

**Draft Minutes of the Meeting of the Executive held on Thursday 15th February 2007 in the Council Chamber, Council Offices, Monkton Park, Chippenham commencing at 5.00pm.**

**Present:** Councillor C. O’Gorman, Leader ..... in the Chair  
Councillors P. G. Allnatt, H. M. Dixon, D. J. E. Evans,  
R. J. Henning, G. Offord, O.J. Thomas and S. R. Walls

**Non-Executive Councillors Present:** Councillors D.B. Allen, A.M. Bucknell, V.H. Greenman, M.E.M. Groom, A.S.R. Jackson, C. Reid, P.S. Roberts, R.L. Tonge, J. Webb and J.M. Wood.

**Officers Present:** L. Bell (Strategic Manager - Community & Environment), D. Burbidge (Chief Executive), B. Gray (Sponsorship & Campaigns Officer), P. Jeremiah (Legal Services Team Leader), P. Langcaster (Press & Media Officer), L. May (Policy and Democratic Services Assistant), C. Northam (Communications Officer), E. Orchard (Human Resources and Payroll Team Leader), S. Pangbourne (Strategic Manager - Corporate Services), D. Stirling (Asset, Design and Regeneration Manager), P. Timmins (Interim Section 151 Officer), G. Wilson (Customer and Business Support Team Leader), and S. Wright (Policy and Democratic Services Officer)

**E177. Apologies for Absence**

Apologies for absence were received from Councillors S.K. Doubell and D.M. Moore.

**E178. Public Question Time/Receipt of Petitions**

No questions or petitions were submitted.

**E179. Questions from Non-Executive Councillors**

No questions were submitted.

**E180. Minutes**

The Minutes of the meeting of the Executive held on 8<sup>th</sup> February 2007 (circulated 15<sup>th</sup> February) were considered.

**Resolved** that the Minutes of the meeting of the Executive held on 8<sup>th</sup> February 2007 be confirmed and signed as a correct record



**E181. Declarations of Interest****Executive Members**

<b>Name</b>	<b>Item</b>	<b>Type</b>	<b>Nature</b>
P.G. Allnatt	9 - North Wiltshire Leisure Limited	Personal	Town Councillor
H.M. Dixon	9 - North Wiltshire Leisure Limited	Personal	County Councillor
D.J.E. Evans	9 - North Wiltshire Leisure Limited	Personal	Parish Councillor
R.J. Henning	9 - North Wiltshire Leisure Limited	Personal	Town and County Councillor
G. Offord	9 - North Wiltshire Leisure Limited	Personal	Town Councillor
C.O'Gorman	9 - North Wiltshire Leisure Limited	Personal	Town Councillor and involved in a local group relating to leisure centres
O.J. Thomas	9 - North Wiltshire Leisure Limited	Personal	Town Councillor
S.R. Walls	9 - North Wiltshire Leisure Limited	Personal	Town Councillor

**Non Executive Members**

<b>Name</b>	<b>Item</b>	<b>Type</b>	<b>Nature</b>
M.E.M. Groom	9 - North Wiltshire Leisure Limited	Personal	County Councillor and School Governor
A.S.R Jackson	9 - North Wiltshire Leisure Limited	Personal	Town Councillor
C. Reid	9 - North Wiltshire Leisure Limited	Personal	Town Councillor
R.L. Tonge	9 - North Wiltshire Leisure Limited	Personal	Parish Councillor

**E182. Leader's Announcements**

The Leader, Councillor C. O'Gorman: "In accordance with Section 11(2)(b) of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 having regard to the special circumstances pertaining in this matter which are that the liabilities that North Wiltshire Leisure Limited is asking the Council to underwrite far exceeds the figure agreed at the Executive meeting on 8<sup>th</sup> February 2007, I am of the opinion that, despite its non-inclusion on the agenda, the matter of North Wiltshire Leisure Limited should be considered as a matter of urgency". The item was taken after Agenda Item No. 7.

**E183. Exclusion of Press and Public****Resolved:**

**That in accordance with Regulation 21 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000, the press and public be excluded from the remainder of the meeting on the grounds that the following item of business involves the likely disclosure of exempt information as**

**specified in Parts 1, 2, 3 and 4 of Schedule 12A of the Local Government Act 1972 as follows and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.**

<b>Agenda item/Report name</b>	<b>Paragraph(s) of the Act / Schedule describing the exemption</b>
Item 8 – Recommendations of the Senior Management Restructure Task Group	Paragraphs 1, 2 and 4
Item 9 – North Wiltshire Leisure Limited	Paragraph 3

#### **E184. North Wiltshire Leisure Limited**

Consideration was given to Report No. 9 (circulated on 15<sup>th</sup> February 2007) which gave details of the current financial position of North Wiltshire Leisure Limited.

Issues discussed during consideration of this item included:

- Terms and conditions relating to existing contracts with North Wiltshire Leisure Limited and Wycombe Leisure together with details of arrangements with any interim leisure operator;
- The financial implications including the costs of securing any closed centres and responsibility for debts;
- Legal implications relating to dual use centres and the surrender of leases by NWLL; and
- Personnel implications including the transfer of staff to a new operator, salary payments and terms and conditions.

#### **Resolved that**

1. No further funding be given to North Wiltshire Leisure Limited including any amount previously authorised but not paid;
2. The estimated liabilities referred to in the report incurred by NWLL up to 31<sup>st</sup> March 2007 be not funded;
3. The Team Leader Legal Services be given delegated authority to accept the surrender of the Leisure Centre leases (except Cricklade) from NWLL on such terms as he considers appropriate;
4. A briefing be held for Executive Members on Friday 16<sup>th</sup> February to provide an update on NWLL;
5. The Strategic Manager Community and Environment be given delegated authority, in consultation with the Leader of the Council, to

take all steps necessary to secure an interim provider;

6. The cost of retaining the six leisure centres be explored with the interim provider; and
7. In accordance with the Council Constitution the Executive considers these decisions to be urgent, and not subject to call in, as any delay caused by the call-in process would seriously prejudice the Council's or public's interest.

*Administrators Note: Councillor Dixon abstained from voting on the above resolutions.*

### **E185. Recommendations of the Senior Management Restructure Task Group**

Consideration was given to Report No. 8 (circulated on 12<sup>th</sup> February 2007) which informed the Executive of the recommendations of the Senior Management Restructure Task Group.

*Admin Note: A presentation of the key issues highlighted by the external consultants was made to the members of the Executive and Personnel, Licensing and Administration Committee by D. Burbidge prior to the commencement of the meeting. Members discussed the issues jointly before convening their own meetings to make their recommendations to Council.*

Issues discussed during consideration of this item with the Personnel, Licensing and Administration Committee included:

- The detail of the costings and proposed savings within the financial implications of the report;
- The views of the Senior Management Restructure Task Group and the Local Joint Consultative Committee;
- The reasoning for having two Deputy Chief Executive Officers;
- The effect of the restructure on staff and morale levels;
- How the other issues highlighted by the Consultants would be addressed;
- How it was envisaged that the Senior Management Team would work together and how and when they would meet;
- Concerns on how previous restructuring exercises had been handled;
- The importance of a culture change within the organisation to ensure the success of any structure change; and
- The level of Member involvement required.

**Recommended to Council that** the following recommendations be approved:

- a) That the Senior Management structure be as set out in Appendix B to the report;

- b) That the new Deputy Chief Executive Officer posts are advertised internally in the first instance in accordance with the Council's agreed policies and procedures, the selection procedure to include a demonstration of commitment to the Council's corporate objectives and the organisational changes set out in this report;
- c) That the new Heads of Service posts be advertised internally (with the exception of the Head of Finance and Resources post) in the first instance in accordance with the Council's agree policies and procedures, the selection procedure to included a demonstration of commitment to the Council's corporate objectives and the organisational changes set out in this report;
- d) That delegated authority be granted to the Chief Executive to take all necessary action to implement the recommendations including:- responsibility for agreeing the reviewed job descriptions; all arrangements for release of applicable staff (that is giving notice of redundancy) under the old structure; and for progressing appointments to positions in the new structure such as assimilation and ring-fencing arrangements, in consultation with the Trade Union;
- e) That delegated authority be granted to the Chief Executive to offer and agree opportunities for employees to take voluntary redundancy and early retirement, subject to the needs of the service and in consultation with the Trade Union;
- f) That the Senior Management Review Task Group remains in place in order to continue to act as a Steering Group both during the implementation of the first phase of the restructuring process and during the further phases as the impact of the senior management proposals reaches the operational tiers;
- g) That an Officer Implementation Group as per paragraph 3.8 of the report be set up;
- h) The Appointments Committee to carry out the appointment of the 2<sup>nd</sup> Tier posts and those reporting directly to the Chief Executive; and
- i) That the Head of Finance and Resources post be advertised externally immediately after the

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Senior Management structure is approved by Council.

The meeting commenced at 5.00pm and concluded at 8.15pm.

There were no members of the public present.