

The Guildhall  
Market Place  
Salisbury  
Wilts  
SP1 1JH



**Contact:** Janine Whitty

**Direct Line:** 01722 342860

**Email:** [corporate@salisburycitycouncil.gov.uk](mailto:corporate@salisburycitycouncil.gov.uk)

**Web:** [www.salisburycitycouncil.gov.uk](http://www.salisburycitycouncil.gov.uk)

# Minutes

**Meeting of** : Services Committee  
**Date** : Monday 10 February 2020  
**Meeting held in** : The Guildhall, Salisbury  
**Commencing at** : 6:30pm

---

Present:

Chair: Cllr S Hocking

Vice Chair: Cllr A Hoque

Cllrs: S Berry, C Corbin, K Daley, B Dalton, J Farquhar, J Lindley, M McClelland, F Moody, M Osment, C Rogers, Cllr Sirman and J Walsh.

Officers: Annie Child, Janine Whitty, Neil Lucas, Richard Goodman and Harlan Hughes

---

**593. Apologies**

Cllr Foster give her apologies.

**594. Public Questions/Statement Time:**

There were no questions or statements submitted by the public.

**595. Councillor Questions/Statement Time:**

There were no questions and statements submitted from members.

**596. Minutes of Previous Meeting:**

The minutes of the last meeting of the Services Committee held on 2 December 2020 were approved and signed by the Chairman.

**597. Declarations of Interest:**

There were no declarations of interest.

**598. Dispensations:**

No dispensations were requested.

**599. Chairman's Announcements:**

- 599.1. The Chairman informed the committee that SCC is providing a programme of family free fun activities in the Market Place and Guildhall Square over half term, details can be found on the website.
- 599.2. Also a reminder to all councillors that Charter Sunday will be taking place this weekend on Sunday 16 February 2020.

**600. Working Group Updates:**

The Chairman welcomed Chairman from different Working Groups to provide the Services Committee with updates regarding their work, and it was:

- 600.1. The Chairman of the Business Working Group (BWG), Cllr Daley, gave his apologies at the last BWG meeting, however confirmed that Christmas figures will be reported at the next meeting, as well as a review of all activities.
- 600.2. The Chairman of the Environmental Working Group (ENWG), Cllr Hocking, referred to the next item on the agenda during which a group update will be included.
- 600.3. The Chairman of the Communities Working Group (CWG), Cllr Sirman, had nothing currently to report.

**601. Environmental Policy Update and Actions:**

The Committee discussed the Environmental Policy Action Plan (EPAP) update and actions included in the report, and it was:

**Resolved to:**

- 601.1. Note the actions taken as set out in Para 3 of the report.
- 601.2. Approve the Budget for EPAP as shown at para 4 of the report and instruct officers carry on with these projects.

**602. Update from the Crematorium Manager:**

The Committee received the annual report for the Crematorium and Cemeteries Manager Neil Lucas. The committee thanked the Officer for his work, and it was:

**Resolved to:**

- 602.1. Note the report.

**603. City Centre Security Officers Update:**

The Committee received a presentation from Paul Howe of Venture Security regarding the city centre security work carried between since Nov 2017 through

to Dec 2019. Following the presentation Managing Director, Paul Howe answered a number of councillor questions, as well as receiving many thanks and praise for his company's work during this time.

**604. CCTV Report:**

The Committee received an update report and recommendations from the CCTV Manager Richard Goodman. The committee thanked the Officer for his work, and it was:

**Resolved to:**

- 604.1. Approve the adoption of the CCTV Code of Practice, as drafted by SCW, suitably amended to acknowledge SCC's ownership of the system.
- 604.2. Note the proposed key performance indicators and data set out at Annex B of the report.
- 604.3. Approve the aim and objectives of the CCTV system as set out in para 5.2 as shown in the report.
- 604.4. Approve the adoption of the amended documentation as set out in para 6 of the report.
- 604.5. Agree that the Council can become a member of the CCTV User Group as set out in para 7 of the report.
- 604.6. Note the ongoing revenue and potential capital costs of the CCTV services.

**605. Matters, if any, which by reason of special circumstances the Chairman, decides should be considered as a matter of urgency:**

No matters were raised

There were 3 members of the public and 1 member of the press present.

The meeting closed at 7.46pm.