

THE EXECUTIVE

9th MARCH 2006

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THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING

Dear Councillor

28th February 2006

Your attendance is requested at a meeting of the Executive to be held on **Thursday 9th March 2006 at 7.00pm** in the Council Chamber, Level –1, Council Offices, Monkton Park, Chippenham.

The items for decision and information at the meeting are as listed on the attached Agenda.

Any papers listed as “to follow”, urgent items or supplementary papers will be made available as soon as possible and in any event no later than 30 minutes before the start of the meeting.

The briefing for Executive Members only will be held on Wednesday 1st March 2006 at 7.00pm in Committee Rooms C & D, Level -1, Council Offices, Monkton Park, Chippenham.

Yours sincerely

John Watling
Policy & Democratic Services Team Leader

To Councillors:

C. R. Coleman
A. L. Davis
H. M. Dixon
S. K. Doubell

D. J. E. Evans
D. M. Moore
G. Offord

C. O’Gorman
C. Reid
O. J. Thomas

All other Councillors for information.

AGENDA

1. Apologies for Absence

2. Public Question Time/Receipt of Petitions

To receive questions and petitions from members of the public. All questions and petitions should be submitted in writing before 5.00pm on Tuesday 7th March 2006.

3. Questions from Non-Executive Councillors

To receive questions from Non-Executive Councillors. Members are requested to submit in writing all questions, including those in respect of items on this Agenda, before 5.00pm on Tuesday 7th March 2006.

4. Minutes (pages 7 – 16)

To approve and sign as a correct record the Minutes of the meetings of the Executive held on 9th February and 16th February 2006 (**copies attached**).

Note: The appendices referred to in the Minutes of the meeting held on 9th February 2006 are available upon request.

5. Declarations of Interest

To receive declarations of interest from Members in respect of any item contained in this Agenda.

6. Leader's Announcements (if any)

7. Statement of Community Involvement – Recommendation of the Public Spaces & Local Plans Panel (pages 17 – 20)

(Lead Member: Councillor H. M. Dixon)

(Executive Workplan Reference: B176)

At its meeting on 28th February 2006, the Public Spaces & Local Plans Panel will be considering a report in respect of the submission Statement of Community Involvement, reproduced and **attached** as Report No.7.

The recommendations of the Panel will be circulated as soon as they are available.

Note: The Statement referred to in the report is available upon request.

8. The North Wiltshire District Council Local Development Scheme and the Proposed Bowood Estate Area Action Plan – Recommendations of the Public Spaces & Local Plans Panel (pages 21 – 26)

(Lead Member: Councillor H. M. Dixon)

(Executive Workplan Reference: B176)

At its meeting on 28th February 2006, the Public Spaces & Local Plans Panel will be considering a report in respect of the proposed Bowood Estate Area Action Plan. The report is reproduced and **attached** as Report No.8.

The recommendations of the Panel will be circulated as soon as they are available.

9. Procurement – Recommendation of the Overview & Scrutiny Committee

(Lead Member: Councillor C. O’Gorman)

(Executive Workplan Reference: Not Applicable)

At its meeting on 16th February 2006, the Overview & Scrutiny Committee considered a report in respect of the Procurement Strategy and made the following recommendation to the Executive:

“That a local performance indicator be developed, with the target to reduce invoices by 25% in 2006/07 and that the results be reported to the Finance & Performance Monitoring Sub-Committee.”
(Minute O132 refers.)

10. Performance Management Software – Recommendation of the Overview & Scrutiny Committee

(Lead Member: Councillor C. O’Gorman)

(Executive Workplan Reference: Not Applicable)

At its meeting on 6th February 2006, the Finance & Performance Monitoring Sub-Committee considered a briefing note in respect of performance management software. The views of the Sub-Committee were considered by the Overview & Scrutiny Committee at its meeting on 16th February 2006, which made the following recommendation to the Executive:

“That the procurement of Performance Management Software be pursued.”
(Minute O136 refers.)

11. The Carbon Trust – Large Scale Programme to Reduce Energy Consumption

(pages 27 – 30)

(Lead Member: Councillor C. O’Gorman)

(Executive Workplan Reference: B258)

The purpose of Report No.11 (**copy attached**) is to present the recommendations of the Overview & Scrutiny Committee in respect of the energy audit report submitted by the Carbon Trust, and to approve a project based programme which will critically review the potential cost-benefits of the Carbon Trust proposals.

Note: A copy of the energy audit commissioned from the Carbon Trust is available upon request.

12. Parking, Access & Transportation

(Lead Member: Councillor C. O’Gorman)

(Executive Workplan Reference: B249)

The purpose of Report No.12 (**to follow**) is to ask the Executive to consider the extension of the temporary notice with regard to car parking charges and to provide a general update in respect of the Car Parking, Access and Transportation Strategy.

- 13. Business Continuity Plan** (pages 31 – 48)
(Lead Member: Councillor C. O’Gorman)
(Executive Workplan Reference: B262)

The purpose of Report No.13 (**copy attached**) is to seek approval of a Business Continuity Plan.

- 14. Write Offs** (pages 49 – 64)
(Lead Member: Councillor C. O’Gorman)
(Executive Workplan Reference: B166)

The purpose of Report Nos.14(a), 14(b), 14(c) and 14(d) (**copies attached**) is to seek approval to write offs in respect of Council Tax, Housing Benefits, Non-Domestic Rates and Sundry Debtor accounts.

- 15. Annual Treasury Management and Investment Strategy 2006/07** (pages 65 – 70)
(Lead Member: Councillor C. O’Gorman)
(Executive Workplan Reference: A16)

The purpose of Report No.15 (**copy attached**) is to present the annual Treasury Management and Investment Strategy for consideration and recommendation to Council.

- 16. Mobile Skate Park – Wiltshire Alternative Youth Sports Partnership** (pages 71 – 74)
(Lead Member: Councillor C. O’Gorman)
(Executive Workplan Reference: Not Applicable)

The purpose of Report No.16 (**copy attached**) is to seek endorsement for the transfer of the mobile skatepark facility to the Wiltshire Alternative Youth Sports (WAYS) partnership, following the decision of the Executive on 2nd February and to seek consideration of the concerns raised by the Overview & Scrutiny Committee on 16th February 2006.

- 17. Development of a Youth Strategy** (pages 75 – 80)
(Lead Member: Councillor D. M. Moore)
(Executive Workplan Reference: B248)

The purpose of Report No.17 (**copy attached**) is to provide an update on the development of a Youth Strategy for North Wiltshire District Council and to seek agreement of a timescale for the development of key actions in the Strategy.

- 18. Area Committees and the Voice to Choice Project** (pages 81 – 100)
(Lead Member: Councillor A. L. Davis)
(Executive Workplan Reference: B266)

The purpose of Report No.18 (**copy attached**) is to provide information regarding the Wiltshire County Council Project “Voice to Choice” and seek agreement of a timetable for the involvement of North Wiltshire District Council in the project.

- 19. Outcomes of the Review of Wiltshire Wildlife Trust as a Key Partner Using the Partnership Evaluation Tool** (pages 101 – 128)
(Lead Member: Councillor A. L. Davis)
(Executive Workplan Reference: B251)

The purpose of Report No.19 (**copy attached**) is to provide details of the review of Wiltshire Wildlife Trust as a key partner and details of a proposed way forward to strengthen the partnership.

- 20. Executive Capital Partnership Funding Scheme** (pages 129 – 140)
(Lead Member: Councillor A. L. Davis)
(Executive Workplan Reference: B271)

The purpose of Report No.20 (**copy attached**) is to ask for consideration of applications for Executive Capital Partnership Funding which have been submitted in respect of the Jubilee Lake at Wootton Bassett and Box Pavilion.

- 21. Proposed Increase of Commercial Waste Charges for 2006/07** (pages 141 – 144)
(Lead Member: Councillor S. K. Doubell)
(Executive Workplan Reference: Not Applicable)

The purpose of Report No.21 (**copy attached**) is to seek approval to increase the Council's commercial waste collection charges.

- 22. Implementing E-Government** (pages 145 – 148)
(Lead Member: Councillor D. J. E. Evans)
(Executive Workplan Reference: B256)

The purpose of Report No.22 (**copy attached**) is to present the current draft of the Implementing Electronic Government Return 2006.

- 23. Feasibility Study into the Provision of a Low Cost Telephone Number for Benefit Claimants** (pages 149 – 152)
(Lead Member: Councillor G. Offord)
(Executive Workplan Reference: B261)

The purpose of Report No.23 (**copy attached**) is to present the results of a feasibility study into the provision of a low cost telephone number for Benefit claimants.

A report in this matter was considered by the Overview & Scrutiny Committee at its meeting on 16th February 2006. The Committee made the following recommendation to the Executive:

“That the freephone service be provided for Benefits claimants.”
(Minute O131 refers.)

- 24. Asset Management Plan 2006-08** (pages 153 – 154)
(Lead Member: Councillor C. Reid)
(Executive Workplan Reference: B231)

The purpose of Report No.24 (**copy attached**) is to present the Asset Management Plan for approval and adoption.

Note: A copy of the Asset Management Plan is available upon request.

- 25. Public Conveniences – Recommendations of the Overview & Scrutiny Committee**
(pages 155 – 170)
(Lead Member: Councillor C. Reid)
(Executive Workplan Reference: Not Applicable)

At its meeting on 16th February 2006, the Overview & Scrutiny Committee considered the final report of the Public Conveniences Task Group Final Report and made the following recommendation to the Executive:

**“That the report of the task group be endorsed and implemented,
with the additional comment that Parish and Town Councils be
given first refusal on any devolved facilities.”**

(Minute O130 refers.)

The report of the Public Conveniences Scrutiny Task Group is **attached** as Report No.25.