSCAPING BEFORE COMMENCEMENT

No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:

- location and current canopy spread of all existing trees and hedgerows on the land;
- full details of any to be retained, together with measures for their protection in the course of development;
- a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- finished levels and contours;
- means of enclosure;
- car park layouts;
- other vehicle and pedestrian access and circulation areas;
- all hard and soft surfacing materials;
- minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);
- proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);
- tree(s), of a size and species and in a location to be agreed in writing with the Local Planning Authority, shall be planted in accordance with BS3936 (Parts 1 and 4), BS4043 and BS4428;
- Landscape Management Plan including provisions for the future management and maintenance arrangements for the Country Park.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

8. WC2 LANDSCAPING TO BE CARRIED OUT & MAINTAINED

All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

9. WC6 PROTECTION OF RETAINED TREES

No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority, and; The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations. No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise. If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority. No fires shall be lit

within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land. [In this condition “retained tree” means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later.

REASON: To enable the Local Planning Authority to ensure the retention of trees on the site in the interests of visual amenity.

10.WC8 SUBMISSION OF LANDSCAPE MANAGEMENT PLAN

Pursuant to Condition 7 no development shall commence on site until a landscape management plan, including long-term design objectives, management responsibilities and maintenance schedules for all landscape areas (other than small, privately owned, domestic gardens) has been submitted to and approved in writing by the Local Planning Authority. The landscape management plan shall be carried out as approved in accordance with the approved details.

REASON: To ensure the proper management of the landscaped areas in the interests of visual amenity.

11.WD1 CONSOLIDATED ACCESS

The residential dwellings hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

12.WD7 APPROVAL OF LAYOUT BEFORE COMMENCEMENT- OUTLINE

No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved by the Local Planning Authority. The development shall not be first occupied until the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays,

accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details.

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner.

13.WD8 ROADS/FOOTPATHS ETC TO BASE COURSE BEFORE OCCUPATION

The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.

REASON: To ensure that the development is served by an adequate means of access.

14. Prior to the first occupation at the site the developer shall provide a scheme of footway / cycleway widening (3m) extending from the Interface Business Park access road onto the southern section Bincknoll Lane towards the 'Swallow Mead' bus stop. Full construction details shall be submitted to and approved in writing by the Local Planning Authority prior to construction taking place. The approved scheme shall be constructed in accordance with the approved details prior to the first occupation at the site and to the satisfaction of the Local Planning Authority.

REASON: To ensure that the development is served by an adequate means of access.

15.WD20

No part of the dwelling hereby approved shall be first occupied until the parking provision shown on the approved plans (Layout Plan, WAIN/LW/104/01 E) and car parking matrix (WB Parking Matrix Rev A, attached) has been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

16.WD7 No development shall commence on site until full construction details of the cycleway / footways across the country park have been submitted to and approved by the Local Planning Authority. The development shall not be first occupied until the cycleway / footways and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

REASON: To ensure that the cycleway/ footways are laid out and constructed in a satisfactory manner.

17.WD26 TRAVEL PLAN

No development shall commence on site until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.

REASON: In the interests of road safety and reducing vehicular traffic to the development.

18.WE3 NO ADDITIONS/EXTENSIONS OR EXTERNAL ALTERATIONS

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions/extensions or external alterations to any building forming part of the development hereby permitted.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions extensions or external alterations.

19.WE6 NO GARAGES / OUTBUILDINGS

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no garages, sheds, greenhouses and other ancillary domestic outbuildings shall be erected anywhere on the site on the approved plans.

REASON: To safeguard the character and appearance of the area.

20.WE15 USE OF GARAGE

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or

amending that Order with or without modification), the garage(s) hereby permitted shall not be converted to habitable accommodation.

REASON: To secure the retention of adequate parking provision, in the interests of highway safety.

21.No development shall commence on site until a scheme for the discharge of foul water from the site has been submitted to and approved in writing by the Local Planning Authority, including any diversions of existing public sewers crossing the site under agreement with Wessex Water. The development shall not be first occupied until foul water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained

22.No works shall commence on site until full evaluation of the existing public and S104 drainage systems have been checked for capacity to serve the site and where reinforcement / mitigation works are required these need to be completed before first occupation.

REASON: to ensure no increase in downstream property flooding due to this development.

23.No development shall commence on site until a scheme for the discharge of surface water from the site, incorporating sustainable drainage details and enlargement of the Woodshaw storage area pond, has been submitted to and approved in writing by the Local Planning Authority, including any diversions of existing public sewers crossing the site under agreement with Wessex Water. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

24.Prior to the commencement of works on site the excavation and re-profiling works to the Woodshaw Flood Storage Area approved within the Operation and Maintenance (O&M) Strategy (Issue 6 April 2011) under planning application references N/09/00871/OUT and N/10/03055/FUL shall have been completed in full and a condition survey report shall be submitted to the Local Planning Authority. The Woodshaw Flood Storage Area shall be maintained in accordance with the approved O&M Strategy and any subsequently approved surface water drainage details thereafter.

REASON: To ensure that the development can be adequately drained

25. No development approved by this permission shall be commenced until a full operation and maintenance strategy for the surface water drainage scheme has been submitted to and formally approved in writing by the Local Planning Authority. The strategy shall identify all future land use limitations, identify the ownership, operational and maintenance arrangements for the works over the lifetime of the scheme.

REASON: To ensure that the works provide the necessary mitigation against flooding for the lifetime of the existing and proposed development, in accordance with current planning guidance.

26. No development approved by this permission shall commence until a scheme for water efficiency has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented in accordance with the agreed details.

REASON: In the interests of sustainable development and climate change adaptation.

27. No development approved by this permission shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved by the Local Planning Authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

REASON: To prevent pollution of the water environment

28. No Development hereby approved shall commence until a topographic survey and report of the post re-profiling works confirming the additional storage capacity has been submitted to and approved by the Local Planning Authority.

REASON: To prevent pollution of the water environment

29. WG4 DISPOSAL OF SEWERAGE –IMPLEMENTED

The development hereby permitted shall not be occupied until the approved sewage disposal and drainage works proposed have been completed in accordance with the submitted and approved details.

REASON: To ensure that the development is provided with a satisfactory means of drainage.

30. WH9 ECOLOGICAL ASSESSMENT (IMPLEMENTATION)

Prior to the commencement of development the applicant shall submit to the Local Planning Authority a monitoring report

including a condition survey of all areas identified in the approved Ecological Management Plans for the site (Tyler Grange, 2011, ReportRef:1171_2010_02c_JSA_RW and 1171_2010_03c_JSA_RW) and the management operations undertaken to date in accordance with the approved management prescriptions of the EMP. Prior to the commencement of development all areas identified in the approved Ecological Management Plans for the site (Tyler Grange, 2011, Report Ref: 1171_2010_02c_JSA_RW and 1171_2010_03c_JSA_RW) shall be managed in accordance with the approved management prescriptions, thereafter all areas identified in the approved Ecological Management Plans for the site (Tyler Grange, 2011, Report Ref: 1171_2010_02c_JSA_RW and 1171_2010_03c_JSA_RW) shall be managed in accordance with the approved management prescriptions in perpetuity unless otherwise agreed in writing with the local planning authority. Thereafter all monitoring shall be carried out in accordance with the approved monitoring prescriptions and monitoring reports shall be submitted in writing to the local planning authority.

REASON: To mitigate against the loss of existing biodiversity and nature habitats

31. Each unit of the residential home hereby permitted shall be occupied only by:
- persons of state pensionable age; or
 - persons living as part of a single household with such a person or persons; or
 - persons who were living as part of a single household with such a person or persons who have since died.

REASON: The units of the residential home/sheltered accommodation have been designed for occupation by persons who satisfy the above criteria and are unsuitable for family housing.

32. Each unit of the age restricted dwellings hereby permitted shall be occupied only by:
- persons of age 55 years +; or
 - persons living as part of a single household with such a person or persons; or
 - persons who were living as part of a single household with such a person or persons who have since died.

REASON: The units of the residential home/sheltered accommodation have been designed for occupation by persons who satisfy the above criteria and are unsuitable for family housing.

33. WM4 CONSTRUCTION METHOD STATEMENT

No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

- a) the parking of vehicles of site operatives and visitors;
- b) loading and unloading of plant and materials;
- c) storage of plant and materials used in constructing the development;
- d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- e) wheel washing facilities;
- f) measures to control the emission of dust and dirt during construction;
- g) a scheme for recycling/disposing of waste resulting from demolition and construction works; and
- h) measures for the protection of the natural environment;
- i) hours of construction, including deliveries; has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

34.WM13 APPROVED PLANS

The development hereby permitted shall be carried out in accordance with the following approved plans:

Layout Plan, WAIN/LW/104/01 E
Reprofiling Works 0162-EWK/001 Rev B
WB House Types A1 Plots 17 – 21
WB House Types A1 Plots 22 – 26
WB House Types A1 Plots 27 – 31
WB House Types A1 Plots 32 – 37
WB House Types A1 Plots 38 – 42
WB House Types A3 Plot 49
WB House Types A3 Plot 14 – 15
WB House Types A1 Plots 4 – 8
WB House Types A1 Plots 10 – 13
WB House Types A1 Plots 43 – 48
WB House Types A3 Plots 1
WB House Types A3 Plots 2 and 52
WB House Types A3 Plots 3
WB House Types A3 Plots 9 and 16

Wain Garages 2014 A3 Plans
WB House Types A Plots 53 – 55
WB House Types A1 Plot 59 – 63
WB House Types A1 Plots 65 – 68
WB House Types A2 Plots 56 – 58
WB House Types A3 Plots 50 – 51
WB House Types A3 Plot 64
WB Parking Matrix REV A
Tracking Layout 0162-ATR-001 REV C
Preliminary Highway Layout 0162-PHL-001-C
WAIN19060-3C
0162/PHL/102 REV A
0162/PHL/101 REV B
0162/PDL/001 REV E
WAIN/LW/104/107 REV C
WAIN/19060 13
WAIN 19060 14
WAIN 19060 15
WAIN 19060 16
0162 XS/001 REV A

REASON: For the avoidance of doubt and in the interests of proper planning.

WP1. REFERENCE TO LETTER ATTACHED TO DECISION- INFORMATIVE TO APPLICANT

The attention of the applicant is drawn to the contents of the attached letter from Wiltshire Fire & Rescue Service Dated 16/4/2014 and Wessex Water Dated 22/08/2014.

WP6 ALTERATIONS TO APPROVED PLANS- INFORMATIVE TO APPLICANT

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

WP13 PUBLIC SEWERS- INFORMATIVE TO APPLICANT

The applicant should note that the grant of planning permission does not include any separate permission which may be needed to erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access and the ground conditions appertaining to the sewer in question. Any alterations to the approved plans, brought about by the need to secure easements for Wessex Water Facilities must first be agreed in writing with the Local Planning Authority before commencement of work.

P18 PERMISSION NOT AUTHORISING WORK ON LAND OUTSIDE THE APPLICANT'S CONTROL & PARTY WALL ACT- INFORMATIVE TO APPLICANT

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE TO APPLICANT:

The developer should note that as part of the Section 38 Agreement, Highways Act 1980, that a clause related to waiting restrictions will be required. In the event that car parking occurs that causes obstruction to the refuse vehicles and others vehicles the applicant will be required to cover all costs associated with the provision of a scheme of waiting restrictions on the highway. Please note that condition 14 will require a Section 278 Agreement, Highways Act 1980, in order that the works can be carried out.

INFORMATIVE TO APPLICANT:

Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines.

INFORMATIVE TO APPLICANT:

The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Greywater recycling and rainwater harvesting should be considered. An appropriate submitted scheme to discharge the condition will include a water usage calculator showing how the development will not exceed a total (internal and external) usage level of 105 litres per person per day.

INFORMATIVE TO APPLICANT:

Under the terms of the Water Resources Act 1991 and the Land Drainage Bylaws, the prior written Flood Defence Consent of the Environment Agency is required for any proposed permanent or temporary works or structures in, under, over or within 8 metres of the top of the bank of the Hancock's Water, designated a 'main river'. The need for Flood Defence Consent is over and above the need for planning permission. To discuss the scope of our controls and to obtain an application form please contact Daniel Griffin on 01278 483421.

INFORMATIVE TO APPLICANT:

The Applicant is advised that Wiltshire Council recommends that the Country Park hereby approved should be laid out and provided at the earliest opportunity and to coincide with the construction and completion of the Residential development hereby approved.

121 **Urgent Items**

There were no urgent items.

(Duration of meeting: 15:00- 18:04)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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

NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 29 OCTOBER 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Christine Crisp, Cllr Chris Hurst, Cllr Peter Hutton (Vice-Chair), Cllr Jacqui Lay (Substitute), Cllr Mark Packard, Cllr Toby Sturgis, Cllr Tony Trotman (Chairman), Cllr Nick Watts and Cllr Philip Whalley

Also Present:

Cllr John Thomson

122 Apologies

Apologies for absence were received from: Cllr Sheila Parker, Cllr Simon Killane, Cllr Mollie Groom who was substituted by Cllr Jacqui Lay and local members Cllr Dick Tonge and Cllr Nina Philips.

123 Minutes of the Previous Meeting

The minutes of the meeting held on 8 October 2014 were presented to the Committee.

Resolved:

To approve as a true and correct record and sign the minutes.

124 Declarations of Interest

There were no declarations of interest.

125 Chairman's Announcements

The Chairman highlighted a change to the membership of the Committee: Cllr Howard Marshall was replaced by Cllr Nick Watts. Since Cllr Watts was originally a substitute Cllr Linda Packard would replace him.

126 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

127 **Planning Applications**

128 **14/04179/OUT - Land at Bradford Road, Corsham, Wiltshire**

Mr Dean Musson, Mr Paul Turner and Stephanie Wood spoke in objection to the application

Mr Dan Washington spoke in support of the application

The officer introduced the report which recommended to refuse planning permission. It was explained that the Committee could not make a decision in favour of the application as the required survey work had not been undertaken, therefore the officer's recommendation, as amended by the late observations, was for refusal.

There were no technical questions

Members of the public then addressed the Committee as detailed above.

The Chairman read a statement on behalf of the local member, Cllr Dick Tonge which urged the Committee to take local concerns into consideration.

Resolved:

To REFUSE planning permission for the following reason:

The development, by means of its nature, location and scale could have likely significant effects upon the nearby Bath and Bradford Bats Special Area of Conservation. Insufficient information has been submitted with the application to allow the Council to reasonably carry out an appropriate assessment of the application in line with the procedure set out in Circular 06/2005, as required under Regulation 61 of the Habitats Regulations. In the absence of this information the application is contrary to policies C1, C3(ii), NE5, NE6, NE7, NE9, NE10 & NE11 of the adopted NWLP 2011; and CP50 and CP57 (ii) of the emerging Wiltshire Core Strategy (submission Draft as proposed to be amended April 2014); and paragraphs 14, 17, 109, 118 and 119 of the National Planning Policy Framework.

129 **14/08210/FUL - 19 Garth Close, Chippenham, SN14 6XF**

The officer introduced the report which recommended that planning permission be granted subject to conditions, attention was brought to the late observations.

Photographs of the dwelling and proposed elevations of the extension were shown. Concerns of objectors were explained and the Committee was advised that alterations had been made to address concerns; consequently many objections had been withdrawn.

There were no technical questions and members considered the officer's report.

Resolved:

To GRANT planning permission subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. The materials to be used in the construction of the external surfaces of the development hereby permitted shall match in material, colour and texture those used in the existing building.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3. The window in the rear elevation shall be glazed with obscure glass only [to an obscurity level of no less than level 3] and permanently fixed shut prior to the first occupation of the development hereby permitted and shall be permanently maintained in perpetuity.**

REASON: In the interests of residential amenity and privacy.

- 4. The development hereby permitted shall be carried out in accordance with the following approved plans: 0049/14/B Received 02/10/2014.**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 5. WE4 - NO WINDOWS, DOORS OR OPENINGS**

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no windows, doors or other form of openings other than those shown on the approved plans, shall be inserted in the side elevations of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

INFORMATIVE TO APPLICANT:

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE TO APPLICANT:

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

130 **14/07100/OUT - Hunting Villa Farm, Hunts Mill Road, Royal Wootton Bassett, Swindon, SN4 7FS**

Mr John Williams spoke in support of the application on behalf of the applicant.

The officer introduced the report which recommended that planning permission be granted subject to conditions as per the late observations. The location of the site was shown and the change of application to be a temporary dwelling instead of a permanent dwelling was explained.

There were no technical questions.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Chris Hurst spoke in support of the application.

The Committee considered the report and agreed that, in the future, a robust business case would be needed to make the application a permanent dwelling.

Resolved:

To GRANT planning permission subject to the following conditions:

1. OUTLINE PLANNING PERMISSION –COMMENCEMENT

The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. APPROVAL OF CERTAIN RESERVED MATTERS

No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;
- (e) The means of access to the site

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 4(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2010 (as amended).

3. RESERVED MATTERS TO BE SUBMITTED

An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

4. LANDSCAPING TO BE CARRIED OUT & MAINTAINED

All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5. CONSOLIDATED ACCESS

The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

6. GATES SET BACK & OPEN INWARDS

Any gates shall be set back 4.5 metres from the edge of the carriageway, such gates to open inwards only, in perpetuity.

REASON: In the interests of highway safety.

7. PD REMOVAL-GENERAL

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending those Orders with or without modification), no development within Part 1, Classes A-H shall take place on the temporary dwellinghouse hereby permitted or within their curtilage.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

8. SURFACE WATER DRAINAGE

No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from any access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

9. DISPOSAL OF SEWERAGE-SUBMITTED & IMPLEMENTED

No development shall commence on site until details of the works for the disposal of sewerage including the point of connection to the existing public sewer have been submitted to and approved in writing by the Local Planning Authority. No dwelling shall be first occupied until the approved sewerage details have been fully implemented in accordance with the approved plans.

REASON: To ensure that the proposal is provided with a satisfactory means of drainage and does not increase the risk of flooding or pose a risk to public health or the environment.

10. DISPOSAL OF SEWERAGE -IMPLEMENTED

The development hereby permitted shall not be occupied until the approved sewage disposal works proposed have been completed in accordance with the submitted and approved details.

REASON: To ensure that the development is provided with a satisfactory means of drainage.

11. EQUESTRIAN OCCUPANCY

The occupation of the temporary dwelling hereby permitted shall be limited to a person solely or mainly working, or last working, in the training/keeping/breeding of horses, in agriculture or in forestry in the locality, or a widow or widower of such a person, and to any resident dependants.

REASON: The site is in an area where residential development for purposes other than the essential needs of agriculture or forestry is not normally permitted and this permission is only granted on the basis of an essential need for a new dwelling/residential accommodation in this location having been demonstrated.

12. TEMPORARY PERIOD & REINSTATEMENT

The dwelling hereby permitted shall be removed and the land restored to its former condition on or before 20/10/2017 in accordance with a scheme of work submitted to the Local Planning Authority at least 3 calendar months in advance of this date and subsequently approved in writing by the Local Planning Authority.

REASON: In the interests of amenity, in order to secure the restoration of the land upon removal/extinguishment of a building/use for which permission can be justified only on the basis of a special temporary need.

13. APPROVED PLANS

The development hereby permitted shall be carried out in accordance with the following approved plans: Location Plan; 11365-200-001 dated 22nd July 2014.

REASON: For the avoidance of doubt and in the interests of proper planning.

14. SCALE OF THE DEVELOPMENT

The dwelling hereby permitted shall not exceed 120sqm of Gross Internal Floor Area.

REASON: To ensure that the building is commensurate with the functional requirement of the holding and its temporary nature.

INFORMATIVES:

WP5 RESERVED MATTERS OUTSTANDING

The further approval of the Local Planning Authority in respect of those matters reserved by condition(s) 2 and 3 of outline planning permission dated 14/07100/OUT is required before development commences.

WP6 ALTERATIONS TO APPROVED PLANS

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

WP13 PUBLIC SEWERS

The applicant should note that the grant of planning permission does not include any separate permission which may be needed to erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access and the ground conditions appertaining to the sewer in question.

WP18 PERMISSION NOT AUTHORISING WORK ON LAND OUTSIDE THE APPLICANT'S CONTROL & PARTY WALL ACT

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

131 **14/04909/FUL - Erin Trade Centre, Bumpers Way, Bumpers Farm, Chippenham, SN14 6NQ**

Mr Ben Read spoke in support of the application

The officer introduced the report which recommended that planning permission be granted subject to planning conditions. Aerial photographs of the site were presented alongside photographs of the building. It was explained that the application had been called to Committee due to noise concerns, however the

officer considered that, subject to mitigation measures, the noise level would be acceptable.

The Committee then had the opportunity to ask technical questions of the officer who confirmed the location of outside doors.

Members of the public then addressed the Committee as detailed above.

In the debate that followed the Committee considered concerns of local residents on noise caused by the change of use, however it was satisfied that conditions would overcome the majority of concerns and expressed a desire to support local business in this trading estate.

Resolved:

To GRANT planning permission subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. The rear doors and windows in the easterly facades of units 5 to 13 shall, as shown on the submitted plans, shall remain closed at all times whilst the units are open for business.**

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 3. During daytime hours of operation (0700-2300) the Rating Level due to activities and/or machinery operated in, on or around each unit shall not exceed 44 dB when measured at a point 3.5m from any dwelling;**

and During night-time hours of operation (2300-0700) the Rating Level due to activities and/or machinery operated in, on or around each unit shall not exceed 35 dB when measured at a point 3.5m from any dwelling.

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 4. The B2 use hereby permitted shall only take place between the hours of 08:30 and 18:00 Monday to Friday and between 08:30 and**

17:00 on Saturdays and 10:00 and 16:00 on Sundays. The use shall not take place at any time on Bank or Public Holidays.

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 5. No panel beating, panel spraying or mechanical car washing operations shall be carried out within units 5-13 as identified on the approved plans or externally.**

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

- 6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), the site shall be used solely for purposes within Class(es) B1, B2 & B8 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment)(England) Order 2005 (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).**

REASON: The proposed use is acceptable but the Local Planning Authority wish to consider any future proposal for a change of use, other than a use within the same class(es), having regard to the circumstances of the case.

- 7. The development hereby permitted shall be carried out in accordance with the following approved plans:
Site Location Plan
Existing Floor Plan
Noise Assessment**

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE TO APPLICANT:

The applicant is advised that this permission authorises a change of use only and does not authorise any works or alterations that may require planning permission/ internal or external alterations, additions, or works, which may require a separate grant of Listed Building Consent [DELETE as appropriate].

INFORMATIVE TO APPLICANT:

Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

132 **14/07334/ADV - Waitrose, Malmesbury, Wiltshire, SN16 9FS**

Mr Campbell Richie and Mr Jeremy Moore spoke in objection to the application

Cllr John Gundry (Malmesbury Town Council) spoke in objection to the application

The officer introduced the report which recommended that advertisement consent be granted subject to conditions. The location of the site was shown and it was explained that it was in a conservation area of Malmesbury. The officer projected photographs of the roundabout outside the Waitrose store and highlighted that the character of the locality had already been changed by the building of the supermarket and that the harm caused by the sign would be minimal.

The Committee then had the opportunity to ask technical questions of the officer and it was confirmed that if the application were to be successful it would only grant permission for the one sign.

Members of the public then addressed the Committee as detailed above.

Cllr John Thomson spoke on behalf of St Paul Without Parish Council and local member Cllr Simon Killane against the application.

In the debate that followed some members felt the site did not have the feel of a rural area, and that the Council had allowed business to go to site and should understand its need to advertise, additionally, the sign was green and would blend in with the trees. Other members echoed residents' concerns over the intrusion of the sign in a rural setting within a conservation area, and highlighted that the supermarket already had many signs to advertise it.

Resolved:

To REFUSE advertisement consent for the following reason:

It is considered that a tall, illuminated sign such as that proposed would be unduly intrusive and dominant resulting in harm to the character and appearance of the Conservation Area and there is no public benefit to the area. Therefore the proposal is on balance contrary to paragraphs 17(x), 67, 131, 132, 134, 137 of the NPPF, Core Policy 58 of the Emerging Core Strategy and Local Plan Policies C3(ii), HE4 & BD9 (ii) & (iii).

133 **14/00153/FUL & 14/02535/LBC - RAF Yatesbury, Jugglers Lane, Yatesbury, Wiltshire, SN11 8YA**

Anne Henshaw spoke as a nearby resident in objection to the application, it was noted that she was not speaking in her capacity as a member of the Campaign for the Protection of Rural England.

Roger Scully, Jamal Khanfer and Daryl Watkins (speaking on behalf of Gordon Chivers) spoke in support of the application.

The officer introduced the report which recommended to delegate authority to grant planning permission and listed building consent to the Area Development Manager subject to the signing of a Section 106 agreement and conditions. Attention was brought to the late observations and it was explained that the development would create 46 dwellings. Aerial photographs and photographs of the aircraft hangars were shown, the site was described as including significant listed buildings and being on the outskirts of Yatesbury. It was explained that previous planning permission on the site was not completed due to finance. Indicative interior layouts were presented and the business viability of the site and its effect on the section 106 heads of terms was explained.

The Committee then had the opportunity to ask technical questions of the officer and it was confirmed that the development would be phased, as such English Heritage had no objection to the scheme. Additionally, conversion inside the buildings would be sensitive to their original style.

Members of the public then addressed the Committee as detailed above.

Officers responded to issues raised by members of the public, including the reason for including only one hanger in the landscaping scheme. It was highlighted why the application was permitted under the National Planning Policy Framework despite being unsustainable; moreover, water and sewage concerns had been addressed in conditions.

Cllr Christine Crisp spoke on behalf of the local member Cllr Alan Hill in support of the application, acknowledging that although it was not an ideal development for the site it would be very beneficial.

In the debate that followed some members noted with concern that the development would not be sustainable however others felt this was a good opportunity to save the site and complemented Mr Chivers on his impassioned statement.

Resolved:

To DELEGATE authority to grant planning permission to the Area Development Manager, subject to the signing of a Section 106 agreement and the conditions set out below:

The heads of terms for the s106 agreement will be dependent on the outcome of the viability assessment. Irrespective of the above a s106 agreement will be required to control the restoration works to the hangar and the phasing of the enabling development.

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

3. No development shall commence on site until details of the following matters have been submitted to, and approved in writing by, the local planning authority:
Walls, fences gates and other means of enclosure
ground surfacing materials
finished floor levels of all buildings
finished levels across the site
any external chimneys, vents or other ventilation equipment
Refuse/recycling provision on the site
Cycle parking facilities
Development shall be carried out in accordance with the approved details prior to the development being occupied / brought into use.

REASON: In the interests of visual amenity and the character and appearance of the area.

4. No works shall commence on site until details of all new or replacement rainwater goods (which shall be of metal construction and finished in black) and their means of fixing to the building have been submitted to and approved in writing by the Local Planning Authority. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

5. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:
- a) location and current canopy spread of all existing trees and hedgerows on the land;
 - b) full details of any to be retained, together with measures for their protection in the course of development;
 - c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities
 - d) car park layouts;
 - e) other vehicle and pedestrian access and circulation areas;
 - f) all hard and soft surfacing materials;
 - g) external lighting to all areas including lumination levels and light spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)",
 - h) Signage
 - i) Details of the new pedestrian access onto Juggler's Lane including gate
- The development shall be carried out in accordance with the approved details.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

6. No development shall commence on site until a scheme to deal with any contamination of the site has been submitted to, and approved in writing by, the local planning authority. The scheme shall include an investigation and assessment to identify the extent of any contamination, the measures to be taken to avoid risk to the public, buildings and the environment when the site is developed, and a programme for implementation. No parts of the development shall be occupied until the measures approved in the scheme have been implemented and a completion report has been submitted to the local planning authority.

REASON: To avoid harm to the health and well being of future occupiers and to ensure that the site is free from contamination.

7. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the

next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

8. No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority, and; The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority. No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land.

[In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the date of first occupation of the last unit]

REASON: To ensure the proper protection and retention of trees within the site and in the interests of visual amenity.

9. No development shall commence on site until a landscape management plan, including long-term design objectives, management responsibilities and maintenance schedules for all landscape areas (other than small, privately owned, domestic gardens) has been submitted to and approved in writing by the Local Planning Authority. The landscape management plan shall be carried out as approved in accordance with the approved details.

REASON: To ensure the proper management of the landscaped areas in the interests of visual amenity.

10. No development shall commence on site until provision has been made for open space, allotment and amenity areas in accordance with a plan to be submitted to and approved in writing by the local planning authority.

REASON: To ensure a satisfactory provision of open space and community space throughout the development in the interests of the amenity of future residents.

11. The development hereby permitted shall not be first brought into use/occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

12. No dwelling shall be occupied until the parking spaces together with the access thereto, have been provided in accordance with the approved plans.

REASON: In the interests of highway safety and the amenity of future occupants.

13. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending those Orders with or without modification), no development within Part 1 shall take place on the dwellinghouse(s) hereby permitted or within their curtilage.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

- 14.** No materials, goods, plant, machinery, equipment, finished or unfinished products/parts of any description, skips, crates, containers, waste or any other item associated with the use of the hanger shall be placed, stacked, deposited or stored outside any building on the site.

REASON: In the interests of the appearance of the site and the amenities of the area and setting of the listed building.

- 15.** Notwithstanding the approved drawings, no works shall commence until details of the following have been submitted to and approved in writing by the Local Planning Authority:

- (i) Large scale details of all internal and external works to the hangar including vertical and horizontal cross-sections through the building to openings to show the positions of joinery within openings, depth of reveal, heads, sills and lintels;
- (ii) Large scale details of all internal joinery (1:5 elevation, 1:2 section);
- (iii) Full details of proposed rooflights, which shall be set in plane with the roof covering;
- (iv) Full details of external flues, background and mechanical ventilation, soil/vent pipes and their exits to the open air;
- (v) Full details of proposed meter and alarm boxes;
- (vi) Large scale details of proposed eaves and verges (1:5 section);
- (vii) Full details of proposed internal service routes;
- (viii) A full schedule and specification of repairs including:
- (ix) a structural engineer's report setting out the nature of, and suggested remedial work to, structural defects
- (x) proposed timber and damp proof treatment
- (xi) proposed method of cleaning/paint removal from historic fabric
- (xii) a full schedule of internal finishes to walls, ceilings and floors
- (xiii) Full details of external decoration to render, joinery and metalwork; and
- (xiv) Full details and samples of external materials.

The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

16. No development shall commence within the site until:

- a) The survey and recording of any archaeological, military or built heritage features within the red line area (including the pill box), has been submitted approved in writing by the local planning Authority; and**
- b) A watching brief on any ground works associated new the development.**

REASON: To enable the recording of any matters of archaeological interest.

17. The development hereby permitted shall be carried out in accordance with the following approved plans:

**1219/37/02_92
1219/37/02_93
1219/38/02_101
1219/39/02_110
1219/40/02_121
1219/41/02_131
1219/NH/02_140
1219/NH/02_141
1219/DT/02_150
1219/DT/02_152
1219/DT/02_153
1219/DT/02_154
1219/DT/02_155
1219/DT/02_156
1219/DT/02_157
1219/DT/02_158
1219/ 02_001
1219/ 02_002 Revision A
1219/NH/ 02_141
1219/04/ 02_013
1219/04/ 02_014
1219/05/ 02_022
1219/05/ 02_023
1219/05/ 02_024
1219/07/ 02_030
1219/21/ 02_051
1219/23/ 02_071
1219/27/ 02_081
Landscape Strategy
Arboricultural Impact Assessment
Design & Access Statement**

REASON: For the avoidance of doubt and in the interests of proper planning.

18. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), the hangar shall be used solely for purposes within Classes A1, A2, A3, B1(a), B1(b), D1 & D2 of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment)(England) Order 2005 (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).

REASON: The proposed use is acceptable but the Local Planning Authority wish to consider any future proposal for a change of use, other than a use within the same class(es), having regard to the circumstances of the case.

19. No satellite dish or apparatus shall be installed on any building or within the curtilage of any property or building or within the application site without first obtaining formal consent from the Local Planning Authority.

REASON: To allow control of satellite dishes within the site ensuring there is not an over proliferation of these and in the interest of the setting of the listed buildings & character of the area.

20. The development shall not be commenced until a foul water drainage strategy is submitted and approved in writing by the local Planning Authority in consultation with Wessex Water acting as the sewerage undertaker

- A drainage scheme shall include appropriate arrangements for the agreed points of connection and the capacity improvements required to serve the proposed development phasing**
- The drainage scheme shall be completed in accordance with the approved details and to a timetable agreed with the local planning authority.**

REASON: To ensure that proper provision is made for sewerage of the site and that the development does not increase the risk of sewer flooding of downstream properties.

21. Prior to the commencement of development full details of the proposed soakaways and their locations shall be submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with these details.

REASON: To ensure that the development does not result in localise flooding

To DELEGATE authority to grant listed building consent to the Area Development Manager, subject to the signing of a Section 106 agreement and the conditions set out below:

The heads of terms for the s106 agreement will be dependent on the outcome of the viability assessment. Irrespective of the above a s106 agreement will be required to control the restoration works to the hangar and the phasing of the enabling development.

- 1. The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.**

REASON: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. No works shall commence on site until a full schedule and specification of the proposed hangar repair and reinstatement works, including a schedule of surviving fittings to be repaired/reinstated and finishes to walls, ceilings and floors. The schedule is to be supported large scale drawings to show proposed alterations to all features. Works shall be carried out in accordance with the approved details.**

REASON: To ensure the preservation of the Grade II* Listed Building.

- 3. No works shall commence on site until a full schedule and specification of the proposed hangar conversion works has been submitted to and approved in writing by the local planning authority. The schedule is to be supported by large scale drawings to show proposed alterations to all features including means of fixing, flues and internal services. Works shall be carried out in accordance with the approved details.**

REASON: To ensure the preservation of the Grade II* Listed Building.

- 4. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

REASON: In the interests of visual amenity and the character and appearance of the area.

5. No works shall commence on site until details of all new external window and door joinery and/or metal framed glazing have been submitted to and approved in writing by the Local Planning Authority. The submitted details shall include depth of reveal, details of heads, sills and lintels, elevations at a scale of not less than 1:10 and horizontal/vertical frame sections (including sections through glazing bars) at not less than 1:2. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

6. No development shall commence on site until a sample panel of the render to be used on the external walls not less than 1 metre square, has been made available on site, inspected and approved in writing by the Local Planning Authority. The panel shall then be left in position for comparison whilst the development is carried out. Development shall be carried out in accordance with the approved sample.

REASON: In the interests of visual amenity and the character and appearance of the area.

7. No development shall commence of site until full details of proposed flues, means of providing ventilation, meter, alarm and letter boxes, internal services have been submitted to and approved in writing by the local planning authority.

REASON: In the interest of protecting the historic fabric of the listed buildings.

134 **Urgent Items**

There were no urgent items.

(Duration of meeting: 3.00 - 5.12 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 19 NOVEMBER 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Tony Trotman (Chairman), Cllr Peter Hutton (Vice Chairman), Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Mark Packard, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Nick Watts and Cllr Philip Whalley

135 **Apologies**

There were no apologies for absence.

136 **Minutes of the Previous Meeting**

The minutes of the meeting held on 29 October 2014 were presented.

Resolved:

To approve as a true and correct record and sign the minutes with the following amendment to item 6f: 'Anne Henshaw spoke as a nearby resident in objection to the application, it was noted that she was not speaking in her capacity as a member of the Campaign for the Protection of Rural England.'

137 **Declarations of Interest**

Cllr Nick Watts declared he would not participate in the debate or vote on item 6c but would speak as the local member.

138 **Chairman's Announcements**

The Chairman explained that the applications under items 6a and 6b of the agenda had been withdrawn.

139 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

140 **Planning Applications**

141 **14/08721/FUL- 13 Bowden Hill, Lacock, Chippenham, Wiltshire, SN15 2PW- APPLICATION WITHDRAWN**

The planning officer explained the reason for the withdrawal of the application.

142 **14/08312/VAR and 14/08313/VAR - Wiltshire Golf and Country Club, Vastern, Royal Wootton Bassett, Swindon, SN4 7PB- APPLICATION WITHDRAWN**

The planning officer explained the reason for the withdrawal of the application.

143 **14/06399/OUT - 47 Hill Corner Road, Chippenham, Wiltshire, SN15 1DP**

Thomas Jakes and Adrian Killmartin spoke in support of the application

The officer introduced the report which recommended that planning permission be refused. The proposed demolition of buildings and development on the site was explained. Plans showing the site location and indicative layout were presented and the planning officer explained his concerns with the indicative layout, however he highlighted that the principle of development on the site was acceptable.

The Committee then had the opportunity to ask technical questions of the officer and it was confirmed that any reserved matters would broadly be in accordance with the indicative layout, however the final square meterage of dwellings would not be tied to the indicative plan. The officer explained that planning conditions could overcome drainage concerns.

Members of the public then addressed the Committee as detailed above.

The Chairman drew attention to the late observations and highlighted concerns from a local resident about loss of privacy.

The local member, Cllr Nick Watts, noted the potential community benefit of the development and that the site was appropriate for housing. The Councillor expressed disappointment that a suitable indicative layout had not been agreed.

In the debate that followed members expressed their satisfaction with the planning officer's work. It was agreed that the principle of development on the site was acceptable however the indicative layout of dwellings was not.

Resolved:

To REFUSE planning permission for the following reasons:

- 1. The proposed scale of the dwellings proposed is considered to result in an inappropriate form of development that would not respect the local character and distinctiveness of the area, and would give rise to a cramped development form, a perception of overdevelopment of the site and an unacceptable impact upon the amenities of neighbouring residential properties and future residents of the development site. As such the proposal is considered to be contrary to the requirements of Policy C3 (i), (iii) & (iv) of the adopted North Wiltshire Local Plan 2011, CP10 & CP57 of the emerging Wiltshire Core Strategy (submission Draft as proposed to be amended April 2014); and paragraphs 9, 10, 14, 17, 56, 57, 58, 61 & 64 of the National Planning Policy Framework.**
- 2. In light of the above, the Council has been unable to secure a Section 106 Agreement in respect of financial contributions associated with the proposed development, contrary to Policies H3 and CF3 of the adopted North Wiltshire Local Plan 2011.**

144 **Urgent Items**

There were no urgent items.

(Duration of meeting: 3.00 - 3.39 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 10 DECEMBER 2014 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Tony Trotman (Chairman), Cllr Peter Hutton (Vice Chairman), Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Mark Packard, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Nick Watts, Cllr Terry Chivers (Substitute) and Cllr Jacqui Lay (Substitute)

145 **Apologies**

Apologies for absence were received from Cllr Philip Whalley who was substituted by Cllr Jacqui Lay.

Cllr Simon Killane was substituted by Cllr Terry Chivers.

146 **Minutes of the Previous Meeting**

The minutes of the meeting held on 19 November 2014 were presented.

Resolved:

To approve as a true and correct record and sign the minutes.

147 **Declarations of Interest**

Cllr Watts declared he was the local member for the application under consideration for item 6b. He would participate in the debate and vote on each item with an open mind.

148 **Chairman's Announcements**

There were no Chairman's announcements.

149 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation.

150 **Planning Applications**

151 **14/09769/OUT - Land at Former Blounts Court Nursery, Studley Lane, Studley, Calne, Wiltshire, SN11 9NQ**

Keith Robbins spoke on behalf of Danielle Saint in objection to the application, Dave Clements and Janet Robbins also spoke in objection to the application.

Peter Lawson spoke in support of the application.

The officer introduced the report which recommended to delegate authority to grant planning permission to the Area Development Manager, subject to the signing of a Section 106 agreement; and subject to planning conditions. It was explained that the application was for outline planning permission and was a resubmission of an application previously refused by the Committee. A site location plan was shown, landscaping and access routes were identified and attention was brought to the late observations.

The Committee then had the opportunity to ask technical questions during which it was confirmed that the neighbouring saw mill owner was a signatory to the section 106 agreement and that a future owner would be bound by this agreement. The officer advised that two additional standard conditions were needed and these were explained. The Committee was advised that, as a result of the development, the road junction would be widened and that tree surveys and landscaping would be dealt with at a reserved matters stage.

Members of the public then addressed the Committee as detailed above.

The local member, Cllr Crisp, described how the approach to the application had changed over time. The Councillor suggested the site was one of the only locations in Calne rural area that could accommodate housing and it was also a brownfield site, additionally the applicant had offered to provide a signal controlled crossing which would have the benefit of slowing traffic.

The planning officer responded to issues raised by members of the public by confirming Public Protection and Spatial Planning raised no objections to the scheme. It was confirmed the area did have a five year land supply and the applicant was offering a crossing as part of the development. Members were advised that landscaping onsite would be adequate.

In the debate that followed it was noted there had been some member support for the original application and that the application made use of one of the only

available brownfield sites in the area and would secure community benefits such as the crossing. The Committee considered the differences between the original and this revised application and stressed the importance that a controlled crossing would be constructed as part of the scheme.

Resolved:

To DELEGATE authority to grant planning permission to the Area Development Manager subject to the signing of a Section 106 agreement with the following heads of terms:

- **30% affordable housing**
- **Provision of noise mitigation measures in accordance with the submitted noise report prior to the first occupation of any residential unit.**
- **On-site provision of 1920m², of public open space of which 216m² allocated as specific play provision, to be subject to a commuted fee to cover maintenance;**
- **Off-site financial contribution of £18,123 to satisfy the Sport and Recreation requirement of Planning Policy C2.**
- **A sum of £134,144 towards primary education infrastructure**
- **A sum of £112 per unit towards residential refuse bins**
- **TRO for the reduction of speed limit from 60mph to 40mph to be completed prior to the occupation of any units on site.**
- **Provision for a signal controlled pedestrian crossing of the A4 in the vicinity of the site.**

and subject to the following planning conditions:

The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

No development shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;**
- (b) The layout of the development;**
- (c) The external appearance of the development;**
- (d) The landscaping of the site;**

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

No more than 28 dwellings shall be developed on the application site edged red on the submitted Site Plan.

REASON: For the avoidance of doubt and in the interest of proper planning

An Urban Design and Landscape Framework Plan for the development of the site hereby permitted shall be submitted to the local planning authority no later than the first submission for approval of any of the reserved matters and shall be approved in writing by the local planning authority. The Urban Design and Landscape Framework Plan shall be broadly in accordance with the submitted Master Plan (Plan Number H.0360_01F) and shall include details of:

- (a) The location, orientation and heights of buildings;
- (b) The format of the public realm, including all routes and spaces and the location of children's play areas;
- (c) The location of open spaces available to the public, including their function and means of maintenance access.
- (d) Tree and hedgerow protection plan
- (e) Landscaping details including planting plans, species and density of planting
- (f) Hard and soft landscaping details
- (g) Materials to be used in the construction of the dwellings

Development shall be carried out in accordance with the approved Urban Design and Landscape Framework Plan.

REASON: For the avoidance of doubt and to ensure the development is of an acceptable visual appearance.

The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.

REASON: To ensure that the development is served by an adequate means of access.

Prior to the commencement of the development Studley Lane shall be widened and improved in accordance with details which shall first have been submitted to and approved by the local planning authority. The details of the widening shall include the widened lane, and the provision of a bellmouth junction to the site, which shall include visibility splays for the access, and improvements, by way of forming a footway crossing, to the access retained for car parking for the adjacent sawmills site.

REASON: In the interests of highway safety.

No dwelling built on the site shall be occupied until it has have been provided with car parking spaces in accordance with the minimum standards as required by the Wiltshire LTP 2011-2026 Car Parking Strategy. Any garage counted as a parking space shall have an internal dimension of at least 3m by 6m per space

REASON: To ensure adequate parking space is provided on site clear of the highway.

Before any application for approval of reserved matters is submitted to the Council, the noise mitigation measures set out in 'Emtec Noise Level Survey and Noise Control Measures'- Issue 18 July 2014 shall have been implemented in full. Once the works are complete and before any application for approval of reserved matters is submitted to the Council a Noise Level Survey in accordance with BS4142:1997 shall have been submitted to and approved in writing by the Local planning authority demonstrating that the noise levels from the sawmill have been suppressed so as to achieve a Rating Level of 35dB(BS4142:1997) at 1m from the nearest noise sensitive properties. This noise mitigation shall thereafter be permanently retained.

REASON: To ensure adequate residential amenities of future residents.

All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

Prior to the occupation of the first dwelling on the site, a controlled pedestrian crossing and a 2 metre wide footway shall have been provided on the A4 in accordance with details which shall first have been submitted to and agreed by the local planning authority.

REASON: In the interest of highway safety

The development hereby approved shall be carried out broadly in accordance with the indicative layout plan ref: DH/P/002 dated 14/10/2014.

REASON: In the interests of the proper planning of the site.

The development hereby approved shall be for no more than 28 dwellings.

REASON: In the interests of the proper planning of the site.

152 **14/04658/FUL- 9A Malmesbury Road, Chippenham, SN15 1PS**

The officer introduced the report which recommended to delegate authority to grant planning permission to the Area Development Manager, subject to the signing of a Section 106 agreement; and subject to planning conditions. Attention was drawn to the late observations and photographs showing the character of the street were presented. The location of the site next to a Grade II* listed church was explained alongside the modern architectural design of the proposed dwellings.

The Committee then had the opportunity to ask technical questions and the level of the roof terraces was confirmed. The Committee was advised that the dwellings would be of an acceptable density with sufficient car parking.

A question was raised over whether 30% affordable housing was required for the scheme and the meeting was adjourned to seek legal advice.

Resolved:

To DEFER determination of the application to the next Committee meeting for the following reason:

To allow officers to re-consult with the New Housing Team in respect of potential affordable housing requirements following the receipt of the emerging Wiltshire Core Strategy Inspector's Report dated 1/12/14; and to receive Legal advice as to the implementation of Government changes to policy and practice relating to Section 106 requirements and in particular contributions in respect of affordable housing for housing schemes of less than 10 dwellings as set out in the ministerial statement dated 28/11/14 and related changes to the Planning Practice Guidance.

153 **Urgent Items**

There were no urgent items.

(Duration of meeting: 3.00 - 4.38 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 7 JANUARY 2015 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM.

Present:

Cllr Tony Trotman (Chairman), Cllr Peter Hutton (Vice Chairman), Cllr Mollie Groom, Cllr Chris Hurst, Cllr Sheila Parker, Cllr Toby Sturgis, Cllr Nick Watts, Cllr Philip Whalley, Cllr Desna Allen (Substitute) and Cllr Chuck Berry (Substitute)

1 Apologies

Apologies were received from Cllr Mark Packard who was substituted by Cllr Desna Allen and Cllr Christine Crisp who was substituted by Cllr Chuck Berry.

2 Minutes of the Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 10 December 2014.

3 Declarations of Interest

Cllr Watts declared he was the local member for the application under consideration on item 6a. He would participate in the debate and vote with an open mind.

4 Chairman's Announcements

There were no Chairman's announcements.

5 Public Participation and Councillors' Questions

The Committee noted the rules on public participation.

6 Planning Applications

7 **14/04658/FUL- 9 A Malmesbury Road, Chippenham, SN15 1PS**

George Batterham and Martin Ellett spoke in support of the application.

The officer introduced the report which recommended to grant planning permission subject to planning conditions. The reasons for deferral of the application at the last meeting of the Committee were explained and a description of the application was given. Photographs of the site were shown, the distance between the dwellings opposite and the view of their roofscape from the upstairs balcony of the proposed dwellings was explained.

The Committee then had the opportunity to ask technical questions and it was confirmed the five proposed dwellings were identical in size and planning conditions would ensure high quality building materials would be used.

Members of the public then addressed the Committee as detailed above

The local member, Cllr Nick Watts, spoke in support of the application however noted that construction of four dwellings would be preferable.

In the debate that followed the Committee considered the footprint of the development, and its impact on the conservation area and privacy. It was commented that the development would allow a better vista of the Grade II* listed church.

Resolved:

To GRANT planning permission subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. No development shall commence on site until all the existing buildings on site have been permanently demolished and all of the demolition materials and debris resulting there from has been removed from the site.**

REASON: In the interests of the character and appearance of the area.

- 3. No development shall commence on site until details and samples of the materials to be used for the external walls, windows and roofs have been submitted to and approved in writing by the Local**

Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 4. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:
 - a) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;**
 - b) means of enclosure;**
 - c) all hard and soft surfacing materials;**
 - d) minor artefacts and structures**
 - e) Location of utility meter boxes.****

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 5. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the dwellings or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 6. No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.**

REASON: In the interests of highway safety.

- 7. No dwelling shall be occupied until the parking space together with the access thereto, have been provided in accordance with the approved plans.**

REASON: In the interests of highway safety and the amenity of future occupants.

8. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions to, or extensions or enlargements of any building forming part of the development hereby permitted.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

9. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the roofslopes of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

10. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (or any Order revoking or re-enacting or amending that Order with or without modification), no gates, fences, walls or other means of enclosure, other than those shown on the approved plans, shall be erected or placed anywhere on the site.

REASON: In the interests of visual amenity.

11. No development shall commence on site until details of the storage of refuse, including details of location, size, means of enclosure and materials, have been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use/ occupied until the approved refuse storage has been completed and made available for use in accordance with the approved details and it shall be subsequently maintained in accordance with the approved details thereafter.

REASON: In the interests of public health and safety.

12. The development hereby permitted shall be carried out in accordance with the following approved plans:

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE TO APPLICANT:

The applicant should note that the grant of planning permission does not include any separate permission which may be needed to erect a structure in the vicinity of a public sewer. Such permission should be sought direct from Thames Water Utilities Ltd / Wessex Water Services Ltd. Buildings are not normally allowed within 3.0 metres of a Public Sewer although this may vary depending on the size, depth, strategic importance, available access and the ground conditions appertaining to the sewer in question.

INFORMATIVE TO APPLICANT:

The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE TO APPLICANT:

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

8 **Urgent Items**

There were no urgent items.

(Duration of meeting: 3.00 - 3.40 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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NORTHERN AREA PLANNING COMMITTEE

MINUTES OF THE NORTHERN AREA PLANNING COMMITTEE MEETING HELD ON 28 JANUARY 2015 AT COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM.

Present:

Cllr Tony Trotman (Chairman), Cllr Peter Hutton (Vice Chairman), Cllr Christine Crisp, Cllr Mollie Groom, Cllr Chris Hurst, Cllr Mark Packard, Cllr Sheila Parker, Cllr Nick Watts, Cllr Philip Whalley and Cllr Chuck Berry (Substitute)

Also Present:

Cllr Alan MacRae

9 **Apologies**

Apologies were received from Cllr Simon Killane and Cllr Toby Sturgis who was substituted by Cllr Chuck Berry.

10 **Minutes of the Previous Meeting**

Resolved:

To confirm as a true and correct record and sign the minutes of the meeting held on 7 January 2015.

11 **Declarations of Interest**

Cllr Philip Whalley declared himself a member of Corsham Town Council, he would participate in debate and vote with an open mind.

12 **Chairman's Announcements**

The Chairman drew attention to the late observations.

13 **Public Participation and Councillors' Questions**

The Committee noted the rules on public participation. A question from a member of the public and a response were available in the agenda supplement.

A supplementary question was submitted in writing and it was confirmed that a written response would be given.

14 **Planning Applications**

14a **14/10081/FUL Meadowpark School, The Old School, High Street, Cricklade, Swindon, SN6 6DD**

Richard Serjent, Gerdie Schaffer, Nicholas Rose spoke in objection to the application.

Andrew Miles, Mr Averies and Dr Bohdan spoke in support of the application.

Cllr John Coole, Cricklade Town Council, spoke in objection to the application.

The officer introduced the report which recommended that planning permission be refused. The location of the proposed development, photographs and a site plan were shown, alongside items in the late observations. The recommended reasons for refusal detailed in the report were explained.

The Committee then had the opportunity to ask technical questions and a typing mistake in the report was corrected.

Members of the public then addressed the Committee as detailed above.

In the debate that followed the Committee agreed the design was not in-keeping with the local area and suffered from inadequate parking and highways issues. The Committee noted with concern the risk of flooding and pedestrian safety the development may cause.

Resolved:

To REFUSE planning permission for the following reasons:

- 1. It has not been demonstrated that adequate provision can be made on site for the parking of vehicles and for the setting down and picking up of pupils which will result in additional on street parking in an area where congestion is already caused by high parking demand. Therefore, the proposed development is considered contrary to Core Policy 60 of the Wiltshire Core Strategy and Policies C3 & T1 of the North Wiltshire Local Plan 2011.**

2. The proposed development would result in an intensification of use of the single lane driveway into the site, which would result in circumstances prejudicial to pedestrian and highway safety from vehicles reserving into and out from the site or waiting in the public highway. Therefore, the proposed development is considered contrary to Core Policy 60 of the Wiltshire Core Strategy and Policies C3 & T1 of the North Wiltshire Local Plan 2011.
3. The proposed development, by reason of the proliferation of the built form into the open areas of the site, size, materials and design, would result in significant harm to the character and appearance of the Cricklade Conservation Area, the setting of the adjacent Listed Buildings. and the open landscape from the River Thames. Therefore, the proposal is contrary to Core Policies 57 & 58 of the Wiltshire Core Strategy, Policies HE1, HE4 & TM4 of the North Wiltshire Local Plan 2011 and paragraphs 17(10), 131, 132, 134 and 137 of the National Planning Policy Framework.

14b 14/10498/FUL Corsham Police Station, Priory Street, Corsham, SN13 0AY

David Curry spoke in objection to the application.

Matthew Bollen spoke in support of the application.

The officer introduced the report which recommended that planning permission be granted subject to conditions; errors in the report were corrected. A site layout plan and photographs showing the style of local properties were shown. The officer explained the development would not be subject to Section 106 contributions.

The Committee then had the opportunity to ask technical questions, it was confirmed that residential development was permitted on the site and the number of parking spaces per dwelling was verified.

Members of the public then addressed the Committee as detailed above.

Following statements from the public, the planning officer confirmed the highways officer was satisfied with the proposal and a landscaping scheme would be submitted to the local authority if permission were to be granted.

The local member, Cllr Alan MacRae, spoke in objection to the application and commented the applicant had not sufficiently consulted the public. The Councillor also expressed concern that members of the public were not able to attend the meeting at its current timing.

In the debate that followed some Members noted with concern the number of proposed dwellings, their relation to the natural line of housing and privacy issues caused by overlooking. It was considered whether a Construction Method Statement could be implemented if permission were to be granted.

Resolved:

To GRANT planning permission subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. The development hereby permitted shall be carried out in accordance with the following approved plans:
Site Location Plan – 3802/201 Rev A – Received 5th November 2014
Proposed Site Plan - 3802/204 Rev G – Received 12th January 2015
Proposed Streetscene Elevation - 3802/230 Rev D - Received 12th January 2015
Plot 10 Elevations - 3802/229 Rev A – Received 22nd December 2014
Plot 10 Floor Plans - 3802/228 – Rev A Received 22nd December 2014
Plots 1 & 2 Elevations - 3802/221 – Received 5th November 2014
Plots 1 & 2 Floor Plans - 3802/220 - Received 5th November 2014
Plots 3 & 4 Elevations - 3802/223 - Received 5th November 2014
Plots 3 & 4 Floor Plans - 3802/222- Received 5th November 2014
Plots 5 & 6 Elevations - 3802/225- Received 5th November 2014
Plots 5 & 6 Floor Plans - 3802/224 – Received 5th November 2014
Plots 7, 8 & 9 Elevations - 3802/227 – Received 5th November 2014
Plots 7, 8 & 9 Floor Plans - 3802/226 – Received 5th November 2014
Design and Access Statement – Received 5th November 2014
Material Schedule - Received 5th November 2014**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3. No development shall commence on site until details and samples of the materials to be used for the external walls and**

roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

4. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-
 - location and current canopy spread of all existing trees and hedgerows on the land;
 - full details of any to be retained, together with measures for their protection in the course of development, including off-site trees.
 - a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
 - finished levels and contours;
 - means of enclosure;
 - car park layouts;
 - other vehicle and pedestrian access and circulation areas;
 - all hard and soft surfacing materials;
 - minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);
 - proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning

Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 6. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first first occupied until surface water drainage has been constructed in accordance with the approved scheme.**

REASON: To ensure that the development can be adequately drained.

- 7. No development shall commence on site until details of the works for the disposal of sewerage including the point of connection to the existing public sewer have been submitted to and approved in writing by the Local Planning Authority. No dwelling shall be first occupied until the approved sewerage details have been fully implemented in accordance with the approved plans.**

REASON: To ensure that the proposal is provided with a satisfactory means of drainage and does not increase the risk of flooding or pose a risk to public health or the environment.

- 8. No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been undertaken and until:
 - a) The Local Planning Authority has been provided with written confirmation that, in the opinion of the developer, the site is likely to be free from contamination which may pose a risk to people, controlled waters or the environment. Details of how this conclusion was reached shall be included.**
 - b) If, during development, any evidence of historic contamination or likely contamination is found, the developer shall cease work immediately and contact the Local Planning Authority to identify what additional site investigation may be necessary.**
 - c) In the event of unexpected contamination being identified, all development on the site shall cease until such time as an investigation has been carried out and a written report submitted to and approved by the Local Planning Authority, any remedial works recommended in that report have been****

undertaken and written confirmation has been provided to the Local Planning Authority that such works have been carried out. Construction shall not recommence until the written agreement of the Local Planning Authority has been given following its receipt of verification that the approved remediation measures have been carried out.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved by the Local Planning Authority.

9. No part of the development hereby permitted shall be first brought into use until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

10. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no buildings or structures, or gate, wall, fence or other means of enclosure, other than those shown on the approved plans, shall be erected or placed anywhere on the site on the approved plans.

REASON: To safeguard the character and appearance of the area and in the interests of highway safety.

11. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no windows, doors or other form of openings other than those shown on the approved plans, shall be inserted in the side northern elevation of Unit 3 (facing the amenity space of No.2 Kings Avenue) of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

12. Notwithstanding the provisions of the Town and Country Planning (General Permitted Page 24 Development) Order 1995

(as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no garages, sheds, greenhouses and other ancillary domestic outbuildings shall be erected anywhere on the site on the approved plans.

REASON: To safeguard the character and appearance of the area.

13. No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

- a) the parking of vehicles of site operatives and visitors;
 - b) loading and unloading of plant and materials;
 - c) storage of plant and materials used in constructing the development;
 - d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
 - e) wheel washing facilities;
 - f) measures to control the emission of dust and dirt during construction;
 - g) a scheme for recycling/disposing of waste resulting from demolition and construction works; and
 - h) measures for the protection of the natural environment.
- i) hours of construction, including deliveries;

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

INFORMATIVES:

14. Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

15. The developer is advised to discuss the contaminated land

issues relevant to the site and what works, if any, are required in order to comply with the relevant conditions attached to this approval. The developer should contact Richard Francis in the Council's Public Protection Team.

16. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.
17. The consent hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.
18. The applicant should note that the works hereby approved could involve the removal and disposal of asbestos cement roofing. This should only be removed by a licenced contractor. Asbestos waste is classified as 'special waste' and as such, can only be disposed of at a site licensed by the Environment Agency. Any contractor used must also be licensed to carry 'special waste'.
19. Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.
20. The applicants should aim to achieve Secured by Design (SbD) award status for this development. SbD is an initiative owned by the Association of Chief Police Officers with the aim of providing an acceptable minimum standard of security and crime prevention measures within the built environment. The scheme has a proven history of reducing crime and generally improving the quality of life within communities. The principals and standards involved provide an excellent guide to effective and acceptable measures that can and should be adopted to reduce crime opportunities and otherwise prevent crime and anti-social behaviour. Details can be found on line at www.securedbydesign.com.

14c 14/10004/FUL South View, 14 The Street, Oaksey, Malmesbury, SN16 9TG

Christopher Page spoke in objection to the application.

King Scott spoke in support of the application on behalf of the applicant.

Cllr Kimbel, Oaksey Parish Council, spoke in objection to the application.

The officer introduced the report which recommended that planning permission be granted subject to conditions, as amended by the late observations. A site plan and floorplans were shown; it was explained the application had the same footprint as a previous application but was single-storey.

The Committee then had the opportunity to ask technical questions during which it was confirmed the ridge height of the proposed development would be slightly higher than that of the old bakery.

Following the statements from members of the public the planning officer confirmed an application had previously been made by the same applicant.

The local member, Cllr Berry, encouraged applicants to consult with neighbours before they submitted applications to the local planning authority.

In the debate that followed Members commented the development would compliment the main building.

Resolved:

To GRANT planning permission subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. The development hereby permitted shall be carried out in accordance with the following approved plans:
Revised Proposal Block Plan – 100/14 – Received 15th December 2014.
Revised Proposal Elevations – 101/14 – Received 15th December 2014.
Revised Proposal Elevations – 102/14 – Received 15th December 2014.**

Site Location Plan – Received 6th November 2014.

REASON: For the avoidance of doubt and in the interests of proper planning.

3. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs (including a sample wall panel, not less than 1 metre square to be constructed at the site) have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

4. The outbuilding hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the main dwelling, known as South View, 14 The Street, Oaksey and it shall remain within the same planning unit as the main dwelling.

REASON: The additional accommodation is sited in a position where the Local Planning Authority, having regard to the reasonable standards of residential amenity, access, and planning policies pertaining to the area, would not permit a wholly separate dwelling.

5. Notwithstanding the approved drawings, no works shall commence until details of the following have been submitted to and approved in writing by the Local Planning Authority:
 - i) Large scale details of external doors and windows, including colour and finish;
 - ii) Large scale details of proposed eaves and verges (1:5 section);The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

INFORMATIVES

6. You are advised that the current scale of the business operate at the site is considered as ancillary to the main residential use of the dwelling. Any increase in intensity of use of the business at the site, including employment of staff, increase in customers to

the site and use of more floor space of the dwelling for operation may require planning permission for a change of use.

- 7. Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.**
- 8. The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence. If you intend carrying out works in the vicinity of the site boundary, you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.**

14d 14/09422/FUL Land Adjacent to Ashley Lane, Box, Wiltshire, SN13 8AN

Richard Campbell and Bob Alderman spoke in objection to the application.

Cllr Margaret Carey, Box Parish Council, spoke in objection to the application.

The officer introduced the report which recommended that planning permission be granted subject to conditions, as amended by the late observations. Aerial photographs of the site and floor plans were shown; it was explained that development for outdoor sport and recreation was permitted in the Area of Outstanding Natural Beauty (AONB) and greenbelt area. An amendment to condition 2 suggested in the late observations was explained.

The Committee then had the opportunity to ask technical questions and it was confirmed the shelters onsite would be mobile.

Members of the public then addressed the Committee as detailed above.

Following statements from members of the public, the planning officer confirmed the reasons for the number of horses per hectare and that the planning authority was required to allow 3 months for the removal of a mobile home already on site.

The local member, Cllr Sheila Parker, expressed concern over the entrance of traffic to the site via the narrow lane and the flood risk to grey crested newts.

In the debate that followed the Committee expressed disappointment in the applicant's current management of the site however noted the application had to be considered on its merits.

To GRANT planning permission subject to the following conditions:

- 1. There shall be no more than 10 horses kept on site at anyone time, including foals at foot.**

REASON: To prevent over grazing of teh land to the detriment of the landscape quality of the Area of Outstanding Natural Beauty.

- 2. Within three months of the date of this permission the hard standing, access, mobile home (including any fixtures and ancillary pipe work), horse trailer and any other trailers or buildings not shown as approved on the approved plans shall be removed from the site.**

REASON: To protect the amenity and landscape quality of the Area of Outstanding Natural Beauty and Green Belt

- 3. No fences or jumps shall be erected on the site without the prior approval in writing of the Local Planning Authority.**

REASON: In order to protect the living conditions of nearby residents and/or the rural character of the area.

- 4. Within 2 months of the date of this permission details for the storage of manure and soiled bedding (including the location of such storage) and its disposal from site (including frequency) have been submitted to and approved in writing by the Local Planning Authority. Before the development is first brought into use, the works for such storage and disposal shall be completed in accordance with the approved details and shall subsequently be maintained in accordance with the approved details. No storage of manure and soiled bedding shall take place outside of the storage area approved under this condition.**

REASON: In the interests of public health and safety, in order to protect the natural environment and prevent pollution.

- 5. The development hereby permitted shall only be used for the private stabling of horses and the storage of associated equipment and feed and shall at no time be used for any commercial purpose whatsoever, including for livery, or in connection with equestrian tuition or leisure rides.**

REASON: In the interests of highway safety and/or to protect the living conditions of nearby residents.

6. There shall be no parking of horse boxes, caravans, trailers or other vehicles during the hours between dusk and dawn on the site.

REASON: In order to protect the living conditions of nearby residents and/or the rural character of the area.

7. No portable buildings, van bodies, trailers, vehicles or other structures used for storage, shelter, rest or refreshment, shall be stationed on the site without the prior approval in writing of the Local Planning Authority.

REASON: In order to protect the living conditions of nearby residents and/or the rural character of the area.

8. The development hereby permitted shall be carried out in accordance with the following approved plans: Drwgs PL05A; PL03A dated 4th December 2014 and Drwg PL02PL06 dated 6th October 2014.

REASON: For the avoidance of doubt and in the interests of proper planning.

9. No external lighting shall be installed on the site until plans showing the position, luminance and type of light appliance have been submitted to and approved in writing by the local planning authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenity of the Area of Outstanding Natural Beauty and Green Belt.

10. Within 2 months of the date of this permission a scheme for the grassland management of the land hereby granted for the keeping of horses shall be submitted to and approved in writing by the local planning authority. The approved grassland management plan shall be fully implemented and maintained thereafter.

REASON: In the interests of the visual amenity of the Area of Outstanding Natural Beauty and Green Belt.

14e 14/09315/ADV Roundabout East of Priory Mews, Burton Hill, Malmesbury, SN16 9LS

The officer introduced the report which recommended that advertisement consent be granted subject to conditions. The site and sign specifications were shown. It was explained the signs would be free-standing, non-illuminated sponsorship signs.

The Committee then had the opportunity to ask technical questions and it was confirmed the signs would reach no more than 700mm above the ground.

Resolved:

To GRANT Advertisement Consent subject to the following condition:

- 1. The development hereby permitted shall be carried out in accordance with the following approved plans:**

**Location plan received on 3 December 2014; and
Sign Spec received on 26 September 2014.**

REASON: For the avoidance of doubt and in the interests of proper planning.

14f 14/09316/ADV Whychurch Roundabout, Malmesbury, Wiltshire

Cllr John Gundry, Malmesbury Town Council, spoke in objection to the application and suggested if consent were to be granted the town council would like the signage to promote local businesses.

The officer introduced the report which recommended that advertisement consent be granted subject to conditions. The site and sign specifications were shown. It was explained the signs would be free-standing, non-illuminated sponsorship signs.

The Committee then had the opportunity to ask technical questions during which it was confirmed the sponsor on the sign was indicative.

Members of the public then addressed the Committee as detailed above.

Resolved:

To GRANT Advertisement Consent subject to the following condition:

- 1. The development hereby permitted shall be carried out in**

accordance with the following approved plans:
Location plan received on 26 September 2014; Block Plan
received on 26 September 2014; and

Sign Spec received on 26 September 2014.

REASON: For the avoidance of doubt and in the interests of proper
planning

15 **Urgent Items**

There were no urgent items.

(Duration of meeting: 3.00 - 6.08 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services,
direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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

The following question was submitted in advance of the Northern Area Planning Committee meeting 28 January 2015:

Please may I have an update on progress of the three planning issues Cricklade Town Council has asked Wiltshire Council to investigate following questions raised in Public Question Time during the Cricklade Town Council Planning Meeting held on 15 December 2014. All issues relate to Education Plus Ltd, The Old School, High Street, Cricklade. Cricklade Town Council subsequently submitted the questions to Wiltshire Council but has not received a response to them at the time of writing.

- (1) In terms of powers around enforcement will Cricklade Town Council call upon Wiltshire Council to investigate non-compliance of its Condition 2 in respect of planning permission granted to The Old School, High Street, Cricklade application reference N/09/02086/FUL which read:

No development shall take place on site until a School Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the Plan arising from those results.

REASON: In the interests of road safety and reducing vehicular traffic to the development POLICY: C3, T2

Whilst a Travel Plan was submitted by Education Plus Ltd ref DCSF No 865/6027 it is unclear whether it was approved, implemented or monitored.

Please see below for a response provided by Wiltshire Council:

Condition 2 of planning permission 09/02086/FUL required that a Travel Plan be submitted prior to development commencing on site, a Travel Plan was submitted in April 2010 and subsequently approved. The Council does not actively monitor compliance with the Travel Plan although the applicants are required to do so, and where complaints or queries are received the Council will investigate any potential breaches of the requirements of the Travel Plan. Whilst complaints have been received recently (prompted by the consultation carried out in relation to planning application 14/10081/FUL) about the failure to adhere to the Travel Plan these complaints have not been specific, as such the Council has not been made aware which aspects of the plan have been breached. If further information is forthcoming about the nature of the potential breach(es) then this will be investigated.

- (2) In terms of its powers around enforcement will Cricklade Town Council call upon Wiltshire Council to investigate non-compliance of planning laws by Education Plus Ltd whereby trees have been removed from a conservation area without corresponding permissions being either sought or granted.

The trees in question are detailed in the Tree Report dated 29th April 2010 submitted as part of planning application N/09/02086/FUL. The following trees, deemed healthy in 2010 (Damson T3,T4 and Lilac T6, Damson T7,) no longer exist according to the Arboricultural Impact Assessment by Education Plus Ltd submitted in respect of planning application 14/10081/FUL.

Please see below for a response provided by Wiltshire Council:

The site is within the Cricklade Conservation Area and therefore all trees (over a certain size) require consent to be lopped, topped or felled. Council officers (including the arboricultural consultant) have reviewed all the applications for works to trees at the site. Consent has been granted for the removal of a number of trees within the site in the past (under references 11/01920/TCA; 12/02179/TCA and 12/01888/DDD) . The Council is satisfied that any protected trees that have been removed were removed with the benefit of the appropriate consent. Some smaller trees have been removed without specific consent as they did not benefit from Conservation Area protection due to their size (generally speaking any tree less than 7.5 centimetres in diameter, measured 1.5 metres above the ground is not protected by Conservation area status).

- (3) Please can you ask the Planning department at Wiltshire Council why the owners of Meadowpark School did not apply for Listed Building Consent for the erection of their gazebo (Application Ref 14/10081/FUL) Permission was granted despite Conservation Officers recommendations to refuse. Is LBC not required because the gazebo is classed as a temporary structure?

The owners of the Old School haven't applied for Listed Building Consent for their latest application (14/10081/FUL) as they state "the site isn't in the original curtilage of the property". It is however in the original curtilage to neighboring property Knowle Cottage so surely the LBC regulations should still apply - would you mind asking for clarification from Wilts Council about this 'loophole' ?

Please see below for a response provided by Wiltshire Council:

Planning permission was granted for a gazebo in the grounds of the school under reference 11/01633, the permission is not temporary. Listed Building Consent was not required for the works as it was not attached to any listed structure. Whether the structure is within the curtilage of a listed building is not, in this case, the determining factor. The structure was within the setting of a listed building and within the Conservation Area therefore the impact of the structure upon the historic environment were taken into account when the application was considered.

EASTERN AREA PLANNING COMMITTEE

MINUTES OF THE EASTERN AREA PLANNING COMMITTEE MEETING HELD ON 20 NOVEMBER 2014 IN THE WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.

Present:

Cllr Charles Howard (Chairman), Cllr Mark Connolly (Vice Chairman), Cllr Paul Oatway, Cllr Jerry Kunkler, Cllr Peter Evans, Cllr Nick Fogg MBE, Cllr Stewart Dobson and Cllr Christopher Williams (Substitute)

Also Present:

Cllr Jemima Milton

52. Apologies for Absence

Apologies were received from Cllr Richard Gamble.

Cllr Gamble was substituted by Cllr Christopher Williams.

53. Minutes of the Previous Meeting

The minutes of the meeting held on 28 August 2014 were presented for consideration, and it was,

Resolved

To APPROVE as a true and correct record and sign the minutes.

54. Declarations of Interest

Cllr Stewart Dobson declared a non-pecuniary interest in item 7, as he was the objector to the application. For this item Cllr Dobson withdrew from the Committee and spoke as a member of the public.

55. Chairman's Announcements

There were no announcements.

56. Public Participation and Councillors' Questions

The rules on public participation were noted. There were no questions or statements submitted.

57. **Planning Appeals**

There were no planning appeals.

58. **Wiltshire Council Borough of Marlborough Path No. 26 (Part) Stopping up Order and Definitive Map Modification Order 2014**

Public participation

Cllr Stewart Dobson spoke in objection to the order.

Mr Alex Deane spoke in support of the order.

The Rights of Way Officer introduced the application which recommended the Order be submitted to the Secretary of State for Environment, Food and Rural Affairs for determination and that Wiltshire Council supports the Order.

There were no late items.

Members of the Committee then had the opportunity to ask technical questions of the officer. Questions were asked on the history of where the path crosses the river Kennet. It was stated that there were no records of the path on Ordinance Survey maps ever being a ford.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed where the heritage and usage of the pathway in its current state was discussed. It was noted that the path runs through the river Kennet. It was stated that the renovation of a grade II listed building was being delayed as long as the order was not being implemented.

At the conclusion of debate it was,

Resolved

That Wiltshire Council makes an order under s.257 of the Town and Country Planning Act 1990 and s.53 of the Wildlife and Countryside Act 1981 to extinguish part of Marlborough path no. 26 at Bridge Garage and if after due advertisement no objections or representations are received the Order be confirmed and the definitive map and statement altered accordingly.

59. Planning Applications

59.1 14/06522/FUL Ludgershall Garden Centre, Granby Gardens, 25 Astor Crescent, Ludgershall, SP11 9RG

Public participation

Adele Martin spoke in opposition to the application.

Mark Sanderson spoke in opposition to the application.

David Gollings spoke in objection to the application.

Steve Carrington spoke in support of the application.

Anna Greenwood spoke in support of the application.

The Planning Officer introduced the application which was recommended to be delegated to the Area Development Manager to approve subject to the signing of a Section 106 legal agreement and conditions. Key issues were stated to include: whether the site can accommodate up to 181 dwellings, together with the necessary car parking, public open space and strategic landscaping, and access.

Late correspondence had been received from the Environment Agency and the Council Ecologist.

Members of the Committee then had the opportunity to ask technical questions of the officer. Clarification was sought on the percentage of affordable housing, it was explained that 30% had been reached as a viable percentage after much negotiation. It was asked why highways had objected to item 8b but not 8a. It was explained that it had been considered that there was an upper limit of how many dwellings could be reasonably accommodated on the site and that this point had been reached in the second application. It was also asked why there were not appeals for both applications for non-determination at Ludgershall Garden Centre, this was said to be up to the discretion of the applicant.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

It was explained that with regards to the number of houses, that the density was not too high. Simmonds Road was explained as being the best route into the site, and highways were noted as being content subject to the conditions. A substantive contribution was said as being given towards education as a part of the application's conditions.

A debate followed where the issue of making sure motorists adhere to speed limits in the area was discussed. It was asked whether there should be measures in place to make sure that working and development only takes place during weekdays. Concerns were raised over the width of the roads and access. The location of the car parking bays in relation to the village green were discussed. It was asked if some kind of fencing should be placed around to protect children playing on the village green from traffic accidents. The effect of

181 extra houses on the infrastructure of services in the neighbourhood was debated.

At the conclusion of debate it was,

Resolved

To delegate to the Area Development Manager to approve subject to the signing of a Section 106 legal agreement in respect of the following –

Affordable Housing - 30% contribution

Highways – A planning obligation to secure a contribution of £100,555 (£250k / 450) x 181) time limited to 10 years, index linked for, congestion relief in Ludgershall.

Education - Financial contribution of £1,340,000 towards improvements to existing education

infrastructure, in accordance with policy HC37 of the Kennet Local Plan 2011.

Children's Recreation - Installation of play equipment and a trim trail (and commuted payments for maintenance if the applicants want to offer the equipment to the Council for adoption).

Adult Recreation – Off-site contribution of £72,599.00 towards pitch provision, in accordance with policy HC34 of the Kennet Local Plan 2011.

Social and Community Infrastructure - £100,000 towards Memorial Hall roof repairs, in accordance with policy HC42 of the Kennet Local Plan 2011 and the planning brief.

Ecology - £19,877.42 towards the Stone Curlew Project within the Special Protection Area for Birds, to mitigate for the impact of increased use of Salisbury Plain for recreational activity by residents of the development.

S106 Monitoring Fee – £3,000

and the following conditions –

1) The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2) No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details. REASON: In the interests of visual amenity and the character and appearance of the area.

3) No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being occupied. REASON: In the interests of visual amenity and the character and appearance of the area.

4) No development shall commence on site until details of the proposed ground floor slab levels have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved levels details. REASON: In the interests of visual amenity.

5) The development hereby permitted shall be carried out in accordance with the following approved plans:

Proposed Site Plan – 11.026.128 rev.B

HA Allocation Plan – 11.026.129 rev.B

Location Plan – 11.026.100

House Type A – 11.026.103

House Type B – 11.026.104

House Type C – 11.026.105

House Type Ch – 11.026.106

House Type D – 11.026.107

House Type E – 11.026.108

House Type Eh – 11.026.109

House Type F – 11.026.110

House Type G – 11.026.111

House Type H – 11.026.112

House Type I – 11.026.113

House Type J – 11.026.114

House Type K – 11.026.115

House Type L – 11.026.116

House Type M – 11.026.117

House Type Mh – 11.026.118

House Type N – 11.026.119

House Type Nh – 11.026.120

House Type O – 11.026.121

House Type Oh – 11.026.122

House Type P – 11.026.123

House Type Ph – 11.026.124

House Type Q – 11.026.125

Existing Street Scenes – 11.026.126

Proposed Street Scenes – 11.026.130

Garage – 11.026.131

Landscape Plans – FOR 19182 11A/12A/13A/14A/15A/16A/17A/18A

Topographical Survey – ENC-151112-9M9

Tree Protection Plan – J472.07.181

REASON: For the avoidance of doubt and in the interests of proper planning.

6) No construction or demolition work shall take place at the site on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays.

REASON: In the interests of neighbouring amenity

7) Prior to occupation of the 50th dwelling the Astor Crescent north footway (between the site entrance and Empress Way) shall be planed off 30mm and resurfaced in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interests of providing safe and convenient pedestrian access to the development.

8) Prior to occupation of the 50th dwelling Astor Crescent north (between the site entrance and Empress Way shall have had its street lighting improved to current residential standards in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interests of providing safe and convenient access to the development.

9) Prior to occupation of any of plot numbers 1 to 25 the access to Astor Crescent including a junction table shall have been laid out and constructed in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interests of providing safe and convenient access to the development.

10) No construction traffic shall use Astor Crescent to access the site at any time.

REASON: In the interests of protecting the amenity and environment of residents of Astor Crescent which is considered unsuitable to cater for construction traffic movements.

11) Prior to occupation of any dwelling, the access to Simmonds Road shall have been laid out and provided included associated local footway alterations and road markings, in accordance with details to be first submitted to and approved by the Local Planning Authority.

REASON: In the interests of providing safe and convenient access to the development.

12) No development shall commence on site until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.

REASON: In the interests of road safety and reducing vehicular traffic to the development.

13) Prior to the commencement of development a scheme detailing how the buffer strip along the Northern boundary with Lena Close and Queens Close will be managed, shall be submitted to and approved in writing by the local planning authority. Such a scheme shall include details of how those parts of the buffer strip adjacent properties in Lena Close and Queens Close shall be transferred to those properties where they request transfer of the land and how the remaining parts of the buffer strip shall be managed.

REASON: In the interest of maintaining in the long term the buffer strip between the existing residential properties and the new homes.

INFORMATIVE

This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [INSERT].

INFORMATIVE

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

59.2 14/04684/FUL Ludgershall Garden Centre, Granby Gardens, 25 Astor Crescent, Ludgershall, SP11 9RG

Public participation

Adele Martin spoke in opposition to the application.

Roger Greenwood spoke in opposition to the application.

The Planning Officer introduced the application which had been appealed against non-determination within the statutory timescales, and would not therefore be determined by the Council. However, the Council would be asked for its view on that application and so it recommended that planning permission be refused. Key issues were stated to include: whether the site can accommodate up to 200 something dwellings, together with the necessary car parking, public open space and strategic landscaping, and access.

There were no technical questions from the Committee.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed where the density of the proposal was discussed. The relevance of approving the previous application 14/06522/FUL was also discussed.

At the conclusion of debate it was,

Resolved

That the Council oppose the appeal and advise the Planning Inspector that it would have refused planning permission for the development for the following reasons -

1) In the absence of plans amending the scheme to reflect the highways officers concerns as set out in his consultation response of the 20th August 2014 (and as attached) with regard to parking, internal road widths, service strips turning heads and other internal highway related issues within the estate layout. It is considered that the layout as submitted will lead to an unsafe highway configuration for both vehicular and pedestrian traffic contrary to policy AT1 of the Kennet Local plan.

2) In the absence of a suitable legal agreement, a scheme and suitable financial contributions for Education, Affordable Housing, highways contribution for congestion relief, adult and children's recreation, social and community infrastructure and ecology cannot be secured. The proposal would therefore fail to accord with saved policies HC34 and HC42 of the Kennet Local Plan.

60. 14/05846/FUL - Drummond Park, Ludgershall, SP11 9RT

Public participation

Kim Slow spoke in support of the application.

The Planning Officer introduced the application which recommended the application be delegated to the Area Development Manager to approve subject to the prior completion of a Section 106 legal agreement and conditions. Key issues were stated to include: highway safety, affordable housing provision, public open space provision, and visual and residential amenity.

Members of the Committee then had the opportunity to ask technical questions of the officer. It was asked if there was any flexibility on the 25% affordable housing rate, it was heard that this had been agreed for viability reasons on the outline application. Questions were asked about the roundabout and the lack of

a right hand turn at the Devizes entrance. It was explained that the site could not justify a roundabout but that speed reduction measures and lighting would be funded.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed where the speed limit of 40mph was discussed. It was noted that speed limits could be commented on at a later stage. The state of the derelict site next door was debated, it was stated that they hoped the rest of this site would be demolished soon. The land set aside for a roundabout and the lack of a right hand turn on the A342 was discussed.

At the conclusion of debate it was,

Resolved

To delegate to the Area Development Manager to approve subject to the prior completion of a Section 106 legal agreement covering the following matters and subject to the conditions set out below:

Section 106 –

1. **Affordable housing – 30% to be affordable;**
2. **Highway works –**
 - **a financial contribution towards future projects to relieve congestion in Ludgershall;**
 - **a financial contribution towards bus revenue support for local services;**
 - **the submission of a street lighting scheme and a financial contribution towards its provision;**
 - **an assurance in perpetuity that land will be set aside at nil cost for any potential link roads and/or potential paths between the application site and adjacent land within Drummond Park and between the application site and the A3026 (whether direct or crossing the railway line or other land), and any land within the site that may be required for a potential roundabout at the junction of the ‘tank road’ and the A342 will be protected at nil cost for this purpose.**
3. **Education – financial contributions towards to cost of primary and secondary education provision locally;**
4. **Open space – a financial contribution towards off-site adult/sports pitch provision/improvement in the locality;**
5. **Ecology – a financial contribution towards the cost of future management and monitoring schemes for the Wessex Stone Curlew project;**
6. **Community facilities – a financial contribution towards the cost of providing and/or improving existing social and community facilities within Ludgershall;**

7. **Waste collection containers – a financial contribution towards the cost of waste collection containers.**

Conditions –

- 1 **The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 **No development shall commence on site until details of the proposed ground floor slab levels for the dwellings have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved levels details.**

REASON: In the interests of visual amenity.

- 3 **No development shall commence on site until details of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 4 **No development shall commence on site until details of the proposed Equipped Play Spaces (to comprise a 'play area' of 150sqm and a 'trim trail' of 465sqm) and the Casual Play Spaces (to total 1,469 sq m), and a programme for their provision and completion, shall be submitted to the local planning authority for approval in writing. The details shall include layout plans and drawings/specifications for the equipment to be provided. The Equipped Play Spaces and Casual Play Spaces shall be provided and completed in accordance with the details and programme as agreed.**

REASON: To accord with the terms of the planning application and to ensure appropriate provision of play space in the interests of amenity.

- 5 **No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-**

- a) location and current canopy spread of all existing trees and hedgerows on the land;
- b) full details of any to be retained, together with measures for their protection in the course of development;
- c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- d) finished levels and contours;
- e) means of enclosure;
- f) car park layouts;
- g) other vehicle and pedestrian access and circulation areas;
- h) all hard and soft surfacing materials;
- i) minor artefacts and structures (e.g. furniture, refuse and other storage units, signs, lighting, etc);
- j) proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 6 **All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 7 **No development shall commence on site until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards and other means of enclosure (including any temporary means of enclosure between the site and the former military base) have been submitted to and approved in writing by the Local Planning Authority. The means of enclosure for each dwelling shall be completed in accordance with the approved details prior to the occupation of the dwelling concerned.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- 8 **No development shall commence on site until a landscape management plan, including long-term design objectives, management responsibilities and maintenance schedules for all landscape areas (other than small, privately owned, domestic gardens) has been submitted to and approved in writing by the Local Planning Authority. The landscape management plan shall be carried out as approved in accordance with the approved details.**

REASON: To ensure the proper management of the landscaped areas in the interests of visual amenity.

- 9 **The development shall be carried out strictly in accordance with the recommendations set out in the 'Extended Phase 1 Habitat Survey and Bat Suitability Assessment - Update' by Seasons Ecology and dated May 2014.**

REASON: To safeguard ecological interests.

- 10 **No development shall commence on site until details of measures to safeguard the amenities of future occupants of the development from potential disturbance from employment and future employment developments on the adjoining business park and from the railway line have been submitted to the local planning authority for approval in writing. Development shall be carried out in accordance with the approved details.**

REASON: The adjoining business park and railway line could cause disturbance to the occupiers of the approved houses unless appropriate design or mitigation measures are applied. This is in the interests of residential amenity.

- 11 **No development shall commence until full details of how on-site renewable energy will be provided to reduce carbon dioxide emissions from energy use by owners/occupiers of the dwellings**

by 10% have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

REASON: To achieve reductions in carbon dioxide emissions in accordance with the local planning authority's adopted policy.

- 12 No dwelling hereby permitted shall be first occupied until the access, turning area and parking spaces serving that dwelling have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

- 13 No development shall commence on site until a scheme for the discharge of surface water from the site, incorporating sustainable drainage principles, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

- 14 No development shall commence until a scheme for the disposal of foul water from the site has been submitted to and approved in writing by the local planning authority. The scheme shall include an options appraisal which will consider the options available and assess impacts of each on the environment and appropriate mitigation measures. No dwelling on any part of the development shall be first occupied until the approved scheme has been fully implemented.

REASON: To minimise the risk of pollution to the water environment.

- 15 No development shall commence until a Construction Environmental Management Plan, incorporating pollution management measures, has been submitted to and approved in writing by the local planning authority. The plan shall be implemented as approved throughout the construction period.

REASON: To minimise risk of pollution of the water environment.

- 16 No development shall commence until a scheme for water efficiency has been submitted to and approved in writing by the local planning authority. The scheme shall be implemented in accordance with the approved details.

REASON: In the interests of sustainable development and the prudent use of natural resources.

- 17 **No development shall commence on site until an investigation of the history and current condition of the site to determine the likelihood of the existence of contamination arising from previous uses has been carried out and all of the following steps have been complied with to the satisfaction of the Local Planning Authority:**

Step (i) A written report has been submitted to and approved by the Local Planning Authority which shall include details of the previous uses of the site for at least the last 100 years and a description of the current condition of the site with regard to any activities that may have caused contamination. The report shall confirm whether or not it is likely that contamination may be present on the site.

Step (ii) If the above report indicates that contamination may be present on or under the site, or if evidence of contamination is found, a more detailed site investigation and risk assessment has been carried out in accordance with DEFRA and Environment Agency's "Model Procedures for the Management of Land Contamination CLR11" and other authoritative guidance and a report detailing the site investigation and risk assessment shall be submitted to and approved in writing by the Local Planning Authority.

Step (iii) If the report submitted pursuant to step (i) or (ii) indicates that remedial works are required, full details have been submitted to the Local Planning Authority and approved in writing and thereafter implemented prior to the commencement of the development or in accordance with a timetable that has been agreed in writing by the Local Planning Authority as part of the approved remediation scheme. On completion of any required remedial works the applicant shall provide written confirmation to the Local Planning Authority that the works have been completed in accordance with the agreed remediation strategy.

REASON: To ensure that land contamination can be dealt with adequately prior to the use of the site hereby approved.

- 18 **No construction or demolition work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays.**

REASON: To safeguard residential amenity.

- 19 **The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each**

dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.

REASON: To ensure that the development is served by an adequate means of access.

- 20 No dwelling shall be occupied until the parking spaces together with the access thereto have been provided in accordance with the approved plans.

REASON: In the interests of highway safety and the amenity of future occupants.

- 21 No development shall commence within the development site until:
1. A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
 2. The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 22 The development hereby permitted shall be carried out in accordance with the following approved plans:

All plans set out in the 'Design and Access Statement' by James Armitage Architects & Urban Designers dated 09/06/14 and received by the lpa on 12/06/14; and

All drawings listed in the 'Document Issue Register' by James Armitage Architects & Urban Designers dated 30/10/14 and received by the lpa on 31/10/14.

REASON: For the avoidance of doubt and in the interests of proper planning.

- 23 **INFORMATIVE TO APPLICANT:** Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.
- 24 **INFORMATIVE TO APPLICANT:** This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated xxxxxx.

- 25 **INFORMATIVE TO APPLICANT: The applicant is advised to contact Veolia regarding the design of the scheme for the discharge of foul water and how/when it will be implemented. The scheme will likely include a programme for implementation and mechanisms for funding including from the applicant.**

60.1 14/05847/FUL Manor Farm, West Overton, Marlborough, SN8 4ER

Public participation

Mr Huw Roberts spoke in opposition to the application.

Mr Martin Roberts spoke in opposition to the application.

Dr Mike Bishop spoke in opposition to the application.

Mr Aaron Smith spoke in support of the application.

Mr Bob Green spoke in support of the application.

Mike Morrissy spoke on behalf of Fyfield and West Overton Parish Council.

The Area Development Manager introduced the application which recommended the application be delegated to the Area Development Manager to approve, subject to conditions and the prior completion of a Section 106 legal agreement. Key issues were stated to include: impact on the visual amenities of the area including the North Wessex Downs Area of Outstanding Natural Beauty; and whether the proposal would preserve or enhance the setting of heritage assets including grade II-listed Manor Farm and the setting of nearby Scheduled Monuments and Avebury World Heritage Site.

Members of the Committee then had the opportunity to ask technical questions of the officer. It was asked whether changes of use to agricultural sites required permission. In explanation it was stated that anyone wanting to redevelop farmyard sites of this nature should come up with proposals after discussing with the community and parish and that planning permission was required for the erection of the buildings themselves, not a change of use only.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local member, Cllr Jemima Milton, then spoke on the application. Cllr Milton expressed thanks to those who had all worked together in order to try and find a solution to the situation. Concerns were expressed by Cllr Milton on the level of provision of affordable housing, drainage for West Overton and the Kennet, and access to the main road (A4).

It was heard that the single lane track was not the only route to the A4 or in and out of the village. The Environment Agency and Thames Water had responded by requiring detailed schemes that needed to be approved and before development could begin and implemented before occupation. In response to questions on affordable housing it was explained that there had been an assessment of the viability of the scheme and that the Housing team had assessed that 20% was viable. It was stated that it was possible to defer and

delegate on this issue to seek to negotiate an increase in the level of on-site provision to 30% within the section 106 agreements.

A debate followed where the issue of foul drainage was discussed. Reassurance was sought that this issue was covered. It was explained that recommended condition 7 was requested by Thames Water and recommended condition 6 was requested by the Environment Agency. These pre-commencement conditions should satisfactorily deal with the matter. The provision of affordable housing was debated. It was suggested that 30% would be a more appropriate rate given the development plan policy and the emerging Wiltshire Core Strategy. It was advised by a councillor that the Community Area Transport Manager would be the appropriate person to approach regarding provision of passing places on the road to the A4.

At the conclusion of debate it was,

Resolved

To delegate to the Area Development Manager to approve, subject to the conditions set out below, and subject to the prior completion of a Section 106 legal agreement to secure the necessary open space contribution, and to seek to increase the level of provision of affordable housing to 30%, in preference to the educational contribution originally sought.

- 1. No demolition shall begin until details of a dust management plan have been submitted to and approved in writing by the local planning authority. The plan shall include details of the method for dealing with any materials containing asbestos on the site. The demolition shall be undertaken in accordance with the approved details.**

REASON: To protect the amenity of nearby residents.

- 2 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 3 No development shall commence until:
- a written programme of archaeological investigation, which should include on-site and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved in writing by the local planning**

authority; and

- the approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 4** No development shall commence on site until details and samples of the materials to be used for the road surfaces, external walls (including free standing walls); roofs; and joinery, and details of the proposed brick bonding to be used, have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 5** No development shall commence on site until details of the slab levels for the new buildings have been submitted to and approved in writing by the local planning authority. The development shall be constructed in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 6** No development shall take place until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydro geological context of the development, has been submitted to and approved in writing by the local planning authority. The drainage strategy shall demonstrate the surface water run-off generated up to and including the 1 in 100 with an allowance for climate change critical storm will not exceed the run-off from the undeveloped site following the corresponding rainfall event. Prior to occupation of any dwelling on the site the scheme shall be implemented in accordance with the approved details.

The scheme shall also include details of how the scheme shall be maintained and managed after completion.

REASON: To prevent the increased risk of flooding, both on

and off site

- 7** No development shall commence until a drainage strategy detailing any on and off-site works has been submitted to and approved in writing by the local planning authority. No discharge of foul or surface water from the site shall be accepted into the public system until the drainage works referred to in the strategy have been completed in accordance with the details set out in that strategy.

REASON: To ensure that sufficient capacity is provided to deal with the development, in order to avoid any adverse impact on the amenity of the area.

- 8** Before development is commenced, details shall be submitted to and approved in writing of the proposed location and design of any external bin stores. The stores shall be provided in accordance with the approved details before more than 50% of the dwellings are occupied.

REASON: To ensure satisfactory provision of external bin storage, in the interests of the appearance of the area.

- 9** No development shall commence on site until the trees on the site which are shown as being retained have been enclosed by protective fencing, in accordance with British Standard 5837 (2005): Trees in Relation to Construction. Before the fence is erected its type and position shall be approved with the Local Planning Authority and after it has been erected, it shall be maintained for the duration of the works and no vehicle, plant, temporary building or materials, including raising and or, lowering of ground levels, shall be allowed within the protected areas(s).

REASON: To enable the Local Planning Authority to ensure the protection of trees on the site in the interests of visual amenity.

- 10** The development shall be constructed in strict accordance with the recommendations given in the Ecological Appraisal and Bat Survey, Manor Farm, West Overton, Nr Marlborough, Wiltshire, August 2013, by Lindsay Carrington Ecological Services Ltd.

REASON: In order to ensure no adverse effects on

protected species or habitats either within the site or in immediate surrounding areas.

- 11 Before any dwelling is first occupied, the parking spaces and access to them shall be provided in accordance with the approved plans, and shall thereafter be retained for these purposes.

REASON: To ensure the provision of adequate parking and access facilities for the dwellings.

- 12 No dwelling shall be first occupied until details of the maintenance arrangements for the private roads within the site, including management responsibilities, has been submitted to and approved in writing by the Local Planning Authority. The arrangements shall thereafter be retained in accordance with the approved details.

REASON: To ensure the proper management of the private road areas.

- 13 Before the dwellings are first occupied, the footpath to the front of the site shall be provided.

REASON: In the interests of road safety

(Informative to applicant - this will require approval and a licence from the Council as local highway authority)

- 14 All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the new houses or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local

Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 15** If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.

REASON: Storage tanks were identified on site and groundwater lies some 6 m below ground level. Abstracted water may be used for private supply locally so groundwater is sensitive.

- 16** Any external flues shall be factory finished in matt black.

REASON: To protect the appearance of the area.

- 17** The buildings marked as cartsheds; store(s) and garage; stables and home office shall be used for purposes ancillary to the residential use of Manor Farm only.

REASON: To define the extent of the permission in the interests of clarity and to protect the amenity of the area.

- 18** Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions to, or extensions or enlargements of any building forming part of the development hereby permitted.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for

additions, extensions or enlargements.

- 19** Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended), the workshops shall be used solely for purposes within Class B1 of the Town and Country Planning (Use Classes Order) and/or for purposes ancillary to the residential use of the dwelling known as Manor Farm and marked on the site plan, and for no other purposes.

REASON: To ensure that the uses are properly regulated to ensure that the amenity of nearby dwellings is properly secured and the site is not overdeveloped.

- 20** No construction works shall take place on the site outside of the following hours:

Monday- Friday 7:30am - 6pm; Saturday 7:30am -1pm. There shall be no construction work taking place on the site on Sundays and Bank holidays.

REASON: To protect the amenity of the area.

- 21** The development hereby permitted shall be carried out in accordance with the approved plans.

REASON: For the avoidance of doubt and in the interests of proper planning.

- 23** **NOTES TO APPLICANT – Environment Agency**

Sustainable Construction

Sustainable design and construction should be implemented across the proposed development. This is important in limiting the effects of and adapting to climate change. Running costs for occupants can also be significantly reduced.

Pollution Prevention During Construction

Safeguards should be implemented during the construction phase to minimise the risks of pollution and detrimental effects to the water interests in and around the site. Such safeguards should cover the use of plant and machinery, oils/chemicals and materials; the use and routing of heavy

plant and vehicles; the location and form of work and storage areas and compounds and the control and removal of spoil and wastes. We recommend the applicant refer to our Pollution Prevention Guidelines, which can be found at: <https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>

Waste Management

Should this proposal be granted planning permission, then in accordance with the waste hierarchy, we wish the applicant to consider reduction, reuse and recovery of waste in preference to offsite incineration and disposal to landfill during site construction. If any controlled waste is to be removed off site, then site operator must ensure a registered waste carrier is used to convey the waste material off site to a suitably authorised facility. If the applicant require more specific guidance it is available on our website <https://www.gov.uk/how-to-classify-different-types-of-waste>

61. Urgent items

There were no urgent items.

(Duration of meeting: 6.00 - 8.45 pm)

The Officer who has produced these minutes is Adam Brown, of Democratic Services, direct line 01225 718038, e-mail adam.brown@wiltshire.gov.uk

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

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EASTERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE EASTERN AREA PLANNING COMMITTEE MEETING HELD ON 29 JANUARY 2015 IN THE WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.

Present:

Cllr Charles Howard (Chairman), Cllr Mark Connolly (Vice Chairman), Cllr Stewart Dobson, Cllr Peter Evans, Cllr Richard Gamble, Cllr Jerry Kunkler and Cllr Paul Oatway

1. Apologies for Absence

Apologies were received from:

Cllr Nick Fogg MBE

2. Minutes of the Previous Meeting

Resolved

To approve and sign as a true and correct record the minutes of the meeting held on 20 November 2014.

3. Declarations of Interest

Cllr Peter Evans declared a non-pecuniary interest in item 7a, as he was a member of Devizes Town Council. Cllr Evans stated that he had not taken part in the application at the Town Council level and would participate in the item with an open mind.

4. Chairman's Announcements

There were no Chairman's announcements.

5. Public Participation and Councillors' Questions

The rules on public participation were noted. There were no questions submitted.

6. Planning Appeals

There were no planning appeals.

7. **Planning Applications**

8. **14/10471/FUL - Southfield House, Victoria Rd, Devizes**

Public Participation

Peter Jordan spoke in objection to the application.

Adrian Abbs spoke in support of the application.

The Planning Officer introduced the application which was recommended for approval subject to conditions. Key issues were stated to include principle of development and provision of care facilities; design, landscaping and visual impact; and density and layout.

There were no late items.

Members of the Committee then had the opportunity to ask technical questions of the officer. It was asked what control there was over the hours of work and deliveries during the construction period. Condition 11 set out the construction method, with point F giving provision to include time restrictions. These would be set at the Wiltshire Council's standard, which was for work to operate Monday to Friday 7am-6pm, Saturday 8am-1pm and no work on Sundays.

Clarification was sought over the amount of parking which would be provided for staff, residents, and visitors. It was noted that an average had been calculated through other schemes, and that this scheme was above the average. Links were available to the town centre, and staff numbers on site would be reduced.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The division member Cllr Sue Evans spoke in favour of the applications. It was suggested that construction should take place during working hours and that no deliveries should take place at weekends.

It was explained that deliveries from 8am-1pm on Saturdays were considered standard working hours. The location of the bins was clarified as being placed in the most convenient place to limit their impact on amenity. The separation distances from the proposed building and the neighbouring houses on the west were stated to exceed the minimum distance.

A debate followed whereby the development of the site, its location, and access to town were discussed. The issue of balconies overlooking neighbouring properties was discussed. Restrictions on construction and delivery hours were considered.

At the conclusion of debate it was,

Resolved

To grant planning permission subject to the following conditions, a unilateral undertaking to secure 30% affordable housing and £6,609.00 towards public open space, and the inclusion of an informative restricting large-scale site deliveries to weekdays:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON:

To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. Each of the apartments hereby permitted shall be occupied only by:
 - a. persons of 55 years of age or over;
 - b. persons living as part of a single household with such a person or persons;
 - c. persons who were living as part of a single household with such a person or persons
 - d. who have since died.

REASON:

The units of the residential home/sheltered accommodation have been designed for occupation by persons who satisfy the above criteria and are unsuitable for family housing.

3. No above ground development, excluding demolition, shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON:

In the interests of visual amenity and the character and appearance of the area.

4. No above ground development, excluding demolition, shall commence on site until details of all eaves, verges, windows (including head, sill and window reveal details), doors, rainwater goods, and canopies have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON:

In the interests of visual amenity and the character and appearance of the area.

5. No above ground development, excluding demolition, shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until surface water drainage has been constructed in accordance with the approved scheme.

REASON:

To ensure that the development can be adequately drained.

6. No part of the development hereby permitted shall be first brought into use until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON:

In the interests of highway safety.

7. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON:

To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

8. No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until protective fencing as shown on drawing no.00210.00025.16.002 RevB 'Vegetation Retention, Protection and Removal Plan' and in accordance with the approved Arboricultural Method Statement and Tree Protection Plan and British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been erected to protect all trees to be retained.

The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work - Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practice.

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

[In this condition 'retained tree' means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later].

REASON:

To enable the Local Planning Authority to ensure the retention of trees on the site in the interests of visual amenity and neighbour amenity.

9. The lighting scheme hereby approved shall comply with guidance issued by the Institution of Lighting Professionals Engineers for an E3 Zone.

REASON:

In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

10. All building services, plant and fixed machinery shall be so sited and designed in order to achieve a Rating Level LArTr of 37dB between the hours of 0700 and 2300 and Rating Level LArTr 30dB between the hours of 2300hrs and 0700hrs as measured at the nearest noise sensitive receptor. Measurements and assessment shall be carried out in accordance with BS4142.1997.

REASON:

To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of the amenity of the area.

11. No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:
 - a. the parking of vehicles of site operatives and visitors;

- b. lloading and unloading of plant and materials;
- c. storage of plant and materials used in constructing the development;
- d. measures to control the emission of dust and dirt during construction;
- e. a scheme for recycling/disposing of waste resulting from demolition and construction works; and
- f. hours of construction, including deliveries;
- g. details of the soft stripping process to demolish the existing building; and
- h. details of sensitive measures to be employed in removal of trees and other vegetation from the site has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON:

To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to biodiversity and the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

12. The development hereby permitted shall be carried out in accordance with the following approved documents and plans:
- a. Planning, Design and Access Statement, received 04 November 2014;
 - b. Drawing no.P-Site-01 Issue P02, Site Location Plan, received 04 November 2014;
 - c. Drawing no.P-Site-02 Issue T016, Proposed Site Plan, received 14 January 2015;
 - d. Drawing no.P-0-10 Issue P03, Proposed Ground Floor Plan, received 23rd December 2014; Drawing no.P-1-10 Issue P03, Proposed First Floor Plan, received 23rd December 2014;
 - e. Drawing no.P-2-10 Issue P03, Proposed Second Floor Plan, received 23rd December 2014;
 - f. Drawing no.P-3-10 Issue P03, Proposed Roof Plan, received 23rd December 2014;
 - g. Drawing no.E-10 Issue P03, Proposed North and South Elevations, received 23rd December 2014;
 - h. Drawing no.E-11 Issue P03, Proposed East and West Elevations, received 23rd December 2014;
 - i. Drawing no.E-12 Issue P03, Proposed Courtyard Sectional Elevations, received 23rd December 2014;
 - j. Drawing no.00210.00025.16.001 RevB, Landscape Proposals, received 04 November 2014;
 - k. Drawing no.00210.00025.16.002 RevB, Vegetation Retention, Protection and Removal Plan, received 14 January 2015;

- l. Drawing no.00210.00025.16.003 Rev1, Hard Landscape Proposals, received 14 January 2015;**
- m. Drawing no.00210.00025.16.004 Rev1, Soft Landscaping Proposal, received 14 January 2015;**
- n. Drawing no.00210.00025.16.005.0, Timber Fence and Gates, received 14 January 2015;**
- o. Drawing no.414.00210.00 025.16.01, Plant Schedule, received 14 January 2015;**
- p. Drawing no.DECH-ATK-Z0-XX-PL-E-4600, Electrical Services - External Lighting Light Spill', received 04 November 2014;**
- q. Drawing no.C14730-C-01 RevP2, Drainage Layout - Preliminary, received 04 November 2014;**
- r. Schedule of Luminaires by Atkins, received 14 January 2015;**
- s. TR1 GRP Substation, received 14 January 2015;**
- t. Tree Survey and Constraints Plan by Tim Pursey Arboricultural Consultant, received 14 January 2015;**
- u. Arboricultural Method Statement and Tree Protection Plan by Tim Pursey Arboricultural Consultant, received 14 January 2015;**
- v. Landscape Management Plan by SLR Global Environmental Solutions, received 14 January 2015;**
- w. Environmental Noise Assessment by Atkins, dated 14 November 2014, received 20 November 2014; received 20 November 2014.**

REASON:

For the avoidance of doubt and in the interests of proper planning.

13 INFORMATIVE TO APPLICANT:

The attention of the applicant is drawn to advice and guidance provided by the Wiltshire Fire & Rescue Service within their letter dated 17 November 2014.

14 INFORMATIVE TO APPLICANT:

The attention of the applicant is drawn to advice and guidance provided by the Wessex Water within their letter dated 07 November 2014.

15 INFORMATIVE TO APPLICANT:

The consent hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's

Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.

16 INFORMATIVE TO APPLICANT:

This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the _____

17. INFORMATIVE TO APPLICANT:

It is recommended that the hours of construction should be restricted to the following times:-

Mondays to Fridays 0730 - 1800

Saturdays 0800 - 1300

Not at all on Sundays or Bank Holidays

It is recommended that the delivery and despatch of goods to and from the site should be limited to the hours of 0730 - 1800 on Mondays to Fridays, and at no times on Saturdays, Sundays, nor at any time on Bank or Public Holidays.

9. 14/11572/FUL - 4 Turnpike Cottages, Hilcott

Public Participation

Nigel Keen spoke in support of the application

Thomas Bailey spoke in support of the application

Carolyn Whistler spoke on behalf of North Newnton Parish Council

The planning officer introduced the application which recommended that it be refused. Key issues were stated to be the principle of new residential development in the countryside; the impact upon the rural character of the area; and the sustainability of additional new residential development in this location.

One late item was reported, which were the comments of North Newnton Parish Council.

There were no technical questions from members of the Committee.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The division member Cllr Paul Oatway spoke in support of the application. It was explained that the application had the full support of the parish council. There were other similar existing properties in the area, and it was heard that the application was within the village of Hilcott and was served by Wiltshire Council funded buses.

It was explained that whilst the application was within the village of Hilcott the assessment was that it was not within the built-up area of Hilcott. With regards to sustainability, there was no provision for pedestrian walking alongside the road, and the street lighting was limited.

A debate followed whereby core policy one of the Wiltshire Core Strategy was discussed. The access and the location of the application site were discussed. The reliance on cars in rural areas was considered. Strategy objective six from the Wiltshire Core Strategy was discussed.

At the conclusion of debate it was,

Resolved

To refuse planning permission for the following reasons:

1. **The development would not constitute ‘infill’ and would occupy a countryside location beyond the built up part of the village of Hilcott (identified as a ‘small village’ in Core Policy 18 of the Wiltshire Core Strategy). It would therefore conflict with Core Policies 1, 2 and 48 of the Wiltshire Core Strategy, which sets a presumption against development outside of the villages in rural areas unless for a number of exceptional circumstances, none of which apply in this instance.
Furthermore, the development would be poorly served by local services, facilities and amenities such that the occupants of the dwellings would likely be heavily reliant on the use of private cars for the majority of routine journeys, contrary to the principles of sustainable development set out in Core Policies 1, 2 and 60 of the Wiltshire Core Strategy.**
2. **The siting and layout of the development set perpendicular to the road would be out of keeping with the general character of development around the crossroads of Hilcott and would elongate the built up area of the village into open countryside and towards the neighbouring built up area to the north, thereby eroding the separation between built up areas to the detriment of the rural character of the area and the landscape and scenic beauty of the North Wessex Downs AONB contrary to Core Policies 2, 51 and 57 of the Wiltshire Core Strategy.**

10. 14/10281/FUL - Land at Home Farm, Woodland Rd, Patney

Public Participation

Peter Small spoke in opposition to the application

Mike Holland spoke in support of the application

Andrew Snook spoke in support of the application

Mike Fowler spoke in support of the application

Tracy Rose spoke on behalf of Patney Parish Council

The planning officer introduced the application with the recommendation that it be refused. Key issues were stated to be the principle of development, the impact on the character of the landscape and the special quality of the North Wessex Downs area of outstanding natural beauty, and the impact on nearby trees.

There were no late items.

There were no technical questions from members of the Committee.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The divisional member, Cllr Paul Oatway, spoke in support of the application. The application had received support from the parish council. Patney was a sustainable village, and care would be taken with regards to the protected trees. The application was described as infilling, and would provide local employment opportunities.

It was explained that the application would have been recommended for refusal by officers under the Kennet Local Plan. The application did not fit the definition of infilling, as this applied to small gaps only capable of accommodating one dwelling.

A debate followed where the classification of the area was discussed, along with the weight of the recently adopted Core Strategy.

At the end of debate it was,

Resolved

To refuse planning permission for the following reasons:

- 1. The application site is not identified as an appropriate location for future housing development in the 'Delivery Strategy' and 'Settlement Strategy' set out at Core Policies 1 and 2 of the Wiltshire Core Strategy. It would therefore constitute unsustainable development to which no exceptional circumstances apply that may otherwise warrant the proposal acceptable. Furthermore, the proposed development would be poorly served by local services, facilities and amenities such that the occupants of the dwellings would likely be heavily reliant on the use of private cars for the majority of routine journeys. It would therefore be contrary to Core Policies 1, 2, 48 and 60 of the Wiltshire Core Strategy.**
- 2. The proposed development would result in an undesirable encroachment into the countryside and a consolidation of sporadic loose knit development. This would have an adverse impact on the landscape character of the village of Patney and the special qualities of the North Wessex Downs Area of Outstanding Natural Beauty, which would be contrary to Core Policies 51 and 57 of the Wiltshire Core Strategy.**
- 3. The proposed development fails to adequately consider important landscape features and as such would lead to future pressure to**

prune or fell protected trees in a tree belt which is an important and dominant feature in the local landscape. This would be contrary to Core Policies 51 and 57 of the Wiltshire Core Strategy.

11. **14/09307/ADV - Roundabout South of 248 High Street, Burbage**

Public Participation

Steve Colling spoke on behalf of Burbage Parish Council.

The planning officer introduced the application which recommended that permission be granted subject to conditions. Key issues were stated to be the principle of development, public amenity, and public safety.

A late item of representation from a local resident was reported.

Members then had the opportunity to ask technical questions. It was asked whether the paint used for the signs would be reflective. The type of paint could not be confirmed, but the signs would be non-illuminated. It was clarified that the subject of the advertisement did not need consent; however the structure required consent.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The divisional member, Cllr Stuart Wheeler, spoke in objection to the application. It was heard that Wiltshire Council were looking at reducing signage clutter, and that the sponsor money from advertisers would not go to the roundabout's maintenance. It was also mentioned that the amenity of those affected by the erection of the signs should be considered.

It was explained that public safety impact included signs that impair sightlines or are distracting to drivers. The definition of amenity was said to include the visual impact on the area. It had been determined that this application would not result in any harm to the amenity of the area.

A debate followed where the Wiltshire Council policy of de-cluttering signs was considered. Paragraph 67 of the National Planning Policy Framework and Wiltshire Core Strategy CP57 were discussed. Highways safety and public amenity were debated. It was noted that this was a primary tourist route during summer.

At the conclusion of debate it was,

Resolved

To refuse permission for the following reasons:

- 1. The proposed signs, by reason of their size, location and number (both in isolation and cumulatively with existing signage), would be incongruous in the rural context and would result in a proliferation of signage on the roundabout, to the detriment of the character and appearance of the area, which is designated as an area of outstanding natural beauty. The signs would therefore be harmful to amenity, which would be contrary to Core Policy 57 of the Wiltshire Core Strategy, paragraphs 67 and 115 of the National Planning Policy Framework and guidance contained in the Planning Practice Guidance.**
- 2. The proposed signs, by reason of their size, location and number (cumulatively with existing signage) would have an adverse impact on public safety as road users would be distracted. This would be contrary to Core Policy 57 of the Wiltshire Core Strategy, paragraph 67 in the National Planning Policy Framework and guidance contained in the Planning Practice Guidance.'**

12. Urgent items

(Duration of meeting: 6.00 - 8.30 pm)

The Officer who has produced these minutes is Adam Brown, of Democratic Services, direct line 01225 718038, e-mail adam.brown@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

**MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING
HELD ON 16 OCTOBER 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE
LANE, SALISBURY, SP2 7TU.**

Present:

Cllr Richard Britton, Cllr Richard Clewer, Cllr Peter Edge (Substitute),
Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan,
Cllr John Smale (Substitute), Cllr Ian Tomes, Cllr Fred Westmoreland (Chairman) and
Cllr Ian West

Also Present:

Cllr Julian Johnson, Cllr Bill Moss and Cllr Bridget Wayman

99 Apologies for Absence

Apologies for absence were received from Councillors Brian Dalton and Chris Devine.

Councillor Devine was substituted by Councillor John Smale.

Councillor Dalton was substituted by Councillor Peter Edge.

100 Minutes

The minutes of the meeting held on 25 September were presented for consideration, and it was,

Resolved:

That subject to the inclusion of Councillor Ian McLennan as having given his apologies for the meeting, and a correction to Minute 97a to read “Councillor Richard Britton requested his dissent to the approval be recorded”, to approve as a correct record and sign the minutes.

Councillor Britton was also permitted to make a brief statement clarifying his dissent to the decision and why he felt it necessary to have his vote recorded.

101 **Declarations of Interest**

There were no declarations.

102 **Chairman's Announcements**

There were no announcements.

103 **Public Participation and Councillors' Questions**

The Chairman explained the meeting procedure to the members of the public and noted the rules on public participation.

104 **Planning Appeals**

The Committee received details of the appeal decisions as detailed in the agenda.

105 **Planning Applications**

Attention was drawn to the late list of representations and observations, which would be subsequently published.

106 **14/06864/FUL - Land to the west of Bake Farm Buildings, Salisbury Road, Coombe Bissett, SP5 4JT**

Public Participation

Mr Aster Crawshaw spoke in objection to the application.

Mrs Jennifer Epworth spoke in objection to the application.

Mrs Linda Buckley spoke in objection to the application.

Mr Richard Jowett spoke in support of the application.

Mr Angus MacDonald, applicant, spoke in support of the application.

Mr Andrew Fido, agent, spoke in support of the application.

Mr Richard Burden, National Association for Areas of Outstanding Natural Beauty (AONB), spoke in objection to the application.

Cllr Gerald Bundy, Coome Bissett Parish Council, spoke in objection to the application.

The Area Development Manager presented the report which recommended that permission be approved. Key issues were stated to include the visual impact on the adjoining Area of Outstanding Natural Beauty (AONB) and the surrounding area and on the existing agricultural land. National and local planning policy regarding solar farms was provided along with details of the mitigation measures to be included as part of the application.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the scale of the proposed development, the number of inverter stations on the site, and the quality grade of the land.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Division Member, Councillor Julian Johnson, then spoke regarding the application. Although he took a neutral view, he highlighted the concerns raised by the local community and the importance that in accordance with policy the Committee needed to determine whether the need for renewable energy would be overriding the need to protect the environment should the application be approved.

A debate followed, where members discussed the level of impact of the proposals on the site itself and in particular on the AONB, and whether the scale of the proposals could be sufficiently mitigated through the screening proposed at short and longer distances. It was also raised that the quality grade of the land was unclear, and whether it was at a level where additional uses other than arable farming was encouraged. Members also raised whether the site would become permanent in future, although it was noted that grazing could continue on the site if solar panels were installed.

At the conclusion of debate, it was,

Resolved:

To REFUSE the application for the following reason:

The site lies in open countryside within the setting of, and visible from, the Cranbourne Chase and West Wiltshire Downs Area of Outstanding Natural Beauty. The proposal, by reason of its siting, scale and resulting prominence in views both from, and to, the Area of Outstanding Natural Beauty, would not achieve the fundamental aim of the Area of Outstanding Natural Beauty which is to conserve its landscape and natural beauty.

Although the proposal includes mitigation in the form of new hedge planting, this is considered insufficient to reduce the adverse impacts on the Area of Outstanding Natural Beauty. Those adverse impacts are, in particular, the visual impact of the closely arranged ranks of solar arrays which spread across a significant area of farmland on higher ground, and which would 'read' as a man-made, almost industrial intrusion in the otherwise natural landscape from which the Area of Outstanding Natural Beauty can be experienced and which can be experienced from the Area of Outstanding Natural Beauty.

This is contrary to Core Policy 51 of the emerging Wiltshire Core Strategy which specifically refers to the relevance of the setting of Areas of Outstanding Natural Beauty, the spirit of 'saved' Policy C4 of the

Salisbury District Local Plan, and Central Government planning policy set out in the National Planning Policy Framework (paragraph 115).

The Committee took a recess from 1930-1935.

107 14/07557/FUL - 10 Ventry Close, Salisbury, SP1 3ES

Public Participation

Mr Tony Allen spoke in objection to the application.

Mrs Elizabeth Bec spoke in objection to the application.

Mr Bob Law spoke in objection to the application.

Mr Damian Thursby spoke in support of the application.

Mr Peter Hughes spoke in support of the application.

Cllr John Lindley, Chairman of the Salisbury City Council Planning and Transportation Committee, spoke in objection to the application.

The Area Development Manager presented a report which recommended that planning permission be approved. Key issues were stated to include the principal of development, particularly in lights of permitted development rights for some development in the garden of the existing property, the impact on residential amenity and the siting, scale and design of the proposal. It was confirmed that trees of sufficient height to screen views from the neighbouring Tower Mews development, were included as part of the application details.

Members of the Committee then had the opportunity to ask technical questions of the officer, and clarification was sought on the height and orientation of the application.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Division Member, Councillor Bill Moss, then spoke in objection to the application, stating that the proposed plot was not suitable for another dwelling despite the understandable personal position of the applicants.

A debate followed, where the Committee discussed whether another dwelling could be accommodated on the site, with particular attention to the amount of amenity space that would be available, or whether although the current applicants might find it acceptable, this constituted overdevelopment of the area. The character of properties in the area was assessed, with it noted that although all the properties were of a unique design, each had been designed to fit a distinct familial style, and it was considered whether the proposed dwelling was in character with that style.

At the end of debate, it was,

Resolved:

To REFUSE the application for the following reasons:

1. The proposed development would be located in the side garden of an existing two storey property in Ventry Close. The site slopes and is elevated above road level, and is prominent being close to the entry point to the Close.

The proposal, by reason of the relatively large size of the proposed dwelling on the site, its positioning close to the roadside boundary, and the relatively small areas within the site proposed to provide amenity space/garden, would amount to an over-development of the site to the detriment of the character and appearance of the wider Ventry Close estate. Furthermore, the proposed dwelling, by reason of its design and appearance, would be out of keeping with the grain and style of established development in Ventry Close.

The development would therefore be contrary to 'Saved' Policies G2 and D2 of the Salisbury District Local Plan and the guidance in the National Planning Policy Framework - Para 9, 56, 58 and 64.

2. The development would be contrary to saved Policy R2 of the Salisbury District Local Plan, as provision for public open space has not been made.

Informative: Reason 2 above can be overcome by the applicant entering into a Section 106 Agreement in respect of Policy R2.

108 **14/06726/OUT - Farmer Giles Farmstead, Teffont, Salisbury, Wiltshire, SP3 5QY**

Public Participation

Mr Tony Allen spoke in support of the application.

Cllr David Wood, Chairman of Teffont Parish Council, spoke in support of the application.

The Area Development Manager presented the report which recommended that permission be delegated for approval subject to the applicant entering into planning obligation for the delivery of a financial contribution towards local recreation provision, and subject to the following conditions. Key issues were stated to include the principal of development and the sustainability of the proposal, which officers considered an improvement on the existing situation with many defunct buildings.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the size of the building plot and scale of the proposal, but it was stated as an outline application many details were not yet finalized, although it was around 600m². Other queries included the activity at the site, and whether the Farmer Giles attraction was ever in operation or had been wound down completely, and the number of lodges and caravans that could use the wider site. It was also confirmed that the application had been referred

to Committee under delegated powers as the applicant was a relative of a Wiltshire Councillor.

Members of the public then had the opportunity to present their views to the Committee as detailed above.

The local Unitary Division Member, Councillor Bridget Wayman, then spoke in objection to the application, stating that the principle of constructing a new large house in the countryside was against policy, and the trade off of the unsightly car park and a few now unused buildings being removed was not sufficient. She also stated that the original permission for the lodges and caravans had been contingent upon the Farmer Giles business being in operation and the land should be restored as it was no longer operating.

A debate followed, where the Committee discussed whether the employment land at the site was unviable and suitable for conversion to residential status, and whether the continued existence of multiple disused properties closer to the road meant that the improvement to the landscape from some removals sufficiently enhanced the area as a result. In response to queries it was also stated that the land was classified as a brownfield site, with attendant permitted development rights. Members also discussed the views of Wiltshire Councils Spatial Planning team and any traffic implications.

At the conclusion of debate, it was,

Resolved:

To REFUSE the application for the following reasons:

- 1. The application site lies in open countryside and an Area of Outstanding Natural Beauty. Within the countryside there is effectively a presumption against new residential development except in limited circumstances not relevant to this case. This presumption is in the interests of sustainability and amenity. It follows that as a matter of principle the proposal comprises unacceptable development.**

In terms of harm, the proposal would introduce a house and its curtilage with inevitable domestic paraphernalia, and these would be visually intrusive and alien in such an isolated and rural location, distant from other residential properties or any settlement. By reason of their visibility and alien appearance, the house and its curtilage would detract from the wider appearance of the landscape, neither conserving nor enhancing its status as an Area of Outstanding Natural Beauty. There are no exceptional circumstances which would outweigh the harm to the countryside and landscape.

The proposal is, therefore, contrary to the principles of the settlement strategy set out in Policy CP1 of the South Wiltshire Core Strategy (and Policies CP1 and CP2 of the emerging Wiltshire Core Strategy) and 'Saved' Policies C2 and C4 of the Salisbury District Local Plan, and the

guidance in the National Planning Policy Framework – paragraphs 109 and 115.

- 2. The development would be contrary to saved Policy R2 of the Salisbury District Local Plan, as provision for public open space has not been made.**

Informative: Reason 2 above can be overcome by the applicant entering into a Section 106 Agreement in respect of Policy R2.

109 Urgent Items

There were no urgent items.

(Duration of meeting: 6.00 - 9.15 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail kieran.elliott@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 6 NOVEMBER 2014 AT THE GUILDHALL, MARKET PLACE, SALISBURY, WILTSHIRE, SP1 1JH.

Present:

Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Christopher Devine (Vice-Chair), Cllr Peter Edge (Substitute), Cllr Jose Green, Cllr Mike Hewitt, Cllr George Jeans and Cllr Ian Tomes

Also Present:

Cllr John Smale and Cllr Graham Wright

110 Apologies for Absence

Apologies for absence were received from Cllr Ian West who was substituted by Cllr Peter Edge. Apologies were also received from Cllr Ian McLennan.

111 Minutes

The minutes of the meeting held 16 October 2014 were presented.

Resolved:

To be approved as a correct record of the meeting and to be signed by the Chairman on behalf of the Committee

112 Declarations of Interest

There were no declarations of interest.

113 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

114 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

115 **Rights of Way Modification Order**

Public Participation

Mrs. Samantha Smith spoke in objection to the Rights of Way Modification Order.

Members had the opportunity to ask technical questions. It was asked if any changes had been made to the Modification Order since it had last been debated by the Committee. It was explained that the only changes that had been made related to the symbols used as they had been previously rejected.

Cllr Smale, as the Local Member, discussed 'the DIO surveyor' and the need to contact the owner of the land on this matter. Cllr Smale stressed the need for a site visit to understand the point of view of local residents.

It was heard that the MOD had been consulted and that there was a need for a meeting with any interested parties. It was raised that this application had previously been to committee and that there was no changes in the evidence provided. It was explained that the Modification Order should be forwarded to the Secretary of State for determination at public enquiry.

Members debated the Modification Order and it was heard that there was no basis to change their minds as the decision had been made in January and the evidence provided had not changed.

Resolved:

That the Wiltshire Council Milston 16 (Part) Rights of Way Modification Order 2014 is forwarded to the Secretary of State for Environment, Food and Rural Affairs for determination with the recommendation that the Order be confirmed.

116 **Planning Appeals**

The committee received details of the appeal decisions as detailed in the agenda.

117 Planning Applications

117a 13/05402/FUL - Harnham Telephone Repeater Station

Public Participation

Ms Stella Maughan-Smith spoke in objection of the application.
Mr Stephen Berry spoke in objection of the application.
Mr Christopher Rider spoke in objection of the application.
Mr Stewart Garnett spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **approved** subject to conditions.

Members of the Committee had the opportunity to ask technical questions of the officer. Members asked about the R2 and affordable housing contribution amounts. A question was also asked in regards to the retaining wall and it was explained that this was in a good condition. The Chairman sought clarification over the size of the plot.

The Local Member, Cllr Brian Dalton, spoke in objection to the application. Cllr Dalton provided background information to the application and raised concern with both parking and highways issues. He stated that a property in the locality of the development would be overlooked. Reference was also made to policy H19 and the report provided by the planning officers.

Members discussed the current state of the site, the timing of potential work at the site, the safety of children walking near the site and the site access. Members discussed potential overdevelopment of the area and specifically what was needed in this area. The character of neighbouring properties and the dominance of this development were also raised. The orientation of the site was raised by the Chairman and how the property was set into the ground, as well as the sunlight available to the property.

Resolved:

To REFUSE planning permission for the following reasons:

It is considered that the proposed development, by imposing a significantly denser pattern of development, with semi-detached as well as detached built forms, within an area that is otherwise characterised by larger, detached dwellings, the proposed development would constitute an overdevelopment of the site that would have an adverse impact on the character of the surrounding neighbourhood and be out of keeping with the character of neighbouring properties. In these respects it is considered the proposed development fails to accord with criteria of saved local plan policy H19 (constituting a saved policy listed in Appendix C, of the adopted South Wiltshire Core Strategy).

117b 14/07720/OUT - 3 Westfield Close, Durrington, SP4 8BY

Public Participation

Mr Jones spoke in objection of the application.
Mr Steeples spoke in support of the application.
Mr John Mills spoke in objection to the application.

The Planning Officer presented his report to the Committee which recommended that permission be **granted** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the Planning Officer. It was asked if the properties displayed on the indicative site plan had garages.

The Local Member, Cllr Wright , spoke in objection to the application. Concern over potential infilling was raised, as well as the Durrington village design statement. Cllr Wright discussed overdevelopment of the site and provided a background to Westfield Close.

Members considered that the proposal represented an over development of the site, which would be out of keeping with the more spacious and open character of the area and would result in two dwellings with limited garden area, contrary to the aims of the Durrington Village Statement.

Resolved:

To REFUSE planning permission for the following reasons:

The proposed dwelling, by reason of its size and positioning, would result in a cramped form of development which would detract from the spacious and open character of the surrounding area, and would result in a limited amount of amenity space serving 3 Westfield Close and the proposed dwelling, which would cause significant harm to the amenity of the occupiers of both properties. The proposal is therefore contrary to the Durrington Village Statement and saved policies H16, G2 and D2 of the Salisbury District Local Plan (which are 'saved' policies of the adopted south Wiltshire Core Strategy).

117c 14/07911/FUL - 15 Ridgmount, Durrington, SP4 8AH

Public Participation

Mr Richard Butler spoke in objection of the application.
Mr Banfield spoke in support of the application.
Mr John Mills spoke in objection to the application

The Planning Officer presented his report to the Committee which recommended that permission be **GRANTED** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the Planning Officer. It was asked whether a wall in the locality was within the conservation area. It was heard that the Conservation Officer had not made reference to the wall in their recommendation. The location of the extension in relation to the wall was raised. Members also discussed the planning history of the application.

The Local Member, Cllr Wright, spoke in objection to the application. Cllr Wright raised concern in regards to the proposed windows on the property and specially the first floor west facing window.

It was heard that the village design statement was not mentioned within the Planning Officer's report. The Chairman stated that village design statements should not be an impediment to interesting design. The number of extensions in the local area was also raised. The Chairman stated that this was a modest extension.

Members debated the character of the design. The impact of the proposed development on the living standards of residents in the property was also discussed with reference to the larger kitchen. The size of the plot was also discussed. The potential tinting of glass was also raised. The distance between the window and the surrounding properties was debated by Members.

Members debated the appearance of the property and potential for overlooking neighbouring properties.

Resolved:

To APPROVE planning permission with the following conditions:

1.The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and

Country Planning Act 1990, as amended by the Planning and Compulsory Purchase Act 2004.

2.No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In the interests of visual amenity and the character and appearance of the area.

3.The development shall be carried out in complete accordance with the following drawings:

Drawing reference: 2014-27-3 revision: A Date drawn: 08/2014 Date received by Wiltshire Council: 20/08/2014

Drawing reference: 2014-27-4 Date drawn: 08/2014 Date received by Wiltshire Council: 15/08/2014

Drawing reference: 2014-27-5 Date drawn: 08/2014 Date received by Wiltshire Council: 15/08/2014

Reason: For the avoidance of doubt.

118 Urgent Items

There were no urgent items

(Duration of meeting: 6.00 - 8.25 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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

SOUTHERN AREA PLANNING COMMITTEE

MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 27 NOVEMBER 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE, SALISBURY, SP2 7TU.

Present:

Cllr Fred Westmoreland (Chairman), Cllr Christopher Devine (Vice Chairman),
Cllr Richard Britton, Cllr Richard Clewer, Cllr Mike Hewitt, Cllr George Jeans,
Cllr Ian McLennan, Cllr Ian Tomes and Cllr Leo Randall (Substitute)

Also Present:

Cllr Bill Moss

119 Apologies for Absence

Apologies were received from Cllr Jose Green who was substituted by Cllr Leo Randall.

Apologies were received also from Cllr Brian Dalton.

120 Minutes

The minutes of the meeting held on 6 November 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes.

121 Declarations of Interest

There were no declarations of interest.

122 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

123 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

124 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

125 Planning Applications

126: 13/00636/FUL - Brook Cottages, Gasper, Stourton, Warminster, Wiltshire, BA12 6PY

Public Participation

There was no public participation.

Application 13/00636/FUL was considered by the Southern Area Planning Committee held on the 3rd of July 2014. At that Meeting members resolved to grant planning permission for the development subject to the imposition of planning conditions and the applicant entering into a legal agreement concerning the allocation of the housing and a financial contribution towards public open space. It was further agreed that a draft Section 106 agreement and a draft set of conditions should be considered by a future Planning Committee before the Local Planning Authority issued a decision.

Members of the Committee had the opportunity to ask technical questions of the officer. It was heard that the scheme displayed had no changes to the scheme that was previously brought to Committee. It was stated that these houses would not be let through 'Homes for Wiltshire'. Legal advice was sought as to the involvement of the Parish Council and their roll in allocations. Concern was raised that the Parish Council could be opened up to legal action. The applications compliance in regards to S.106 was discussed with legal. The lettings policy, which had been previously agreed, was raised by the Chairman and the involvement of the Parish Council was discussed.

Members debated the application in regards to the involvement of the Parish Council and the legality of the application with advice from the Legal Officer present. It was heard that the previous meeting of the Southern Area Planning had agreed to consultation only with the Parish Council. The statutory provisions within the Planning Officer's report was raised and discussed by Members.

The need for affordable housing was raised and the need for these houses to be for local people was stated. It was heard that the application was not S.106 compliant. Members raised the new allocations policy and clarified the involvement of the parishes in this policy.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr George Jeans, spoke in support to the application. Cllr Jeans stated that all parties were happy with the agreement prior to this meeting and he asked legal if workers got priority when letting one of the proposed private social housing properties. Cllr Jeans sought legal advice in regards to the procedures followed. It was heard that the Parish Council, the applicant and Wiltshire Council all supported the application.

Resolved:

To APPROVE the recommendation that following members resolution to grant planning permission at the committee of the 3rd July 2014 that members further approve the legal agreement at appendix B and the proposed conditions at appendix C.

126| **14/06858/FUL - Land to the north of Hampton Park Phase 2 Development, Sycamore Drive, Bishopdown, SP1 3GZ (Hampton Park II)**

Public Participation

Thelma Claydon spoke in objection to the application.

Mr Green spoke in objection to the application.

Mr Amesbury spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **GRANTED** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. The location of Trihorn Drive was displayed by the presenting officer. The need for fencing near the footpath was raised. Members also asked questions in regards to traffic. The presenting officer discussed plans for the parent drop off locations. The location of a local multi-use car park was displayed that was next to a country park. Facilities would be in place to encourage the use of bicycles. A question was also asked regarding a sprinkler system in the school; the presenting officer stated that this was not a planning issue. It was heard that the school was designed to the standard of other Wiltshire schools and would be orientated to capture light.

Members debated the application in regards to the need for a school on this site. The need for the public paths to be interlinking was raised. Local issues

were addressed and it was heard that the Enforcement team had been on site. The removal and relocation of earth was discussed. The greater use of gates on Hampton Park were also stated; the need for adequate maintenance of these gates was raised. The location of growing beds within the school boundaries was discussed and it was heard that these were not allotments. The hours of operation were also stated as a cause for concern.

Parking and the removal of trees were raised by Members and the need to encourage walking was stated. The proposed design of the school was also discussed. The presenting officer provided clarification in regards to the section 38 agreement; this related to paving.

Discussion continued in regards to informatives, car parking and a sprinkler system within the school. Water drainage and the risk of flooding were raised and reference was made to condition 6.

The Chairman clarified the need for officers to be satisfied with the landscaping and explained that there was a need for a report in regards to water drainage and flooding at the next meeting of the Committee. The Chairman continued by stating that the design was not attractive, however, that the school would be invisible from Old Sarum.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Bill Moss , spoke in support to the application. Cllr Moss stated he was a governor of Green Trees School. Cllr Moss raised the South West core strategy and the need for a school on this site. It was heard that it was not unusual for schools to be located near housing developments.

Resolved:

To APPROVE planning permission, subject to the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 The development hereby permitted shall be carried out in accordance with the following approved plans listed in schedule. (WM14)

Site Location Plan 130970P(0)100 A 28/3/14 received 31/7/14
Proposed Site Sections 130970P(0)109 B 2/5/14 received 4/8/14
Proposed Site Plan 130970P(0)101 B 25/3/14 received 31/7/14

Proposed Lower Ground Floor 130970P(0)102 A 22/4/14 received 31/7/14
Proposed Upper Ground Floor 130970P(0)103 A 22/4/14 received 31/7/14
Proposed Roof Plan (1) 130970P(0)104 A 5/6/14 received 31/7/14
Proposed Roof Plan (2) 130970P(0)105 A 5/6/14 received 31/7/14
Proposed Elevations 130970P(0)106 B 19/5/14 received 4/8/14
Proposed Elevations 130970P(0)106 B 19/5/14 received 4/8/14
Proposed Sections (1) 130970P(0)107 A 2/5/14 received 4/8/14
Proposed Sections (2) 130970P(0)108 B 2/5/14 received 4/8/14
Ecological Appraisal Revision 1 dated August 2014,
Design and Access Statement received 30/10/14
Flood Risk Assessment, WSP 30/7/14, received 31/7/14
Planting Schedule SLR 1 August 2014, received 4/8/14
Hard Landscaping Proposals Drawing 1 July 2014, received 4/8/14
Soft Landscaping Proposals Drawing 2 July 2014, received 4/8/14
Outline Drainage Strategy WSP-DDN-009, 11/7/13 received 15/7/14
Sustainable Design Statement Revision 1, Ridge July 2014,
received 15/7/14
Written Scheme of Investigation, Wessex Archaeology June 2014,
received 15/7/14

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3 The development hereby approved shall not be brought into use until covered cycle parking for 56 cycles has been provided in accordance with details submitted to and approved in writing by the Local Planning Authority. This facility shall be provided in accordance with the approved details and made available for use prior to the first occupation and shall be retained for use at all times thereafter.

REASON: In pursuit of sustainable transport objectives.

- 4 No part of the development hereby approved shall be first brought into use until the parking area shown on the approved plans has been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 5 No development shall commence on site until a scheme for
 - a) a 1.5m wide footway across the site frontage

b) a scheme of landscaping and a means of enclosure across the remaining site frontage between the pavement and the car park

has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until the footway, landscaping and enclosure/fence have been implemented in accordance with the approved details.

REASON: In the interest of highway safety

- 6 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access), incorporating sustainable drainage details and an assessment of the hydrological and hydrogeological context of the development, in accordance with the Flood Risk Assessment (WSP dated 30/07/2014), has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first brought into use until surface water drainage has been constructed in accordance with the approved scheme. The scheme shall also include details of how the scheme shall be maintained and managed after completion.

REASON: To prevent the increased risk of flooding and ensure future maintenance of the surface water drainage

- 7 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 8 No external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, details of external cowls, louvers or other shields to be fitted to the floodlights to reduce light pollution, illumination levels and light spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed. The approved measures shall be put in place before the floodlights are first brought into use and shall be maintained in accordance with the approved

details'

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

- 9 There shall be no occupation of the development until a scheme of works for the control and dispersal of atmospheric emissions and in particular odours (from the kitchen) and suitable noise insulation for any extraction equipment has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented before the school kitchen is first brought into use and shall be maintained in effective working condition at all times thereafter.'

Reason: In the interests of neighbouring amenities, to prevent disturbance from noise and odours.

- 1 No construction work shall take place on Sundays or Public Holidays
0 or outside the hours of 07.30 to 18.00 on weekdays and 08.00 to 13.00 on Saturdays.

Reason: In the interests of neighbouring amenities.

- 1 The school development hereby permitted shall not be occupied
1 until the approved sewage disposal drainage works proposed and connection to the mains sewer have been completed in accordance with the submitted and approved details.

REASON: To ensure that the development is provided with a satisfactory means of drainage.

- 1 The post excavation archaeological works (including off-site work
2 such as the analysis, publishing and archiving of results), shall be submitted to the local planning authority within 12 months of the first use of the development as set out in the approved written scheme of investigation. These works should be carried out to the standard set in the MAP2 project management systems, superseded as appropriate by MoRPHE.

REASON: To enable the recording of any matters of archaeological interest and to ensure that the results of that recording are made available.

- 1 The Multi Use Games Court and sports pitch (Plan ref
3 130970P90)101B) shall be for use by the Greentrees school for outdoor sports only.

REASON: To prevent undue disturbance to local residents.

1 All soft landscaping comprised in the approved details of
4 landscaping shall be carried out in the first planting and seeding
season following the first occupation of the building(s) or the
completion of the development whichever is the sooner; All shrubs,
trees and hedge planting shall be maintained free from weeds and
shall be protected from damage by vermin and stock. Any trees or
plants which, within a period of five years, die, are removed, or
become seriously damaged or diseased shall be replaced in the next
planting season with others of a similar size and species, unless
otherwise agreed in writing by the local planning authority. All hard
landscaping shall also be carried out in accordance with the
approved details prior to the occupation of any part of the
development or in accordance with a programme to be agreed in
writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the
development and the protection of existing important landscape
features.

1 Informatives:
5

1. The surface water drainage scheme for the proposed
development must meet the following criteria:

a. Any outflow from the site must be limited to the maximum
allowable rate, so there is no increase in the rate and/or volume of
run-off, and preferably it should be reduced.

b. The surface water drainage system must deal with the surface
water run-off from the site up to the critical 1% Annual Probability of
Flooding (or 1 in a 100-year flood) event, including an allowance for
climate change for the lifetime of the development. Drainage
calculations must be included to demonstrate this (e.g. Windes or
similar sewer modelling package calculations that include the
necessary attenuation volume).

c. If there is any surcharge and flooding from the system, overland
flood flow routes and "collection" areas on site (e.g. car parks,
landscaping) must be shown on a drawing. CIRIA good practice
guide for designing for exceedance in urban drainage (C635) should
be used.

d. The adoption and maintenance of the drainage system must be
addressed and clearly stated.

2. Pollution Prevention During Construction: Safeguards should be
implemented during the construction phase to minimise the risks of

pollution and detrimental effects to the water interests in and around the site. Such safeguards should cover the use of plant and machinery, oils/chemicals and materials; the use and routing of heavy plant and vehicles; the location and form of work and storage areas and compounds and the control and removal of spoil and wastes. We recommend the applicant refer to our Pollution Prevention Guidelines, which can be found at:
<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

3. The applicant should note that under the terms of the Wildlife and Countryside Act (1981) and the Habitats Regulations (2010) it is an offence to disturb or harm any protected species, or to damage or disturb their habitat or resting place. The protected species groups most likely to occur at this application site are reptiles, badgers and breeding birds. Please note that this consent does not override the statutory protection afforded to any such species. In the event that your proposals could potentially affect a protected species you should seek the advice of a suitably qualified and experienced ecologist and consider the need for a licence from Natural England prior to commencing works. Please see Natural England's website for further information on protected species.

4. The developer's attention is drawn to the document Special Requirements for Safe Working and any covenants contained in the Deed of Grant, regarding the Esso pipeline.

5. With reference to Condition 8, the applicant will need to demonstrate that the lighting scheme will satisfactorily control light pollution and glare. We recommend they do this by submitting information which demonstrates scheme will comply with the recommendations of the Institute of Lighting Engineers "Guidance Notes for the Reduction of Obtrusive Light GN01:2011" for Zone E3.

6. There is a School Travel Plan in place for the Greentrees School which requires updating to reflect the proposed extension to the school. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results. Please contact Ruth Durrant School Travel Plan Adviser on 01225 713483 for further advice on this matter.

7. In respect of archaeology and Condition 12, work should be conducted by a professionally recognised archaeological contractor in accordance with the written scheme of investigation agreed by

this office and there will be a financial implication for the applicant.

8. In discharging condition 9, the applicant should ensure that the ventilation system discharges vertically at a height of at least 1m above the height of any nearby sensitive buildings or uses and not less than 1m above the eaves. We would recommend the applicant consults the Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust Systems (DEFRA 2005)

9. The developer's attention is drawn to the guidelines and standards set out in the letter from Sport England dated 28/8/14

10. The school layout links to a number of pathways on adjacent land outside the application site. It may be that once the school use commences, pupils may utilise these adjacent routes to access the school, including existing access points serving adjacent cul de sacs, such as Tryhorn Drive, and Neals Close. The developer/operator of the school is advised to assess the suitability, safety and operation of the access points and associated pedestrian gates which connect footpaths adjacent to the school site with the existing housing estate development to the south.

11. The developer/future operators of the school are advised that the parking area outside the red line of the application site which is intended to have a dual use for the country park and the school should be provided and made available before the school comes into use.

127 Urgent Items

There were no urgent items

(Duration of meeting: 6.00 - 7.40 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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

SOUTHERN AREA PLANNING COMMITTEE

MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING HELD ON 18 DECEMBER 2014 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE LANE, SALISBURY, SP2 7TU.

Present:

Cllr Fred Westmoreland (Chairman), Cllr Christopher Devine (Vice Chairman),
Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Jose Green, Cllr Mike Hewitt,
Cllr George Jeans, Cllr Ian McLennan and Cllr Ian Tomes

128 Apologies for Absence

No apologies were received.

129 Minutes

The minutes of the meeting held on 27 November 2014 were presented.

Resolved:

**To approve as a correct record and sign the minutes on behalf of the
Committee.**

130 Declarations of Interest

There were no declarations.

131 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

132 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

133 Hampton Drains Update

Members were updated on the resolution of issues, which have arisen from use of land to the north by the developers of Hampton Park, to haul construction spoil to a temporary location.

Cllr McLennan raised concerns in regards to fencing and access points on the site.

Resolved:
To note the update within the report.

134 **Planning Appeals**

The committee received details of the appeal decisions as detailed in the agenda.

135 **Planning Applications**

136 **14/09204/FUL - 15-17 Middleton Road, Salisbury, Wiltshire, SP2 7AY**

Public Participation

Mr Martin Quigley spoke in support to the application.
Cllr Matthew Deane (Salisbury City Council) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be **GRANTED** subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Members asked about restrictions to parking permits on the site. Concern was raised in regards to the potential for flooding and it was confirmed that this development would be built with this in mind.

An item of late correspondence was circulated at the meeting.

Members debated the application and the merits of the new design scheme in comparison to the previously approved scheme. Concern in regards to flooding was discussed by Members and it was heard that the Environment Agency were happy with the application. The consultation of Wessex Water was raised in regards to sewer drainage and surface water; the Planning Officer then clarified the water drainage arrangements.

Resolved:
To APPROVE planning permission subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

Reason: In the interests of highway safety.

3. No part of the development hereby permitted shall be first occupied until the access, turning area, parking spaces and covered cycle parking have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

Reason: In the interests of highway safety.

4. No development shall commence on site until a surface water management scheme for the site (including surface water from the access/driveway), based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, has been submitted to and approved in writing by the Local Planning Authority. The submitted details shall clarify the intended future ownership and maintenance provision for all drainage works serving the site. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

Reason: To ensure that the development can be adequately drained, to prevent the increased risk of flooding and ensure future maintenance of the surface water drainage system.

5. The proposed new access and frontage parking are directly affected by a residents parking scheme in Middleton Road (Zone D). The construction of the new access and frontage parking shall not take place until the relevant traffic regulation order has been amended to omit the site frontage.

Reason: In order to provide a safe access to the development.

6. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In the interests of visual amenity and the character and appearance of the area.

7. No development shall commence on site until details of the proposed finished floor levels have been submitted to and approved in writing by the Local Planning Authority. The scheme shall be completed in accordance with the approved plans.

Reason: To ensure that the development is subject to minimum risk of flooding.

8. No development shall commence on site until a scheme to ensure minimum 3m wide unobstructed access to and alongside the Main River to allow for

inspection and maintenance has been submitted to and approved in writing by the Local Planning Authority.

Reason: To ensure access to the Main River for inspection and maintenance.

9. No development shall commence on site until a working method statement to cover all permanent and temporary works within 8m of the Main River shall be submitted to and agreed in writing by the local planning authority. Thereafter the development shall be carried out in accordance with the approved scheme and any subsequent amendments shall be agreed in writing with the local planning authority.

Reason: To minimise the risk of damage to the main river banks and ensure no materials or plant are stored close to the watercourse or could enter the watercourse.

10. No development shall commence on site until a Construction Environmental Management Plan, has been submitted and approved by the Local Planning Authority. This should cover the following:

- site layouts during construction
- bunded areas
- pollution prevention plans
- management responsibilities and maintenance schedules
- timing of works
- machinery (location and storage of plant, materials and fuel, access routes, access to banks etc.)
- protection of areas of ecological sensitivity and importance
- site supervision

Reason: The protection of controlled waters.

11. No development shall commence on site until a scheme for the discharge of foul water from the site has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until foul has been constructed in accordance with the approved scheme.

Reason: To ensure that the development can be adequately drained.

12. No development shall commence on site until a scheme of soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include a detailed planting specification showing all plant species, supply and planting sizes and planting densities. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall

be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority.

Reason: To ensure a satisfactory landscaped setting for the development.

13. No construction work shall take place on Sundays or Public Holidays or outside the hours of 07:30 to 18:00 Monday to Friday and 08:00 to 13:00 on Saturdays.

Reason: To minimise the disturbance which noise during the construction of the development could otherwise have upon the amenities of nearby dwellings.

14. The development hereby permitted shall be carried out in accordance with the following approved plans:

Drawing No jw625-201 Rev E Proposed Elevations, dated 22/09/2014, received by this office 29/09/2014

Drawing No jw625-200 Rev M Proposed site and floor plans, dated 22/09/2014, received by this office 29/09/2014

Reason: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE: Environment Agency

Under the terms of the Water Resources Act 1991 and the Land Drainage Byelaws, the prior written consent of the Agency is required for any proposed works or structures in, under, over or within 8 metres of the top of the bank of the Summerlock Stream designated a 'main river'. The need for Flood Defence Consent is over and above the need for planning permission. To discuss the scope of our controls and to obtain an application form please contact Daniel Griffin on 01258 483 341.

INFORMATIVE: Highways

In order to comply with condition 5, it will be necessary for the applicant to request that the necessary changes to the existing traffic regulation order are undertaken by Wiltshire Council, including the necessary changes to road markings. The total cost of the order and works will be in the order of £2,000 and the applicant shall deposit the sum with the Council at the appropriate time in order to ensure the order and works are implemented to meet the programme of works. It will not be permitted that the new access is constructed until the order is made and the full cost of the order and works have been paid in advance.

Any application for a residents parking permit by future occupants of the proposed flats will not be successful.

INFORMATIVE: Wessex Water

Water Supply and Waste Connections

New water supply and waste water connections will be required from Wessex Water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages at our website www.wessexwater.co.uk

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence.

Further information can be obtained from our New Connections Team by telephoning 01225 526 222 for Water Supply and 01225 526 333 for Waste Water.

Separate Sewers Systems

Separate systems of drainage will be required to serve the proposed development.

No surface water connections will be permitted to the foul sewer system.

INFORMATIVE: Material samples

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

INFORMATIVE: Burning of Waste

The council's public protection team have advised that no burning of waste should take place during the construction phase of the development hereby permitted, due to Environmental Protection Legislation.

137 **Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 6.45 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING
HELD ON 15 JANUARY 2015 AT ALAMEIN SUITE - CITY HALL, MALTHOUSE
LANE, SALISBURY, SP2 7TU.**

Present:

Cllr Fred Westmoreland (Chairman), Cllr Christopher Devine (Vice Chairman),
Cllr Richard Britton, Cllr Richard Clewer, Cllr Brian Dalton, Cllr Jose Green,
Cllr Mike Hewitt, Cllr George Jeans, Cllr Ian McLennan, Cllr Ian Tomes and
Cllr Ian West

Also Present:

Cllr Ricky Rogers, Cllr John Smale and Cllr Bill Moss

1 Apologies for Absence

There were no apologies received.

2 Minutes

The minutes of the meeting held on 18 December 2014 were presented for consideration, and it was,

Resolved:

To APPROVE the minutes and sign as a true and correct record.

3 Declarations of Interest

Councillor Christopher Devine declared a non-pecuniary interest in application 13/02543/OUT - Matrons College Farm, Castle Lane, Whaddon, Salisbury - by virtue of being very lightly acquainted with the applicant, but not to the level that he could not consider the application on its merits and would debate and vote on the application.

Councillor Mike Hewitt declared a non-pecuniary interest in application 14/07832/OUT - Land off the A338 and Bourne View, Allington - by virtue of living opposite the application site. Councillor Hewitt stated he would consider the application on its merits and would debate and vote on the item.

4 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

5 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

6 **Planning Appeals**

The Committee received details of the appeal decisions as detailed in the agenda.

7 **Planning Applications**

Attention was drawn to the latest list of observations and correspondence provided at the meeting, and attached to these minutes.

8 **13/02543/OUT - Matrons College Farm, Castle Lane, Whaddon, Salisbury, SP5 3EQ**

Public Participation

Sandra Richardson spoke in objection to the application.

Dr Rachel Clapton spoke in support of the application.

Amanda Newbury, spoke in support of the application.

Jon Gately, agent, spoke in support of the application.

Cllr Kim Diprose, Alderbury Parish Council, spoke in objection to the application.

The Senior Planning Officer presented a report which recommended that planning permission be refused. Key issues were stated to include the principle of the proposed 28 dwellings and health centre on the site, which lies outside the Limits of Development of the village, as well as impacts upon ecology, residential amenity and infrastructure and suitability of the access

Members of the Committee then had the opportunity to ask technical questions of the officer.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Division Member, Councillor Richard Britton, then spoke in objection to the application, stating that the viability of the proposal to provide a community benefit significant enough to outweigh going against policy by permitting outside the Limits of Development, could not be assured on the evidence provided in regards to the funding for building and running the proposed health centre, although if it could be assured then the community benefit was clear and should move forward.

A debate followed, where the Committee discussed the difficulties in securing funding for provision of health services in such outreach hubs, and noted that the original proposals had been for a Doctor's surgery, and when that had been altered the Parish Council had withdrawn their support for the proposal. The level of objection and support received from local residents was also assessed.

The Committee also debated the location of the site in the context of surrounding development and its sustainability, and that the 40% proportion of Affordable Housing included as part of the proposals.

At the end of debate, it was,

Resolved:

To DEFER determination on the application until evidence of the viability of the community benefit to be afforded could be assured in the form of financial details for the construction and running of the proposed health centre.

A recess was taken from 1930-1935

9 **14/07832/OUT - Land off the A338 and Bourne View, Allington**

Public Participation

Lorraine Le-gate spoke in objection to the application.

Justin Paterson, applicant and architect, spoke in support of the application.

Roger Paye spoke in support of the application.

Trevor Storer spoke in support of the application.

Cllr Michael Brunton, Chairman of Allington and Boscombe Parish Council, spoke in support of the application.

The Area Team Leader presented a report which recommended that planning permission be refused. Key issues were stated to include the principle of the proposed 18 dwellings and village hall on the site outside the Limits of Development, highways access and ecology concerns.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought regarding the access proposals, the level of affordable housing provision being offered by the applicants and the connections between the Allington and Boscombe communities. In response to queries it was confirmed that the application did not include details for the construction of a village hall, but was outline permission for the principle of one so that a later detailed application could be made if desired.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Division Member, Councillor John Smale, then spoke in support of the application, stating the extensive consultation and overwhelming local support for the proposals, providing significant community benefit through a village hall, outweighed the policy consideration of laying outside the Limits of Development.

The Committee discussed the application, noting the longstanding efforts of the Parish Council to secure a village hall, and the limited opportunities for development in other locations. It was noted Wiltshire Council Highways had withdrawn their objections to the access proposals, although their objections on sustainability grounds remained. Concerns regarding ecological impact, layout and parking were debated, including whether some or all of these could be mitigated at the detailed application stage.

At the conclusion of debate, it was,

Resolved:

To delegate to the Area Development Manager to grant planning permission following completion of a Section 106 obligation requiring payment of a financial contribution towards the following:

- **Affordable Housing – A 30% affordable housing contribution is sought in accordance with the core strategy policies (5 houses)**
- **Education - Financial contribution of £141,092 towards improvements to existing education infrastructure, in accordance with core policy of the Wiltshire Core strategy.**
- **Adult Recreation –on site provision of 810m2 of pitch provision as shown on the plans and maintenance arrangements**
- **Ecology - £1976.76 towards the Stone Curlew Project within the Special Protection Area for Birds, to mitigate for the impact of increased use of Salisbury Plain for recreational activity by residents of the development.**
- **S106 Monitoring Fee – £3,000.**

And subject to conditions to be agreed with the Chairman and Vice-Chairman of the Committee

Councillor Ian Tomes left the meeting following this item.

A recess was taken from 2050-2055

10 14/10256/FUL - 46 Tournament Road, Salisbury, SP2 9LG

Public Participation

Tom Corbin spoke in objection to the application.

Susan Sneddon, applicant, spoke in support of the application.

The Senior Planning Officer presented a report which recommended the application be approved. Key issues were stated to include the principle of the development, impact upon residential amenity and the character of the area and highways safety.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on the size of the proposed flats, bin storage and communal garden use.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Division Member, Councillor Ricky Rogers, then spoke in objection to the application, stating parking problems would be increased in the area, and that

while there was a demand for one bedroom properties in this case there would be a loss of neighbouring amenity due to the overdevelopment.

The Committee discussed the application, noting the level of demand for smaller properties, and debating whether the proposals were suitable to meet that demand. The level of floorspace for each flat was assessed, and it was noted there was no minimum standard in the UK, and the comments from Environmental Health were noted. The impact on the wider area was raised, along with the current level of occupancy of the building and its impact on residents.

At the end of debate, it was,

Resolved:

That the Area Development Manager (South) be delegated to grant planning permission following completion of a Section 106 obligation requiring payment of a financial contribution towards off-site recreation / open space provision, and subject to the following conditions -

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990, as amended by section 51(1) of the Planning and Compulsory Purchase Act 2004.

- 2. The materials to be used in the construction of the external surfaces of the development hereby permitted shall match those used in the existing building.**

REASON: To ensure that the proposed extension will satisfactorily harmonise with the external appearance of the existing building

- 3. The development hereby permitted shall not be first occupied until the whole of the proposed car parking areas have been consolidated and surfaced (not loose stone or gravel). These areas shall be maintained as such thereafter.**

REASON: In the interests of highway safety.

- 4. The gradient of the proposed car parking areas shall not at any point be steeper than 1 in 15 for a distance of 4.8m from the back of the paved footway.**

REASON: In the interests of highway safety.

- 5. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the car parking areas), incorporating sustainable drainage details, has been**

submitted to and approved in writing by the local planning authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), no window, dormer window or rooflight, other than those shown on the approved plans, shall be inserted in the side elevations or roofslopes of the development hereby permitted.

REASON: In the interests of residential amenity and privacy.

7. Before the development hereby permitted is first occupied, the 3 bathroom windows in the rear elevation shall be glazed with obscure glass only and the windows shall be permanently maintained with obscure glazing at all times thereafter.

REASON: In the interests of residential amenity and privacy

8. This development shall be in accordance with the submitted drawings:
- 1869-05 rev D, dated October 2014 and received to this office on 13/11/14

REASON: For the avoidance of doubt.

11 Urgent Items

There were no urgent items.

(Duration of meeting: 6.00 - 9.45 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line (01225) 718504, e-mail kieran.elliott@wiltshire.gov.uk

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SOUTHERN AREA PLANNING COMMITTEE

**DRAFT MINUTES OF THE SOUTHERN AREA PLANNING COMMITTEE MEETING
HELD ON 5 FEBRUARY 2015 AT SARUM ACADEMY, WESTWOOD RD,
SALISBURY SP2 9HS.**

Present:

Cllr Christopher Devine (Vice-Chair, in the Chair), Cllr Richard Britton,
Cllr Richard Clewer, Cllr Brian Dalton, Cllr Jose Green, Cllr George Jeans,
Cllr Ian McLennan, Cllr Ian West, Cllr Tony Deane (Substitute), Cllr John Smale
(Substitute) and Cllr John Walsh (Substitute)

Also Present:

Cllr Bridget Wayman

12 Apologies for Absence

Apologies were received from Cllr Fred Westmoreland who was substituted by Cllr John Smale.

Apologies were received from Cllr Ian Tomes who was substituted by Cllr John Walsh.

13 Minutes

The minutes of the meeting held on 15 January 2015 were presented.

Resolved:

To approve and sign as a correct record the minutes of the previous meeting held on 15 January 2015.

14 Declarations of Interest

Cllr John Walsh declared a non-pecuniary interest in the Orchard House applications (7B and 7C) as he lived in the locality of the proposed development.

15 Chairman's Announcements

The Chairman explained the meeting procedure to the members of the public.

The Chairman wished Cllr Westmoreland a speedy recovery on behalf of the Committee.

16 Public Participation and Councillors' Questions

The committee noted the rules on public participation.

17 Planning Appeals

The committee received details of the appeal decisions as detailed in the agenda.

18 Planning Applications

18a 14/06488/FUL - Clancy Field, Nett Road, Shrewton, Wiltshire, SP3 4HB

Public Participation

Sean McClure spoke in support of the application.

Paul McKernan spoke against the application.

Cllr Carole Slater spoke on behalf of Shrewton Parish Council on the application.

The Planning Officer presented his report to the Committee which recommended that permission be granted subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. The neighbourhood plan was discussed and Members asked what weight should be applied to it. In response, it was heard that this was a leisure proposal and therefore limited weight should be given to the neighbourhood plan. The state of the highway near the site was discussed and it was noted that a gravel-like surface would be used.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Ian West, spoke in support to the application. Cllr West stated that this would be a great asset to the community but raised concerns in regards to the access. The applicant had done everything possible to make the access acceptable; including new signage. Cllr West had reservations in regards to the highway and referred to routing figures for the A303 near Stonehenge.

Members discussed the potential for traffic on the London Road, the southern part of Nett Road and relevant transport plans. The size of the proposed parking site was discussed and the number of visitors who could attend was debated. The potential for coaches visiting the site and potential

issues with the access were also raised. The Highways recommendation for approval was discussed by Members. A request was made to planning officers in regards to the planning history of the site and it was noted that there was no relevant planning history. The value of this facility to local villages was also highlighted. The potential for an alternative site was discussed but only this single application had been considered. The need for the Parish Council to be involved regarding alterations to the access was discussed. It was heard that this would be a community asset and Members' discussion continued to clause 4 (p.14 of the agenda).

The concerns of residents on Nett Road were raised. The potential issues with a chalk track as access to the proposed site were discussed, with particular concern in the winter months. The Highway's Officer stated the need to consider cricket's seasonality due to the nature of the application and discussed 'passing places' on the road leading up to the site. The use of the multi-games facility was also discussed which was expected to be used throughout the year but less frequently than the cricket facilities. Potential improvements to the road were discussed but it was explained that it would not be a smooth surface. The Chairman stated that this was a good opportunity for such an amenity in a small village and stated that the location was favourable.

The Committee requested that condition 10 be amended by replacing "12pm" with "midnight".

Cllr Jose Green and Cllr George Jeans both abstained from voting on the item.

Resolved:

To approve planning permission for the following reasons:

1.The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990, as amended by the Planning and Compulsory Purchase Act 2004.

2.No development shall commence on site until details and samples of the materials to be used for the external surfaces of the development hereby approved have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In the interests of visual amenity and the character and appearance of the area.

3. No development shall commence on site until full details of signs restricting the use of the southern section of Nett Road have been submitted to and approved in writing by the Local Planning Authority. Those signs shall be erected prior to the development hereby permitted being first brought into use and maintained at all times thereafter.

Reason: In the interests of highway safety.

4. No development shall commence on site until full details of the improvements to the northern section of Nett Road have been submitted to and approved in writing by the Local Planning Authority. The improvements shall be fully completed prior to the development hereby permitted being first brought into use.

Reason: In the interests of highway safety.

5. No part of the development shall be first brought into use until the visibility splays shown on the approved plans have been provided with no obstruction to visibility at or above a height of 900mm above the nearside carriageway level. The visibility splays shall be maintained free of obstruction at all times thereafter.

Reason: In the interests of highway safety

6. No part of the development hereby approved shall be first brought into use until the parking area shown on the approved plans has been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

Reason: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

7. No development shall commence within the area indicated (proposed development site) until:

- A written programme of archaeological investigation, which should include on- site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
- The approved programme of archaeological work has been carried out in accordance with the approved details.

Reason: In the interests of Archaeology.

8. No development shall take place until a scheme for the construction of the sports pitches has been submitted to and approved in writing by the Local Planning Authority. The works shall be carried out in accordance with the approved scheme and maintained in perpetuity.

Reason: To ensure the provision of an adequate quality playing field.

9. The sports pitches shall only be used for Outdoor

Sport. Reason: To protect the sports pitches from loss

or/and damage.

10. The use hereby permitted shall only take place between the hours of 9am and 11pm from Monday to Thursday, Sundays and Bank or Public Holidays and between 9am and 12pm on Fridays and Saturdays.

Reason: In the interests of the amenities of the area.

11. No development shall commence on site until details of external cowls, louvers or other shields to be fitted to the floodlights to reduce light pollution have been submitted to and approved in writing by the Local Planning Authority. The approved measures shall be put in place before the floodlights are first brought into use and shall be maintained in perpetuity in accordance with the approved details.

Reason: In the interests of the amenities of the area.

12. The development shall be carried out in complete accordance with the following drawings:

Drawing reference: SCC NG 01 Date drawn: 01/2013 Date received by Wiltshire Council: 05/08/2014

Drawing reference: SCC NG 05 Date drawn: 04/2013 Date received by Wiltshire Council: 05/08/2014

Drawing reference: SCC NG 00: Date received by Wiltshire Council: 05/08/2014

Drawing reference: SCC NG 02 Date drawn: 09/2012 Date received by Wiltshire Council: 05/08/2014

Drawing reference: SCC NG 03 Date drawn: 01/2013 Date received by

WiltshireCouncil: 05/08/2014

Drawing reference: SCC NG 04 Date drawn: 02/2013 Date received by WiltshireCouncil: 05/08/2014

Drawing reference: SCC NG 06 Date drawn: 07/2013 Date received by WiltshireCouncil: 05/08/2014

Reason: For the avoidance of doubt.

Informatives:

Archaeology

The work should be conducted by a professionally recognised archaeological contractor in accordance with a written scheme of investigation approved by this office and there will be a financial implication for the applicant.

Lighting

The applicant will need to demonstrate that the lighting scheme will satisfactorily control light pollution and glare. It is recommended that they do this by submitting information which demonstrates that the scheme will comply with the recommendations of the Institute of Lighting Engineers "Guidance Notes for the Reduction of Obtrusive Light GN01:2011" for Zone E2.

18b 14/04486/FUL - Orchard House, Stratford Road, Stratford Sub Castle, Salisbury, Wiltshire, SP1 3LG

Public Participation

Bryony Stala (agent) spoke in support of the application.

The Planning Officer presented his report to the Committee which recommended that permission be granted subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. It was noted that this site was owned by Wiltshire Council but the applicant had no involvement with the Council. The front alleviation of the historic building would remain unchanged. The flood risk assessment was discussed with the advice of the Environment Agency was taken into consideration.

The extension of a wall in relation to the site access was discussed and the

Conservation Officer had no issue with the inseting of the wall. Spatial planning boundaries and the core strategy were also raised. A possible contribution to the creation of a pavement was discussed but it was heard that there was no justified Highway's reasoning for this. Concern was raised regarding young people having to cross the road to a very narrow pavement and then having to cross again to the school. The width of the highway by the site was also highlighted and the contribution to R2 was raised.

An item of late correspondence was circulated at the meeting.

The Local Member, Cllr Mary Douglas, spoke in objection to the application. Cllr Douglas believed there had been significant public interest in this application and therefore a decision should be made in public. Cllr Douglas raised concern in regarding the pavement due to the locality of a school – Cllr Douglas had photographed a mother walking with her child in the road.

Members raised concerns in regards to the lack of pavement immediately outside of the property. The Chairman stated that it would not be possible to force the applicant to install an inside pavement. The Chairman stated that this was an ideal site for development as it was an existing site but stated that it was unfortunate that there was no affordable housing on the site. Condition 12 was discussed and it was heard that the technical drawings were unavailable.

The Area Development Manager clarified that there were pavements on either side of the development. The need for social housing on this site was debated by Members and it was noted that the residents in the area 'fully supported' the development. The Highways Officer was asked by Members about the historic wall but it was noted that the wall currently impacted on Highway visibility. Some Members stated concerns with the Highways advice in regards to the lack of pavement in front of the site.

Resolved:

To approve planning permission for the following reasons:

1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs (for both the new houses and the alterations/extensions to Orchard House) have been submitted to and approved in writing by the Local Planning Authority.

Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

3 No development shall commence on site until details of all eaves, verges, windows (including head, sill and window reveal details), doors, rainwater goods, chimneys, dormers and canopies for each of the new houses have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

4 No works shall commence on site until a full survey, including analysis, and photographic record of the listed front boundary walls and railings has been submitted to and approved in writing by the Local Planning Authority.

REASON: To secure the proper recording of the listed building.

5 No development shall commence until a detailed method statement and plan(s)/elevation(s) for the proposed alterations to the access to the site and adjoining walls/railings have been submitted to the local planning authority for approval in writing. The method statement and plan(s)/elevation(s) shall detail any changes required to the existing walls to accommodate visibility splays in particular. The development shall be carried out strictly in accordance with the approved method statement and plan(s)/elevation(s).

REASON: The application contains insufficient detail to address these matters at this time.

6 No development shall commence within the area indicated (proposed development site) until:

* A written programme of archaeological investigation or a written proposal for the preservation in situ of the area of archaeological significance, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and

* The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

7 No development shall commence until a scheme to ensure the development makes adequate provision for recreation facilities made necessary by the development has been submitted to the local planning authority and approved in writing. The scheme shall include a timeframe for its implementation, and the scheme shall be implemented in accordance with this timeframe.

REASON: To ensure adequate delivery of recreation facilities made necessary by the development in accordance with saved Policy R2 of the Salisbury District Local Plan.

8 No development shall commence until details of all hard landscaping materials (including access road surfacing materials) have been submitted to the local planning authority for approval in writing. Development shall be carried out in accordance with the approved details prior to first occupation of any part of the development or in accordance with a programme to be first agreed in writing by the local planning authority, whichever is the sooner.

All soft landscaping shall be carried out strictly in accordance with drawing no. 2913-101 dated April 2014.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

9 All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock.

Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

10 The development hereby approved shall be carried out strictly in accordance with the Arboricultural Impact Appraisal and Method Statement

by Technical Arboriculture dated April 2014.

REASON: To ensure appropriate protection for trees proposed to be retained.

11 No other works shall commence on the development site until the revised access and visibility splays shown on the approved plans (no. 4586.001 dated April 2014) have been provided with no obstruction to visibility at or above a height of 900mm above the nearside carriageway level. The existing accesses indicated to be stopped up shall be permanently stopped up no later than first occupation of any of the dwellings hereby approved. The visibility splays shall be maintained free of obstruction at all times thereafter.

REASON: In the interests of highway safety.

12 No individual dwelling hereby permitted shall be first occupied until the access, turning area and parking spaces serving that dwelling have been completed in accordance with the details shown on the approved plans. These areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

13 The first floor landing window and the stair window in the rear (west) facing elevation of unit 4 shall be glazed with obscured glass only and fixed shut prior to the first occupation of unit 4, and the windows shall be permanently maintained as such thereafter.

REASON: In the interests of residential amenity and privacy.

14 Before works commence the applicant shall submit to the Local Planning authority for approval in writing details of the design and locations of at least 2 bat tubes which will be integrated into the construction of one or more of the dwellings. The development shall be completed in accordance with the approved measures.

REASON: To ensure ecological enhancement as an outcome of the development.

15 Removal of tree and scrub vegetation to allow construction works to proceed will be undertaken during the period 1st September and 28th February only, or if outside this period only within 48 hours of a site survey by a professional ecologist and in accordance with their written recommendations following such a survey.

REASON: To protect ecological interests.

16 Finished floor levels of the dwellings hereby approved shall be no lower than 50.1 metres above Ordnance Datum (AOD).

REASON: To reduce the risk of flooding to the proposed development and future occupants.

17 No development approved by this permission shall commence until a scheme for water efficiency has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented in accordance with the agreed details.

REASON: In the interests of sustainable development and climate change adaptation.

18 Prior to the erection of any sheds, summerhouses or other buildings indicated to be erected on the Proposed Site Plan details of their designs shall be submitted to the local planning authority for approval in writing. The buildings shall then be erected in accordance with the approved details.

REASON: The application contains insufficient detail to consider this at this time.

19 The development hereby permitted shall be carried out in accordance with the following approved plans:

no. 002 PL00 dated 03/14 (received by lpa 23/04/14)
no. 001 PL00 dated 03/14 (received by lpa 23/04/14)
no. 022 PR05 dated 29/07/14 (received by lpa 15/08/14)
no. 023 PR02 dated 24/07/14 (received by lpa 15/08/14) no. 024 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 025 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 026 PR02 dated 24/07/14 (received by lpa 15/08/14) no. 027 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 028 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 030 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 031 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 032 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 033 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 034 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 035 PR01 dated 24/07/14 (received by lpa 15/08/14) no. 036 PR02 dated 24/07/14 (received by lpa 15/08/14) no. 037 PR02 dated 24/07/14 (received by lpa 15/08/14) no. 038 PR02 dated 24/07/14 (received by lpa 15/08/14) no. 039 PR03 dated 24/07/14 (received by lpa 15/08/14)
no. 4586.001 (access) dated 04/14 (received by lpa (23/04/14)
no. 2913 101 (landscaping) dated 04/14 (received by lpa 23/04/14)

REASON: For the avoidance of doubt and in the interests of proper planning.

20 INFORMATIVE: The applicant's attention is drawn to the informatives from the Environment Agency which can be viewed on the Council's website.

18c 14/04488/LBC - Orchard House, Stratford Road, Stratford Sub Castle, Salisbury, Wiltshire, SP1 3LG

Public Participation

Public participation on Orchard House (SP1 3LG) was taken during minute no. 18B as they referred to the same proposed site.

The Planning Officer presented his report to the Committee which recommended that permission be granted subject to conditions.

An item of late correspondence was circulated at the meeting.

Resolved:

To approve planning permission for the following reasons:

- 1) The works for which Listed Building Consent is hereby granted shall be begun before the expiration of three years from the date of this consent.

REASON: To comply with the provisions of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2) No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3) No works shall commence on site until a full schedule and specification of all repair works to Orchard House, the workshop and the front boundary walls has been submitted to and approved in writing by the Local Planning Authority.

The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

- 4) No works shall commence on site until a full survey, including

analysis, and photographic record of the front boundary wall has been submitted to and approved in writing by the Local Planning Authority.

REASON: To secure the proper recording of the listed building.

- 5) No works shall commence on site until a scheme for the protection of existing architectural / historic features in situ (including plasterwork, ironwork, cupboards, fireplaces, doors, windows, staircases, staircase balustrading and other woodwork) has been submitted to and approved in writing by the Local Planning Authority. The works shall be carried out in accordance with the approved details.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

- 6) Within 12 months of the approved demolition works at Orchard House being carried out, all adjoining surfaces which have been disturbed by the works shall be made good with materials and finishes to match those of existing undisturbed areas surrounding the surfaces.

REASON: In the interests of preserving the character and appearance of the listed building and its setting.

- 7) No demolition works shall commence on site until a valid construction contract has been entered into under which one of the parties is obliged to carry out and itself complete the works of development of the site for which planning permission has been granted under application reference 14/04486/FUL or such other application(s) approved by the Local Planning Authority; and; evidence of the construction contract has first been submitted to and approved by the Local Planning Authority.

REASON: In the interests of the visual amenity of the locality, which is within a designated Conservation Area.

- 8) The development hereby permitted shall be carried out in accordance with the following approved plans:

no. 021 PL00 dated 03/14 (received by lpa 23/04/14)
no. 022 PR05 dated 29/07/14 (received by lpa 15/08/14) no. 023 PR02
dated 24/07/14 (received by lpa 15/08/14) no. 027 PR01 dated 24/07/14
(received by lpa 15/08/14) no. 010 PL01 dated 22/04/14 (received by lpa
23/04/14)'Heritage Statement' and associated photographic
record/renovation notes by CGMS Consultants dated April 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

18d 14/09325/ADV - Beehive Roundabout, Old Sarum, Salisbury, Wiltshire

Public Participation

There was no public participation.

The Planning Officer presented his report to the Committee which recommended that permission be granted subject to conditions.

Members of the Committee then had the opportunity to ask technical questions of the officer. Procedural clarification was required in regards to how the Council approves the companies who will advertise on the roundabout. It was heard that this was not relevant to the Committee's decision. It was heard that there had been a dozen of these advertising ideas in the County to date. The costs involved in regards to maintenance were raised.

The Local Member, Cllr Ian McLennan, spoke in objection to the application. It was heard this signage would face Old Sarum and that the Parish Council believe it would be detrimental. Cllr McLennan did not feel this signage enhanced the area in anyway and that it was an inappropriate place for such signage.

The Chairman commented on the historic importance of this area and that this was a dangerous roundabout due to the volume of cars; particularly at weekends. Members discussed the commercialisation of such an important historic location. The unknown design of these signs also caused concern. The potential impact on the landscape was debated. The nature of current signage near the 'Park and Ride' was raised. The core strategy was raised in relation to the application making a positive contribution to the character and appearance of Wiltshire.

Resolved:

To refuse planning permission for the following reasons:

The proposed signs, by reason of their size, location and numbers (both in isolation and cumulatively with existing signage), would be incongruous in the rural context and at this important 'gateway' to Salisbury, and would result in a proliferation of signage on the roundabout to the detriment of the character and appearance of the area. The signs would therefore be harmful to amenity, which would be contrary to Core Policy 57 of the Wiltshire Core Strategy and paragraph 67 of the National Planning Policy Framework.

19 **Urgent Items**

There were no urgent items

(Duration of meeting: 6.00 - 8.20 pm)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 5 NOVEMBER 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett, Cllr Magnus Macdonald, Cllr Christopher Newbury (Chairman), Cllr Horace Prickett, Cllr Pip Ridout, Cllr Jonathon Seed and Cllr Roy White

Also Present:

Cllr John Hubbard.

115 Apologies for Absence

Apologies for absence were received from Magnus MacDonald.

116 Minutes of the Previous Meeting

The minutes of the meeting held on 24 September 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 24 September 2014 with the following amendment: that the start and finish time of the meeting be noted in the minutes.

117 Chairman's Announcements

The Chairman gave details of the exits to be used in the event of an emergency, and asked that mobile phones be turned off or set to silent.

118 Declarations of Interest

There were no declarations of interest.

119 Public Participation and Councillors' Questions

No questions had been received from councillors or members of the public.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

Admin Note: Cllr Magnus MacDonald arrived in the chamber.

120 **Right of Way Applications**

121 **West Ashton 1 (Part) Rights of Way Modification Order 2014**

Public participation:

Francis Morland spoke in objection to the application.

Richard Covington spoke on behalf of the West Ashton Parish Council.

The Right of Way Officer presented the report which outlined the need to regularise the definitive map in the light of an issue that had come to the council's attention following a land purchase. There was an objection to the order which means it comes to the Committee. Officers planned to address the issue under powers delegated to officers in the Highways Act.

The Officers thanked Mr Morland for bringing certain issues to the attention of the Council which would allow them to be addressed. Councillors commended the hard work of the officers in trying to resolve the matter. A motion was put forward to move the officer's recommendation as set out in the report.

RESOLVED That the Wiltshire Council West Ashton 1 (Part) Rights of Way Modification Order 2014 be forwarded to the Secretary of State for Environment, Food and Rural Affairs for determination with the recommendation that the Order is not confirmed.

122 **Planning Applications**

The Committee considered the following applications:

123 **14/04399/FUL - Land off Lewington Close and Longford Road, Melksham, Wiltshire**

Public Participation:

Karen Munroe and David Timbrell spoke in objection to the application.

Paul Walsh and Sally Hewins spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Councillor John Hubbard as the local member, spoke in objection to the application. He also commented that the developers had consulted with the public and had made changes to the original plans, but that there were still a number of objections to the development. The main issues were noted as: impact of changes to landscaping on neighbours and the density and proximity of the development. The debate focused on the impact of the proposed development on the character of the area. A motion was put forward to refuse the defer the application for a site visit. At the end of the debate it was;

Resolved

To defer consideration of the application to allow for a site visit to take place.

Admin Note: Cllr MacDonald having declared an interest in this item did not participate in the meeting for the duration of the item.

124 **14/05120/FUL - Land North of Goose Street, Southwick, Wiltshire**

Public Participation:

Julian Sully spoke in objection to the application.
Peter Grist spoke in support of the application.
Tony Doel spoke on behalf of Southwick Parish Council.

The Planning Officer outlined the report which recommended refusal. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members of the public were invited to speak on the application as listed above.

Councillor Horace Prickett, as the local member, spoke in relation to the application. The main issues were noted as: the level of objection in the community, whether the issues given in the previously refused application had been address, and the position of the proposal in relation to the village boundary. A motion was put forward to refuse the application. At the end of the debate it was;

Resolved to refuse the application for the following reasons:

- 1. The proposed residential development is located outside of the defined village policy limits. No rural occupation or other exceptional**

circumstances have been presented which would outweigh the harm associated with the development. The proposals therefore constitute an unwarranted extension of urbanisation into the countryside to the detriment of the visual openness and quality of the countryside contrary to policies C1 and H19 of the West Wiltshire District Plan 1st Alteration (2004), and Core Policies 1 and 2 of the emerging Wiltshire Core Strategy.

2. The proposal, located outside of village policy limits, is contrary to the National Planning Policy Framework (Section 4 paras. 29, 30 & 37) and the emerging Core Strategy for Wiltshire (Policy 60), which seek to reduce the need to travel, influence the rate of traffic growth and reduce the environmental impact of traffic overall in support of sustainable development.

125 **14/07674/FUL - Land at 347 Snarilton Lane, Melksham, Wiltshire, SN12 7QP**

Public Participation:

Peter Steven spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members of the public were invited to speak on the application as listed above.

Councillors questioned why the application had been called-in to Committee given that the apparent low level of objection. A motion was put forward to approve the application. At the end of the debate it was;

Resolved

To approve the recommendation subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

3. No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-
- a) location and current canopy spread of all existing trees and hedgerows on the land and immediately adjacent;
 - b) full details of any to be retained, together with measures for their protection in the course of development;
 - c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
 - d) finished levels and contours;
 - e) means of enclosure;
 - f) car park layouts;
 - g) other vehicle and pedestrian access and circulation areas;
 - h) all hard and soft surfacing materials;
 - i) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);
 - j) proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

4. All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

5. No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

6. The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

7. No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

8. No part of the development shall be first occupied until the visibility splays shown on the approved plans have been provided with no obstruction to visibility at or above a height of 900mm above the nearside carriageway level. The visibility splays shall be maintained free of obstruction at all times thereafter.

REASON: In the interests of highway safety.

9. No development shall commence on site (including any works of demolition), until a Construction Method statement, which shall include the following:

- a) The parking of vehicles of site operatives and visitors;
- b) Loading and unloading of plant materials;
- c) Storage of plant and materials used in constructing the development;
- d) The erection and maintenance of security hoarding;
- e) Wheel washing facilities;
- f) Measures to control the emission of dust and dirt during construction;
- g) A scheme for recycling / disposing of waste resulting from demolition and construction works;
- h) Hours of construction, including deliveries has been submitted to, and approved in writing by, the Local Planning Authority. The approved statement shall be adhered to throughout the demolition/construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement without the prior written permission of the Local Planning Authority.

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detrimental to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

10. The development hereby permitted shall be carried out in accordance with the following approved plans:

Topographic survey received 8 August 2014;
Proposed site plan received on 21 August 2014;
Elevations Plot 1 received on 21 August 2014;
Floorplans Plot 1 received on 21 August 2014;

Elevations Plot 2 received on 21 August 2014;
Floorplans Plot 2 received on 21 August 2014;
Location Plan received on 30 August 2014;
Access visibility plan received 24 September 2014;

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVES:

1. Further information on connection to Wessex Water infrastructure can be obtained from their New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.
2. There is a low risk that great crested newts / reptiles / badgers could occur on the application site. Great crested newts and all reptiles are legally protected and planning permission does not provide a defence against prosecution. In order to minimise the risk of amphibians/reptiles occurring on the site, the developer is advised to clear the site and vegetation in a sympathetic manner during the autumn (September/October) or spring months (April-May) and to maintain the vegetation at a short height to make it unsuitable for reptiles/amphibians until the construction works commence. If these species are found during the works, the applicant is advised to stop work and follow advice from an independent ecologist or a Council Ecologist (01225 713875 / 718182).

Badgers are protected under the Protection of Badgers Act 1992 mainly for welfare purposes. If works are carried out in close proximity to a known badger sett, then a licence may be required. Please see Natural England's website for further information.

The applicant should note that under the terms of the Wildlife and Countryside Act 1981 (as amended) and the Conservation of Habitats and Species Regulations 2010 (as amended) it is an offence to disturb or harm any protected species, or to damage or disturb their habitat or resting place. Please note that this consent does not override the statutory protection afforded to any such species. In the event that your proposals could potentially affect a protected species you should seek the advice of a suitably qualified and experienced ecologist and consider the need for a licence from Natural England prior to commencing works. Please see Natural England's website for further information on protected species:

<http://www.naturalengland.org.uk/ourwork/planningdevelopment/spatialplanning/standingadvice/faq.aspx>

126 14/08400/FUL - Plot adjacent to 'Beechwood', Bratton Road, West Ashton, Trowbridge, BA14 6AZ

Public Participation:

Paul Pursey spoke in objection to the application.
Howard Walters spoke in support of the application.

Richard Covington spoke on behalf of the West Ashton Parish Council.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Members of the public were invited to speak on the application as listed above.

Councillor Horace Prickett, as the local member, spoke in objection to the application. The main issues were noted as: impact of the proposals on neighbours, whether the issues given in the previously refused application had been address, that the Committee had previously visited the site and the position of the proposal in relation to the streetscene. A motion was put forward to refuse the application. At the end of the debate it was;

Resolved to refuse the application for the following reason:

- 1. The proposed dwelling by reason of its siting, size, height and design would have an adverse impact upon the character and appearance of the street scene and neighbouring amenity, contrary to Saved Policies C31a and C38 of West Wiltshire District Local Plan (Adopted 2004).**

127 Urgent Items

There were no Urgent Items.

(Duration of meeting: 3.00 - 5.18 pm)

The Officer who has produced these minutes is Will Oulton, of Democratic Services, direct line 01225 713935, e-mail william.oulton@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 26 NOVEMBER 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christopher Newbury (Chairman), Cllr John Knight (Vice-Chair), Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett, Cllr Magnus Macdonald, Cllr Horace Prickett, Cllr Pip Ridout, Cllr Jonathon Seed, Cllr Roy While and Cllr Gordon King (Substitute)

Also Present:

Cllr Jon Hubbard

128 Apologies for Absence

Apologies for absence were received from Councillor Trevor Carbin who was replaced by Cllr Gordon King for that meeting only.

129 Minutes of the Previous Meeting

The minutes of the meeting held on the 5 November 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 5 November 2014.

130 Chairman's Announcements

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

131 Declarations of Interest

Councillor Magnus MacDonald stated that he had previously registered a pecuniary interest in item 6 a – 14/04399/FUL, and would not take part in the deliberations of that item.

132 **Public Participation and Councillors' Questions**

No questions had been received from councillors or members of the public.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

133 **Planning Applications**

The Committee considered the following applications:

134 **14/04399/FUL - Land off Lewington Close and Longford Road, Melksham, Wiltshire**

Public Participation:

Karen Munroe and David Timbrell spoke in objection to the application.
Paul Walsh spoke in support of the application.

The Planning Officer outlined the report which recommended the application for approval subject to conditions. Reference was made to the site visit undertaken by the Members of the Committee prior to the meeting. The site description and an overview of the proposed development were also given. The Planning Officer outlined the relevant planning policy, consultation and relevant planning considerations.

Councillor Jon Hubbard, as the local member, spoke in objection the application.

Members of the public were invited to speak on the application as listed above.

Issues discussed including the position of housing units in relation to existing properties, the elevation and size of the proposed housing units, the ecological impacts of the development, the location of the site in relation to service, the siting of the open space area, the access to the main site and the landscaping plans. Members suggested that, to mitigate the impact on neighbouring properties, the landscaping be started once construction work had begun rather than at the point of occupation or completion. At the end of the debate the meeting;

Resolved

- 1. That Planning Permission be granted at a future date in the event of the Development Control Manager being satisfied as to the prior completion a legal Agreement to secure:**

- a) **An index-linked financial contribution towards secondary education infrastructure expansion of 2 places; and**
 - b) **The transfer of ownership of the proposed public open space to the Melksham Town Council and to secure the provision of the play equipment on that site.**
- 2. That Permission be granted subject to the following conditions:**
- I. **The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- II. **The materials to be utilised within this development shall accord with the schedule of materials as described within the planning application form, registered 16 April 2014 and the revised drawings received on 12 August 2014.**

REASON: In the interests of visual amenity and the character and appearance of the area.

- III. **Subject to the further requirements of Condition 4, all soft landscaping comprised in the approved details of landscaping on Plan 3731/01 Rev K shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner. All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.**

REASON:

To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- IV. **Notwithstanding Condition 3, the south eastern boundary treatment between Plots 5 and 12 including fencing and hedge and tree planting comprised in the approved details of landscaping on Plan**

3731/01 Rev K shall be carried out in the first planting and seeding season following commencement of development. All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority.

REASON:

To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- V. No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved by the Local Planning Authority. The development shall not be occupied until the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, retaining walls, service routes, surface water outfall, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, drive gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.**

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner.

- VI. The development hereby permitted shall not be occupied until the first five metres of the access onto Longford Road, measured from the edge of the carriageway, has been widened to 5m (this access width shall include increasing the length of the lowered kerbs and footway crossover) and shall be consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.**

REASON: In the interests of highway safety.

- VII. No part of the development hereby permitted shall be occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.**

REASON: In the interests of highway safety.

- VIII.** The development hereby approved shall be carried out in strict accordance with the revised 'Bats - Method Statement template to support a licence application' for 17a Longford Road, Melksham (reference WML-A13.2 (03/14)) prepared by Middlemarch Environmental Ltd and received by the local planning authority on 25th September 2014, as modified by any relevant Natural England bat licence relating to this development. The installation of the new bat roost features shall be supervised by a professional ecologist.

REASON: To ensure adequate protection and mitigation for European protected species (Common pipistrelle, Brown long-eared and Serotine bats).

- IX.** The cavity wall bat roost and its access point and the bat tubes will be available for bat use before the first occupation of the dwellings associated with the development hereby approved and shall be retained as permanent features for the lifetime of the development, as modified by any Natural England Licence relating to this development.

REASON: To protect and maintain the bat roost mitigation.

- X.** No external lighting shall be installed to the south elevation of Plot 6 or the north elevation of Plot 5 unless it is required for health and safety purposes, whereupon lighting shall be controlled by a passive infra-red sensor; all other security /external lighting shall be controlled by passive infra-red sensor and all street lighting installed on site shall be low level and downward directional to minimise light spillage.

REASON: To prevent illumination of the alternative cavity wall bat roost provided as mitigation in the southern elevation of Plot 6 and to keep the lighting of the whole site to a minimum for continued foraging/commuting bat usage.

- XI.** Prior to the commencement of works associated with the development hereby approved, a Landscape and Ecology Management Plan shall be prepared and submitted to the local planning authority for approval. The approved plan shall be complied with during and after the completion of the development hereby approved.

REASON: To ensure the appropriate management of retained trees, hedgerows and newly planted vegetation, and the maintenance of new bat roosts.

XII. The development hereby approved shall be carried out in accordance with the revised Reptile Mitigation Strategy prepared by Middlemarch Environmental Ltd and received by the local planning authority on 19th September 2014. The Strategy shall be implemented in full unless otherwise agreed in writing with the local planning authority.

REASON: To ensure adequate protection and mitigation for slow worms.

XIII. The development hereby permitted shall be carried out in accordance with the following approved plans:

- 3731/01 Rev K received on 12 August 2014;
- 3731/02 Rev E received on 12 August 2014; and
- 3731/03 Rev E received on 12 August 2014.

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE: Any noise during the construction phase should be limited to 0730-1800hrs Monday to Friday and 0800-1300 on Saturdays and not at all on Sundays and Public Holidays.

Admin Note: Cllr MacDonald, having declared an interest in this item, did not participate in the meeting for the duration of the item.

135 **14/06019/FUL - Copse Farm, Holt, Trowbridge BA14 6FW**

Public Participation:

Paul Oakley spoke in support of the application.
Cllr Andrew Pearce spoke on behalf of Holt Parish Council.

The Planning Officer outlined the report which recommended the application for approval subject to conditions.

Members of the public were invited to speak on the application as listed above.

The Chair stated that the local Member, Councillor Carbin, had had to tender his apologies as he had been called to other Council business.

Issues discussed included: the position of the proposals, the height of the panels, the access to the site, the intended use of the power generated to support agricultural business, the quality grading of the agricultural land and the impact of existing landscaping. Following the debate the meeting;

Resolved to approve the application subject to the following conditions:

- 1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2. The development hereby permitted shall be carried out in accordance with the following approved plans:**

- Design and Access Statement – Received 23 June 2014**
- Location Plan – Received 23 June 2014**
- Proposed Photovoltaic's – Received 23 June 2014**
- Solar Panel Details – Received 23 June 2014**
- Email from agent - Received 15 September 2014**
- Site Plan Rev E Barn One – Received 25 September 2014**
- Site Plan Rev E Barn Two – Received 25 September 2014**
- Shading Report Barn One - Received 25 September 2014**
- Shading Report Barn Two - Received 25 September 2014**
- Shading Report Letter - Received 25 September 2014**
- Tree Line Photos - Received 25 September 2014**
- Agricultural Classification Report – Received 17 October 2014**
- Agricultural Land Classification Map – Received 17 October 2014**

REASON: For the avoidance of doubt and in the interests of proper planning.

- 3. The development hereby approved shall be discontinued and the land restored to its former condition on or before 26 November 2039 in accordance with a Decommissioning Plan to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of decommissioning; unless before that date planning permission has been sought and granted for the retention of these structures for an extended period of time.**

REASON: In the interests of amenity and the circumstances of the use.

4. In the event that the development ceases to be operational for the generation of energy before the end of the period defined in condition 3 above, then all associated development on, under or above the application site shall be removed from the site and the land returned to its former condition in accordance to a Decommissioning Plan to be submitted to and approved in writing by the Local Planning Authority prior to the commencement of decommissioning, and within six months of the cessation of the generation of energy from the site.

REASON: In the interests of amenity and the circumstances of the use.

5. Following the installation of the solar array, no fence enclosures shall be erected on the installation site and there shall be no external lighting/illumination at or on the site unless otherwise approved by the Local Planning Authority following the submission of a separate planning permission.

REASON: To ensure the creation/retention of an environment free from intrusive levels of lighting and to protect the open countryside.

6. No development shall commence on site, until a Construction Method Statement, which shall include the following:
 - a) The number of and vehicle type used for delivery of the solar panels.
 - b) Details of any traffic routing or temporary diversions.
 - c) the delivery hours and parking of vehicles of site operatives and visitors;
 - d) loading and unloading of plant and materials;
 - e) storage of plant and materials used in constructing the development;
 - f) wheel washing facilities;
 - g) measures to control the emission of dust and dirt during construction;
 - h) measures for the protection of the natural environment and;
 - i) has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

REASON: To minimise detrimental effects to the Highway Network, neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

7. a) No development shall commence on site, and; no equipment, machinery or materials shall be brought onto site for the purpose of development, until a tree and hedge Protection Plan showing the exact position of each tree and hedge and siting of secure protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority, and;
7. b) The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations.
7. c) No retained tree or hedge shall be cut down, uprooted or destroyed, nor shall any retained tree or hedge be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work – Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise.
7. d) If any retained tree or hedge is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.
7. e) No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to be retained on the site or adjoining land.

[In this condition "retained tree" means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later].

REASON: To enable the Local Planning Authority to ensure the retention of trees and hedgerow on the site in the interests of visual amenity.

8. Construction work on the site shall only take place between the hours of 08:00 and 18:00 on weekdays and between 08:30 and 13:00 on Saturdays, with no work taking place on Sundays or Bank Holidays.

REASON: To ensure the creation/retention of an environment free from intrusive levels of noise and activity in the interests of amenity of the area.

136 Urgent Items

There were no Urgent Items.

(Duration of meeting: 3.00 - 4.00 pm)

The Officer who has produced these minutes is Will Oulton, of Democratic Services, direct line 01225 713935, e-mail william.oulton@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

DRAFT MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 17 DECEMBER 2014 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christopher Newbury (Chairman), Cllr John Knight (Vice-Chair), Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett, Cllr Magnus Macdonald, Cllr Pip Ridout, Cllr Jonathon Seed, Cllr Roy While and Cllr Jerry Wickham (Substitute)

Also Present: Fleur de Rhé-Philippe

137 Apologies for Absence

Apologies for absence were received from Councillor Horace Prickett who was substituted by Councillor Jerry Wickham for this meeting only.

138 Minutes of the Previous Meeting

The minutes of the meeting held on 26 November 2014 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 26 November 2014.

139 Chairman's Announcements

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

140 Declarations of Interest

There were no declarations of interest.

141 **Public Participation and Councillors' Questions**

Councillor Ernie Clark asked, in supplement to his question circulated in advance of the meeting, the following question:

Accepting that the answer supplied is correct, why did WCC Highways Department not raise this issue with WWDC before the conditions for this application were published eight years ago? Furthermore, why did WC Highway officers hold consultations with myself and Cllr. Oldrieve if Highways had predetermined their opinion on this matter?

As there was not an appropriate officer in attendance to respond to the supplementary question, the Chair asked that a written response be requested.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

142 **Right of Way Applications**

The Committee considered the following application:

143 **Chapmanslade 12 (Part) Diversion Order and Definitive Map and Statement Modification Order 2014**

Public participation:

Francis Morland spoke in objection to the application.

Phil Smith spoke in support of the application

Phil Jefferson spoke on behalf of Chapmanslade Parish Council.

The Right of Way Officer presented the report which outlined the recommendation. The officer was asked to outline the cost of dealing with a modification order, once an objection had been received. It was agreed that a written response would be given. Issues discussed in the course of the debate included: the cost of and the liability for the maintenance of the bridge; the impact of the proposals on the land owner and users of the right of way; and the level of public support for the proposals.

Members of the public were invited to speak on the application as listed above.

A motion was put forward to move the officer's recommendation as set out in the report.

Resolved:

That "The Wiltshire Council Chapmanslade 12 (part) Diversion Order and Definitive Map and Statement Modification Order 2014", be forwarded to

the Secretary of State for the Environment, Food and Rural Affairs for determination, with a recommendation from Wiltshire Council that the Order be confirmed without modification.

Reasons for Decision:

Despite the objections received it is considered, for the reasons given at part 18 of the decision report (Appendix C), that “The Wiltshire Council Chapmanslade 12 (part) Diversion Order and Definitive Map and Statement Modification Order 2014” continues to meet the legal tests for the making of a Diversion Order under Section 119 of the Highways Act 1980.

Additionally, the legal tests for the confirmation of a Public Path Diversion Order, as set out under Section 119 of the Highways Act 1980, appear capable of being satisfied and no new evidence has been submitted during the formal objection period which would lead Wiltshire Council to no longer support the making of the Order.

144 **Planning Applications**

The Committee considered the following application:

145 **14/09500/FUL - Sienna's Valley Farm, Huntenhull Lane, Chapmanslade, BA13 4AS**

Nigel Brown, Ian Buick and Charles Thackway spoke in objection to the application.

Derek Tanswell and Edward Drew spoke in support of the application.

Phil Jefferson spoke on behalf of Chapmanslade Parish Council.

The Senior Planning Officer outlined the report which recommended the application for approval subject to conditions.

Members of the public were invited to speak on the application as listed above.

Issues discussed in the course of the debate included: the location of the building; the impact on the local landscape; the needs of the specific livestock business; and the temporary nature of the proposed permission.

Resolved

That consideration of the application be deferred to allow further information to be submitted to the Committee.

Reason for Decision: to gather more information to aid the Committee in their consideration of the matter.

146 Planning Appeals Update Report

The Planning Appeals Update Report for 2014 was received. The Chair asked that information pertaining to West Wiltshire area applications considered by the Strategic Planning Committee be included in future reports; and that officers consider how best to present the information in light of the comments received.

Resolved:

To note the Planning Appeals Update Report for 2014.

147 Urgent Items

There were no Urgent Items.

(Duration of meeting: 3.00 - 4.33 pm)

The Officer who has produced these minutes is Will Oulton, of Democratic Services, direct line 01225 713935, e-mail william.oulton@wiltshire.gov.uk

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WESTERN AREA PLANNING COMMITTEE

MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING HELD ON 14 JANUARY 2015 IN THE COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Christopher Newbury (Chairman), Cllr John Knight (Vice-Chair),
Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett,
Cllr Horace Prickett, Cllr Pip Ridout, Cllr Jonathon Seed, Cllr Roy While and
Cllr Gordon King (Substitute)

Also Present:

Cllr Stephen Oldrieve

1 Apologies for Absence

Apologies for absence were received from Councillor Magnus MacDonald, who was replaced, for this meeting only, by Councillor Gordon King.

2 Minutes of the Previous Meeting

The minutes of the meeting held on 17 December 2014 were presented. It was noted that the questions, including the supplement, were included in the minutes.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 17 December 2014.

3 Chairman's Announcements

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

4 Declarations of Interest

Cllr Andrew Davis stated that although he had considered application 6 a) as a member of the Planning Committee of Warminster Town Council, he would be considering the application with an open mind.

Cllr John Knight stated that although he had considered application 6 b) as a member of the Planning Committee of Trowbridge Town Council, he would be considering the application with an open mind.

5 Public Participation and Councillors' Questions

No questions had been received from councillors or members of the public. It was noted that the officer's response to the supplementary questions asked by Councillor Ernie Clark had been circulated, as a supplement, appended to the minutes of the meeting held on the 17 December 2014.

Cllr Clark expressed his dissatisfaction with the response and the with time it had taken for it to be given.

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

6 Planning Applications

The Committee considered the following applications:

7 14/05980/FUL - Fairview House, Gipsy Lane, Warminster, BA12 9LR

The meeting's attention was drawn to the additional information, including the amendment to the proposed condition 14, circulated on the 14 January 2015.

Public participation:

Martin Somervell MBE, Andy Jelly and Rev Denis Brett spoke in objection to the application.

Mr Paul Walsh spoke in support of the application.

Cllr Sue Fraser spoke on behalf of Warminster Town Council

The Senior Planning Officer outlined the report which recommended the application for approval subject to conditions.

Members of the public were invited to speak on the application as listed above.

Issues discussed in the course of the debate included: impact on ecology and amenity, the location of the site, the access to the proposed development, the proximity of neighbouring buildings, the heights of the proposed buildings, the impact of local plan policies including those for social housing, the density of the development, the amendments made to the plans, the scale of development, and the visual impact.

At the end of the debate the meeting;

Resolved

To defer consideration of the application to enable further information to be presented to the Committee, and to enable a site visit to take place.

8 14/02929/FUL - Ravenscroft Nursing Home, 44 Hilperton Road, Trowbridge BA14 7JQ

Public participation:

Angela Clements and Roland Smithies spoke in objection to the application. Councillor Roger Andrews spoke on behalf of Trowbridge Town Council

The Senior Planning Officer outlined the report which recommended the application for approval subject to conditions.

Councillor Steve Oldrieve, as the local member, spoke in relation to the application.

Members of the public were invited to speak on the application as listed above.

Issues discussed in the course of the debate included: the site location, the relationship to existing neighbouring buildings, the revisions made to the original scheme, the height and density of the proposals, the impact of the proposals on privacy and sunlight, vehicular access to the site, the number of parking spaces provided, the impact on the vegetation on the site and the relevant tree preservation orders, the impact on the conservation area and that Trowbridge Town Council had confirmed that they objected to the revised plans.

At the end of the debate the meeting;

Resolved

To defer consideration of the application to enable a site visit to take place.

9 Urgent Items

There were no Urgent Items.

(Duration of meeting: 3.00 - 4.40 pm)

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WESTERN AREA PLANNING COMMITTEE

**MINUTES OF THE WESTERN AREA PLANNING COMMITTEE MEETING
HELD ON 4 FEBRUARY 2015 IN THE COUNCIL CHAMBER - COUNTY HALL,
TROWBRIDGE BA14 8JN.**

Present:

Cllr Christopher Newbury (Chairman), Cllr John Knight (Vice Chairman),
Cllr Trevor Carbin, Cllr Ernie Clark, Cllr Andrew Davis, Cllr Dennis Drewett,
Cllr Horace Prickett, Cllr Pip Ridout, Cllr Jonathon Seed, Cllr Roy While and
Cllr Gordon King (Substitute)

10 Apologies for Absence

Apologies for absence were received from Councillor Magnus MacDonald, who was substituted by Councillor Gordon King.

11 Minutes of the Previous Meeting

The minutes of the meeting held on 14 January 2015 were presented.

Resolved:

To approve as a correct record and sign the minutes of the meeting held on 14 January 2015.

12 Chairman's Announcements

There were no Chairman's Announcements.

The Chairman gave details of the exits to be used in the event of an emergency.

13 Declarations of Interest

Councillor Andrew Davis stated that although he had considered application 14/05980/FUL - Fiarview House, Gypsy Lane, Warminster - as a member of the Planning Committee of Warminster Town Council, he would be considering the application with an open mind.

As declared at the previous meeting, Councillor John Knight that although he had considered application 14/02929/FUL - Ravenscroft Nursing Home, 44 Hilperton Road, Trowbridge - as a member of the Planning Committee of Trowbridge Town Council, he would be considering the application with an open mind.

14 **Public Participation and Councillors' Questions**

The Chairman welcomed all present. He then explained the rules of public participation and the procedure to be followed at the meeting.

The following written councillor question and response was received and noted:

Question from Councillor Ernie Clark, Hilperton Division:

Condition 10 of planning application (W)04/01389/FULES provides:

10 *Notwithstanding the details shown on the submitted drawings no development shall take place until details of the pedestrian crossings where footways and footpaths cross the road, and details of the pedestrian and bridleway crossing at Middle Lane have been submitted to, and approved in writing by, the Local Planning Authority.*

“ Zebra crossings will be provided on the new road adjacent to the "Fieldways roundabout and to the "Wyke Road" roundabout. The development shall be carried out in accordance with the approved details before the road is opened to traffic..... “

REASON: In the interests of highway safety, in order to safeguard amenity, and to facilitate access for all

What was the wording for this condition as it appeared in the officers recommendation in the agenda papers for the meeting when this condition was agreed? i.e. I wish to find out whether the wording of the condition was amended during the course of the planning meeting.'

Response

Condition 10, as agreed by the meeting (minute 294 refers) reads as follows:

Amendment of condition 10 to read as follows: -

Notwithstanding the details shown on the submitted drawings, no development shall take place until details of the pedestrian crossings where footways and footpaths cross the road, and details of the pedestrian and bridleway crossing at Middle Lane have been submitted to, and approved in writing by, the Local Planning Authority. Zebra crossings will be provided on the new road adjacent to the "Fieldways" roundabout and to the "Wyke Road" roundabout. The development shall be carried out in

accordance with the approved details before the road is opened to traffic. Kissing gates suitable for disabled use shall be provided where footpaths intersect the road.

REASON: In the interests of highway safety, in order to safeguard amenity, and to facilitate access for all.

Condition 10, as recommended by the officer reads as follows:

Notwithstanding the details shown on the submitted drawings no development shall take place until details of the pedestrian crossings where footpaths cross the road, and details of the pedestrian and bridleway crossing at Middle Lane have been submitted to, and approved in writing by, the Local Planning Authority. The development shall be carried out in accordance with the approved details and the crossings shall be complete and operational before the road is opened to traffic.

REASON: In order to safeguard amenity.

15 **Right of Way Applications**

The Committee considered the following right of way application:

15a Proposed Extinguishment of a Section of West Ashton Footpath 1 (Part) and Creation of Footpath in Substitution

Public Participation

Francis Morland spoke in objection to the application.

The Right of Way Officer presented the report which outlined the recommendation that the order be confirmed by the Secretary of State.

Members of the Committee had the opportunity to ask technical questions regarding the proposed order.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The Local Member, Councillor Horace Prickett, spoke in support of the proposals, and following a motion being proposed it was,

Resolved

That the Wiltshire Council West Ashton 1 (part) Extinguishment Order 2014 and the Wiltshire Council West Ashton 1 (part) Creation Order 2014 be submitted to the Secretary of State for Environment, Food and Rural Affairs with the recommendation that the Orders be confirmed and the objection is dealt with under the written representation scheme.

Reason for decision:

Officers believe it is expedient to extinguish the path through Manor View and its garden as in the light of a satisfactory alternative there is no need for the public to use this route. It is necessary to confirm the concurrent Creation Order providing for a footpath in substitution for the section of footpath to be extinguished to ensure public access along West Ashton Footpath 1 is maintained.

16 Planning Applications

The Committee considered the following applications:

17 14/05980/FUL - Fairview House, Gypsy Lane, Warminster

Public Participation

Mr Michael Knight spoke in objection to the application.

Mr Martin Somervell MBE spoke in objection to the application.

Rev Denis Brett spoke in objection to the application.

Mr Paul Walsh spoke in support of the application.

Cllr Sue Fraser spoke on behalf of Warminster Town Council in objection to the application.

The Senior Planning Officer outlined the report which recommended the application for approval subject to conditions. Key issues were stated to include the principle of the development, and impacts upon the character and appearance on the area and local amenity. A committee site visit took place prior to the meeting.

Members of the Committee then had the opportunity to ask technical questions of the officer, where it was confirmed that as Fairview House was not a Listed Building, the process for demolition was simpler than would otherwise be the case.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Member, Councillor Andrew Davis, then spoke in objection to the application.

A debate followed, where the potential loss of amenity and extent of any overlooking was assessed within the context of the site and local area was discussed, along with restriction of working hours during construction and details regarding affordable homes provision, in the event permission was approved.

At the conclusion of debate, it was

Resolved

To delegate authority to the Area Development Manager to grant planning permission subject to a legal agreement to secure the following:

- a) 4 units of affordable housing
- b) A financial contribution of £16,700 towards public open space;
- c) A financial contribution of £4,501 towards swimming pools and/or upgrades to boathouse in Warminster Park;
- d) A financial contribution of £5,158 towards sports halls; and
- e) A financial contribution of £1,320 towards the Wessex Stone Curlew Project; and, that permission be subject to the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3 No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-
- a) location and current canopy spread of all existing trees and hedgerows on the land;
- full details of any to be retained, together with measures for their protection in the course of development;
- b) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
 - c) the finished levels and contours;
 - d) the means of enclosure;
 - e) car park layouts;
 - f) other vehicle and pedestrian access and circulation areas;
 - g) all hard and soft surfacing materials;
 - h) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc); and,
 - i) all proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 4 All soft landscaping comprised in the approved details of

landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 5** No demolition, site clearance or development shall commence on site, and; no equipment, machinery or materials shall be brought on to site for the purpose of development, until a Tree Protection Plan showing the exact position of each tree/s and their protective fencing in accordance with British Standard 5837: 2012: "Trees in Relation to Design, Demolition and Construction - Recommendations"; has been submitted to and approved in writing by the Local Planning Authority, and;

The protective fencing shall be erected in accordance with the approved details. The protective fencing shall remain in place for the entire development phase and until all equipment, machinery and surplus materials have been removed from the site. Such fencing shall not be removed or breached during construction operations

No retained tree/s shall be cut down, uprooted or destroyed, nor shall any retained tree/s be topped or lopped other than in accordance with the approved plans and particulars. Any topping or lopping approval shall be carried out in accordance British Standard 3998: 2010 "Tree Work – Recommendations" or arboricultural techniques where it can be demonstrated to be in the interest of good arboricultural practise

If any retained tree is removed, uprooted, destroyed or dies, another tree shall be planted at the same place, at a size and species and planted at such time, that must be agreed in writing with the Local Planning Authority.

No fires shall be lit within 15 metres of the furthest extent of the canopy of any retained trees or hedgerows or adjoining land and no concrete, oil, cement, bitumen or other chemicals shall be mixed or stored within 10 metres of the trunk of any tree or group of trees to

be retained on the site or adjoining land.

[In this condition “retained tree” means an existing tree which is to be retained in accordance with the approved plans and particulars; and paragraphs above shall have effect until the expiration of five years from the first occupation or the completion of the development, whichever is the later].

REASON: To enable the Local Planning Authority to ensure the retention of trees on the site in the interests of visual amenity and ecology.

- 6** No development shall commence on site until details of the screen fences to be located on the western boundary of the site have been submitted to and approved in writing by the Local Planning Authority. The screen fences shall be erected in accordance with the approved details prior to the occupation of the dwellings hereby permitted and shall be retained and maintained as such at all times thereafter.

REASON: To prevent unacceptable overlooking & loss of privacy to neighbouring property.

- 7** The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel). The access shall be maintained as such thereafter.

REASON: In the interests of highway safety.

- 8** No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety.

- 9** Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), there shall be no additions to, or extensions or enlargements of any building forming part of the development hereby permitted.

REASON: In the interests of the amenity of the area and to enable the Local Planning Authority to consider individually whether planning permission should be granted for additions, extensions or enlargements.

- 10 The development hereby approved shall not be first occupied until the refuse and recycling facilities shown on the approved plans have been provided and made available for use. These facilities shall be maintained in accordance with the approved details thereafter.**

REASON: To ensure the provision of satisfactory facilities for the storage of refuse and recycling.

- 11 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.**

REASON: To ensure that the development can be adequately drained.

- 12 The development hereby approved shall be carried out in accordance with the recommendations made in Section 6 of the Nocturnal Emergence and Dawn Re-Entry Bat Surveys report (no. RT-MME-117290-01) dated August 2014 and Sections 6.2 and 6.3 of the Preliminary Ecological Appraisal report (no. RT-MME-116887-01) dated June 2014 both prepared by Middlemarch Environmental, unless otherwise agreed in writing with the local planning authority.**

REASON: to ensure adequate protection and mitigation for protected species / priority species / priority habitats.

- 13 Bat boxes erected in suitable trees shall be at a minimum height of 4 metres from the ground.**

REASON: to ensure adequate installation of bat boxes, as an enhancement for biodiversity

- 14 Prior to the commencement of any works associated with the development hereby approved, an Amphibian and Reptile Method Statement for site clearance and a Reptile and Amphibian Mitigation Strategy shall be submitted to the local planning authority for approval by the Council Ecologist. The approved method statement and mitigation strategy shall be implemented in full.**

REASON: To ensure protection of priority and protected species.

- 15 Prior to the commencement of works associated with the development hereby approved, details of the replacement trees (10 trees) on the southern boundary, including species and container**

sizes, shall be submitted to the local planning authority for approval. Trees shall be of British origin and local provenance. The tree replacement planting shall be carried out in accordance with the approved details within 12 months of the completion of the development.

REASON: to ensure mitigation for loss of trees along the southern boundary, which is used by foraging/commuting bats.

- 16** Prior to the commencement of any works associated with the development hereby approved, details of the mitigation for house sparrows shall be submitted to the local planning authority for approval by the Council Ecologist. The approved details shall be implemented in full before the dwellings hereby approved are occupied.

REASON: to provide mitigation for the loss of nesting sites of a priority species, the House sparrow.

- 17** No development shall commence on site until details of the proposed ground floor slab levels have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved levels details.

REASON: In the interests of visual amenity.

- 18** No development shall commence on site (including any works of demolition), until a Construction Method Statement, which shall include the following:

- a) the parking of vehicles of site operatives and visitors;
- b) loading and unloading of plant and materials;
- c) storage of plant and materials used in constructing the development;
- d) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate;
- e) wheel washing facilities;
- f) measures to control the emission of dust and dirt during construction;
- g) a scheme for recycling/disposing of waste resulting from demolition and construction works; and
- h) measures for the protection of the natural environment.

i) hours of construction, including deliveries;

has been submitted to, and approved in writing by, the Local Planning Authority. The approved Statement shall be complied with in full throughout the construction period. The development shall not be carried out otherwise than in accordance with the approved construction method statement.

19

REASON: To minimise detrimental effects to the neighbouring amenities, the amenities of the area in general, detriment to the natural environment through the risks of pollution and dangers to highway safety, during the construction phase.

The development hereby permitted shall be carried out in accordance with the following approved plans:

3732/001 Rev H Site Plan and Location Plan, received 21 October 2014

3732/002 Rev B Plots 1 and 2 Plans and Elevations, received 21 October 2014

3732/003 Rev C Plots 1 and 2 Plans and Elevations, received 21 October 2014

3732/004 Rev C Plots 3 to 8 Plans and Elevations received 21 October 2014

3732/005 Rev B Plots 9 to 12 Plans and Elevations, received 21 October 2014

516/7343/1 Topographical Survey, received 18 June 2014

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE: Many species of bat depend on buildings for roosting, with each having its own preferred type of roost. Most species roost in crevices such as under ridge tiles, behind roofing felt or in cavity walls and are therefore not often seen in the roof space. Bat roosts are protected even when bats are temporarily absent because, being creatures of habit, they usually return to the same roost site every year. Bats are protected under The Conservation of Habitats and Species Regulations 2010 (as amended), which implements the EC Directive 92/43/EEC in the United Kingdom, and the Wildlife and Countryside Act 1981 (as amended). Please be advised that, if bats are discovered, all works should stop immediately and Natural England should be contacted for advice on any special precautions before continuing (including the need for a derogation licence).

INFORMATIVE: New water supply and waste water connections will be required from Wessex Water to serve this proposed development. Application forms and guidance information is available from the Developer Services web-pages of their website www.wessexwater.co.uk.

Please note that DEFRA intend to implement new regulations that will require the adoption of all new private sewers. All connections subject to these new regulations will require a signed adoption agreement with Wessex Water before any drainage works commence. Further information can be obtained from the Wessex Water New Connections Team by telephoning 01225 526222 for Water Supply and 01225 526333 for Waste Water.

INFORMATIVE: Separate systems of drainage will be required to serve the proposed development. No surface water connections will be permitted to the foul sewer system. If any further information is required please contact Wessex Water.

INFORMATIVE: The attention of the applicant is drawn to the contents of the attached letter from Wiltshire Fire and Rescue Service.

INFORMATIVE: This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [insert date of future s106 agreement].

18 14/02929/FUL - Ravenscroft Nursing Home, 44 Hilperton Road, Trowbridge

Public Participation

Mrs Angela Clements spoke in objection to the application.

Mr Richard Borrows, agent, spoke in support of the application.

The Senior Planning Officer outlined the report which recommended the application for approval subject to conditions and a s.106 legal agreement. Key issues were stated to include the scale of the proposed development and visual impact. A committee site visit took place prior to the meeting.

Members of the Committee then had the opportunity to ask technical questions of the officers, where details were sought on the differences in land levels between the application site and neighbouring properties.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

A debate followed, where the level of parking provision on the site was considered and assessed, along with the suitability of amenity space and the impact on the wider area.

At the conclusion of debate it was,

Resolved:

That permission be GRANTED, subject to the following conditions:

- 1** The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2** No development shall commence on site until details and samples of the materials to be used have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3** No development shall commence on site until details of all windows (including head, sill and window reveal details) have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity, the character of the host building and the character and appearance of the area.

- 4** No part of the development hereby permitted shall be occupied until the parking spaces have been constructed and marked out in accordance with the details shown on the approved plans, and the cycle racks provided. The parking and turning areas shall be maintained for those purposes at all times thereafter.

REASON: In the interests of highway safety and amenity.

- 5** Before works commence, a report shall be submitted to and approved in writing by the local planning authority approval detailing the results of sufficient bat surveys to confirm the location, status, species and access points of all bat roosts in buildings affected by the development hereby approved. The report shall illustrate the locations of roosts and access points on the approved architect drawings and assess the impacts of the proposed scheme on each roost and access point. The report shall provide recommendations for mitigation of any loss of ecological function of roosts or access points and any other safeguards that need to be put in place such as methods of working and revised survey and will recommend whether or not a European Protected Species licence will be required for works to proceed. The works shall be undertaken in accordance with the recommendations of the approved report.

REASON: In order to ensure the protection of Bat Species.

- 6** No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:
- a) location and current canopy spread of all existing trees and hedgerows on the land;
 - b) full details of any to be retained, together with measures for their protection in the course of development;
 - c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
 - d) finished levels and contours;
 - e) means of enclosure;
 - f) car park layouts;
 - g) other vehicle and pedestrian access and circulation areas;
 - h) all hard and soft surfacing materials;
 - i) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);
 - j) proposed and existing functional services above and below ground (e.g. drainage, power, communications, cables, pipelines etc indicating lines, manholes, supports etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 7** All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 8** No demolition, site clearance or development shall commence on site until an Arboricultural Method Statement (AMS) prepared by an arboricultural consultant providing comprehensive details of construction works in relation to the trees to be retained in accordance with the approved plans has been submitted to, and

approved in writing by, the Local Planning Authority. All works shall subsequently be carried out in strict accordance with the approved details. In particular, the method statement shall provide the following:

- A specification for protective fencing to trees during both demolition and
- construction phases which complies with BS5837:2005 and a plan indicating the alignment of the protective fencing;
- A specification for scaffolding and ground protection within tree protection zones in accordance with BS5837:2005
- A schedule of tree works conforming to BS3998.
- Details of general arboricultural matters such as the area for storage of materials, concrete mixing and use of fires;
- Plans and particulars showing the siting of the service and piping infrastructure;
- A full specification for the construction of any arboriculturally sensitive structures and sections through them, including the installation of boundary treatment works, the method of construction of the access driveway including details of the no-dig specification and extent of the areas of the driveway to be constructed using a no-dig specification;
- Details of the works requiring arboricultural supervision to be carried out by the developer's arboricultural consultant, including details of the frequency of supervisory visits and procedure for notifying the Local Planning Authority of the findings of the supervisory visits; and
- Details of all other activities, which have implications for trees on or adjacent to the site.

REASON: In order that the Local Planning Authority may be satisfied that the trees to be retained on the site will not be damaged during the construction works and to ensure that as far as possible the work is carried out in accordance with current best practice and section 197 of the Town & Country Planning Act 1990.

- 9 The development shall be carried out as specified in the approved Arboricultural Method Statement (AMS), and shall be supervised by an arboricultural consultant.

REASON: To prevent trees on site from being damaged during construction works.

- 10 All building services plant shall be so sited and designed in order to achieve a Rating level of -5dB below the lowest measured background noise level, determined at the nearest noise sensitive receptor. Measurements and assessment shall be carried out in accordance with BS4142:1997.

REASON: In the interests of amenity of the surrounding area.

- 11** No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:
- the parking of vehicles of site operatives and visitors;
 - loading and unloading of plant and materials;
 - storage of plant and materials used in constructing the development
 - the erection and maintenance of any security hoarding;
 - measures to control the emission of dust and dirt during construction; and
 - a scheme for recycling/disposing of waste resulting from demolition and construction works.

REASON: In order to avoid harm to surrounding amenity in terms of noise, storage areas and restricted access arising during the development.

- 12** Hours of work for all demolition, site clearance and construction shall be within the following times:
Monday to Friday 0730 to 1800; Saturday 0800 to 1300 and at no time on Sundays or Bank Holidays.

REASON: In the interests of those residents in the cul-de-sac area and nearby the site the hours of working should be controlled.

- 13** No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON: To ensure that the development can be adequately drained.

- 14** The development and accommodation hereby permitted shall be used for residential care and ancillary facilities within the definition of Class C2, Residential Institutions, and for no other purpose (including any other purpose in Class C2); of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended by the Town and Country Planning (Use Classes) (Amendment) (England) Order 2005, (or in any provisions equivalent to that class in any statutory instrument revoking or re-enacting that Order with or without modification).

REASON: In order to define the terms of this permission and because other C2 uses may not be appropriate in this context.

- 15** The development hereby permitted shall be carried out in accordance with the following approved plans:
L5800 (05) 70 Existing Site Plan with Topo survey received on 18.09.2014
L5800 (05) 74A Proposed Lower Ground Floor Plan received on 18.09.2014
L5800 (05) 75A Proposed Ground Floor Plan received on 18.09.2014
L5800 (05) 76A Proposed First Floor Plan received on 18.09.2014
L5800 (05) 77A Proposed Roof Plan received on 18.12.2014
L5800 (05) 78C Proposed Elevations 1 received on 18.12.2014
L5800 (05) 79C Proposed Elevations 2 received on 18.12.2014
L5800 (05) 80 Proposed Courtyard Elevations received on 18.09.2014
L5800 (05) 83B Proposed Site Layout Plan with 25/45 degree analysis received on 18.09.2014
L5800 05 3D 001-004, Sun Path Analysis received on 18.09.2014
L5800 (05) 95 South West Progressive Elevations received on 18.09.2014
L5800 (05) 96 South East Progressive Elevations received on 18.09.2014
L5800 (05) 97 North East Progressive Elevations received on 18.09.2014

REASON: For the avoidance of doubt and in the interests of proper planning.

- 16** **Informatives:**
The details provided in the submitted Arboricultural Report and Tree Protection and Tree Survey plans are accepted as base information for incorporation into the plans/reports to be provided in respect of the landscaping and arboricultural method statement conditions.
The applicant is advised that this permission relates to development within the red-line application site area. There is a question of land ownership over the narrow strip of land adjacent to the access which it is proposed to utilise for access widening.

19 **14/06682/FUL - 64 Wingfield Road, Trowbridge**

Public Participation

Mr Michael Oleszynski spoke in objection to the application.

Mr Robert Hillman spoke in objection to the application.

Mr Trevor Barclay Jenkins spoke in objection to the application.

Mr Chris Beaver, agent, spoke in support of the application.

The Senior Planning Officer introduced a report which recommended that planning permission be granted subject to conditions and a s.106 legal agreement. Key issues were stated to include the principle of the proposed development of 8 dwellings, the impact on neighbouring amenity and access and parking considerations.

Members of the Committee then had the opportunity to ask technical questions of the officer, where clarity was requested over the proposed conditions and informatives, and in response to queries it was stated that in response to new government guidance, affordable homes provision could not be requested on sites with fewer than 10 dwellings.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Member, Councillor John Knight, then spoke in support of the application.

A debate followed, where the principle of the number of dwellings on the site was considered, along with the extent and nature of the s.106 contributions recommended, and an assessment of the impact on the neighbouring area.

At the conclusion of debate, it was,

Resolved:

To delegate authority to the Area Development Manager to grant planning permission subject to a legal agreement to secure an index-linked financial contribution of £3,296 towards the provision of open space facilities, and subject to the following conditions:

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.**

REASON:

To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 No development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.**

REASON:

In the interests of visual amenity and the character and appearance of the area.

- 3** Subject to the further requirements of Condition 4, all soft landscaping comprised in the approved details of landscaping on Plan 3631/01 Rev H shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner. All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON:

To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 4** The hedgerow along the north-eastern boundary of the development hereby approved and as shown on Plan 3631/01 Rev H shall not be removed without the prior written approval of the Local Planning Authority. If, contrary to this condition, the hedge or part of the hedge is removed or destroyed, details of new hedging shall be submitted to the local planning authority and the approved details shall be implemented during the first available planting season after the date of approval.

REASON:

To protect a flight line for Lesser Horseshoe bats.

- 5** Notwithstanding any other approved plan and prior to the commencement of development a plan shall be submitted showing existing and proposed finished land levels and finished floor and ridge levels to all new buildings for written approval by the Local Planning Authority. There shall be no raising of existing ground levels on the site by importation of materials. The development shall be implemented in accordance with the approved levels.

REASON:

In the interests of visual amenity.

- 6** No part of the development hereby permitted shall be first occupied until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.

REASON:

In the interests of highway safety.

- 7 The development hereby permitted shall not be first occupied until the first five metres of the access, measured from the edge of the carriageway, has been consolidated and surfaced (not loose stone or gravel) and visibility splays have been provided in accordance with the details shown on drawing GAO1 REV A as contained within the "Transport Statement" dated July 2014. The access shall be maintained as such thereafter.

REASON:

In the interests of highway safety.

- 8 No development shall commence on site until details of all boundary treatments, which shall include the retention of the stone materials to the Wingfield Road frontage to include the reconstruction of the wall to be re-aligned under Condition 6, have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON:

In the interests of visual amenity and the character and appearance of the area.

- 9 The development hereby approved shall be carried out in accordance with the 'Discussion and Conclusions' section on pages 11 - 12 of the Bat Survey report by Stark Ecology dated August 2014 and drawing 3631/04 REV B received on 22 December 2014, as modified by any relevant Natural England bat licence for the development, or unless otherwise agreed in writing with the local planning authority.

REASON:

To ensure adequate mitigation for a European protected species - Lesser horseshoe bat.

- 10 Only passive infrared sensor lights shall be used on the exterior eastern elevation of Plot 6 and no external lighting shall be installed to the rear of the garages containing the Lesser Horseshoe bat roost (Plots 6 and 7), as modified by any relevant Natural England bat licence for the development. No other external lighting shall be installed without the prior approval of the Council's Ecologist.

REASON:

To maintain the eastern boundary as a dark corridor for bats.

- 11 The development hereby approved shall be carried out in accordance with the 'Discussions and Conclusions' section on

pages 14 - 15 of the Ecological Appraisal and Initial Bat Survey report by Stark Ecology dated July 2014 in relation to reptiles, badgers and nesting birds, unless otherwise agreed in writing with the Council's Ecologist.

REASON:

To ensure adequate mitigation for UK protected species

- 12 No development shall commence on site until a scheme for the discharge of surface water from the site (including surface water from the access/driveway), incorporating sustainable drainage details, has been submitted to and approved in writing by the Local Planning Authority. The development shall not be first occupied until surface water drainage has been constructed in accordance with the approved scheme.

REASON:

To ensure that the development can be adequately drained.

- 13 The development hereby permitted shall be carried out in accordance with the following approved plans:
3631-001 REV H Received on 22 December 2014;
3631-011 REV A Received on 26 November 2014;
3631-013 REV B Received on 22 December 2014;
3631-018 REV B Received on 26 November 2014;
3631-019 REV A Received on 26 November 2014;
3631-020 REV B Received on 26 November 2014; and
3631-040 REV B Received on 3 January 2015.

REASON:

For the avoidance of doubt and in the interests of proper planning.

- 14 **INFORMATIVES:**

- a) There is a low risk that great crested newts could occur in suitable terrestrial habitats on the application site. Great crested newts are legally protected by The Conservation of Habitats and Species Regulations 2010 (as amended), which implements the EC Directive 92/43/EEC in the United Kingdom, and the Wildlife and Countryside Act 1981 (as amended). Please be advised that, if great crested newts are discovered, all works should stop immediately and Natural England should be contacted for advice on any special precautions before continuing, as a derogation licence may be required.
- b) Any noise during the construction phase should be limited to 0730-1800hrs Monday to Friday and 0800-1300 on Saturdays and not at all on Sundays and Public Holidays.
- c) The entire site frontage will be subject to parking restrictions by a Traffic Regulation Order (TRO) (parking

restrictions currently existing either side of the site), this will ensure that the maximum visibility is achieved at all times.

20 **14/10385/VAR - Land South West of 429 Redstocks, Melksham**

Public Participation

Mrs Margaret Ryan spoke in objection to the application.

Mrs Audrey Hill spoke in objection to the application.

Mr Ben Pearce spoke in support of the application.

The Senior Planning Officer presented a report which recommended that the proposed variation to the originally proposed conditions be granted to permit changes to storage of materials on the application site.

Members of the Committee then had the opportunity to ask technical questions of the officer. Details were sought on Highways concerns, and it was clarified that Wiltshire Council Highways officers had made initial objections to the proposed variation, but that these had been withdrawn.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Member, Councillor Roy While, then spoke in objection to the application.

A debate followed, where the impact on Highways of the proposed variation, and whether that impact was severe was considered, and whether an increase in generated traffic would have an unacceptable impact on neighbouring amenity.

At the conclusion of debate, it was,

Resolved:

That Planning Permission be REFUSED for the following reason:

The proposed variation to conditions imposed on application W/12/01907/FUL would have an unacceptable and inappropriate impact on Redstocks lane and neighbouring amenities. The increased on-site storage proposal would result in an increased generation of traffic using the narrow lane located off the A365, and whilst there is an established use for the site, the proposed expansion for the use of the site has had and would continue to have consequential and detrimental unsustainable highway impact contrary to the provisions contained within the second and third bullet points of paragraph 32 of the National Planning Policy Framework.

Councillor Jonathon Seed left the meeting after this item.

21 **14/09952/FUL - 221 Melksham Road, Holt**

Public Participation

Mr Martin Williams spoke in objection to the application.

The Planning Officer introduced a report which recommended that planning permission be approved subject to conditions. Key issues were stated to include the principle of the proposed two storey extension, the design and scale of the proposals and impact on neighbouring amenity.

Members of the Committee then had the opportunity to ask technical questions of the officer.

Members of the public then had the opportunity to present their views to the Committee, as detailed above.

The local Unitary Member, Councillor Trevor Carbin, then spoke in objection to the application.

A debate followed, where the scale of the proposal was assessed within the context of the surrounding area and its impact on the neighbouring properties. Details on parking provision were also sought.

At the conclusion of debate, it was,

Resolved:

To REFUSE planning permission for the following reason:

The rear extension by reason of its size, mass, bulk and height would result in a substantial addition to the dwellinghouse which accommodates a narrow plot; and it would lead to an unacceptable level of overbearing and overlooking to the immediate neighbours at No 220 and No 222 Melksham Road which would result in loss of amenity and privacy contrary to the requirements of Adopted Wiltshire Core Strategy Core Policy 57.

The Committee requested it be recorded that the resolution to refuse permission was unanimous

22 **Urgent Items**

Councillor Ernie Clark's submitted question and response was received, and it was agreed to include it under Item 14 of these Minutes.

(Duration of meeting: 3.00 - 5.00 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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

STRATEGIC PLANNING COMMITTEE

**MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD
ON 22 OCTOBER 2014 AT COUNCIL CHAMBER - COUNTY HALL,
TROWBRIDGE BA14 8JN.**

Present:

Cllr Glenis Ansell, Cllr Trevor Carbin, Cllr Terry Chivers, Cllr Andrew Davis (Chairman), Cllr Stewart Dobson, Cllr Charles Howard, Cllr Bill Moss, Cllr Christopher Newbury and Cllr Tony Trotman (Vice Chairman)

Also Present:

Cllr Alan Hill and Cllr Horace Prickett

73 Apologies for Absence

Apologies for absence were received from Cllr David Jenkins and Cllr Fred Westmoreland.

74 Minutes of the Previous Meetings

Resolved:

To approve and sign as a correct record the minutes of the Committee meetings held on 16 and 30 July 2014, subject to the following amendment to the minutes of the meeting held on 16 July 2014:-

Minute No 60 – 14/03118/OUT: Hawkeridge Business Park, Land North and South of Mill Lane, Hawkeridge, Westbury, BA13 4LD – Seventh paragraph to read:

“The Local Member, Councillor Jerry Wickham, then spoke in objection to the application, and requested that members undertake a site visit prior to any determination. Other Local Members, Councillor David Jenkins and Councillor Gordon King, supported the suggestion of a site visit.”

75 **Declarations of Interest**

Cllr Tony Trotman declared that he had a non-pecuniary interest in Minute No 79 below as he was a member of Calne Town Council, but he had a dispensation and would speak and vote on the application.

Cllr Glenis Ansell also declared a non-pecuniary interest in Minute No 79 below as she was a member of Calne Town Council but that she would neither speak nor vote on the application.

76 **Chairman's Announcements**

There were no Chairman's Announcements.

77 **Public Participation and Councillors' Questions**

Questions were asked by members of the public and responses given as follows:-

Questions from Mr Jesper Eades, a local resident

Question 1

Has Wiltshire Council formulated any strategic planning policy with regard to development, particularly for commercial and industrial uses, of land in the four compass quadrants around Junction 17 of the M4, and is Wiltshire Council guided by specific instruction of national planning policy in this regard ?

Response

Core Policy 34 of the emerging Wiltshire Core Strategy refers to proposals for employment development outside settlements. This alongside other policies in the development plan (saved policies in the North Wiltshire Local Plan 2011 and emerging Wiltshire Core Strategy) and other material considerations including the National Planning Policy Framework would be taken into consideration should there be any proposals for development in the vicinity of junction 17 of the M4 motorway. These policies are considered to be consistent with achieving sustainable development as outlined in National Planning Policy Framework paragraphs 6-10.

Question2

A planning application can sometimes be granted consent on the basis/principle that the applicant undertake for community and strategic reasons items of public works/expenditure as a condition of the consent. If an application for development were to be made relating to land outside the town boundary of Chippenham, for example on land around Junction 17 of the M4,

could this principle of public works/expenditure be made as a condition of consent by Wiltshire Council with respect to the specific benefit of public works/expenditure arising within the town boundary of Chippenham ?

Response

Any financial or other contributions sought from applicants have to pass stringent tests in order for them to be considered appropriate. The framework for the current system of Planning Contributions in England is set out in section 106 (s106) of the Town and Country Planning Act 1990 (substituted by the Planning and Compensation Act 1991) and the Office of the Deputy Prime Minister's (ODPM) Planning Circular 05/2005. Under s106 (1) of the Act, Planning Contributions may be used for (amongst other things) to "require a sum or sums to be paid to the authority".

Any s. 106 contributions to the Council seeks has to pass the following three tests – contributions must be:

- Necessary to make the development acceptable in planning terms;
- Directly related to the development; and
- Fairly and reasonably related in scale and kind to the development.

If and when an application is made for works on the sites referred to an assessment will be made as to whether any funding could justifiably be sought for public works or other expenditure in the vicinity.

The current system is proposed to be reformed with the introduction of a Community Infrastructure Levy. Community Infrastructure Levy (CIL) allows local authorities in England and Wales to fund infrastructure by charging on new developments in their area. The money generated through CIL can be used to support growth by helping to pay for a wide range of infrastructure including parks, schools, community facilities, health facilities and leisure centres. Wiltshire Council is currently developing its own charging regime for CIL.

Questions from Mr Stephen Eades, a local resident

Question1

What actions and investigations has Wiltshire Council taken to establish whether land around the four compass quadrants of Junction 17 of the M4 offers alternative development land, particularly for industrial and commercial uses, with respect to the needs of Chippenham, and would be available and suitable to prevent any present or future breach by development of the existing A350 western boundary for Chippenham ?

Response

None, for the following reason. With respect to the needs of Chippenham, modifications to the emerging Wiltshire Core Strategy proposed by the Council

during the examination process in relation to Core Policy 10 'Spatial Strategy - Chippenham Community Area' require strategically important mixed use sites for the town's expansion to be identified in a Chippenham Site Allocations Development Plan Document (DPD) and sets out criteria to guide development at the town. The policy is accompanied by a diagram that indicates the areas of search for the strategic growth at the town that will be identified through the DPD. It is these strategic areas that are being assessed through the DPD process. They do not include any areas in the vicinity of junction 17 of the M4 motorway.

Core Policy 10 alongside other policies in the development plan (saved policies in the North Wiltshire Local Plan 2011 and emerging Wiltshire Core Strategy) and other material considerations including the National Planning Policy Framework will be taken into consideration in assessing relevant planning applications that come forward in advance of the DPD west of the A350 around Chippenham.

Question 2

Has Wiltshire Council published publicly the exact geographical extent, from north to south (Malmesbury Road roundabout in the north to the Lacock roundabout in the south), of the present and forthcoming dualling of the Chippenham A350 bypass and the accompanying economic and strategic planning justification for this dualling?

Response

Yes.

In respect of the section under construction between Jackson's Lane and the Badger Roundabout, the case was made as part of a bid to DfT's 'pinch point' fund, and can be found at <http://www.wiltshire.gov.uk/council/howthecouncilworks/plansstrategiespolicies/transportpoliciesandstrategies/lppapplicationa350chippenhamdualling.htm>

In respect of improvements between the Brook and Bumpers Farm Roundabouts, the outline business case was submitted to and approved by the Wiltshire and Swindon Local Transport body (responsible for allocating transport major scheme formula funding), and can be found (under item 27) at <http://ww5.swindon.gov.uk/moderngov/ieListDocuments.aspx?CId=940&MId=6682&Ver=4>

In respect of Improvements between the Badger and Chequers Roundabouts, the case was made (and provisionally approved) as part of the Council's Strategic Economic Plan submitted to Government in March 2014, and can be found at <http://www.swlep.biz/docs/1>

There are no current proposals for dualling the section between the Chequers and Lacock roundabouts.

Questions from Mr Howard Ham, a resident of Allington, Chippenham

Question 1

Evidence from Wiltshire Council to the Core Strategy Examination in Public (EiP) in June 2014 stated that in terms of strategic planning policy the A350 is the logical and natural western boundary for Chippenham and that this boundary will not be breached by development until other alternative development sites are exhausted. Is the same policy as evidenced to the Core Strategy EiP being endorsed by Wiltshire Council in its current review of the Chippenham Development Plan Document (DPD) and if not, why not ?

Response

From a planning policy perspective, for the purpose of identifying strategic mixed use development (housing, employment and community facilities) at the town currently the A350 is considered to be the logical boundary. Consequently land to the west of the A350 has not been identified as a potential direction for the town's growth for the purposes of the emerging Chippenham Site Allocations Development Plan Document (DPD).

Modifications to the emerging Wiltshire Core Strategy proposed by the Council during the examination process in relation to Core Policy 10 'Spatial Strategy - Chippenham Community Area' require strategically important mixed use sites for the town's expansion to be identified in a Chippenham Site Allocations DPD and sets out criteria to guide development at the town. The policy is accompanied by a diagram that indicates the areas of search for the strategic growth at the town that will be identified through the DPD, which do not include land to the west of A350. It is these strategic areas that are being assessed through the DPD process.

Core Policy 10 alongside other policies in the development plan (saved policies in the North Wiltshire Local Plan 2011 and emerging Wiltshire Core Strategy) and other material considerations including the National Planning Policy Framework will be taken into consideration in assessing relevant planning applications that come forward in advance of the DPD.

Question 2

Evidence from Wiltshire Council to the Core Strategy Examination in Public (EiP) in June 2014 stated that in terms of strategic planning policy the A350 is the logical and natural western boundary for Chippenham and that this boundary will not be breached by development until other alternative

development sites are exhausted. What is the procedure of Wiltshire Council for identifying alternative sites that would avoid a breach of the western boundary, and how is the term “exhausted” defined in terms of this investigation?

Response

As set out in the response above (Q2), the Council is focussing on the area to the east of the A350 in identifying sites for development at the town through the Chippenham Site Allocations Development Plan Document. The Council considers that the scale of growth proposed in the Core Strategy for the plan period to 2026 can be accommodated on the strategic areas identified.

Question from Ms Valerie Ham, a resident of Allington, Chippenham

In July 2014 a company known as “the Range” announced that it wished to undertake a large development on land beyond the Chippenham A350 western boundary. Have officers of the Council, from whatever department, had discussions with either “The Range” company, the landowners of the proposed development site and /or any agents acting regarding the interests of the company or landowners at any dates in the last 12 months and, if so, for what specific purpose ?

Response

Work is in progress on the preparation of a Chippenham Site Allocations Plan the focus of which is to identify strategic mixed use development (housing, employment and community facilities). Land to the west of the A350 has not been identified as a potential direction for the town’s growth for this purpose. Areas east of the A350 are being assessed including land south of the town. This is in accordance with the approach proposed by the Council during the examination process in relation to the Wiltshire Core Strategy and specifically Core Policy 10 ‘Spatial Strategy - Chippenham Community Area’. The detailed assessment of these areas follows consultation on a methodology that was finalised in July. The results of this assessment will inform proposals of the Chippenham Site Allocations Plan which it is intended to publish for pre-submission consultation early in 2015.

There were no questions received from members of the Council.

Members of the public addressed the Committee as set out in Minute No 78 below.

78 **14/07284/FUL - The Poplars Residential Park, Poplars Tree Lane, Southwick, Trowbridge, BA14 9NB - Change of use of agricultural land to extend an existing Gypsy and Traveller site to accommodate two additional pitches and associated landscaping. Erection of two additional day rooms and retrospective permission for entrance gate and walls**

The following people spoke against the proposal:

Mr Richard Parsons, a local resident
Mr Douglas Brown, a local resident
Mr Francis Morland, a local resident
Cllr Steve Jones, representing Southwick Parish Council

The following person spoke in support of the proposal:

Mr Tony Phillips, Director, Thurdleigh Planning Consultancy Ltd.

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which recommended that the planning application be approved, subject to conditions. He explained that the key issues to consider were the principle of the proposed development in this locality and the current situation regarding progress towards the allocation of sites within Wiltshire in terms of the Gypsy and Traveller Development Plan Document.

The proposal was for the extension of an existing Gypsy and Traveller site, to provide for an additional two pitches to include the erection of two day rooms. The application simultaneously sought retrospective approval for the erection of walls and a gate at the entrance to the site.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Horace Prickett, the local Member, who objected to the proposal on account of the scale of the development, the visual impact upon the surrounding area, the relationship to adjoining properties, environmental and highway impact and parking. He recommended to Members that they carry out a site visit prior to making a decision on the application. However, several members expressed the view that they were familiar with the site and did not require a formal site visit by the Committee.

After a full discussion,

Resolved:

To refuse planning permission for the following reasons:-

- (1) The proposal, by expanding an existing single pitch site to include two additional pitches conflicts with national planning guidance expressed in paragraph 23 of Planning Policy for Gypsy and Traveller Sites that requires local planning authorities to strictly limit new traveller site development in open countryside that is away from existing settlements.
- (2) The additional traffic generated by this proposal would increase vehicular movements through the junctions of Poplar Tree Lane/A361 Frome Road and Poplar Tree Lane/B3019 Bradford Road, to the detriment of road safety due to the sub-standard visibility in the South East direction. The proposal is therefore contrary to Policy CF12 (D) of the West Wiltshire District Plan 1st Alteration (2004); CP 47 (ii) of the emerging Wiltshire Core Strategy and Policy H of "Planning Policy for Traveller Sites" : Department for Communities and Local Government, March 2012.
- (3) The proposal, due to the large increase in the size, including the depth of the overall site, and the associated erection of two more day rooms, would have an adverse impact on the character and appearance of the landscape, with the site becoming a more intrusive feature in a predominantly agricultural landscape. This would conflict with policy CF12 (B) of the West Wiltshire District Plan 1st alteration (2004) and with policy CP47 (vi) of the emerging Wiltshire Core Strategy.

79 **14/07652/FUL - Beversbrook Sports Facility, Beversbrook Road, Calne, SN11 9FL - All-Weather Sports Pitch with Floodlighting and fencing, New Pavilion Entrance, Reception & Cafe**

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which recommended that the planning application be granted subject to conditions. He explained that the application formed part of the Wiltshire Council Campus Project.

Members of the Committee then had the opportunity to ask technical questions.

Members then heard the views of Cllr Alan Hill, a local Member, who supported the application but stressed the need for the inclusion of the proposed toucan crossing.

After some discussion,

Resolved:

To grant planning permission, subject to the following conditions:-

- 1** The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2** Prior to the proposal being brought into use the applicant shall provide a scheme of pedestrian and cyclist access & crossing improvements in the vicinity of the site. Full technical details to support the scheme will be required (please see attached Wiltshire Pedestrian Crossing Practice Note - V2), including likely pedestrian and vehicular movements. Full construction details shall be submitted to and approved in writing by the Local Planning Authority prior to construction taking place. The approved scheme shall be constructed in accordance with the approved details prior to the proposal being brought into use and shall be completed to the satisfaction of the Local Planning Authority.

REASON: To ensure that adequate provision is made for pedestrian and cyclists to the site in the interests of highway safety.

- 3** No development shall commence within the area indicated until:
- a) A written programme of archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved by the Local Planning Authority; and
 - b) The approved programme of archaeological work has been carried out in accordance with the approved details.

REASON: To enable the recording of any matters of archaeological interest.

- 4** No development shall commence until such time as hedgerows within the site have been completely translocated in full accordance with the submitted Hedge and Ditch Relocation Plan (Ref: 5111858/L/P/725/0001/1).

REASON: To mitigate impacts upon BAP habitats and landscape features in accordance with NE10, NE11 and NE14.

- 5** All development, including all hedgerow translocation works, shall be carried out in full accordance with the approved Precautionary Method of Working.

REASON: Avoiding impacts upon protected species

- 6** No part of the development hereby approved shall be first brought into used until the parking area shown on the approved plans has

been consolidated, surfaced and laid out in accordance with the approved details. This area shall be maintained and remain available for this use at all times thereafter.

REASON: To ensure that adequate provision is made for parking within the site in the interests of highway safety.

- 7 No development shall commence on site until details of the design, external appearance and decorative finish of fences and other means of enclosure have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details prior to the development being brought into use

REASON: In the interests of visual amenity and the character and appearance of the area.

- 8 The materials to be used in the construction of the development hereby permitted shall match in material and design as those outlined in the submitted plans.

GA-1000 B

GA-1001 B

GA-1002 E

GA-1003 D

EL-1004 B

EL-1005 C

GA-1006 D

GA-1007 E

GA-1008 C

REASON: In the interests of visual amenity and the character and appearance of the area.

- 9 The use of the floodlit pitches hereby permitted shall only take place between the hours of 8am and 9pm from Mondays to Sundays.

REASON: To ensure the ongoing amenity of the area.

INFORMATIVE TO APPLICANT: Any alterations to the approved plans, brought about by compliance with Building Regulations or any other reason must first be agreed in writing with the Local Planning Authority before commencement of work.

INFORMATIVE TO APPLICANT: The applicant is requested to note that this permission does not affect any private property rights and therefore does not authorise the carrying out of any work on land outside their control. If such works are required it will be necessary for the applicant to obtain the landowners consent before such works commence.

If you intend carrying out works in the vicinity of the site boundary,

you are also advised that it may be expedient to seek your own advice with regard to the requirements of the Party Wall Act 1996.

INFORMATIVE TO APPLICANT: The applicant should note that the grant of planning permission does not include any separate permission which may be needed for Section 6 approval in relation to the Land Powers Defence Act 1958. Such permission should be sought direct from OPA Central Services, Ashdon Road Saffron Walden, Essex, CB10 2NF

80 **Army Basing Programme - Salisbury Plain Masterplan**

The Committee received an update report by the Army Basing Planning Manager. He reminded Members that at its last meeting held on 30 July 2014, the Committee, whilst recognising the work so far completed, nevertheless encouraged the Defence Infrastructure Organisation (DIO) to reach agreement with the Associate Director for Economic Development and Planning on the following matters of principle before finalising the Master Plan:-

- The outstanding issue relating to the impact of additional water abstraction arising from ABP being addressed to the satisfaction of the Council, in consultation with the Environment Agency and Natural England;
- The outstanding issue relating to the impact of foul water discharge from ABP on phosphate levels in the River Avon being addressed to the satisfaction of the Council in consultation with the Environment Agency and Natural England;
- The outstanding issue relating to the potential impact of increased recreational pressure on Salisbury Plain from ABP on protected species being addressed to the satisfaction of the Council;

The Army Basing Planning Manager was pleased to report that this outstanding work had been completed and the Master Plan had now been finalised, thus providing a sound basis upon which forthcoming development could be planned in a comprehensive manner with the necessary infrastructure.

Resolved:

To note the contents of the report.

81 **Date of Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 12 November 2014 in the Council Chamber at County Hall, Trowbridge, starting at 10.30am.

82 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 am - 12.25 pm)

The Officer who has produced these minutes is Roger Bishton of Democratic Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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

STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 10 DECEMBER 2014 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Andrew Davis (Chairman), Cllr Tony Trotman (Vice Chairman), Cllr Trevor Carbin, Cllr Terry Chivers, Cllr Stewart Dobson, Cllr Charles Howard, Cllr David Jenkins, Cllr Bill Moss, Cllr Christopher Newbury and Cllr Fred Westmoreland

Also Present:

Cllr George Jeans and Cllr Jerry Wickham

83 Apologies for Absence

An apology for absence was received from Cllr Glenis Ansell.

84 Minutes of the Previous Meeting

Resolved:

To approve and sign as a correct record the minutes of the Committee meeting held on 22 October 2014.

85 Declarations of Interest

There were no declarations of interest made at the meeting.

86 Chairman's Announcements

There were no Chairman's Announcements.

87 Public Participation and Councillors' Questions

There were no questions received from members of the Council.

Members of the public addressed the Committee as set out in Minute Nos.89 - 91below.

- 88 **14/04846/OUT - Land South of A365 (Western Way), Bowerhill, Melksham - Residential Development of up to 255 Dwellings, 700 sq.m. of Class A1 Retail Provision and Vehicular Access off Pathfinder Way. (Outline application to determine access)**

The Chairman informed the Committee that the application had been withdrawn by the applicant.

- 89 **14/06650/OUT - Castle Works, Castle Road, Salisbury, SP1 3SB - Demolish existing buildings and development of site with an eco-village of 60 dwellings, open space amenity areas, new footpaths, parking spaces and internal site road**

The following people spoke in support of the proposal:

Mr Mark Vaughan, representing the applicant
Mr James Cleary, the agent

The Committee received a presentation by the Case Officer which set out the main issues in respect of the application. He introduced the report which recommended that outline planning permission be approved subject to conditions and a Section 106 legal agreement.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

During discussion the following points were raised:

- Concern was expressed that the north east corner of the proposed development should not overshadow the site of the castle at Old Sarum. The Case Officer reassured the Committee that the revised plans would insure that the view of the castle site would not be impeded.
- Members of the Committee considered that there was a need to ensure that all soft landscaping should be maintained.

Resolved:

To delegate the Area Development Manager (South) to grant planning permission following completion of a Section 106 agreement covering the following matters:

- (a) A scheme for the relocation of the two main businesses;**
- (b) Delivery of affordable housing; and**

- (c) **Financial contributions towards education, public open space, the Wessex Stone Curlew Project, and waste and recycling bins.**

And subject to the following conditions:-

- 1) Approval of the details of the Scale, Appearance and Layout of the buildings, and Landscaping of the site (hereinafter called 'the reserved matters') shall be obtained from the Local Planning Authority in writing before any development is commenced.**

Reason: This permission is in outline only and is granted under the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order, 1995 as amended by section 51 (2) of the Planning and Compulsory purchase Act 2004.

- 2) Plans and particulars of the reserved matters referred to in Condition 1 above, relating to the Scale, Appearance and Layout of the buildings, and Landscaping of the site shall be submitted in writing to the Local Planning Authority and shall be carried out as approved.**

Reason: This permission is in outline only and is granted under the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order, 1995 as amended by section 51 (2) of the Planning and Compulsory purchase Act 2004.

- 3) Application for approval of the reserved matters shall be made to the Local Planning Authority before the expiration of three years from the date of this permission.**

Reason: This permission is in outline only and is granted under the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order, 1995 as amended by section 51 (2) of the Planning and Compulsory purchase Act 2004.

- 4) The development hereby permitted shall be begun either before the expiration of three years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved.**

Reason: This permission is in outline only and is granted under the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order, 1995 as amended by section 51 (2) of the Planning and Compulsory purchase Act 2004.

- 5) All soft landscaping comprised in the approved reserved matters (landscaping of the site) shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.

Reason: To ensure a satisfactory landscaped setting for the development.

- 6) No development shall commence on site until details of the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, vehicle overhang margins, visibility splays, accesses, carriageway gradients, car parking and street furniture, including the timetable for provision of such works, have been submitted to and approved by the Local Planning Authority. The development shall not be first occupied until the estate roads, footways, footpaths, verges, junctions, street lighting, sewers, drains, vehicle overhang margins, visibility splays, accesses, carriageway gradients, car parking and street furniture have all been constructed and laid out in accordance with the approved details, unless an alternative timetable is agreed in the approved details.

REASON: To ensure that the roads are laid out and constructed in a satisfactory manner.

- 7) No development shall commence on site until a scheme for the management, maintenance and long term retention of the existing tree screen along the northern boundary of the site has been submitted to and approved in writing by the Local Planning Authority. The management and maintenance of the tree screen shall be carried out in accordance with the scheme thereby approved.

REASON: To ensure the preservation of a satisfactory landscaped setting for the development in the interests of amenity and the protection of existing important landscape and heritage features.

- 8) No development shall commence on site until a written programme of phased archaeological investigation, which should include on-site work and off-site work such as the analysis, publishing and archiving of the results, has been submitted to and approved in writing by the Local Planning Authority. The approved programme of archaeological work shall be carried out in accordance with the approved details.

Reason: To enable the recording of any matters of archaeological interest.

9) Before development commences the applicant shall commission the services of a competent contaminated land consultant to carry out a detailed contaminated land investigation of the site and the results provided to the Local Planning Authority. The investigation must include:

- **A full desktop survey of historic land use data;**
- **A conceptual model of the site identifying all potential and actual contaminants, receptors and pathways (pollution linkages);**
- **A risk assessment of the actual and potential pollution linkages identified;**
- **A remediation programme for contaminants identified. The remediation programme shall incorporate a validation protocol for the remediation work implemented, confirming whether the site is suitable for use.**

The remediation programme shall be fully implemented and the validation report shall be forwarded to the Local Planning Authority prior to habitation of the development.

Reason: In the interests of public health and safety.

10) Development shall not begin until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, has been submitted to and approved in writing by the local planning authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme should also include details of how the scheme shall be maintained after completion and to make adequate provision for potential overland flows.

Reason: To prevent the increased risk of flooding, to improve and protect water quality and ensure future maintenance of the surface water drainage system.

11) No development approved by this permission shall be commenced until a Construction Environmental Management Plan, incorporating pollution prevention measures, has been submitted to and approved in writing by the Local Planning Authority. The plan shall subsequently be implemented in accordance with the approved details and agreed timetable.

Reason: To prevent pollution of the water environment

12) No development shall commence on site until details of bat roost and bird nesting features, to be built into the design of new buildings, have been submitted to and agreed in writing by the local planning authority. Details shall include the number, design and locations of

bat roost and bird nesting features, which shall be provided in accordance with a timetable to be agreed by the local planning authority.

Reason: In the interests of protected species and biodiversity

13)No development shall commence on site until a scheme for water efficiency has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented in accordance with the agreed details before the first occupation of the development.

Reason: In the interests of sustainable development and prudent use of natural resources.

14)No development shall commence on site until a scheme to mitigate the noise associated with the Salisbury RFC clubhouse has been submitted to and agreed in writing by the Local Planning Authority. The agreed scheme shall be implemented in accordance with the approved details prior to the first occupation of the development hereby permitted, unless an alternative timetable is agreed in the approved details.

Reason: To ensure that the existing recreation and proposed residential uses are compatible.

15)No development shall commence until details of acoustic fencing to the north-eastern boundary of the site (adjacent to the Salisbury RFC clubhouse) has been submitted to and agreed in writing by the Local Planning Authority. The fencing shall be erected in accordance with the approved details prior to the first occupation of the development hereby permitted, unless an alternative timetable is agreed in the approved details, and shall be retained and maintained as such at all times thereafter.

Reason: To ensure that the existing recreation and proposed residential uses are compatible.

16)No demolition or construction works shall take place outside the hours of 0730 to 1800 Mondays to Fridays and 0800 to 1300 on Saturdays or at any time on Sundays & Banks Holidays.

Reason: In the interests of neighbouring amenity.

INFORMATIVES:

Water efficiency condition

The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Grey water recycling and rainwater harvesting should be considered. Any submitted scheme should include detailed information (capacities, consumption rates etc) on proposed water saving measures. Manufacturer's specifications should not be submitted. Applicants are advised to refer to the following for further guidance:

<http://www.environment-agency.gov.uk/homeandleisure/drought/31755.aspx>
<http://www.savewatersavemoney.co.uk/>

Nesting birds

The adults, young, nests and eggs of all species of birds are protected by the Wildlife and Countryside Act 1981 (as amended) while they are breeding. The applicant is advised to check any structure or vegetation capable of supporting breeding birds and delay altering or removing such features until after young birds have fledged.

Site Waste Management

In England, it is a legal requirement to have a site waste management plan (SWMP) for all new construction projects worth more than £300,000. The level of detail that a SWMP should contain depends on the estimated build cost, excluding VAT. The duty of care for waste must also be complied with. Because all waste movements need to be recorded in one document, having a SWMP will help to ensure compliance with the duty of care. This can be incorporated into the Construction Environmental Management Plan (CEMP). Further information can be found at <http://www.netregs-swmp.co.uk>

Pollution Prevention During Construction

Safeguards should be implemented during the construction phase to minimise the risks of pollution and detrimental effects to the water interests in and around the site. Such safeguards should cover the use of plant and machinery, oils/chemicals and materials; the use and routing of heavy plant and vehicles; the location and form of work and storage areas and compounds and the control and removal of spoil and wastes. The Environment Agency's Pollution Prevention Guidelines should be referred to, which can be found at:

<http://www.environment-agency.gov.uk/business/topics/pollution/39083.aspx>.

Pollution prevention measures should be included within the CEMP.

90 **14/06624/FUL - Land adjacent to Quarryfields Industrial Estate, Mere, BA12 6LA - Erect New Factory incorporating Storage Areas, Offices, Brush Museum, Areas used for Goods In and Goods Out and the formation of Vehicular and Pedestrian Access thereto**

The Committee received a presentation by the Area Development Manager (South) which set out the main issues in respect of the application. He introduced the report which recommended that planning permission be approved subject to conditions. He referred to late representations which had been received from the Wiltshire Council Archaeologist who recommended that further trenched evaluation of the site was not necessary.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received a statement from Cllr L Traves, expressing the views of Mere Parish Council regarding the planning application which were in support of the application.

On hearing the views of Cllr George Jeans, the local Member, in support of the application and after discussion,

Resolved:

To grant planning permission subject to the following conditions –

- 1 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

- 2 Notwithstanding the details set out in the application particulars, no development shall commence on site until details and samples of the materials to be used for the external walls and roofs have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

REASON: In the interests of visual amenity and the character and appearance of the area.

- 3 No development shall commence on site until a scheme of hard and soft landscaping has been submitted to and approved in writing by the Local Planning Authority, the details of which shall include:-
 - a) location and current canopy spread of all existing trees and hedgerows on the land;
 - b) full details of any to be retained, together with measures for their protection in the course of development;
 - c) a detailed planting specification showing all plant species,

supply and planting sizes and planting densities;
d) finished levels and contours;
e) means of enclosure;
f) car park layouts;
g) other vehicle and pedestrian access and circulation areas;
h) all hard and soft surfacing materials;
i) minor artefacts and structures (e.g. furniture, refuse and other storage units, signs, lighting etc);
REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 4** All soft landscaping comprised in the approved details of landscaping shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping shall also be carried out in accordance with the approved details prior to the occupation of any part of the development or in accordance with a programme to be agreed in writing with the Local Planning Authority.
REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.
- 5** No part of the development hereby permitted shall be first brought into use until the access, turning area and parking spaces have been completed in accordance with the details shown on the approved plans. The areas shall be maintained for those purposes at all times thereafter.
REASON: In the interests of highway safety.
- 6** No development shall commence on site until a Green Travel Plan has been submitted to and approved in writing by the Local Planning Authority. The Travel Plan shall include details of implementation and monitoring and shall be implemented in accordance with these agreed details. The results of the implementation and monitoring shall be made available to the Local Planning Authority on request, together with any changes to the plan arising from those results.
REASON: In the interests of road safety and reducing vehicular traffic to the development.

7 Notwithstanding the details set out in the application particulars, no external lighting shall be installed on site until plans showing the type of light appliance, the height and position of fitting, illumination levels and light spillage spillage in accordance with the appropriate Environmental Zone standards set out by the Institute of Lighting Engineers in their publication "Guidance Notes for the Reduction of Obtrusive Light" (ILE, 2005)", have been submitted to and approved in writing by the Local Planning Authority. The approved lighting shall be installed and shall be maintained in accordance with the approved details and no additional external lighting shall be installed.

REASON: In the interests of the amenities of the area and to minimise unnecessary light spillage above and outside the development site.

8 No materials, goods, plants, machinery, equipment, finished or unfinished products/parts of any description, skips, crates, containers, waste or any other item whatsoever shall be placed, stacked, deposited or stored above a height of 10 metres above the existing ground level outside any building on the site without the prior approval in writing of the Local Planning Authority.

REASON: In the interests of the appearance of the site and the amenities of the area.

9 Development shall be carried out strictly in accordance with the "Enhancement and Mitigation Options" set out in the Provisional Ecological Appraisal by SLR Global Environmental Solutions dated March 2013.

REASON: In the interests of wildlife protection and enhancement.

10 The development hereby permitted shall be carried out in accordance with the following approved plans:

21410/HA/01B dated 08/2013 and received by lpa 09/07/2014

21410/HA/2A dated 08/2013 and received by lpa 09/07/2014

21410/CS/1 dated 07/2013 and received by lpa 09/07/2014

21410/CS/2 dated 07/2013 and received by lpa 09/07/2014

07256-1G dated 04/07/2014 and received by lpa 09/07/2014

07256-2Z dated 04/07/2014 and received by lpa 09/07/2014

07256-3Z dated 01/07/2014 and received by lpa 09/07/2014

07256-4Z dated 01/07/2014 and received by lpa 09/07/2014

07256-5Z dated 01/07/2014 and received by lpa 09/07/2014

REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE TO APPLICANT: The consent hereby granted

shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.

INFORMATIVE TO APPLICANT: Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

91 **14/06780/OUT - Land at The Hill Brush Co Ltd, Woodlands Road, Mere, BA12 6BS - Demolition of Existing Factory and Dwelling known as Maltot. Erection of 134 Dwellings with Supporting Infrastructure. (Hybrid full and outline application)**

The following people spoke against the proposal:

Mrs I McCullum, a local resident
Mr LR Stanton, a local resident
Mr Branscombe

The Committee received a presentation by the Area Development Manager (South) which set out the main issues in respect of the application. He introduced the report which recommended that planning permission be approved subject to conditions and a Section 106 legal agreement. He referred to the late representations which had been received which were:

- A response from Wiltshire Council Environmental Services in relation to Public Open Space. An objection had been raised until Public Open Space provision levels as set out in their response had been agreed by means of a Section 106 agreement.
- A response from Wiltshire Council Leisure Services recommending that Section 106 contributions in respect of leisure services be spent on upgrading the sports hall and changing accommodation or on a local indoor leisure facilities project in the vicinity of the development.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

The Committee then heard the views of Cllr George Jeans, the local Member, who, whilst supporting the application, expressed concern regarding highway

issues and the use of Woodlands Lane, a single carriageway, by vehicles to and from the site. He suggested that a sign be erected at the exit to the site directing traffic to the Shaftesbury Road and away from Woodlands Road. The Committee noted that Mere Parish Council has also expressed these concerns.

During discussion the following points were raised:

- There as a need to ensure that there was adequate open space, refuse bins and also sufficient leisure facilities in the area.
- The Section 106 Agreement should include provision for adequate primary school places. With regard to secondary school places, it was noted that students were educated a a secondary school in Gillingham, Dorset and Dorset Education Authority had so far not responded to this Council's consultation.

Resolved:

To delegate the Area Development Manager (South) to grant planning permission following completion of a Section 106 agreement covering the following matters:

- **A requirement for the new factory planning permission to be completed prior to implementation of the housing planning permission;**
- **A requirement for a minimum of 10% of the houses to be 'affordable';**
- **A requirement for a financial contribution to be made towards the cost of additional education provision made necessary by the housing development;**
- **In the event of a surplus being available after the final calculation of the education contribution, a requirement for a financial contribution to be made towards the local 'footpath improvement project' or other local infrastructure made necessary by the development;**
- **In the event of a surplus being available after the final calculation of the education contribution, a requirement for a financial contribution to be made towards waste collection containers.**

And subject to the following planning conditions –

- 1 Phase 1 (the 'full' element) of the development hereby permitted shall be begun before the expiration of five years from the date of this permission.**

REASON: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2 Phase 2 (the 'outline' element) of the development hereby permitted shall be begun either before the expiration of five years from the date of this permission, or before the expiration of two years from the date of approval of the last of the reserved matters to be approved, whichever is the later.
REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

3 No development in Phase 2 (the 'outline' element) shall commence on site until details of the following matters (in respect of which approval is expressly reserved) have been submitted to, and approved in writing by, the Local Planning Authority:

- (a) The scale of the development;
- (b) The layout of the development;
- (c) The external appearance of the development;
- (d) The landscaping of the site;
- (e) The means of access to the site.

The development shall be carried out in accordance with the approved details.

REASON: The application was made for outline planning permission and is granted to comply with the provisions of Section 92 of the Town and Country Planning Act 1990 and Article 3(1) of the Town and Country Planning (General Development Procedure) Order 1995.

4 An application for the approval of all of the reserved matters shall be made to the Local Planning Authority before the expiration of five years from the date of this permission.
REASON: To comply with the provisions of Section 92 of the Town and Country Planning Act 1990.

5 Notwithstanding the details set out in the application particulars, no development shall commence on site within any particular phase until details and samples of the materials to be used for the external walls and roofs within the particular phase have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.
REASON: In the interests of visual amenity and the character and appearance of the area.

6 No development shall commence on site in any particular phase until details of the design, external appearance and decorative finish of all railings, fences, gates, walls, bollards

and other means of enclosure within that particular phase have been submitted to and approved in writing by the Local Planning Authority. Development of the particular phase shall be carried out in accordance with the approved details prior to the development being first occupied or in accordance with a programme to be first agreed in writing with the local planning authority.

REASON: In the interests of visual amenity and the character and appearance of the area.

7 No development shall commence on site in any particular phase until a scheme of hard and soft landscaping for that particular phase has been first submitted to and approved in writing by the Local Planning Authority, the details of which shall include :-

- a) location and current canopy spread of all existing trees and hedgerows on the land;
- b) full details of any to be retained, together with measures for their protection in the course of development;
- c) a detailed planting specification showing all plant species, supply and planting sizes and planting densities;
- d) finished levels and contours;
- e) means of enclosure;
- f) car park layouts;
- g) other vehicle and pedestrian access and circulation areas;
- h) all hard and soft surfacing materials;
- i) minor artefacts and structures (e.g. furniture, play equipment, refuse and other storage units, signs, lighting etc);

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

8 All soft landscaping comprised in the approved details of landscaping for any particular phase of the development shall be carried out in the first planting and seeding season following the first occupation of the building(s) or the completion of the development within the particular phase whichever is the sooner; All shrubs, trees and hedge planting shall be maintained free from weeds and shall be protected from damage by vermin and stock. Any trees or plants which, within a period of five years, die, are removed, or become seriously damaged or diseased shall be replaced in the next planting season with others of a similar size and species, unless otherwise agreed in writing by the local planning authority. All hard landscaping within a particular phase shall also be carried out in accordance with the approved details prior to the occupation of any part of the development within

the phase or in accordance with a programme to be agreed in writing with the Local Planning Authority.

REASON: To ensure a satisfactory landscaped setting for the development and the protection of existing important landscape features.

- 9** The roads, including footpaths and turning spaces, shall be constructed so as to ensure that, before it is occupied, each dwelling has been provided with a properly consolidated and surfaced footpath and carriageway to at least base course level between the dwelling and existing highway.
REASON: To ensure that the development is served by an adequate means of access.
- 10** No dwelling shall be occupied until the parking space(s) together with the access thereto, have been provided in accordance with the approved plans.
REASON: In the interests of highway safety and the amenity of future occupants.
- 11** No development shall commence on site until details of the stopping up of all accesses proposed to be stopped up, both pedestrian and vehicular, have been submitted to and approved in writing by the Local Planning Authority. The details shall include a programme for the timing of the stopping up of the accesses. The stopping up of the accesses shall take place in accordance with the approved details. On completion of the development, the means of vehicular and pedestrian access to the development shall be as shown on the plans hereby approved.
REASON: In the interests of highway safety.
- 12** Prior to first occupation of any dwelling hereby approved the developer shall implement the 'Welcome Pack' initiative set out in the Framework Residential Travel Plan dated April 2014. Following implementation of the initiative each and every first owner/occupier of any dwelling on the development shall receive from the developer the Welcome Pack.
REASON: In the interests of road safety and reducing vehicular traffic to the development.
- 13** Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 1995 (as amended by the Town and Country Planning (General Permitted Development) (Amendment) (No.2) (England) Order 2008 (or any Order revoking or re-enacting or amending that Order with or without modification), the garage(s) hereby permitted shall not be converted to habitable accommodation.

REASON: To secure the retention of adequate parking provision, in the interests of highway safety.

- 14 Foul and surface water from the development shall be disposed of strictly in accordance with the schemes of disposal set out in the Flood Risk Assessment dated May 2014 accompanying the planning application.

REASON: To ensure satisfactory disposal of foul and surface water in accordance with the agreed scheme.

- 15 No development approved by this permission shall commence until a scheme for water efficiency has been submitted to and approved in writing by the Local Planning Authority. The scheme shall be implemented in accordance with the agreed details.

REASON: In the interests of sustainable development and climate change adaptation.

- 16 No development approved by this planning permission other than demolition works shall take place until a scheme that includes the following components to deal with the risks associated with contamination of the site has been submitted to and approved, in writing, by the local planning authority:

1) A preliminary risk assessment which has identified:

- a. all previous uses
- b. potential contaminants associated with those uses
- c. a conceptual model of the site indicating sources, pathways and receptors
- d. potentially unacceptable risks arising from contamination at the site.

2) A site investigation scheme, based on (1) to provide information for a detailed assessment of the risk to all receptors that may be affected, including those off site.

3) The results of the site investigation and detailed risk assessment referred to in (2) and, based on these, an options appraisal and remediation strategy giving full details of the remediation measures required and how they are to be undertaken.

4) A verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy in (3) are complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

Any changes to these components require the express written consent of the local planning authority. The scheme shall be implemented as approved.

REASON: To protect controlled waters from pollution.

- 17 If, during development, contamination not previously identified is found to be present at the site then no further development (unless otherwise agreed in writing with the local planning authority) shall be carried out until the developer has submitted a remediation strategy to the local planning authority detailing how this unsuspected contamination shall be dealt with and obtained written approval from the local planning authority. The remediation strategy shall be implemented as approved.
REASON: To protect controlled waters from pollution.
- 18 The development shall be carried out strictly in accordance with the 'measures' set out in the Ecological Mitigation Plan dated May 2014 accompanying the planning application.
REASON: To ensure wildlife interests are safeguarded.
- 19 Prior to commencement of the approved dwellings immediately adjacent to Shaftesbury Road and the Beaumont Business Centre, a scheme or schemes indicating how these dwellings will be insulated against noise disturbance from traffic using the road or industrial activities in the business centre shall be submitted to the local planning authority for approval in writing. The dwellings shall be constructed in accordance with the approved scheme(s) and the insulation measures shall be retained thereafter.
REASON: To safeguard the future amenities of the occupiers of these dwellings.
- 20 Prior to commencement of development the developer shall submit a Construction Management Plan for approval in writing by the local planning authority. This shall specify the hours of working (in particular, the hours during which potentially noisy equipment or machinery will be used), site traffic management plans (including routing plans for employee/contractor vehicles and delivery vehicles, areas on site for employee/contractor parking, and areas on site for loading/unloading of collection/delivery vehicles), and environmental controls (including locations of storage of fuels, etc.). The development shall be carried out strictly in accordance with the approved Construction Management Plan throughout the development phases.
REASON: In the interests of amenity.
- 21 The development hereby permitted shall be carried out in accordance with the approved plans listed in the attached schedule.
REASON: For the avoidance of doubt and in the interests of proper planning.

INFORMATIVE TO APPLICANT:

The applicant should note that under the terms of the Wildlife and Countryside Act 1981 and Countryside and Rights of Way Act 2000, it is an offence to disturb nesting birds, roosting bats and other protected species. You should note that the work hereby granted consent does not override the statutory protection afforded to these species and you are advised to seek expert advice if you suspect that the demolition would disturb any protected species. For further advice, please contact the district ecologist at Wiltshire Council.

INFORMATIVE TO APPLICANT:

The applicant will be aware of the badgers sett on the site and the possibility of further setts in the vicinity of the site, and as a consequence compliance with certain requirements and provisions of the Badgers Act 1991 may be necessary. If this is the case the applicant is advised to contact Natural England who are responsible for issuing licences relating to development on the site of badger setts.

INFORMATIVE TO APPLICANT:

The consent hereby granted shall not be construed as authority to carry out works on the highway. The applicant is advised that a license may be required from Wiltshire's Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway.

INFORMATIVE TO APPLICANT:

Please note that Council offices do not have the facility to receive material samples. Please deliver material samples to site and inform the Planning Officer where they are to be found.

INFORMATIVE TO APPLICANT:

This permission shall be read in conjunction with an Agreement made under Section 106 of the Town and Country Planning Act, 1990 and dated the [INSERT].

INFORMATIVE TO APPLICANT:

The developer is advised to discuss the contaminated land issues relevant to the site and what works, if any, are required in order to comply with the relevant conditions attached to this approval. The developer should contact Peter Nobes at Wiltshire Council.

INFORMATIVE TO APPLICANT:

In designing the layout for Phase 2 the applicant is requested to take particular care with dwelling designs and sitings on

that part of the site adjacent to The Bartletts to ensure the privacy and amenities of the occupiers of The Bartletts are safeguarded.

INFORMATIVE TO APPLICANT:

The development should include water efficient systems and fittings. These should include dual-flush toilets, water butts, water-saving taps, showers and baths, and appliances with the highest water efficiency rating (as a minimum). Greywater recycling and rainwater harvesting should be considered.

An appropriate submitted scheme to discharge condition no. 16 will include a water usage calculator showing how the development will not exceed a total (internal and external) usage level of 105 litres per person per day.

INFORMATIVE TO APPLICANT:

Safeguards should be implemented during the construction phase to minimise the risks of pollution from the development. Such safeguards should cover:

- the use of plant and machinery
- oils/chemicals and materials
- the use and routing of heavy plant and vehicles
- the location and form of work and storage areas and compounds
- the control and removal of spoil and wastes.

The applicant should refer to the Environment Agency's Pollution Prevention Guidelines at:

<https://www.gov.uk/government/collections/pollution-prevention-guidance-ppg>

INFORMATIVE TO APPLICANT:

There are ordinary watercourses within or in close proximity to the site. If it is intended to obstruct the flow in the watercourse (permanently or temporarily, including culverting), or construct a surface water outfall, you may require prior Land Drainage Consent from Wiltshire Council as the Lead Local Flood Authority. You are advised to contact the Drainage Team to discuss their requirements:-

<http://www.wiltshire.gov.uk/communityandliving/civilemergencies/drainage/drainageordinarywatercourseconsent.htm>

There must be no interruption to the existing surface water and land drainage arrangements of the surrounding land as a result of the operations on the site. Provisions must be made to ensure that all existing drainage systems continue to operate effectively and that riparian owners upstream and downstream of the site are not adversely affected.

INFORMATIVE TO APPLICANT:

Subject to all necessary consents being first obtained and on completion of Phase 1, the applicant is requested to display a sign within the site close to its vehicular exit advising motorists to turn right when leaving the site so as to avoid the narrow lanes to the south of the site. The detailed design and wording of the sign should be agreed with the local planning authority.

92 **Date of the Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 21 January 2015 at County Hall, Trowbridge, starting at 10.30am.

93 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 am - 1.20 pm)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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STRATEGIC PLANNING COMMITTEE

MINUTES OF THE STRATEGIC PLANNING COMMITTEE MEETING HELD ON 21 JANUARY 2015 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Andrew Davis (Chairman), Cllr Tony Trotman (Vice Chairman), Cllr Glenis Ansell, Cllr Trevor Carbin, Cllr Terry Chivers, Cllr Charles Howard, Cllr David Jenkins, Cllr Bill Moss, Cllr Christopher Newbury, Cllr Fred Westmoreland and Cllr Jerry Wickham (Substitute)

Also Present:

Cllr Roy While

1 Apologies for Absence

An apology for absence was received from Cllr Stewart Dobson, who was substituted by Cllr Jerry Wickham.

2 Minutes of the Previous Meeting

Resolved:

To approve and sign as a correct record the minutes of the previous meeting held on 10 December 2014.

3 Declarations of Interest

Cllr Terry Chivers declared a non-pecuniary interest in Minute No. 6 below as he was a member of Melksham Without Parish Council. He stated that he would speak and vote on the application with an open mind.

4 Chairman's Announcements

There were no Chairman's announcements.

5 Public Participation and Councillors' Questions

There were no questions received from members of the Council.

Members of the public addressed the Committee as set out in Minute No. 6 below.

6 **14/07526/OUT - Land East of Semington Road, Melksham, SN12 6DP - Erection of up to 150 dwellings with access, new village hall and areas of open space**

The following person spoke against the proposal:

Mr Martin Haffendon, a local resident

The following people spoke in support of the proposal:

Mr Mike Robinson, the agent

Cllr John Glover, representing Melksham Without Parish Council

The Committee received a presentation by the Area Development Manager and the Case Officer which set out the main issues in respect of the application. The report was introduced which recommended that planning permission be refused.

Members of the Committee then had the opportunity to ask technical questions after which the Committee received statements from members of the public as detailed above, expressing their views regarding the planning application.

Members then heard the views of Cllr Roy While, the local Member, who while generally supporting the application, recognised the issues it raised with the Core Strategy. He recognised that there were other outstanding applications for housing development within the parish of Melksham Without.

During discussion Members expressed concern about the site being located outside the limits of development in the Melksham area as set out in the Wiltshire Core Strategy as adopted by Council the previous day.

Resolved:

To refuse planning permission for the following reasons:

1. The site is located outside of the limits of development defined for Melksham in Core Policy 2 of the Wiltshire Core Strategy. It lies outside of the existing built area of the 'small village' that Berryfield is defined as in Core Policies 2 and 15 of the Wiltshire Core Strategy (where development is limited to infill only). The proposal would therefore conflict with Core Policy 2 of the Wiltshire Core Strategy.

2. The site is located in an area of open countryside that plays an important role in the landscape of physically and visually separating the

settlements of Melksham and Berryfield. The siting and construction of the proposed development would fail to respect this important function resulting in a detrimental and unacceptable change in landscape character urbanising the area between the settlements of Melksham and Berryfield and resulting in their physical and visual coalescence. The proposal would therefore conflict with policies CP1, CP15 and CP51 of the Wiltshire Core Strategy.

3. The proposal conflicts with the Delivery Strategy set out in Policy CP2 of the Wiltshire Core strategy, which seeks to properly plan for sustainable development of housing sites in Wiltshire to deliver the identified needs in the Community Areas through a Site Allocations DPD and/or a Neighbourhood Plan, a strategy supported by both the Wiltshire Core Strategy Inspector, and the Secretary of State in his appeal decision at Park Lane, Malmesbury. The site has not been brought forward through this process and the adverse impacts identified in reasons 1 and 2 above reinforce the need for the delivery strategy required by policy CP 2 as the properly planned method of establishing the most sustainable sites for meeting the housing needs of Melksham.

7 **Date of the Next Meeting**

Resolved:

To note that the next meeting was due to be held on Wednesday 11 February 2015 at County Hall, Trowbridge, starting at 10.30am.

(Duration of meeting: 10.30 - 11.20 am)

The Officer who has produced these minutes is Roger Bishton, of Democratic & Members' Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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STANDARDS COMMITTEE

MINUTES OF THE STANDARDS COMMITTEE MEETING HELD ON 8 OCTOBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Rosemary Brown, Cllr Trevor Carbin, Cllr Ernie Clark (Present as Substitute), Mr Philip Gill JP MBE, Cllr Julian Johnson (Chairman), Cllr Paul Oatway, Cllr Horace Prickett and Cllr Jerry Wickham (Present as Substitute)

Also Present:

Cllr Alan Hill

33 Apologies for Absence

Apologies were received from Councillors Desna Allen, Allison Bucknell, Howard Greenman, Sheila Parker, John Noeken, Terry Chivers, Miss Pam Turner and Mr Paul Neale.

Councillor Noeken was substituted by Councillor Jerry Wickham.

Councillor Chivers was substituted by Councillor Ernie Clark.

34 Minutes

The minutes of the meeting held on 9 July 2014 were presented for consideration and it was,

Resolved:

To APPROVE as a true and correct record for the Chairman to sign.

35 Declarations of Interest

There were no declarations.

36 Chairman's Announcements

There were no announcements.

37 Public Participation and Questions

No questions or statements were received for the meeting.

38 Update from the Code of Conduct Seminar

At its meeting held on 9 July 2014 the Committee requested a formal update following the Code of Conduct Seminar open to all Members held on 23 July 2014 led by Hoey Ainscough Associates Ltd., which the Committee had instructed be arranged at its 25 April 2014 meeting to consider the effectiveness of the current Standards regime.

The Chairman introduced the item, noting some of the concerns which had led to the Committee requesting the Seminar, such as the lack of engagement with the complaints process by members, and whether the current Code of Conduct and its attending complaints procedure were robust enough for its purpose.

The Monitoring Officer then presented a report on the outcomes from the Seminar on 23 July, and the Committee considered the issues that arose.

It had been noted that in some authorities the Standards Committee itself, not only its Sub-Committees, was not subject to rules on political proportionality. The Committee considered that with Sub-Committees determining any complaints brought to Review or full Hearings, there was no additional benefit gained from altering the makeup of the Committee itself when the Sub-Committees were not subject to political proportionality rules.

There was discussion around the lack of specificity in the current Code, and whether this led to difficulties for members of the public in identifying which part of the Code was relevant to the specific circumstances and behaviour they wished to complain against, and whether this could have a reputational effect on Wiltshire Council and other councils which utilized the same Code. Members noted the risk of a highly detailed code giving rise to vexatious and trivial complaints, and whether the current procedure was robust enough to filter out such complaints, and so whether the balance between focusing on the serious complaints through the broadness of the Code versus the difficulties in categorizing some councillor actions perhaps felt to be deserving of action under a specific section of the current Code, was appropriate or if further work on the Code was necessary.

Members were in agreement that under the current regime the lack of firm sanctions other than recommending a member be publicly censured had created problems for the perception of councils' effectiveness, particularly where a subject member chose not to engage with the process. It was also noted that a recommendation from a Wiltshire Council Standards Sub-Committee as the leading authority for a town or parish council to censure a member, could in any case be ignored by that council. Some members had

concerns that the lack of sanctions prevented councillors from properly fulfilling their duties to their council employees. It was stated, however, that the government would have to alter existing rules to permit additional sanctions such as reintroducing the power to suspend members, if this was deemed appropriate.

The procedure for dealing with Code of Conduct complaints was assessed, and seeking an initial response from subject members to a complaint and permitting complainants and subject members the right to review an initial assessment decision or investigation assessment, was felt to be appropriate and working satisfactorily.

Other issues raised by the Seminar included the increasing importance of social media for councillors, and whether the council's current media protocol, which was under review, or the Code itself required further consideration, amendment or advice in that area. Members also discussed whether the decisions of Sub-Committees should be made publicly available once all matters under consideration had concluded, in the interests of transparency.

In light of many of the concerns raised at the Seminar and at the Committee, it was considered the best approach was to if alterations to the Code of Conduct might be appropriate. It was agreed evidence and analysis would need to be collected on the effectiveness of the current code, along with investigation of the codes and procedures of other authorities to determine if these were more suitable and effective. It was also noted that as many towns and parishes in Wiltshire utilized the Wiltshire Council Code of Conduct wholly or in part for their own codes, they would need to be consulted once the Committee had arrived at its own conclusions, should alterations or additions be recommended.

Resolved:

- 1) To task the Monitoring Officer with investigating the effectiveness of the Code of Conduct Complaints Procedure by collecting and analysing evidence on complaints received by Wiltshire Council, and to examine the Codes and procedures at other local authorities, and to bring a set of recommendations on any proposed changes to the Committee at its meeting on 21 January 2015.**
- 2) To ask the Monitoring Officer to liaise with colleagues in other Local Authorities to lobby the Secretary of State for Communities and Local Government for a change in the legislation to permit further sanctions, as agreed by a council's Standards Committee, to be imposed in the event of a breach of a Code if deemed appropriate.**
- 3) To recommend that the decisions of Review and Hearing Sub-Committees be made publicly available, except where relevant**

matters remained ongoing and subject to confidentiality, but to leave the final decision to each Sub-Committee.

39 Status Report on Complaints

The Monitoring Officer presented an update on the status of complaints received under the Code of Conduct complaints procedure. It was noted that investigations relating to two complaints remained ongoing.

It was further stated that following comments and consideration at the Code of Conduct Seminar held on 23 July 2014, future reports would provide more detailed information on the complaints that had been received and action taken, to enable the Committee to have a fuller view of the processes and outcomes regarding complaints received under the Code of Conduct.

Resolved:

To note the update and the intention for more detailed reports to be received at future meetings.

40 Date of the Next Meeting and Forward Work Programme

The date of the next meeting was confirmed as 21 January 2015.

An annual Forward Plan would be presented to the next meeting.

41 Urgent Items

There were no urgent items.

42 Exclusion of the Public

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Number 43 because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

43 **Minutes of the Standards Review Sub-Committees**

The Committee received the minutes of the Standards Review Sub-Committee meetings held on 5 June 2014, 10 July 2014 and 11 September 2014.

Resolved:

To note the minutes of the Review Sub-Committees and reiterate recommendation three of Minute 38.

(Duration of meeting: 2.00 - 3.00 pm)

The Officer who has produced these minutes is Kieran Elliott of Democratic Services, direct line 01225 718504, e-mail kieran.elliott@wiltshire.gov.uk

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WILTSHIRE HEALTH AND WELLBEING BOARD

MINUTES OF THE WILTSHIRE HEALTH AND WELLBEING BOARD MEETING HELD ON 25 SEPTEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present: Peter Hill (Chief Executive of Salisbury Foundation Trust), Angus Macpherson (Wiltshire Police and Crime Commissioner), Christine Graves (Healthwatch Wiltshire), Cllr Laura Mayes (Cabinet Member, Children's Services), Dr Gareth Bryant (Wessex Local Medical Committee), James Scott (Chief Executive of Royal United Hospital), Carolyn Godfrey and Maggie Rae (Corporate Directors, Wiltshire Council), Deborah Fielding (Chief Officer CCG) and Simon Truelove (Chief Finance Officer CCG), Dr Julie Hankin (Avon & Wiltshire Mental Health Partnership), Debra Elliott (NHS England), Dr Toby Davies (CCG – Chair of Sarum Group), Dr Helen Osborn (CCG – Chair of WWYKD Group), Cllr Jane Scott OBE (Chairman and Leader of the Council)

Also Present:

Kevin McNamara (Great Western Hospitals), Cliff Turner (Independent Chair of Wiltshire Safeguarding Children Board), Nick Wilson and Joanna Bates (South Western Ambulance Services Foundation Trust), James Cawley, Frances Chinemana, Julia Cramp, Robin Townsend and Laurie Bell (Associate Directors, Wiltshire Council), David Bowater (Corporate Support, Wiltshire Council), Emma Cooper (Chief Executive, Healthwatch Wiltshire).

56 Chairman's Welcome and Introduction

The Chairman welcomed everyone to the meeting, reminding all present that this was a public meeting where members of the public were encouraged to become involved in the debate that would arise.

57 Apologies for Absence

Apologies were received from:

- Nerissa Vaughan, Great Western Hospitals
- Cllr Keith Humphries
- Ken Wenman, South Western Ambulance Service NHS Foundation Trust

- Cllr Ian Thorn
- Jacqui Chidgey-Clark

58 **Minutes**

The minutes of the previous meeting held on 25 September 2014 were approved as a correct record with the following amendments:

That reference to the Shingles update, that 90 years be replaced by 79 years.

59 **Declarations of Interest**

No declarations of interest were received.

60 **Chairman's Announcements**

Signing of Mental Health Crisis Care Concordat

The Chair stated that she was pleased to announce that the concordat had been signed just prior to the start of this meeting. The concordat had previously been considered by the Board, and she extended her thanks to those that produced it, and stated the Council and Partners would work to honour it.

Updates on Mental Health Strategy

The Chair stated that, as discussed at the last meeting, the strategy was set to go to consultation shortly and a full update together with a draft action plan will be available at the next meeting on 20 November.

Shingles Vaccination

Debra Elliott from NHS England updated on the activity of the working group. A written update was circulated at the meeting. Additional work could be undertaken to generate some local press releases and campaigning to support the national campaign.

Winterbourne View

The Chair stated that work continued to move 9 ex-Winterbourne View patients to appropriate placements in the local area.

End of Life Care

The Chair stated that the first meeting of the care at home sub-group and the intention for a full update on 20 November.

Sustainability in the Health and Social Care

The Chair stated that, prior to the meeting, there had been a presentation from Dr David Pencheon on sustainability in the Health and Social Care. The Council and partners had agreed to consider his proposals. Officers would be asked to disseminate further information to partners about what was discussed with a view to bringing the issue back to another meeting of the Partnership.

Avon and Wiltshire CQC Report

Dr Julie Hankin stated that 150 inspectors inspected facilities across the whole trust, including all the inpatient, community, crisis teams and ECT team sites in Wiltshire. The key messages arising from the report included some warning notices, one of which related to Wiltshire regarding the learning from incidents. Other warning notices related to environment issues on sites outside of the Wiltshire Area.

The Chair noted that a more formal update, regarding actions, was scheduled to come to the next meeting.

61 **Children's Health and Wellbeing**

A) Children's Community Health Services

Julia Cramp, Associate Director for Commissioning, Performance and School Effectiveness, provided an update on the timetable for re-commissioning of Children's Community Health Services.

Attention was drawn to the fact that it was a joint commissioning project, and that there had been a range of activities, including events and surveys, to engage with relevant groups. This had built on some existing engagement work on previous strategies. The timetable for the procurement process had been set, and would include a marketing event to any interested providers. The deadline for new contract is January 2016.

Some partners expressed concern of the potential negative impacts of the process, and officers stated that they were aware of these issues and wished to build on the good work that already exists.

Reference was made to the experience of the procurement of CAMHS and the impact that had had on service quality. As this was a priority area, it was agreed to this should be discussed at a future meeting.

Resolved to note the report.

B) Disabled Children's Charter

The meeting noted that, a year ago, the Board had signed the Disabled Children's Charter, which had been developed by a range of bodies. The report set out how the Board was meeting the 7 standards of the Charter. *Areas of*

strength included engaging with children, young people and their families, Wiltshire was noted as an area of best practice; and that strong governance, including through the sub-group of Children's Trust to contribute to this agenda.

The Chair stated that this positive message should be shared.

Laura Mayes it was note that the Children's Minister had visited the Council and had been impressed with Wiltshire's approach including the use of one telephone number and there being a single point of contact, used to sign post parents to the right help. The importance of ensuring that the Doctors and healthcare professionals are aware of this new contact number was reiterated.

Resolved to note the report.

62 **Joint Strategic Assessment (JSA)**

Maggie Rae, Corporate Director, Wiltshire Council, presented the Joint Strategic Assessment which would inform the development of the Health and Wellbeing Strategy to ensure local priorities were met. It was noted that the the Board had previously agreed to refresh the Joint Health and Wellbeing Strategy one year on. It was acknowledged that there had been a number of changes in the past 18 months, including the publication of the Better Care Plan, that would need to taken account of.

In response to a question, officers clarified that the data collected as part of the JSA would be Peter Hill – clarity that it is a collection of data that will inform subsequent strategies.

Jane – want to make sure that Wellbeing, not just Health. Can we set in place update on our stragtegy taking in the relevant evidence. Officers expressed a desire to work with those partners that have recently joined the Board and to make sure they are engaged. Officers were asked to convene an operational working group to consider issues arising from the JSA.

RESOLVED:

- 1. To note the content of the JSA for Health and Wellbeing 2013-14.**
- 2. To agree to begin the refresh of the Health and Wellbeing Strategy for Wiltshire, to be informed by the content of the JSA for Health and Wellbeing.**
- 3. To agree that the JSA for Health and Wellbeing continues to form part of this Board's workplan and approve the timeline for producing the refreshed Health and Wellbeing Strategy and the JSA for Health and Wellbeing 2014/15.**

63 Annual reports

a) Wiltshire Safeguarding Children Board

Cliff Turner, Chair of the Wiltshire Safeguarding Children Board, presented their annual report. In his presentation noted that Ofsted had inspected the Board in 2013. This was followed up with an optional peer review in 2013 which helped the Board to address issues arising from the review. These included improving representation and relations with the Clinical Commission Group and NHS England, which had since been addressed.

The Board wished to improve the engagement of young people, and take a more analytical view on the Safe Guarding system and how it works for young people locally. Looking forward, the Board wanted to make sure scrutiny of local arrangements was good, keeping a focus on neglect, early help – getting involved with issues to prevent serious damage; makin sure training reflects current needs and priorities – offering on a multi-agency basis – giving a chance to promote links with partners. A child sexual exploitation (CSE) strategy group, chaired by Clive Turner, was looking at efforts to tackle these issues. Arising from this work would be a number of activities to raise public awareness of CSE, and what people can do, with an aim to promote a zero tolerance approach. This will be a focus of the Wiltshire Assembly. That said there was recognition that, whilst it should be a priority, the extent CSE should be kept in perspective as more children are at risk of neglect and other forms of abuse. Officers offered a more extensive briefing about CSE prior to the next Health and Wellbeing Board meeting. It was noted that following a request, a representative from the Bath RUH would be invited to the Wiltshire Safeguarding Children Board. The Chair thanked Mr Turner for his presentation.

Resolved to note the Wiltshire Safeguarding Children Board (WSCB) Annual Report 2013-2014.

b) Public Health Annual Report

Maggie Rae, Corporate Director, Wiltshire Council, presented the Public Health Annual Report, which had been considered recently by the Health Select Committee It was noted that this was the first year that Public Health had reported from within the wider family of the Council. It was noted that Health and Social Care Act had presented officers with a good opportunity to work with partners like NHS England on issues such as Shingles Screening. It was noted that integration of public protection, leisure and public health should have a positive impact on effective working. This integrated system has been tested in

the last 12 months, including with recent measles outbreak and local flooding. Officers were pleased with how these have been dealt with.

Areas that continued to be a priority included: Smoking cessation, Health Trainer programme, Excess weight in school age children and adults, and cardiovascular disease.

Resolved to note the Public Health Annual Report 2013-14

64 **Healthwatch update**

Healthwatch Wiltshire

Emma Cooper, Healthwatch Wiltshire, presented the initial findings of a review of complaints processes in Wiltshire. In the presentation and subsequent discussion, it was noted that complaints, feedback from customers, are valuable data for improving services. The NHS Constitution makes pledge to encourage feedback. In the light of some fatal failures, such as Staffordshire Hospital, reviews had highlighted the need to overhaul complaints system nationally. Healthwatch had led a national campaign calling for improvements to the system. A local review had been undertaken to feed into the national picture. It had been an opportunity to talk to providers, to identify gaps and areas of best practice.

The experience of users was that the system can be confusing and hard to navigate. There isn't standard language, across different providers in health and social care, and this can add to the confusion. There had been too many instances that information, on websites for instance, was not up to date, sign posting people to the wrong people, and that information for those with learning difficulties were often the most out of date.

Some young people are too scared and/or embarrassed to raise a concern, and it was recognised that raising concerns can be challenging and upsetting. Some people want to raise feedback outside of formal complaints. The issue of how anonymous trend information could shared with Health Watch, and how can innocent bystanders raise concerns.

Examples of good local practice included GWH voicebook, Salisbury Hospitals app, and Ambulance Trust's 'getting in touch' leaflets which use good plain English. Most providers are in the process of reviewing their procedures and providers were encouraged to make sure their website and documentation is up to date.

A national report will be presented to Government shortly. Healthwatch did not look at Social Care complaints but will shortly as part of other review. It was noted that there was an invitation to providers to invite Healthwatch to work with them on engaging with young people.

Resolved

- 1. To note the content of Healthwatch Wiltshire's report on complaints and concerns.**
- 2. To approve the recommendations, outlined in the report, which are designed to improve the complaints system for the benefit of patients, service users, and carers.**

65 **Better Care Plan**

Better Care Plan

James Roach, Integration Director, Health & Social Care, presented the latest update on the Better Care Plan and the 100 day challenge.

In the presentation and subsequent discussion, it was noted that Wiltshire was one of five localities nationally that have signed off their plan; That there was real need to move the plan into action, the 100 day challenge seeks to address this; and that Risk Share Agreement identified a Wiltshire target of 3.75% reduction in hospital admissions.

As part of the 100 day challenge, officers were able to measure data on a daily basis so that problems could be dealt with swiftly. The focus was on self support and self care, involving the voluntary sector, to improve delivery. The one number, single point of access has been launched – this has been made available to secondary care staff. The three demonstrator sites were progressing well, with an aim to go live in December. A national funding award on Single View of the Customer could be forthcoming. The key risks, especially managing demand, were identified in the report.

Partners expressed pleasure with the efforts so far and wished to see the current level of performance sustained. It was recognised that some hospitals were seeing more positive results than others, and that ensuring the workforce was appropriately trained and resourced was key. Wiltshire Council was planning to develop an in house academy for social workers, and it was a future ambition to possibly extend this train health workers for the future. It was recognised that recruiting staff in some areas of Wiltshire was a real challenge; it was hoped that families returning from overseas military stations would provide some recruitment opportunities.

Officers were asked to circulate the slides to partners for their information.

Resolved

1. To note the update on the Better Care Plan in particular its continued status as part of the national fast track process.
2. To note the change in admission avoidance ambition to a 3.75% reduction from an original ambition of 4.5 % in line with the national requirement, and that this represents a significant challenge for the system given current demands on the system.
3. To note that the ambitious aim to reduce non-elective length of stay by 2 days has also been retained.
4. To support the engagement programme that is currently being undertaken locally with each of the area boards.
5. To note the progress that is being made as part of the 100 day challenge.

66 **Right Care 2**

Joanna Bates, Clinical Development Officer, from South Western Ambulance Service NHS Foundation Trust (SWAFST) presented plans to reduce conveyance to Emergency Departments.

In the presentation and subsequent discussion, it was noted that the aim of the scheme was to keep people out of A&E and staff across the trust area had reduced the number taken there. The first phase of the scheme to identify the reasons that people are referred to hospital. Pilot schemes were using clinical staff to assess patients over the phone to determine where patients should best be treated. The trust was looking to develop skills for staff so they feel able to discharge people at the scene, and looking at how GPs can participate in telephone triage and assisting crews in preventing admissions to hospitals. Improvements in access to patient's electronic records and sharing information to enable crews to access information on site to improve care from the crews. The Trust was in discussions with Higher Education providers to develop a diploma to train staff in advanced assessment.

The second phase of the scheme was looking to map community services, and focus on appropriate conveyance of non-urgent cases to community care, particularly those with long-term care needs. It was hoped that this would improve patient experience of care. It was recognised that further work could be undertaken in partnership with colleagues from hospitals and mental health services to improve outcomes for patients. The impact of the closure of facilities outside of Wiltshire was noted. The Chair thanked officers for their presentation.

Resolved to note the presentation.

67 **Funding Transfer to Social Care**

The Board was formally asked to approve the use of the funds outlined in the report and to authorise the transfer from NHS England.

Resolved

- 1. To endorse the use of the S256 transfer as set out in the report.**
- 2. To authorise the relevant Council officers to sign off the S256 Agreement between Wiltshire Council and NHS England and request that an invoice is raised to NHS England so that the transfer can take place.**

68 **Date of Next Meeting**

The Chair reminded the Board that the next meeting was on Thursday 20 November 2014, at the usual time of 3pm, to be held at County Hall, Trowbridge.

69 **Urgent Items**

There were no urgent items.

(Duration of meeting: Times Not Specified)

The Officer who has produced these minutes is David Bowater, of Democratic & Members' Services, direct line 01225 718378, e-mail SharonL.Smith@wiltshire.gov.uk

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HEALTH AND WELLBEING BOARD

MINUTES OF THE HEALTH AND WELLBEING BOARD MEETING HELD ON 20 NOVEMBER 2014 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Jane Scott OBE (Chairman and Leader of the Council), Dr Stephen Rowlands (Vice Chairman), Dr Simon Burrell (Chair for North and East Wilts Clinical Commissioning), Dr Toby Davies (Chair of SARUM Clinical Commissioning Group), Cllr Keith Humphries (Cabinet Member, Wiltshire Council), Angus Macpherson (Wiltshire Police and Crime Commissioner), Cllr Laura Mayes (Cabinet Member, Children's Services), Dr Helen Osborn (Chair for WWYKD Clinical Commissioning Group), Cllr Ian Thorn (Opposition Group, Wiltshire Council), Steve Wheeler (Healthwatch).

Non-voting Members: Dr Gareth Bryant (Wessex Local Medical Committee), Peter Hill (Chief Executive of Salisbury Foundation Trust), James Scott (Chief Executive of Royal United Hospital), Carolyn Godfrey and Maggie Rae (Corporate Directors, Wiltshire Council), Deborah Fielding (Chief Officer CCG), Dr Elizabeth Hardwick (Avon & Wiltshire Mental Health Partnership).

Also Present:

Kevin McNamara (Great Western Hospitals), Cllr Bill Douglas (Wiltshire Council), Kirsty Matthews (CEO of The Royal National Hospital for Rheumatic Diseases), Iain Tulley (Chief Executive, AWP), Patrick Geenty (Chief Constable, Wiltshire Police), Jacqui Chidgey-Clark (Director of Quality and Safety, Wiltshire CCG), Margaret Sheather (Independent Chair of the Wiltshire Safeguarding Adults Board), James Cawley, Frances Chinemana, Julia Cramp and Robin Townsend (Associate Directors, Wiltshire Council), David Bowater and Will Oulton (Corporate Support, Wiltshire Council).

70 **Chairman's Welcome and Introductions**

The Chairman welcomed everyone to the meeting.

71 **Apologies for Absence**

Apologies were received from Cllr Sheila Parker and Debra Elliot.

72 **Minutes**

The minutes of the previous meeting held on 25 September 2014 were approved as a correct record.

73 **Declarations of Interest**

There were no declarations of interest.

74 **Chairman's Announcements**

Peer Challenge

The Chair gave a short update on the recent Peer Challenge ahead of a written report to the next Board meeting. She thanked all those staff and partners who had taken time to meet the peer team.

Public Health Awards

The Chair announced that nominations were now open, and encouraged people to visit the website to make nominations.

Mental Health Strategy

The draft Mental Health Strategy is now out to consultation. A proposed action plan will come before the Board in March.

RUH's Trust Status

The Chair offered her congratulations to RUH on achieving Foundation Trust Status. She expressed her hope that they go from strength to strength.

75 **The Royal National Hospital for Rheumatic Diseases and the Bath Royal United Hospital**

James Scott (Chief Executive of Royal United Hospitals Bath NHS Foundation Trust) and Kirsty Matthews (CEO of The Royal National Hospital for Rheumatic Diseases) gave a joint presentation, published as a supplement to the agenda papers, regarding the work of the Royal United Hospitals Bath NHS Foundation Trust and their intention to acquire the Royal National Hospital for Rheumatic Diseases.

Issues highlighted included that:

- It had been a long standing aspiration to combine the work of the two hospitals, with conversations starting in 2008.
- Some of the key principals that guide the merger are continuation of services and impact on the brand/reputation of the two hospitals.
- As part of the consultation, information was shared with the public as to how the NHS works to the public e.g. the provider/commissioner split.
- The Royal National Hospital for Rheumatic Diseases is one of 19 specialist hospitals in England and the only Rheumatic Specialist. Naturally it wants to protect its brand and reputation.

- Some of the benefits, to both sets of patients and both hospitals, include: sharing best practice e.g. learning from non-medical/psychological approaches to pain management; sharing of facilities and resources, better ensuring financial stability; exploring opportunities to maintain and promote services nationally and internationally; and the promotion of research and development.
- With regard to environmental issues include: there were no plans in place to change buildings, but co-locational options would be explored. Whilst the existing Royal National Hospital for Rheumatic Diseases building would be used for the next 3 years, it may not be considered sustainable in the long-term.
- The impact of the changes on the Endoscopy service was discussed including: The support of the clinical staff, that the small number of patients affected would be contracted personally to assure them that the continuity of their care would be protected.
- The process for the decision making process was outlined, including the approval of the regulators, and the final decision should come into force on the 1st February.

The Chair thanked them for the presentation and wished them well for the future.

76 **Child and Adolescent Mental Health Services**

Carolyn Godfrey (Corporate Director, Wiltshire Council), Deborah Fielding (Chief Officer, NHS Wiltshire CCG) and Julia Cramp (Associate Director, Wiltshire Council) presented the item which asked the Board to consider the analysis of declined referrals and the initial proposed actions to ensure that children and young people get the right support where there are concerns about their emotional wellbeing.

Issues discussed included:

- That recent analysis had shown that there were 347 referrals through the single point of access to CAMHS in April and May 2014, of which 73 were declined.
- There had been an increase in referrals, as there had been nationally, with the most common reason for refusing a referral being that there isn't evidence of mental health problems.
- Officers were looking at what work can be done to train frontline workers to help them focus on Young People's mental health issues and recognising the symptoms.

- There was a need to set out a clear pathway, signposting alternative help if referral is refused.
- Police and Partners had worked hard to develop a protocol to reduce s136 referrals.
- That there are a range of providers of mental health services, including private, third sector and educational psychologist.
- Improvements to the process were more important in addressing this issue than changes to providers.
- At the moment too many referrals were being made to specialist services when there should be more early intervention services.
- There is a need to improve how people access preventative services early enough and quickly enough.
- Mental health first aid training could be rolled out for school children to improve their emotional resilience.
- GPs may not have had much training in CAMHS issues, and can be faced with a bewildering choice of services, using forms that can be complex and difficult to fill in, and may not have all the information to hand.
- Further analysis on all young people using the service could be used to aid discussion between commissioners and allow the case for additional investment in Primary CAMHS to be considered.
- In the meantime, having a single point of access and clear pathway is key to successfully accessing the right services at the right time. The issue of consent to refer the case on (from young people and their parents) can be key.

The Chair thanked officers for the report, and implored them to take expeditious action to address this pressing issue.

Resolved

- 1. To note the content of the report;**
- 2. To ask to ask officer to give further update on what changes and improvements have been made in 6 months.**

Dr Elizabeth Hardwick (Interim Clinical Director) and Iain Tulley (Chief Executive) outlined AWP's action plan in response to the latest CQC inspection.

It was noted that Julie Hankin has been promoted to Nottingham Healthcare, and that she had conveyed her thanks to the Board for including providers and for consideration of mental health issues. The Chair asked for the thanks of the Board to be passed on to Julie for her input.

Issues discussed include that:

- AWP is going through a transitional period of improvement, focusing on quality, clinician led care and developing relationships with local partners.
- AWP had invited CQC to perform a pilot inspection, as AWP wished to be open and candid about their services.
- The inspection had noted the good quality leadership, responsive services and compassionate staff.
- Whilst Wiltshire had issues recruiting and retaining staff, particularly in the south of the county, there was also a national shortage of mental health staff.
- Action was being taken to address some warning notices given as part of the inspections, and officer hoped that the notices would be rescinded following a follow-up visit before Christmas.
- Partners recognised that there had been improvements, driven by more engaged management and a dedicated local lead for Wiltshire.
- Partners also offered to look at how they could help AWP address their challenges, for instance possibly offering accommodation for staff.

The Chair thanked the officers for the update.

78 **Wiltshire and Deprivation of Liberty Safeguards (DoLS)**

Maggie Rae (Corporate Director, Wiltshire Council) and Jacqui Chidgey-Clark (Director of Quality and Safety, Wiltshire CCG) presented plans to respond to a recent judgement by the Supreme Court that has clarified Deprivation of Liberty Safeguards (in response to request from Healthwatch Wiltshire).

Issues discussed that:

- The Council and Partners had to decide how best to implement new procedures in response to the judgement.

- There was a determination to act with sensitivity and common sense, but the comprehensive nature of the judgement meant to staff would have to err on the side of caution.
- Steve Wheeler, Healthwatch Wiltshire, offered to lobby Healthwatch England regarding the concern that the implementation of the judgement could be bureaucratic or have negative impacts – for example, on families with members who had dementia or were in comas.

The Chair thanked the officers for their update.

79 **Wiltshire Adult Safeguarding Board Annual Report**

Margaret Sheather (Independent Chair of the Wiltshire Safeguarding Adults Board) presented details of the Board's annual report.

Issues discussed included that:

- A shorter, summary of the Annual report would soon be available on the website and be made available to Board members.
- Changes in membership and workloads of constituent organisations had impacted on the work capacity of members of the board, which meant that the Board had to be mindful of this when setting its work plans.
- It was noted that Healthwatch Wiltshire and the probation service are attending Board meetings now.
- A Service User Reference Group meets quarterly, between the Board meetings, and provides regular feedback to the main Board.
- A Serious Case Review had been undertaken, summarised in section 4 of Annual Report, and action will be incorporated into the plan.

The Chair thanked Margaret Sheather for the update and for her hard work during the year.

80 **NHS - Five Year Forward View**

In the officer's absence, the item was deferred to the next meeting.

81 **Systems Resilience and Getting Ready for Winter**

Deborah Fielding (Chief Officer CCG) provided an update to the Board on arrangements to ensure system resilience and immediate plans for winter.

Issues discussed included that:

- Additional services were developed for peak demand times, not just in Winter.
- Some £8.5m had been invested in Wiltshire, across 30 projects as part of the programme.
- NHS England monitor issues through a Wiltshire System Resilience Group but there were also dedicated groups for each of the three Acute trusts.
- All the relevant organisations were represented by appropriately senior people.
- The NHS and partners have completed a range of actions to prepare the environment to deal with possible pressures.

The Chair asked that the meeting note the reports, and asked officers to inform the Parliamentary Under Secretary of State for Public Health of the plans.

82 Better Care Plan and 100 Day Challenge Update

James Roach (Integration Director, Wiltshire Council) presented a verbal update, slides published as a supplement with the agenda papers, on the results of the 100 Day Challenge, so far, and the implications for the delivery of the Better Care Plan.

Issues discussed included:

- That there were some challenges in the south of the county that were linked with capacity.
- That work with AWP and Ambulance Service continued, to improve pathways.
- That a daily operational dashboard was giving good information to target action.
- That the project was looking at how community beds can be managed more effectively.
- That data showed that hospitals were not discharging people as much on the weekend.
- The 100 days challenge ends 9th December, and the focus would be on how the identified barriers would be dealt with.

The Chair thanked the officer for the update and asked for the full report on the outcomes of the 100 day challenge to come to the next meeting.

83 **End of Life Update and Joint Strategic Assessment (JSA)**

Jacqui Chidgey-Clark (Director of Quality and Patient Safety, Wiltshire Clinical Commissioning Group) presented an update of the Joint Strategic Assessment on End of Life Care and the latest on delivery of the End of Life Care Strategy.

Issues discussed included:

- That patient's electronic records were migrating to a system that was compatible with that used by GPs, Community Services and Out of Hours Services: This would help with the Single View of the Customer aspirations.
- Some processes had been streamlined to improve links to the Better Care Plan.
- That further training of staff, it was hoped, would give staff increased confidence to get the right support in quickly for patients at home, including accessing the right pain relief at the end of life.
- Action could be taken to ensure timely access to pain relief.

The Chair thanked the officer for the report.

84 **Urgent Items**

There were no urgent items.

85 **Date of the Next Meeting**

The Chair drew the meeting's attention to the date of next meeting, Thursday, 15 January at 3:00 pm, in County Hall, Trowbridge, to be preceded by an update on the Peer Review at 2pm.

Partners were reminded to contact David Bowater, if they wanted to suggest items for the agenda.

(Duration of meeting: 3.00 - 5.05 pm)

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HEALTH AND WELLBEING BOARD

DRAFT MINUTES OF THE HEALTH AND WELLBEING BOARD MEETING HELD ON 15 JANUARY 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Jane Scott OBE (Chairman and Leader of the Council), Dr Stephen Rowlands (Vice Chairman), Dr Simon Burrell (Chair for North and East Wilts Clinical Commissioning), Dr Toby Davies (Chair of SARUM Clinical Commissioning Group), Cllr Keith Humphries (Cabinet Member, Wiltshire Council), Angus Macpherson (Wiltshire Police and Crime Commissioner), Cllr Laura Mayes (Cabinet Member, Children's Services), Dr Helen Osborn (Chair for WWYKD Clinical Commissioning Group), Cllr Ian Thorn (Opposition Group, Wiltshire Council), Christine Graves (Healthwatch).

Non-voting Members: Dr Gareth Bryant (Wessex Local Medical Committee), Peter Hill (Chief Executive of Salisbury Foundation Trust), James Scott (Chief Executive of Royal United Hospital), Carolyn Godfrey and Maggie Rae (Corporate Directors, Wiltshire Council), Deborah Fielding (Chief Officer CCG), Dr Elizabeth Hardwick (Avon & Wiltshire Mental Health Partnership).

Also Present:

Kevin McNamara (Great Western Hospitals), Jacqui Chidgey-Clark (Director of Quality and Safety, Wiltshire CCG), James Cawley, Frances Chinemana, Julia Cramp and Robin Townsend (Associate Directors, Wiltshire Council), David Bowater and Will Oulton (Corporate Support, Wiltshire Council).

1 Chairman's Welcome and Introduction

The Chairman welcomed all to the meeting.

2 Apologies for Absence

Apologies were received from Debra Elliot, represented by Geoff Shone, Patrick Geentry, Carolyn Godfrey and Sheila Parker.

3 Minutes of the previous meeting

Resolved

That the minutes of the previous meeting held on 20 November 2014 be approved as a correct record.

4 **Declarations of Interest**

There were no declarations of interest.

5 **Chairman's Announcements**

(A) Transfer of Services from the RUH

The meeting noted that the consultation and impact assessment on the transfer of endoscopy services from 'The Min' to RUH would be completed on 1st Feb.

(B) Better Care Fund Letters

The Announcements, previously circulated with the agenda, were noted.

In addition, the Chair stated that an international magazine for civil services had requested an interview with representatives for Wiltshire following the Health Department's reference to Wiltshire's partnership work as an exemplar.

It was also announced that Wiltshire had been shortlisted for the Local Government Chronicle Health and Social Care Award for work with the CCG on Urgent Care at Home, a key plank of the Better Care Plan.

6 **Troubled Families Programme and the Early Help Strategy 2014-2017**

Julia Cramp, Associate Director, presented the report which provided a progress update on the delivery of the Troubled Families Programme and the Early Help Strategy 2014-2017.

Issues discussed included:

- That work in this area was seen as a core part of early health work;
- That as the scheme moved into phase 2, the Government had broadened its eligibility criteria which allowed a more diverse range of families to become involved – including those with a range of health problems;
- Health Partners are engaged in the scheme, and Health Visitors are often the frontline professional working with families; and

- The Council was pleased with how the performance arising from the scheme, and it was noted it is a payment by results scheme.
- The Early Help Strategy is shaping activities such as SEND provision, Youth Development Services and Children's centres.

Resolved

To note the progress and the key issues for the future successful delivery of the Troubled Families Programme and the Early Help Strategy.

7 Update on Children's Community Health Services Re-commissioning Project

Julia Cramp, Associate Director, presented the report which provided an update on the project progress to date and set out the agreed procurement strategy and process.

Issues discussed included:

- That there were currently three commissioners, and five separate service providers that it is aimed should be brought under one contract by April 2016;
- That engagement with stakeholders and users is ongoing;
- How elements of good practice, seen in Adult Care, can be transferred into the Children's Community Health Service.
- That preventative work, through school's nursing, features in the project; and
- How best to ensure that flexibility is preserved in the newly commissioned services.

Resolved

To note the progress being made on the project including the extensive consultation and engagement with parent carers, children and young people and other stakeholders which will inform the future delivery of children's community health services in Wiltshire.

8 **Primary Care Co-Commissioning**

Deborah Fielding (Chief Officer, NHS Wiltshire CCG) presented the report which: summarised the background to the decision to proceed with co-commissioning; the key aspects of the guidance; and outlined the steps required to complete the submission to NHS England in line with the CCG's intention to pursue a joint commissioning route.

Issues discussed included:

- That a range of stakeholder events, to engage members, would be held;
- That the governance of the joint arrangements will be delivered through a Primary Care Programme Board which will include a local authority representative from the Health & Wellbeing Board and a representative from Healthwatch;
- It is possible that a third of CCGs in the Country will opt for fully delegated primary care commissioning; however moving to joint commissioning arrangements as an intermediate stage allows risks to be mitigated through a phased transition;
- How support from NHS England will be managed to ensure consistency; and
- How conflicts of interest will be managed through robust governance arrangements, including changes to the CCG constitution.

The Chair thanked the officers for the update, and asked that any local authority board member who had an interest in being the Health & Wellbeing Board's representative should let it be known, so that the matter could be decided at the next meeting.

Resolved

- 1. To note the update and proposals for next steps.**
- 2. That any expressions of interest for nomination to the Board be considered at the next meeting.**

9 **Community Services Tender**

Deborah Fielding (Chief Officer, NHS Wiltshire CCG) presented a verbal update regarding the timescale for the community services tender.

Issues discussed included:

- An OJEU notice had now been advertised and potential bidders asked for expressions of interest by 9 February;
- Suitable candidates, probably 3 or 4 candidates, will be invited in March to go through to the next stage to participate in dialogue;
- Final tenders would be submitted by September, with a preferred bidder identified in November;
- The final contract would be awarded in December, with work on contract starting in July 2016.

The Chair proposed that, as this contract is critical to delivering the Better Care Plan, it was important that this matter should be subject to further discussion.

Deborah Fielding stated in response, that as discussion of the tender process could include matters of commercial interest, that this request would need to be considered carefully.

Resolved

- 1. To note the update; and**
- 2. That legal advice be sought regarding whether the Health & Wellbeing Board is able to discuss the criteria and the weighting of the criteria at a public Board meeting, and how to address any potential conflicts of interest.**

10 Learning Disability and Winterbourne View update

James Cawley, Associate Director, presented the report which updated the Health and Wellbeing Board on progress on the Winterbourne View action plan and other aspects of joint commissioning of Learning Disabilities Services in Wiltshire which is overseen by the Learning Disability Programme Board (a sub group of the Joint Commissioning Board).

Issues discussed included:

- That, with regard to longer term aims, progress is being made, working in partnership with health agencies.
- How Health and Social care can best meet the needs of the needs of young people with learning disabilities;

- That new approaches to disability, working with young people and their families, are much more personally focused, linking into the transition to adult care;
- The danger that performance statistics may drive actions that may not be in the best interests of individuals; and
- That the full self-assessment on progress in delivering the commitments in the Joint Winterbourne View Action Plan will be presented to the Board at the next meeting in March.

Resolved

To note the information in the report.

11 Wiltshire Pharmaceutical Needs Assessment

Kate Blackburn, Speciality Registrar, presented the update; to inform the Health and Wellbeing board (HWB) about the development and production of the Pharmaceutical Needs Assessment (PNA) for Wiltshire following the official 60 day consultation period, and to ask the Board to approve a revised PNA for publication in line with statutory requirements.

Issues discussed included:

- That the PNA was developed by a multi-agency steering group and chaired by a Member of the Board;
- That the layout and style retained from previous PNA as had proved useful; and
- That in general the response has been positive, no additional need identified but areas of development may need more provision.

Resolved

- 1. To note the contents of the Wiltshire PNA;**
- 2. To approve the document to be published in line with regulations for Health and Wellbeing boards to publish their first PNA by 1 April 2015.**
- 3. To request that the Steering Group continues to meet to consider emerging issues such as meeting the need of new developments.**

12 **Police and Crime Commissioner Update**

Angus Macpherson, the Police and Crime Commissioner (PCC) for Wiltshire and Swindon, presented the report which highlighted the current position regarding the number of occasions whereby those detained under S136 of the Mental Health Act are taken to Police Custody as the Place of Safety.

Issues discussed included:

- That a review will consider the position in both Wiltshire and Swindon in comparison to other Police Force areas around the country;
- That between April and September 2014, 2 Wiltshire young people were detained in custody under s136;
- The most recent case last took place in August, in consultation with (Child Adolescent Mental Health Services) CAMHS and was because the young person was being violent and assaulting staff - he was in and out of custody within 3 hours;
- Adult S136 detentions in police stations are around average for the Country, but would be looking to reduce the number.
- That the Mental Health Crisis Care Concordat Action Plan for Wiltshire could be brought to the next meeting of the Health & Wellbeing Board for approval, together with the Mental Health Strategy Action Plan.

The Chair stated that she was pleased to see the s136 detainments for young people had been reduced through joint working between Council and Police, and that this should be seen as a good practice example.

The Police and Crime Commissioner also highlighted the new Community Messaging scheme, launching with Neighbourhood Watch and policing teams in February. The scheme is a network to send targeted messages from the police and other partners. 5000 people are on the system, who can tailor how they receive messages. This could include Public Health messages. Partners are encouraged to participate.

Resolved

- 1. To note the issues raised in the report, and recognise progress that has been made;**

2. **To continue to work together through the Crisis Care Concordat to ensure that police custody is only used in exceptional circumstances.**

13 **Systems Resilience (Winter Planning)**

Jo Cullen, Maggie Rae and Carolyn Hamblett gave a verbal update and presentation on the emerging issues and the arrangements in place around Systems Resilience.

Issues discussed included:

- That key indicators are monitored on a live basis, so that pressures can be monitored and actions taken;
- Further detail, broken down to a patient's residence level, will not be ready until February;
- That there is a relationship between the volume of calls and referrals to Ambulance and A&E services and out of hours activity;
- How weekend, and bank holidays impact on access to care;
- How the different pressures impact on the three acute trusts;
- How best to interrogate the data to get a detailed and accurate picture;
- Investigations where some daily information can conflict with weekly data;
- That the numbers and cause of Delayed Transfers of Care (DTC) data should be clarified;
- The pressures to discharge people, with care packages, before Christmas;
- How the data can best be used to provide a narrative that can help improve services;
- How lessons can be learnt during other longer weekends such as Easter; and

- How multidisciplinary working can impact on better pathways and improves discharge outcomes.

Resolved

To note the update.

A copy of the presentation is included alongside these minutes.

14 **Better Care Plan and 100 Day Challenge Update**

James Roach presented a written update, circulated on the 15th January (available online), on the outcome of the 100 Day Challenge and the delivery of the Better Care Plan, including initial outcomes from a recent stakeholder workshop.

Issues discussed included:

- That conversations with partners had started as to how pilot projects can be moved into the mainstream of practice;
- How triage can be developed to ensure that appropriate discharges can be achieved;
- How workforce gaps can be addressed; and
- That further information on the 100 Day Challenge will come back to the next meeting, in conjunction to with the Systems Resilience data narrative.
- Stakeholders had met to review the data and resulting recommendations would be shared with the council, CCG and the next meeting of the Health and Wellbeing Board.

Resolved

To note the update and agree final recommendations at the next meeting

15 **NHS Five Year Forward View**

Geoff Shone, NHS England, presented an update on the Forward View and the mandate for NHS England together with the new planning guidance.

Issues discussed included:

- The access and waiting time standards for key mental health services;
- How the forward view chimes with the vision and activities in Wiltshire;
- That the Health & Wellbeing Board had written to the Secretary of State expressing their interest to be part of the vanguard; and
- How NHS England was being reconfigured, and how best to ensure continuity of service during this change;
- NHS England restructuring to make the service more efficient and effective.

Resolved

To note the update on the Forward View and the mandate for NHS England together with the new planning guidance.

Admin Note: Councillor Jane Scott gave her apologies for the remainder of the meeting, as she had an appointment with the Secretary of State for Communities and Local Government. Dr Stephen Rowlands chaired the remainder of the meeting.

16 **Health and Wellbeing Peer Challenge**

Dr Stephen Rowlands, from the Chair, thanked those who had participated in the action plan workshop that preceded the meeting.

Resolved

- 1. To note the broadly positive findings of the peer challenge; and**
- 2. To continue to work to implement the recommendations with partners, providing a quarterly update on their agreed actions.**

17 **Date of Next Meeting**

The date of the next meeting would be Thursday, 26 March at 3:00 pm, in County Hall, Trowbridge.

18 **Urgent Items**

There were no urgent items.

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WILTSHIRE PENSION FUND COMMITTEE

MINUTES OF THE WILTSHIRE PENSION FUND COMMITTEE MEETING HELD ON 3 DECEMBER 2014 AT KENNET ROOM, COUNTY HALL, TROWBRIDGE, BA14 8JN.

Present:

Cllr Steve Allsopp, Cllr Brian Ford, Diane Hall, Cllr Charles Howard (Vice-Chair), Cllr Mark Packard, Cllr Sheila Parker, Linda Stuart and Cllr Roy While.

Also Present:

Jim Edney, Tony Gravier, Joanne Holden, Mike Pankiewicz and Cllr Christopher Newbury.

84 Membership

There were no changes to the membership of the Committee.

85 Attendance of Non Members of the Committee

Cllr Christopher Newbury was present.

86 Apologies

Apologies for absence were received from Cllr Tony Deane.

87 Chairman's Announcements

There were no Chairman's announcements.

88 Declarations of Interest

There were no declarations of interests.

89 Public Participation and Councillors' Questions

There were no questions or statements submitted.

90 **Date of Next Meeting**

The next ordinary meeting of the Wiltshire Pension Fund would be 11 December 2014.

91 **Urgent Items**

There were no urgent items.

92 **Exclusion of the Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Number 93 because it is likely that if members of the public were present there would be disclosure to them of exempt information defined in paragraph 3 of Part 1 of the Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

93 **Evaluation of Multi Asset Credit and Absolute Return Bond Managers presentations**

A report was circulated by both the Head of Pensions and the Fund's Investment Adviser on potential bond managers.

Members received presentations from three shortlisted investment managers and, following question and answer sessions, evaluated their approach to Multi Asset Credit and Absolute Return Bonds.

Resolved:

To select Loomis as the preferred bond manager.

To delegate to officers the percentage allocation to Multi Asset Credit and Absolute Return Bonds strategies.

(Duration of meeting: 11.05 am - 3.30 pm)

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WILTSHIRE PENSION FUND COMMITTEE

MINUTES OF THE WILTSHIRE PENSION FUND COMMITTEE MEETING HELD ON 11 DECEMBER 2014 AT COMMITTEE ROOM C - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Steve Allsopp, Cllr Tony Deane (Chairman), Cllr Brian Ford, Diane Hall, Cllr Charles Howard (Vice-Chair), Cllr Mark Packard, Mike Pankiewicz, Cllr Sheila Parker, Linda Stuart and Cllr Roy While

Also Present:

Jim Edney, Joanne Holden, and Mike Pankiewicz.

94 **Membership**

There were no changes to the membership of the Committee.

95 **Attendance of Non Members of the Committee**

There were no non-members of Committee present.

96 **Apologies**

Apologies for absence were received from Tony Gravier and Cllr Dick Tonge.

97 **Minutes**

Resolved:

To sign as a true and correct record minutes of the meeting held on 11 September 2014.

98 **Chairman's Announcements**

The Chairman welcomed Diane Hall to the Committee.

99 **Declarations of Interest**

There were no declarations of disclosable interests.

100 **Public Participation and Councillors' Questions**

There were no questions or statements submitted.

101 **CIPFA Business Services Update**

For Members' information, a verbal update was given by Robert Summers, CIPFA Business Services, on current activities and the latest developments and issues within the LGPS (Local Government Pension Scheme) sector.

It was explained that CIPFA helped to share best practice within the sector and had produced three best practice publications over the year. Key updates included that responses from the DCLG (Department for Communities and Local Government) following consultation were expected in early 2015 and a future DCLG consultation on investment regulations was expected. Additionally, Local Pension Boards were now required nationally and would need to be established by 1 April 2015. The CIPFA Pension Panel current Work Plans were outlined alongside the future issues facing the funds.

The Chairman thanked Robert Summers for the informative presentation

Resolved:

To note the update.

102 **Update on the Current Governance Consultations**

An update was provided from the Head of Pensions on the latest consultations from the DCLG and the Shadow Scheme Advisory Board of the proposed Governance Regulations.

The DCLG had issued a consultation titled 'Better Governance and Improved Accountability in the Local Government Pension Scheme' and it was noted this had the benefit of allowing local flexibility, which was the basis of the Fund's response.

The draft Shadow Scheme Advisory Board (SAB) guidance was considered thorough and would accompany the new governance regulations, when finalised, in relation to the setting up and operation of a Local Pension Board.

Members discussed key differences between the latest set of draft regulations and the previous versions, in particular whether an independent Chairman for the Local Pension Board would be permitted under the guidance.

The Committee was advised that the Local Pension Board would act as an assurance tool to the Committee by monitoring its work.

Resolved:

To note the update.

103 **Local Pension Boards & Governance Arrangements Review**

The Head of Pensions updated the Committee on the proposed establishment of a Local Pension Board from 1 April 2015 and review of the governance arrangements between the Committee and the Investment Sub-Committee.

It was explained that the Local Pensions Board would assist the scheme manager, ensure compliance with pension scheme regulations and would review the Fund's processes. The Committee noted its satisfaction with the Terms of Reference and key issues arising from them were discussed. It was explained that following the final regulations from the DCLG the Terms of Reference would be finalised in the New Year.

The Committee heard that The Investment Sub-Committee could be expanded to allow the full Committee to further examine the governance and administration of the pension scheme. Strategic investment allocations and strategy would continue at full Committee however the detailed monitoring of investment managers, appointment of new managers and the review of emerging opportunities could be conducted by the Investment Sub-Committee.

The Committee expressed concern over the resourcing of 12 meetings per year in terms of the additional officer and Member time required. The Committee also encouraged officers to proactively seek suitable candidates to sit on the Local Pensions Board.

Resolved:

To:

- a) note the update on the current position in relation to the proposed establishment of Local Pension Boards; and**
- b) agree to expand the role of the Investment Sub-Committee and request that officers finalise the attached draft Terms of Reference and update the Fund's governance compliance statement appropriately.**

104 **Pension Fund Risk Register**

The Committee was updated on the Wiltshire Pension Fund Risk Register. In particular it was noted that due to HMRC changes all member's records would need to be reviewed and the Fund was currently recruiting two Data Quality Analysts to provide additional resource to the Pensions team.

The Committee suggested that the establishment of a Local Pension Board and expansion of the Investment Sub-Committee should be added to the risk

register as 'red' due to concern over insufficient resources to support the additional meetings, the lack of expertise of the Fund to manage governance issues and the risk that suitable candidates could not be recruited to support the additional work. It was noted that a professional, independent Chairman for the Local Pension Board would be desirable.

Resolved:

To note the Risk Register and measures being taken to mitigate risks.

To add the creation of the Local Pension Board and expansion of the Investment Sub-Committee to the Risk Register as 'red'.

105 **Date of Next Meeting**

The next regular meeting of the Committee would be held on Thursday 12 March 2015.

106 **Urgent Items**

There were no urgent items.

107 **Exclusion of the Public**

Resolved:

To agree that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Minute Numbers 108-111 because it is likely that if members of the public were present there would be disclosure to them of exempt information defined in paragraph 3 of Part 1 of the Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

108 **CIPFA Pension Administration Benchmarking Club Report**

The Committee received a confidential report reviewing the Fund's performance compared to the other members of the CIPFA Pension Administration Benchmarking Club.

Resolved:

To note the report.

109 **Investment Quarterly Progress Covering Report**

The Committee was updated on the performance of the Fund's investments for the quarter.

Resolved:

To note the two investment reports and the update provided by officers and advisers at the meeting.

To agree that, in the event of officers noting concern with Barings between Committee meetings, investment may be transferred from the manager into passive global equity, subject to the agreement of the Chairman and Vice-Chairman of the Committee.

110 **CBRE- Review of 2013-14 & Plans for the Future**

Members considered a confidential Annual Report from CBRE and a verbal update detailing its strategy and performance in managing the Fund's investments.

Resolved:

To note the report and verbal update.

111 **Berenberg - Review of 2013-14 & Plans for the Future**

Members considered a confidential report from Berenberg bank and verbal update on its strategy and performance in managing the Fund's investment.

Resolved:

To note the report and verbal update.

(Duration of meeting: 10.35 am - 2.25 pm)

The Officer who has produced these minutes is Libby Beale, of Democratic Services, direct line 01225 718214, e-mail elizabeth.beale@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 19 NOVEMBER 2014 AT COMMITTEE ROOM VI, CIVIC OFFICE, EUCLID ST, SWINDON SN1 2JH.

Present:

*Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Richard Britton (Chairman),
Cllr Trevor Carbin, Cllr Chris Caswill, Cllr Oliver Donachie, Fielding, Chris Henwood,
Cllr Charles Howard, Cllr Peter Hutton, Cllr Julian Johnson, Kilgallen, Kyte,
Angus Macpherson, Powell and Cllr Steve Wakefield*

Also Present:

*Angus MacPherson (Police & Crime Commissioner), Kieran Kilgallen (OPCC), Prof
Allan Johns (OPCC), Chris McMullen (OPCC), Sarah Kyte (OPCC), Henry Powell
(Wiltshire Council), Kevin Fielding (Wiltshire Council) and Emily Higson (Wiltshire
Council)*

56 Apologies for Absence

Apologies were received from Cllr Andrew Bennett – Swindon Borough Council
and Cindy Creasy – Co-Opted Independent Member.

57 Minutes and matters arising

Decision:

The minutes of the meeting held on the 4th September 2014 were agreed
as a correct record and signed by the Chairman.

58 Declarations of interest

There were no declarations of interest.

59 Chairman's Announcements

There were none.

60 **Public Participation**

There were no issues raised under public participation.

61 **PCC Diary Report**

The PCC Diary report which set out a summary of commitments the Commissioner had undertaken since the last Police and Crime Panel meeting on the 4th September 2014 was presented to the Panel.

The Commissioner advised that:

- Community Messaging - Now live in the Malmesbury, Pewsey, Swindon West and Warminster community areas.
Swindon BC members indicated their support of Swindon BC using the system.
Members were encouraged to hear that the system fits into the Neighbourhood Watch Scheme.
- Vision Statement - The region's five PCCs (representing Avon and Somerset, Devon and Cornwall, Dorset, Gloucestershire and Wiltshire) had been pulling together a vision statement for collaborative working across the South West.
- [Police efficiency, effectiveness and legitimacy \(PEEL\)](#) inspection - There was positive initial verbal feedback, but no judgements at this stage. The national report would be out in October.
- Crime and Communications Centre - The chairman of the Police and Crime Panel, Cllr Richard Britton had visited the new Crime and Communications Centre which was opened in September.
- Lost Property - Funds arising from the Police (Property) Act 1897, by which certain proceeds of lost property sold by the police are distributed to charity, are now distributed on my behalf by the [Wiltshire Community Foundation](#). Since the arrangement began 52 grants have been made, totalling £ 145,000.
- Road Traffic Fatalities – Seventeen fatal incidents had happened in the year to date. Alcohol was not a primary cause, whilst speed did feature as a factor in many.
- Cyber crime – The Commissioner believes that his office should have a role in encouraging education on this issue. It seemed that there are at

least three distinct groups who needed to receive information: young people in school and further education; those of working age and those who have retired. He wished to see a plan to educate each group.

- The Strategic Improvement Board - At the highest level, crime continues to fall with 910 fewer crimes or a 5.3 per cent reduction in the year to date with an 88.3 per cent overall victim satisfaction level in the service provided by Wiltshire Police. Perhaps that should be expressed as 910 fewer victims? Anti-social behaviour (ASB) has fallen by 10.6 per cent in the year to the end of September. The falling trend in crime is in line with our peers and similar forces.

Resolved:

The Panel noted the PCC's diary report.

62 Report on the Commissioner's 10 Strategic Priorities

The Panel had requested at the meeting on Tuesday 26th August 2014, that they would like to see greater alignment between the PCC's priorities and the PCP's forward work programme.

The Panel requested that the OPPC identify the top four priorities from the Commissioner's immediate work plan and provide a very brief synopsis on the work involved in each.

The top four were:

- The strategic integration with Wiltshire Council and Swindon Borough Council.
Noted.
- Regional Vision for Collaboration
The Panel requested that a simple breakdown of Wiltshire Police regional collaborations be provided by the OPPC.
- The Performance Culture Review
The Panel expressed some concern about the removal of targets and the resultant problems of monitoring progress. The Panel looked forward to continuing to work with the OPCC's Performance Analyst to produce a new reporting system to replace the current Scorecard.
- Systems Thinking Review of Service Delivery.
Noted.

63 **Quarterly data (Q2) - Risk / Performance / Finance / Complaints**

The Quarterly data (Q2) report was presented to the Panel by the Commissioner.

PCC Priority Scorecard 2014/15

Cllr Caswill noted that the overall performance was again rated as only Fair, the third of four rating options. He also noted that it was being argued that this was not meaningful, as it was only the aggregation of formulaic scores, but that there was no alternative assessment offered by the Commissioner. He asked that his concern be recorded, along with his view that if the Panel and Commissioner believe the Fair grading is not a relevant judgement, there should be some other way of indicating the Commissioner's assessment of his and the Force's performance.

a. The score has been consistent, and arrived at using the criteria which was set by the Panel.

Reducing Crime and Anti-Social Behaviour (ASB)

The Panel voiced concerns that "Volunteering numbers taking part in various watch schemes" had remained a red flag.

a. Volunteers were coming on board, Police Cadet numbers were increasing across Wiltshire.

q. Are you happy with the hours contributed by Special Constables?

a. Would like to see more people becoming Specials and not just using as a stepping stone to become a regular Officer.

The Panel requested that a follow up report on Special Constables was brought to a future meeting.

Percentage of people who think that ASB is an issue in their area - *It is positive to see the perception that ASB is a local problem has reduced compared to previous surveys. This ties in with the volume of ASB incidents reducing as mentioned previously in this report.*

The Panel felt that the sample size must be meaningful to be of any relevance.

Dangerous Drug Networks (DDNs) - *At the end of quarter two, there were 15 active DDNs on the network; this was a reduction from 20 which appeared over the last few months. There are three networks considered high risk, with three of the low or medium risk networks being no longer active due to successful arrests and disruption by the Dedicated Crime Team.*

The Panel requested that the OPPC provide more information and statistics on the Dedicated Crime Team and its work.

Putting victims and witnesses first:

I commission a survey of victims of crime (based on Home Office criteria) each month to check on the quality of service that is being provided. This is done on a rolling 12-month basis to ensure that the sample size is significant.

q. Who does the Commissioner commission to run the survey?

a. *The survey is carried out by a third party.*

Driving up the standards of customer service

q. Does it really take 10 days to record a complaint?

a. *As an average, some complaints are dealt with within a shorter time scale. The Northumbria process could speed up the complaints process.*

Resolved:

The Panel noted the report.

64 **Review of Restorative Justice**

The Panel noted the report which provided The Police and Crime Panel with an update regarding Restorative Justice, the development of Neighbourhood Justice Panels (NJPs) and the commissioning of RJ services by the PCC.

The Panel raised concerns about the poor take up of the Restorative Justice process and felt that PCSOs could perhaps be given increased powers to do more in resolving crime in their own localities. The Commissioner advised that he would be discussing PCSO powers with the Chief Constable and would report back to the Panel how this meeting went.

Resolved:

The Panel noted the report.

65 **Complaints and Conduct Matters for the period 1 May to 31 October 2014**

The Panel noted the report in respect of the number of complaints and conduct matters that have been brought to the attention of a relevant office holder (the Police and Crime Commissioner or his Deputy) by the Police and Crime Panel, which had been received by the Monitoring Officer of Wiltshire Council for the period 1 May 2014 to 31 October 2014.

It was noted that no complaints and conduct matters had been brought during the period 1 May 2014 to 31 October 2014.

Resolved:

The Panel noted the report.

66 Police complaints procedure including an update on the visit to Northumbria

The Panel noted the report which sought to consolidate the discussions and answer subsequent questions raised by Members re the complaints process.

The Chairman requested that a Complaints Process matrix be drawn up for the Panel to show the number of complaints falling into broad categories such as incivility, this was agreed by the OPCC.

The Northumbria Triage of Complaints report was noted by the Panel.

Decision:

The report was noted.

67 Task Group update

The Police and Crime Panel noted the update provided. It was agreed that the Task Group would next look at "Regional Collaborations".

Resolved:

The Panel noted the report.

68 Forward Work Plan

The Panel noted the forward work plan.

69 Future meeting dates

- The next meeting of the Police and Crime Panel will be on the 15th January 2015 at Committee Room VI, Civic Office, Euclid St, Swindon SN1 2JH.

(Duration of meeting: 10.00 am - 1.20 pm)

The Officer who has produced these minutes is Kevin Fielding, of Democratic Services, direct line 01249 706612, e-mail henry.powell@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 15 JANUARY 2015 AT COMMITTEE ROOM VI, CIVIC OFFICE, EUCLID ST, SWINDON SN1 2JH.

Present:

Cllr Abdul Amin, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Trevor Carbin, Cindy Creasy, Cllr Oliver Donachie, Chris Henwood, Cllr Charles Howard, Cllr Peter Hutton and Cllr Tony Trotman (Substitute)

Also Present:

Angus Macpherson – Police & Crime Commissioner
Clive Barker – OPPC
Paul Deal – OPCC
Sarah Kyte – OPCC
Emily Higson – Wiltshire Council
Henry Powell – Wiltshire Council
Roger Bishton – Wiltshire Council

1 Apologies for Absence

Apologies were received from:-

Cllr Glenis Ansell – Wiltshire Council
Cllr Chris Caswill – Wiltshire Council
Cllr Julian Johnson - Wiltshire Council, who was substituted by Cllr Tony Trotman
Kieran Kilgallen – Chief Executive, OPCC

2 Minutes and matters arising

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 19 November 2014.

3 Declarations of interest

There were no declarations of interest made at the meeting.

4 Chairman's Announcements

There were no Chairman's announcements

5 Public Participation

There were no members of the public present or councillors' questions.

6 PCC Diary report

The PCC Diary report which set out a summary of commitments the Commissioner had undertaken since the last meeting of the Police and Crime Panel on 19 November 2014 was received.

The Commissioner advised that:-

- He had attended a regional meeting in Bridgwater on 12 November 2014 when updates had been received on the work of the regional programme boards, including the Regional Organised Crime Unit, Major Crime, Digital Evidence Management and Regional ICT Strategy. He also gave an update on the Community Rehabilitation Company contract which would cover the South West of England and Wales and come into effect on 1 February. He explained that the primary purpose of this contract was to assist ex offenders in finding work.
- The Community Messaging Launch had been continuing with a launch in Melksham on 13 November and in Tidworth on 14 November. It was anticipated that this exercise would be completed throughout Wiltshire by the second week in February. One of the objects of this Launch would be to re-energise Neighbourhood Watch schemes. The Commissioner stressed that there would be a focus on Community Safety. Reference was made to Neighbourhood Alert and Members were reminded that this was an online, secure community messaging system that allowed authorised administrators to log in and send messages to registered people in the community, members of Neighbourhood Watch and other schemes such as Tenant and Resident Associations, Church Groups, Community contacts and members of Business Watch, who had chosen to receive them. Messages could be sent by email, telephone or text message by a range of approved Information by providers such as the Police, Neighbourhood Watch administrators, Trading Standards and the Fire Service. Concern had been expressed that parish notices such as fete publicity and other social events could easily swamp the site and it was acknowledged that this potential danger would need to be watched.

- A meeting of the Wiltshire Criminal Justice Board (WCJB) had taken place on 26 November, the Board not having met for some time. It was now chaired by the Chief Constable and the Commissioner had been invited to become a member. Mr Robert Buckland, MP for Swindon South and a member of the National Criminal Justice Board, had been invited to join. The work of the WCJB was still being developed but its members were committed to its success.
- A telephone conference had taken place on 27 November with the Association of Police and Crime Commissioners in respect of the planned police ICT company, discussing in particular its benefits to Wiltshire. It should bring significant purchasing benefits to its members by designing contracts which would attract substantial savings and lead to the standardisation of equipment.
- An open meeting of the National Farmers' Union (NFU) had been held on 4 December at which the Commissioner had presented the initial results of the rural crime survey. The survey was a major consultation with farmers, land owners and others who either live or work in rural Wiltshire. Members of the Panel questioned why, from the list of rural crimes, there was no mention of arson. The Commissioner suggested that the reason might well be seasonal.
- The use of mobile police camera vans was being examined by officers and councillors to help combat speeding offences. The Commissioner reminded the Panel that although the fixed cameras in Wiltshire were not operational, the equipment had been left in place which in itself could well act as a deterrent. It was reported that there had been a decrease in accidents in the Swindon area since the deactivation of fixed speed cameras and on balance the Panel considered that mobile police camera vans provided a better deterrent than fixed cameras.
- The Commissioner had attended a performance of 'This Secret Life' at Churchfield Academy in Swindon on 8 December. This play, which had been performed across Swindon and Wiltshire, was performed by Sixth Sense theatre group and was a very powerful play about domestic abuse and control of a perpetrator over a young female student in her first relationship. The performance was followed by a very useful debate about the issues raised in the play. The Commissioner reported that there had been an increase in violence in the last twelve months and stressed the importance of creating a suitable atmosphere where a victim felt comfortable to report domestic violence. It was noted that there was still plenty to do to foster better education on this subject throughout the schools.
- On 11 December, the Home Secretary announced her proposed reforms to allow directly-elected PCCs to take charge of complaints against their police force. The Commissioner stated that, as elected Commissioner, he

welcomed this announcement as it was important that the public had trust in the police complaints system. Members of the Panel stressed the importance of the public knowing the outcomes following use of the complaints procedure. The Commissioner stated that the Wiltshire complaints procedure was being well used and he planned to invest funds into educating young people who were excellent at challenging procedures.

- The Neighbourhood Policing Unit would be relocating to the Civic Offices at Euclid, Street, Swindon the following week and would be opening towards the end of the month. It was reported that the former police station at Chippenham had been attracting a certain amount of anti-social behaviour but two bids had so far been received for the purchase of this site; the closing date for receipt of bids was 31 March 2015 after which a decision would have to be made on its future.

Resolved:

To note the Police & Crime Commissioner's report.

7 Budget Options and Medium Term Financial Strategy

The Commissioner gave a detailed presentation on his draft budget settlement.

He explained that in October 2014 the initial Medium Term Financial Strategy (MTFS), attached as an appendix to the report, had been produced and reviewed at the Commissioner's monitoring board. The MTFS looked at the estimated financial position of the PCC over the following three years and the impact to commission services. The Commissioner stressed that the assumptions included were superseded by actual information as it was received.

It was noted that the following Police relevant information was announced in the December settlement;

- a **5.1% cash reduction** in Police Revenue funding for 2015-16
- Additional top slicing of PCC Funding in 2015-16 of £96m (for the Innovation Fund, IPCC, HMIC, Major Programmes, contingency and other areas). Resulting in a funding reduction of £835,000 for Wiltshire PCC.
- the provision of additional council tax freeze grants for 2015-16 equivalent to a 1% tax rise for those precepting bodies which decide not to increase council tax.

- the announcement that any council tax freeze grants will be funded from the original police settlement hence reducing 'normal funding' available for distribution to PCC's in the future.
- the setting of the council tax referendum threshold level at 2%.

This resulted in the main grants received from central government reducing from £61.652m to £58.502m, a reduction of £3.150m.

The Commissioner went on to explain that he was currently considering two options surrounding the council tax, namely:

- Option A – To increase council tax by 1.9% (in the knowledge that this would be the maximum allowable before a referendum was called)
- Option B – To maintain council tax at the 2014-15 level

The Panel noted the estimated funds likely to be available to the Commissioner under each option but he pointed out that additional funds would be allocated centrally to commission victims' services and support restorative justice. Provisional funding announced for victims' services in 2015-16 was £584,000; part of this funding would now finance Wiltshire's direct contribution to the Victims' Support Charity. Provisional funding for restorative justice was £155,000 for 2015-16.

The Commissioner explained that in considering the options, he needed to focus on the long term funding position. To not increase council tax at this time would have considerable impact on his future ability to commission policing and crime services. The offer of freeze grants would reduce his future base budget and only further deplete funding available nationally for policing. He pointed out that a 1.9% increase in council tax would result in Wiltshire's Band D council tax increasing from £160.92 to £163.98, representing an increase of £3.06 per annum or 6p per week. An average increase of £3.06 per year, per household would provide the Commissioner with an additional £345,000 of local income for 2015-16. Whilst much would depend upon the outcome of the forthcoming general election, Commissioners had been advised to plan on further central reductions of 3.2% per annum.

It was noted that the Commissioner was in the process of widely consulting the public through town and parish councils, area boards and locality meetings, chambers of commerce and the farming community, the public consultation running from Tuesday 6 January to Wednesday 4 February 2015.

In answer to a question as to where savings were likely to be achieved, Clive Barker, Chief Finance Officer explained that it was hoped that some savings could be achieved through a reduction in back office staff. It was noted that savings had also been achieved by a reduction of 500 officers and also from the fleet and estate.

The Panel was informed that reported crime had been decreasing although there had been an increase in domestic violence. Furthermore, there appeared to be an increase in IT crime but a certain amount of this was not being reported. The Commissioner stressed the importance of maintaining neighbourhood policing, a reduction of which could lead to serious problems in his ability to provide for effective policing.

The Commissioner also considered that savings could be achieved by further collaboration with neighbouring forces in the South West in order to identify services and functions, such as technical services, which could be shared.

It was noted that the Chief Constable's Financial Plan included the appointments of a Special Co-ordinator and a Volunteers Co-ordinator, which were required to engage the public in helping to keep Wiltshire and Swindon safe. Clive Barker confirmed that both posts had been filled.

The Chairman referred to the restructuring of the Force at the beginning of the current financial year and the identified need for additional Inspectors on a temporary measure. Clive Barker confirmed that the number of these officers would shortly be reduced in order to achieve the necessary savings.

The Chairman also referred to the review of local policing being carried out by the Chief Constable and the need to save £800,000 from the establishment. The Commissioner stated that these savings could potentially be made from any section of the Force but recently the superintendents had been requested to identify potential savings from the middle ranks.

The Chief Constable's MTFS had identified a strategy to close the funding gaps over the following two years if a 1.9% council tax increase was agreed. However, the Panel appreciated that there were risks that these savings might not be achieved, the biggest risk being potential partnership failure as working with councils and other police forces was expected to deliver large savings.

Resolved:

To note the Commissioner's report.

8 Task Group update

The Panel received an update on the activity of the following Task Groups:-

- Volunteers and Special Constables Task Group
- Licensing Task Group
- Police Performance Review Working Group
- Regional Collaboration Task Group

Resolved:

1. To note the update on task group activity provided.
2. To note that the Panel Chairman has submitted a series of questions to the PCC asking for updates on issues raised in his response to the Final Report of the Volunteers and Special Constables Task Group.
3. To note the Final Report of the Licensing Task Group and that this has been submitted to the PCC and a response is awaited.
4. To endorse the terms of reference proposed for the Police Performance Review Working Group.
5. To defer endorsing the terms of reference proposed for the Regional Collaborations Task Group in order that the views of the PCC be obtained, a summary list of the various collaborations in which Wiltshire Police was involved still being awaited from OPCC.

9 **Forward Work Plan**

A document was received showing the Panel's Forward Work Programme.

Resolved:

To note the contents of the Forward Work Programme for this Panel.

10 **Future meeting dates**

Resolved:

To note that the next meeting of the Panel was due to be held on Tuesday 5 February 2015, in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

(Duration of meeting: 10.30 am - 1.30 pm)

The Officer who has produced these minutes is Roger Bishton, of Democratic Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

DRAFT MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 5 FEBRUARY 2015 AT KENNET ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Abdul Amin, Cllr Glenis Ansell, Cllr Andrew Bennett, Cllr Richard Britton (Chairman),
Cllr Trevor Carbin, Cllr Chris Caswill, Chris Henwood, Cllr Charles Howard, Cllr Peter Hutton,
Cllr Julian Johnson and Cllr Steve Wakefield

Also Present:

Angus Macpherson – Police & Crime Commissioner
Kieran Kilgallen – Chief Executive, OPCC
Clive Barker – Chief Finance Officer, OPCC
Sarah Kyte – Business Manager, OPCC

11 Apologies for Absence

An apology for absence was received from Cindy Creasy.

12 Minutes and matters arising

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 15 January 2015.

13 Declarations of interest

There were no declarations of interest made at the meeting.

14 Chairman's Announcements

There were no Chairman's announcements.

15 Public Participation

There were no members of the public present or councillors' questions.

16 **Proposed Strategic Alliance between the Avon & Somerset and Wiltshire Police Forces**

The Commissioner reported that the Chief Constable, Pat Geenty, had announced his intention to retire from his position with the Force in May 2015 in order to spend more time with his family. Mr Geenty joined Wiltshire Police in July 2009 and was appointed substantive Chief Constable of the Force in May 2012. The Commissioner went on to express his thanks for all the hard work, professionalism and total commitment to his role as Chief Constable carried out by Mr Geenty. The Commissioner would be giving consideration to the continuity plan for the Force to ensure that it was able to maintain consistency in leadership. A timeline had yet to be worked out for the appointment of a new Chief Constable and the Commissioner intended to provide an update at the next meeting.

The Commissioner went on to report that discussions had begun which would see specialist police resources and support functions in the Wiltshire and Avon & Somerset forces being shared under a new strategic alliance, or 'collaboration' as both forces sought to secure significant savings over the next five years. During the past four years each of the forces had been required to find substantial savings and, although this had not been easy, these had been achieved. It was noted that the two forces already collaborated on Brunel, a shared Major Crime Investigation Team, and Special Branch. Building on these successful foundations, the forces expected a wider collaboration would deliver a more efficient and cost effective police service for local communities.

It was anticipated that further significant savings would have to be found by 2018/19 and it was hoped that by collaborating where possible, the impact on the delivery of frontline services would be lessened.

Discussions between the Police and Crime Commissioners and Chief Constables about a strategic alliance had begun in December 2014. These discussions were still at an early stage but it had been agreed that specialist police resources, protective services as well as corporate services would be included in the alliance. It had been agreed that both forces would retain their Police and Crime Commissioners and Chief Constables, and that

neighbourhood and response policing would continue to be delivered and overseen locally.

The Commissioner stressed that this proposed strategic alliance was not a merger of the two forces and each would retain their own leadership and identity. This strategic alliance would look at how more resources, such as specialist police resources and office functions, could be shared. Local policing was of paramount importance and would continue to be delivered locally in response to communities' needs.

The Deputy Chief Constable stated that he was fully supportive of this strategic alliance with the Avon & Somerset Force, it being apparent that the current level of service could not be maintained over the next three year period without change, given the likely level of cuts to be made. He was confident that the savings that would be made following the strategic alliance would significantly help to protect the front line services. Police budgets were in a very challenging state and in the coming years this collaboration would help find the savings that both forces would need to make. The Chief Constable regarded the need for officers to be visible in the local community as a high priority and he was directing more of them to patrol either on foot or by bicycle. The public required a highly responsive service and were not really concerned with the name of the Force to which the officer belonged. There had been a number of occasions when officers had been mobilised from more than one Force to attend a particular incident.

The Commissioner further reported that Dorset and Devon & Cornwall Police Forces were working towards a similar strategic alliance but the Gloucestershire Constabulary had so far decided not to collaborate with any other force to that extent.

On behalf of the Panel, the Chairman expressed general support for the proposal but did consider that every effort should be made to ensure that local policing should be preserved as a high priority and improved. The Panel would need to measure the effectiveness of this strategic alliance and would await further regular update reports.

The PCC Diary report which set out a summary of commitments the Commissioner had undertaken since the last meeting of the Police and Crime Panel on 15 January 2015 was received.

The Commissioner advised that:-

- there were shortcomings in the care for the homeless out of normal working hours. He cited an example where one client who had been released from prison on licence and had also just been released from hospital had nowhere to go and spent a lot of time just sitting on the ground with his rucksack of possessions. He was taken to a soup kitchen which was about to close but a member of staff was willing to stay with him whilst the Crime and Communications Centre at Wiltshire Police HQ was asked for assistance. In view of the heavy rainfall, the client was taken to one of the car parks and installed, with his sleeping bag, out of the rain and wind, under an exit ramp. This was most unsatisfactory with issues for the hostels, the ambulance service, the health centre and Wiltshire Police, who did take ownership of the issue and tried their best to solve the problem. It was noted that in Swindon, Cllr Wright was co-ordinating arrangements for the homeless. The Commissioner was pleased to advise that this client had now been found accommodation in a hostel.

Resolved:

To note the Police & Crime Commissioner's report.

18 The PCC's Proposed Precept for 2015-16

The Commissioner presented a paper setting out his proposals for his precept for 2015-16.

He reminded the meeting that at the Panel's previous meeting on 15 January 2015, he had provided a detailed report setting out his reasons for his proposed precept and which also included a copy of his Medium Term Financial Strategy (MTFS); he was proposing an increase of the Band D Precept by 1.9% to £163.98, which represented a £3.06 increase from the 2014-15 Police part of the Council Tax of £160.92.

The Commissioner also reminded members that he had been carrying out a wide consultation from 6 January until 4 February 2015 with presentations being given to area boards and locality meetings during which he disclosed that there had been a significant reduction in central funding in the previous four years and had forecast that this was most likely to continue over the next three years. The central funding reduction for the total seven year period was estimated at £25m, which represented 24% of the budget. He had also consulted the public through town and parish councils, chambers of commerce and the farming community. From the responses received 86 were in favour of his proposal

whilst 35 were against. The public who attended area board meetings, tended to support an increase in precept, stating that they wished the service to be protected as much as possible and in particular, the local response teams. It was noted that all but one of the area boards consulted had been made aware of the strategic alliance proposals with Avon & Somerset Police Force during their consultation.

Cllr Andrew Bennett reported that there had been no major opposition to the proposed increase in Precept in the Swindon area during the consultation, it being regarded as inevitable.

The Commissioner stated that following this consultation he wished to maintain his proposal to increase the Band D Precept by 1.9% to £163.98, which he estimated would provide an additional £729,000 income. He also explained that a zero percent increase in the police precept was likely to produce £384,000 in government freeze grant. He stated that reserves were forecast to be £11.1M of which £3.1M represented his general reserves. The Chief Constable's operational reserves amounted to £1.1M.

Members referred to the projected savings that were likely to be accrued as a result of the proposed strategic alliance with the Avon & Somerset Police Force and enquired as to the level of savings expected. Clive Barker, Chief Finance Officer explained that it was estimated that the alliance was likely to produce a saving of about £6M but this work take a few years to work through.

However, some Members were of the opinion that, given the level of reserves and the savings anticipated following the strategic alliance with the Avon & Somerset Force that a frozen Precept at the 2014-15 level could be justified. Furthermore, the Chairman referred to the Council Tax Collection Fund Surplus and noted that £600,000 had been received, of £200,000 was over and above what was expected. The Chief Finance Officer explained that, whilst acknowledging receipt of the additional £200,000, £1M savings had still to be found in the next financial year and the expected savings from Human Resources and Finance had so far not materialised. These savings were now expected to materialise as part of the strategic alliance proposals but, as previously explained, would take several years to work through.

After further discussion,

Resolved

To approve the Police & Crime Commissioner's proposed Precept for 2015-16, which represented an increase of the Band D Precept by 1.9% to £163.98, a £3.06 increase from the 2014-15 Police part of the Council Tax of £160.92.

19 **Task Group Update**

The Panel received an update on the activity of the following Task Groups:-

- Volunteers and Special Constables Task Group
- Licensing Task Group
- Police Performance Review Working Group
- Regional Collaborations Task Group

Resolved:

(1) To note the update on task group activity provided.

(2) To request that regular updates be received on regional collaborations.

20 **Forward Work Plan**

A document was received showing the Panel's Forward Work Programme.

Resolved:

To note the contents of the Forward Work Programme for this Panel.

21 **Future meeting dates**

Resolved:

To note that the next meeting of the Panel was due to be held on Thursday 5 March 2015, at Monkton Park Offices, Chippenham, starting at 2.30pm.

(Duration of meeting: 10.30 am - 1.15 pm)

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AUDIT

DRAFT MINUTES OF THE AUDIT MEETING HELD ON 28 OCTOBER 2014 AT NORTH WILTSHIRE ROOM - COUNTY HALL, TROWBRIDGE BA14 8JN.

Present:

Cllr Richard Britton (Vice Chairman), Cllr Rosemary Brown, Cllr Tony Deane (Chairman), Cllr Stewart Dobson, Cllr Julian Johnson, Cllr Jeff Osborn (Substitute), Cllr Linda Packard, Cllr Mark Packard (Substitute), Cllr Sheila Parker and Cllr David Pollitt

Also Present:

Cllr Alan Macrae

41 Apologies and Membership Changes

Apologies were received from Cllr Stephen Oldrieve who was substituted by Cllr Mark Packard.

Apologies were received from Cllr Helen Osborn who was substituted by Cllr Jeff Osborn.

Apologies were also received from Cllr Dick Tonge, Cllr Jane Scott OBE and Cllr James Sheppard.

42 Chairman's Announcements

a) The Chairman explained that risk had become the subject of some debate and that it was necessary for all involved to 'sing from the same hymn sheet'. The Chairman explained the need to set up a secondary committee/group to discuss risk and to meet with KPMG to ensure risk is being treated in the appropriate manner. The Committee heard KPMG's views on how risk is being treated.. Cllrs Britton, Pollitt, Packard and Dobson would join the Chairman in this new group.

b) The Chairman commented on the level of resource available to the Committee due to recent changes within Democratic Services.

43 Minutes of the Previous Meeting

The minutes of the previous meeting, 31 July 2014, were approved by the Committee and signed by the Chairman.

44 **Members' Interests**

There were no declarations of interest.

45 **Public Participation and Committee Members' Questions**

There was no public participation and no Member questions.

46 **Internal Audit 2014/15 2nd Quarter Update Report**

The update was introduced by the Director of Finance and a demonstration of the system that SWAP use was provided by David Hill (SWAP). Attention paid by management to audit recommendations and the required time limits were discussed by Members. It was heard that Members would likely start seeing improvements in the next three to six months as to the number of recommendations being implemented. It was explained that there was currently too many recommendations outstanding. The Director of Finance explained that audit reports may take longer than usual to draw a conclusion and that patience was necessary.

David Hill discussed report clearing mechanisms and stated that there was a reasonably quick turnaround. It was heard that Mr Hill works across several authorities and that Wiltshire's system were very robust. It was explained that there was 116 recommendations to be followed up and at this time 56 had been completed; 12 of which had outstanding responses. The Committee heard that managers were to be chased for their response to recommendations and a database would be updated online. A priority system and the complete client self assessment were explained. It was heard that management assurances would be sought and that the Corporate Directors would be made aware of any concerns at CLT.

Members had the opportunity to ask questions and the response time to recommendations was discussed. Feedback to audit staff was also raised including the quality of work. Customer satisfaction was also discussed.

Cllr Alan Macrae attended to answer questions on concerns that some young people are being placed with inappropriate carers. Cllr Macrae explained that this situation was forced on Wiltshire Council by the legal system and that many young people were placed under Regulation 24 of the Children's Act. As a result of this, young people were usually placed with members of their family which can have a detrimental effect and could be limiting in their teenage years. Members ask questions in regard to timescales of placements and the fostering assessments. Cllr Macrae discussed special guardianship order standards and how communication with safeguarding could be improved. The method of

retaining evidence for these decisions was raised and the viability screening process was explained. The Chairman thanked Cllr Macrae for his attendance.

Further questions were asked in regards to Internal Audit. Member's expenses were discussed and a response from management was due at the next committee. Members stated that this is a subject that can raise public concerns and it was necessary to be particularly robust. SWAPs performance was also raised and questions were asked as to why it had taken twenty days to issue their final report. Representatives of SWAP explained that they often have not had a response from management and are therefore waiting for this before they can produce a final report.

It was heard that the Associate Director for Legal and Governance would give an update on Corporate Governance at the next meeting.

Members discussed potential capacity for SWAP to bring forward their work on the campus programme.

Resolved:

To note the Internal Audit 2014/15 2nd Quarter Update.

47 **Anti Fraud and Corruption Strategy**

The Anti-Fraud and Corruption Strategy was introduced by the Director of Finance. It was explained that the DWP had planned to create a national benefit fraud team and an action plan had been created to tackle corporate fraud in Wiltshire. This was the first public airing of this strategy and that Member's comments were required. It was explained that both KPMG and SWAP would be consulted on the strategy. Central government grants had been applied for and it was hoped that the team would be self-financing* within three years. It was explained that it was difficult to recognise fraud that was not happening because of this team and therefore difficult to judge its success.

Members had the opportunity to ask questions on this issue. Small instances of fraud were discussed and internal audit would look at transactions in payroll and to creditors. Whistleblowers were raised and the need to protect them. It was asked if there was a need to see more emphasis on protecting whistle blowers in the anti-fraud and corruption papers. The cost of such a strategy was discussed by Members.

*Edited on 28/01/2015 at the request of the Audit Committee meeting on 27/01/2015.

48 **KPMG - Annual Audit Letter 2013/14**

It was explained that it was necessary to produce a document for the final end point of the 2013/14 audit. The document was written with a public audience in

mind and the document was therefore summarised. The document would be published online. It was explained that the last two pages, the appendices, were new and that clarification was required in regard to overdrafts and presentational adjustments on the face of the new balance sheet.

49 **KPMG - External Audit Progress Report and Technical Update**

KPMG's work since the last committee meeting was summarised and it was explained that work had now started on the 2014/15 audit. KPMG would meet with SWAP in regards to the 2014/15 audit. Issues were raised in regards to benchmarking analysis on the risk register which have been shared with the Director for Finance. It was heard that there was trust between the auditors and Wiltshire Council staff. Concern was raised that fraud policy had not been run past the auditors.

Clarification was provided in regards to pensions for academy school staff. It was heard that unfunded pensions would be supplied for teachers but non-teaching staff would receive a pension through the Wiltshire Pension Fund. Local business cash flow and payment deadlines were also raised.

50 **Date of next meeting**

The next meeting would be held on 02 December 2014 in the Kennet Room, County Hall.

51 **Urgent Items**

There were no urgent items.

(Duration of meeting: 12:30 – 14:20)

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AUDIT

DRAFT MINUTES OF THE AUDIT MEETING HELD ON 27 JANUARY 2015 AT SALISBURY ROOM - COUNTY HALL, TROWBRIDGE.

Present:

Cllr Richard Britton (Vice Chairman), Cllr Tony Deane (Chairman), Cllr Stewart Dobson (Substitute), Cllr Mike Hewitt (Substitute), Cllr Julian Johnson, Cllr Stephen Oldrieve, Cllr Jeff Osborn (Substitute), Cllr Linda Packard and Cllr James Sheppard

Also Present:

Cllr Jane Scott OBE and Cllr Dick Tonge

52 Apologies and Membership Changes

Apologies were received from Cllr Shiela Parker who was substituted by Cllr Mike Hewitt.

Apologies were received from Cllr Helen Osborn who was substituted by Cllr Jeff Osborn.

Apologies were received from Cllr Rosemary Brown who was substituted by Cllr David Jenkins.

53 Chairman's Announcements

There were no announcements.

54 Minutes of the Previous Meeting

The minutes of the previous meeting were approved by the Committee with one amendment:

Minute 47 would be edited to read 'Central government grants had been applied for and it was hoped that the team would be **self-financing**'.

55 Members' Interests

There were no declarations.

56 **Public Participation and Committee Members' Questions**

There was no public participation or Committee Members' questions.

57 **Q3 - Internal Audit Update.**

The update discussed the outcomes of the audit, follow up reviews and adequacy of management actions during this period. The Finance Director discussed accountability and assessment questionnaires which were of a good quality. It was heard that many recommendations were being implemented as a direct result of the Audit Committee's input.

The Executive Director (SWAP) explained that a further 7 recommendations had been completed since the previous meeting and a further 52 were outstanding. He continued by stating that no significant risks had been identified. Member's expenses claims were discussed and it was heard that there was confusion around policy and the interpretation of policy. Cllr Dick Tonge clarified that Members should now have been using SAP rather than paper to record their expenses; this would provide a more rigorous system.

Members discussed the management of 'Care First' and it was heard that current compensating controls were inefficient and this would be looked into. The management of partial reviews was also discussed and it was explained that these would be followed up within 6 months to ensure recommendations were implemented.

Members asked why absence management had been deferred in both April and October 2014. In response, it was heard that the process had been changed to make the process easier and a number of mitigating controls had come out of the report.

Indicative start dates for those delayed audits were requested and updates on overdue audits were required. Representatives of SWAP explained that these issues were in-hand and clarified that the contract monitoring audit had been split into two parts – one of which had been completed.

The Finance Director stated that in terms of governance, the outcomes of the peer inspection were yet to be received and this had been reported to Cabinet in early 2014. The Finance Director had met with auditors every 6 weeks and some audits had been deferred when necessary.

Corporate Director, Carlton Brand, explained that it was necessary to avoid viewing audits in isolation but instead viewing them in the realities of the rest of the business. Radical reductions had been made to the IT budget and there was a need for greater context within the audit reports. The Corporate Director continued by stating that further audits had been requested in regards to procurement. The Local Economic Partnership (LEP) would be audited as a

matter of urgency. It was heard that further financial cuts were expected and consequently further restructuring would likely be necessary.

It was agreed that further comments were required to give an overarching picture.

Concern was raised in regards to contract clauses and a delay in the procurement restructure was discussed. Clarification was requested over the categorisation of risks and it was explained that this was decided by SWAP's own judgement.

It was heard that internal audit procedures would have to be adapted to concentrate on the areas of greatest risk due to reduced capacity.

The Leader of the Council stated that it was necessary to connect audit with risk and that financial reductions would only continue. Unnecessary audits should be avoided and their focus must be on high risks. The Finance Director stated that risk training for Members and officers had been provided.

Adam Bunting (KPMG) stated that this was not a situation unique to Wiltshire and there was a clear need for more meaningful reviews in relation to risk.

The Finance Director stated that there had been a £100k reduction proposal in the 2015/16 budget papers for the internal audit service; however, it was his statutory duty to ensure that there was adequate internal provision.

It was heard that the new audit plan must reflect changes within the organisation and that increased Member attendance was required at risk meetings.

58 **KPMG - Update Report**

Adam Bunting (KPMG) presented the update report. It was heard that additional work on business rates had been undertaken and scale fees had been revised. Much of the information within the technical update was around accounting and had been received via external communication channels.

The Leader of the Council explained that the information received from external channels was used where appropriate and was targeted. A list of guidance notes would be circulated to Members if requested.

Members asked how changes to internal audit would impact on KPMG's work. It was explained that KPMG only used specific areas of IA's work and this would not be seen as a potential issue.

The 'Better Care Plan' was discussed due to Wiltshire Council's involvement as one of only five local authorities to take forward the plan and advancements had been made.

59 **KPMG - Grant Certification**

The Grant Certification was now complete; this included housing benefit and the pooling of housing receipts. There was a great deal of change and some human errors had occurred. The Finance Director explained that accessing benefit claims was a very complex procedure.

It was heard that KPMG's fee was set at £23,006, as decided by the Audit Commission.

60 **Forward Work Programme**

Members requested a covering paper that linked the forward work programme to the corporate risk register at future meetings.

61 **Date of next meeting**

The next meeting would be on 10 March 2015 at 10:30 in the Council Chamber, County Hall, Trowbridge.

62 **Urgent Items**

There were no urgent items.

(Duration of meeting: 10.30 - 11.55 am)

The Officer who has produced these minutes is David Parkes, of Democratic Services, direct line (01225) 718220, e-mail david.parkes@wiltshire.gov.uk

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STAFFING POLICY COMMITTEE

**DRAFT MINUTES OF THE STAFFING POLICY COMMITTEE MEETING HELD ON
7 JANUARY 2015 AT COUNCIL CHAMBER - COUNTY HALL, TROWBRIDGE
BA14 8JN.**

Present:

Cllr Allison Bucknell (Chair), Cllr Mike Hewitt, Cllr Jane Scott OBE, Cllr Stuart Wheeler,
Cllr Bill Moss (Substitute) and Cllr Bob Jones MBE

Also Present:

Cllr Peter Evans

1 Apologies for absence

Apologies for absence were received from Cllr John Smale (who was substituted by Cllr Bill Moss), Cllr David Jenkins, Cllr David Pollitt and Cllr Graham Wright.

2 Minutes of Previous Meeting

Resolved:

To confirm and sign as a correct record the minutes of the previous meeting held on 9 July 2014.

3 Declarations of Interest

There were no declarations of interest.

4 Chairman's Announcements

There were no Chairman's announcements.

5 Public Participation

There were no members of the public present or councillors' questions.

6 Pay Policy Statement

The Committee received a report by the Associate Director, People & Business, which presented the updated Pay Policy Statement which required approval prior to agreement by Council on 24 February 2015 and publication on the Council's website.

It was noted that under chapter 8 of the Localism Act 2011, every local authority had to publish a pay policy statement for each financial year. Wiltshire originally published its pay policy statement in February 2012 and an updated policy was now required to be published on the Council's website by 1 April 2015.

The Committee noted that the policy had been updated to include:

- A revised introduction setting the context of the Council.
- Information about the overtime policy and standby and callout policy.
- Updated total number of Council employees and latest pay ratios.

It was drawn to the Committee's attention that from 2015 no Hay graded officers would receive the JNC pay award but instead an annual review of the pay scales would take place to ensure that they were aligned with the market median pay. It was the Council's policy to pay the median market rate for the job and aim to ensure that the pay scales for hay posts were sensitive to labour market pressures. Attention was drawn to difficulties that were being experienced in recruiting staff to various shortage professions, such as social workers, solicitors and planning officers. It was appreciated that this was a national problem and it was noted that attempts made locally to attract personnel to these specialties were generally used by other authorities.

After some discussion,

Resolved:

- (1) To approve the draft Pay Policy Statement which would be presented to Council at its meeting on 24 February 2015 for agreement after the budget figure had been reviewed and updated.**
- (2) To request a presentation at the next Committee meeting due to be held on 4 March 2015 on the problems associated with the shortage of key workers, such as social workers, solicitors and planning officers, together with a short report to be considered at that meeting setting out suggestions on how to attract and retain these key personnel.**

7 Revised Overtime Policy

Consideration was given to a report by the Associate Director, People & Business together with a draft revised Overtime Policy for agreement.

It was noted that the current overtime policy had different arrangements for employees depending on their grade whilst there was currently no provision for Hay graded employees to claim overtime payments. It had been discovered that this policy had been applied inconsistently with some part time employees being paid overtime rates instead of additional hours if they were required to work on a Sunday, equivalent Sunday or a Bank Holiday. Feedback from managers had indicated that a higher rate was required for all staff for these unsocial hours in order for service delivery to be maintained.

Additionally, it was noted that county wide events and major incidents had demonstrated that there was sometimes the need to mobilise a flexible workforce, often where staff were either asked to volunteer to support the Council beyond the normal remits of their roles such as sports events or the Jubilee Festival or as an essential need in an emergency situation such as the floods in December 2013.

After discussion,

Resolved:

To approve the proposed amendments to the Overtime Policy.

8 **Equality and Diversity Update**

A report by the Associate Director, People and Business was received which presented the updated equality and diversity employment monitoring report. It was noted that the Council was required to produce this information annually as part of the Public Sector Equality Duty (PSED) in line with the Equality Act 2010.

It was reported that the report was updated to include information about the development of the corporate equality and diversity steering group, the setting of equality objectives and information about maternity returner rates. Data on sex, disability, ethnicity and age in relation to the current workforce, leavers and applicants for employment was currently being collected, monitored and published.

During discussion, Members referred to the employment of young people and apprentices and recorded their complete support for the increased engaging of such valuable people. They enquired what further measures were being used to promote the various schemes. It was explained that every opportunity was being taken to publicise the benefits that young graduates and apprentices brought to the Council and that measures were being taken to promote an increasing use of the national and internal graduate and also apprenticeship training schemes.

Resolved:

- (1) To note the contents of the report.**
- (2) To request a report to a future meeting of this Committee on the various schemes that had been developed to encourage young people to seek employment by the Council.**

9 Developing the Business Plan - September Quarter 2014

The Committee received a quarterly workforce report, excluding fire, police and schools staff, for the quarter ending September 2014, concerning:-

Staffing Levels
Sickness Absence
New Health & Safety RIDDOR related injuries
New Disciplinary and Grievance Cases
Voluntary Staff Turnover
Employee Costs
Additional Financial Information
Employee Diversity

During discussion the following points were highlighted:-

- Sickness rates had increased this quarter by 0.1 FTE days to 2.1 days per FTE, this being 0.4 days per FTE less than the benchmark local authority median and 0.1 days per FTE less than the July – September 2013 quarter. The highest levels of sickness this quarter occurred in the Waste & Environment and Adult Social Care Services at 4.5 and 3.5 days per FTE respectively, these being the only areas that were above the benchmark figure for local government; all other service areas were under the benchmark figure.
- The cost of sick pay had reduced this quarter by £16,133 to £568,032. Although the sickness absence rate had slightly increased this quarter, this could be explained by the fact that sickness had decreased significantly in both Finance & Commissioning and Performance & School Effectiveness.
- The voluntary turnover rate had increased to 3.4% this quarter, an increase of 1.1%, this being 1.6% above the benchmark rate for local government. 35.5% (61) of all voluntary leavers had resigned for alternative employment other than with a local authority, this being an increase of 23 resignations.

Resolved:

To note the contents of the report.

10 **Date of Next Meeting**

Resolved:

To note that the next meeting of this Committee was scheduled to be held on Wednesday 4 March 2015, to be held in the Kennet Room at County Hall, Trowbridge, starting at 10.30am.

11 **Urgent Items**

There were no items of urgent business.

(Duration of meeting: 10.30 - 11.25 am)

The Officer who has produced these minutes is Roger Bishton, of Democratic Services, direct line 01225 713035, e-mail roger.bishton@wiltshire.gov.uk

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WILTSHIRE & SWINDON FIRE AUTHORITY

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on THURSDAY 25 SEPTEMBER 2014**

Present : Cllrs C Devine, G Perkins, E Clark, R Jones MBE, J Knight, H Marshall, N Martin, C Newbury, G Payne, J Tray and B Wayman.

31 Minutes of the Last Meeting

The Minutes of the Meeting of 10 July 2014 were approved and signed.

32 Apologies

Apologies were received from Cllr Mrs Groom and Cllr Bennett.

33 Members' Interests

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

34 Chairman's Announcements

- a) The Chairman announced that Rohan McMillan would be standing down as Independent Person at the end of the month and that the Authority would be sending him a token of their appreciation.
- b) The Chairman had attended the Emergency Services Show and gave his thanks to all the staff involved, especially Louise Knox who played a key role on the organising committee. The CFO added that next year was the 10th Anniversary of the Show. (*Afternote: the 2015 ESS is scheduled for 13 Sep 15*).
- c) The Chairman reported that he and the CFO had attended the "Chiefs and Chairs" meeting in Taunton.

35 Questions from the Public

There were no questions from the public.

36 Minutes of the Urgency Committee.

The minutes of the Urgency Committee meeting held on 22 July 2014 were received.

37 Membership of Committees.

The issue of substitutes for committees was discussed.

RESOLVED:

- a. *That all members of the CFA are substitutes for the Urgency Committee, with Committee members nominating another from their political group to deputise for them, excepting members from smaller political groups may nominate a Member from another party.*
- b. *That all members of the CFA be invited to observe at Urgency Committee meetings.*
- c. *That the issue of substitutes be discussed by the Ethics Committee.*

WILTSHIRE & SWINDON FIRE AUTHORITY

38 Amendment to Standing Orders

The paper by the Clerk on the amending standing orders in light of the Openness in Local Government Regulation 2014 was considered. Members voiced concern about being misrepresented and asked that a multi-directional recording device be obtained at a reasonable cost for use at meetings where they may be recorded by third parties. It was suggested that the Ethics Committee consider how long the recordings should be retained.

RESOLVED:

To amend para 20 of the Wiltshire and Swindon Fire Authority Standing Orders to read:

“Any person wishing to report proceedings of the meeting, using audio, visual or any other means, must do so without causing disruption or distraction. Any person causing a disruption or distraction will be asked to stop by the Chairman and may be asked to leave the meeting”.

39 Programme & Scrutiny Board

The report of the meeting of the Board held on 11 Sep 14 was received.

40 Annual Report

The Annual Report of the Programme & Scrutiny Board was received. It was noted that there was a requirement for more detail in future reports.

41 Protection, Prevention & Intervention

The members watched a short visual presentation.

42 Averages Fire

The DCFO gave a report on the Averages fire which had burnt from 21 July to 17 September and crews had been stationed at the site round the clock. He reported that there had been good partnership working with the Environment Agency, Public Health England and Swindon Borough Council. SBC were heading up the recovery phase and their scrutiny committee would be carrying out a review.

The Monitoring Officer paid thanks to the FRS for the critical role they had played and reported that the Local Resilience Forum would carry out the review which would then go before the SBC scrutiny committee, however this was likely to be delayed until the New Year.

Members queried the costs and recoveries. The Treasurer reported that the final cost would not be known until the end of the month, but it was thought that the total cost was around £100k. There were ongoing discussions with the DCLG to see if the Bellwin Scheme would cover the costs, but this seemed unlikely. However, it was possible to cover the additional costs within existing resources.

Members reported concerns from the Retained Fire Fighters that their employers were unhappy with the number of hours they had been called out for recently, due to industrial action and the knock on effect of the Averages fire. In response the CFO reported that he planned to write to employers thanking them for their support, but nevertheless overuse of retained personnel remained a concern.

The CFO reported that unlicensed tips were a national issue. CFOA and the Environmental Agency had mapped the risk and there were 20 high risk tips in the

Signature.....

WILTSHIRE & SWINDON FIRE AUTHORITY

Wiltshire FRS's area, although these were not necessarily all a high fire risk. A programme of visits was being drawn up in conjunction with the Environment Agency and it was anticipated that the visits would be complete by the end of the year.

43 Industrial Relations

The Brigade Manager (People & Development) outlined the two industrial disputes that were ongoing; firstly the UNISON dispute over the annual pay award, which had resulted in one day of strike with another one planned; secondly the FBU action regarding pensions. To date there had been 46 periods of strike action and there was now a period of action short of a strike ie an overtime ban and a ban on additional hours. The Fire Minister was in talks with the FBU. It was noted that the current action was impacting on operations.

It was noted that the visits by members to fire stations had been well received and the firefighters had been reassured by the message that the proposed merger was not about job losses. It was suggested that the People & Development Workstream coordinate feedback from the visits and the Clerk would arrange visits to stations who had not yet been visited by a Member.

44 Independent Person

The CFA approved the recommendation of the interview panel that Caroline Baynes be appointed the Independent Member.

45 Consultation Update

The Consultation Institute had validated the consultation process which had begun on 21 July and would continue until 20 October. Documents had been widely distributed, including to partner stakeholders. The Chairman thanked the officers who had attended public forums in the evenings and he reported that public interest was high.

46 Date of Next Meeting

- a. The date of the next meeting was confirmed as 11 November at 1400hrs.
- b. The meetings for 2015 were confirmed as 12 February, 11 June, 24 September and 10 December.

47 Urgent Business

Cllr Bob Jones MBE reported that the Wiltshire Safeguarding Adults Board had made very positive remarks about the Wiltshire FRS in its report and it had used WFRS as an example of good practice.

48 Exclusion of the Public

Resolved:

In accordance with Section 100A(4) of the Local Government Act 1972, to exclude the public for the business specified in minute no. 5 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraphs 3 & 4 of Part I of Schedule 12A to the Act.

49 Minutes of the Combination Oversight Board

The Minutes of the Combination Oversight Board of the 3 September 2014 were received.

(Meeting Closed 13:15)

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WILTSHIRE & SWINDON FIRE AUTHORITY

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on TUESDAY 11 NOVEMBER 2014**

Present : Cllrs C Devine, G Perkins, A Bennett, E Clark, Mrs M Groom, R Jones
MBE, J Knight, H Marshall, N Martin, G Payne, J Tray and Mrs B Wayman.

50 Minutes of the Last Meeting

The Minutes of the Meeting of 25 September 2014 were amended. "A report should be presented to the CFA" was added at the end of Item 42. The Minutes were signed.

51 Apologies

Apologies were received from Cllr C Newbury.

52 Members' Interests

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

53 Chairman's Announcements

The Chairman welcomed Cllr Peter Edge who had returned to the CFA following the resignation of Cllr Howard Marshall from the Wiltshire Council Liberal Democrat Group.

54 Webcasting of the CFA Meeting

The Meeting agreed to webcast the meeting to staff.

RESOLVED:

That this meeting of the CFA be webcast to FRS staff.

55 Questions from the Public.

There were no questions from the public.

56 Public Consultation Feedback.

The CFA received a presentation by Dale Hall, Opinion Research Services on the public consultation.

57 Strengthening our Fire and Rescue Services

The CFO gave a presentation on the Business Case for Combination. Every Member present spoke, giving qualified support for Option 3.

RESOLVED:

That subject to:

assurance in writing by 31 December 2014 from DCLG that precept equalisation to Dorset's level of precept will take place in 2015/16 or 2016/17 and to there being no adverse impact on the business case,

and

WILTSHIRE & SWINDON FIRE AUTHORITY

to there being equalisation of representation in governance arrangements, the Wiltshire and Swindon Fire Authority should adopt scenario three as its preferred option

58 Committee Membership

The meeting discussed membership of Committees.

RESOLVED:

- a) *That Cllr Peter Edge should take the places vacated by Cllr Howard Marshall.*
- b) *That Cllr Graham Payne should be the CFA's nomination for its sixth place on COB.*

59 Urgent Business

There was no urgent business.

60 Date of Next Meeting

The date of the next meeting was confirmed as 11 December 2014 at 1030hrs.

(Meeting Closed 3:50pm)

WILTSHIRE & SWINDON FIRE AUTHORITY

**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on THURSDAY 11 DECEMBER 2014**

Present : Cllrs C Devine, G Perkins, A Bennett, E Clark, R Jones MBE, J Knight,
N Martin, C Newbury, J Tray and B Wayman.

61 Minutes of the Last Meeting

The Minutes of the Meeting of 11 November 2014 were approved and signed.

62 Apologies

Apologies were received from Cllr Edge, Cllr Mrs Groom and Cllr Payne.

63 Members' Interests

The Chairman reminded members of the need to declare any interests which the Authority's Code of Conduct required to be disclosed, or dispensations granted by the Clerk to the Authority or by the Ethics Committee. None were received.

64 Chairman's Announcements and Announcement of Urgent Business

- a) The Chairman informed the meeting that he had attended "Safe Drive Stay Alive" presentations at Tidworth and Bulford Garrisons and congratulated all those involved with the programme.
- b) The Chairman reminded the Members of the Fire Service Carol Service which would be held on Thursday 18th December at St Andrew's Church, Devizes.
- c) The Members were invited to watch a training demonstration after the meeting.

65 Questions from the Public

There were no questions from the public.

66 Minutes of the Programme & Scrutiny Board Meeting

The minutes of the Programme & Scrutiny Board meeting held on 20 November 2014 were received. In response to a question from Cllr Bennett, the DCFO informed the meeting that work was ongoing between the Environment Agency and Fire Services to assess the risks for licensed tips and to make them safer. However, they had yet to develop a project to cover unknown, unlicensed tips.

67 General Balances and Earmarked Reserves.

The Treasurer presented a paper and explained that after carrying out a risk assessment of the general balances it was concluded that there should be a minimum level of £1.5M. This money would be used for unplanned contingencies.

RESOLVED:

That the policy of maintaining a minimal level of risk assessed general balances at £1.5M be reviewed annually.

Signature.....

WILTSHIRE & SWINDON FIRE AUTHORITY

68 Minutes of the Finance Review & Audit Committee.

The Minutes of the Finance Review and Audit Committee meeting of the 29 September 2014 were received.

69 Extension to the 3tc Contract.

The Clerk presented a paper on the 3tc contract.

RESOLVED:

- a. *That the contract be extended as long as necessary.*
- b. *That 6 monthly monitoring reports be submitted to the FRAC.*

70 Protection, Prevention & Intervention

The members watched a short visual presentation.

71 Health & Safety Policy Statement

The Brigade Manager (Governance & Assurance) presented a report on the Health and Safety Policy Statement.

RESOLVED:

That the Health and Safety Policy Statement be approved.

72 Ethics Committee

The minutes of the Ethics Committee Meeting of 23 October 2014 was received.

RESOLVED:

That the Group Leaders nominate deputies for the Ethics Committee members for both Wiltshire and Swindon members.

73 Revised Capital Programme

The Brigade Manager (Governance & Assurance) presented a paper on the Revised Capital Programme.

RESOLVED:

- a. *That the revised Capital Programme for 2014/15 of £1.610M be approved.*
- b. *That the revised prudential indicators be approved.*

74 Update on Combination

The CFO gave an oral update on the Combination.

75 Consultation Update

The Brigade Manager (Governance & Assurance) presented a paper to the meeting. Several Members stated that the principal of building of a Safety Centre was sacrosanct.

RESOLVED:

That the transformation grant be used for the intended purpose as set out in the Transformational Bid submitted to the Secretary of State via DCLG.

The paper on the Combination Order and Shadow Governance Arrangements was presented.

Signature.....

WILTSHIRE & SWINDON FIRE AUTHORITY

RESOLVED:

- a. That the Dorset and Wiltshire Fire and Rescue Authority should be adopted as the name of the new Authority.
- b. That the Combined Fire and Rescue Authority should comprise 30 Members in accordance with the table set out in paragraph 10 of the paper and that a full governance review should take place by April 2018.
- c. That the Terms of Reference set out within pages 6-8 of the paper are agreed as the Terms of Reference and membership of the Shadow Board and Joint Committee, subject to
 1. the deletion of the words "will not adopt" in relation to sub paragraph 18.
 2. the addition of the words "and Dorset Fire Authority" after "the Wiltshire and Swindon Fire Authority" at sub paragraph 2.
- d. That the Joint Committee and Shadow Board will have a Membership of 12 members.
- e. That a Joint Selections Committee be established, comprising the Chairman and Vice-Chairman of COB and two other Members from each of the existing Fire Authorities with the Terms of Reference set out at page 9 of the report.
- f. That the quorum of the new Combined Authority be any 10 members.
- g.
 1. That having noted the letter dated 4 December 2014 from Penny Mordaunt MP and the briefing note from the Treasurer, the Wiltshire and Swindon Fire Authority considers that the business case for combination is financially justified and the Wiltshire and Swindon Fire Authority should continue to pursue the combination with the Dorset Fire Authority by submitting the Business Case for combination and a draft Combination Order to the Secretary of State for approval.
 2. That the Wiltshire and Swindon CFA agree to continue to pursue the equalisation of the precept to Dorset CFA's level of precept.
- h. That the Monitoring Officer be authorised, in consultation with the Chairman, Chief Fire Officer and the Clerk, to approve the final wording of the draft Combination Order and scheme to be submitted to the Secretary of State.

Cllr Edge stepped down from the COB and Cllr Mrs Groom was nominated to replace him. The members of the Joint Committee were confirmed as: Cllr Devine, Cllr Perkins, Cllr Mrs Groom, Cllr Jones MBE, Cllr Payne and Cllr Wayman.

The members of the Joint Selections Committee were confirmed as Cllr Devine, Cllr Perkins and Cllr Jones MBE.

76 Urgent Business

Following a petition from Cllr Tray, the Chairman agreed to send a non-committal letter on behalf of the CFA to the Fire Minister urging movement on discussions over the ongoing pensions dispute.

77 Date of Next Meeting

The date of the next meeting was confirmed as 12 February 2015.

(Meeting Closed 12:50)

Signature.....

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