

*North
Wiltshire
District
Council*

Corporate Services
Monkton Park
Chippenham SN15 1ER
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**THE
EXECUTIVE**

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Minutes of the Meeting of the Executive held on Thursday 15th June 2006 in the Council Chamber, Council Offices, Monkton Park, Chippenham commencing at 7.00 p.m.

Present: Councillor C. O’Gorman, Leader in the Chair

Councillors A. L. Davis, H. M. Dixon, D. J. E. Evans, R. J. Henning,
G. Offord and O. J. Thomas.

Non-Executive Councillors Present: Councillors A. S. R. Jackson, C. Reid and
J. H. Rooke.

Officers Present: D. Burbidge (Chief Executive), L. Bell (Strategic Manager
Community & Environment), S. Bowcock (Operations Co-Ordinator), H. Braid (Policy &
Democratic Services Officer), G. De’Arth (Regeneration Development Officer),
N. Fenwick (Strategic Manager Customer Services), R. Granger (Audit Manager),
T. McCutcheon (Principal Private Sector Housing Officer), P. Jeremiah (Legal Services
Team Leader), S. Pangbourne (Strategic Manager Corporate Services), L. Robertson
(Spatial Planning Team Leader) and M. Scott (Waste Management Strategy Officer).

E1. Apologies for Absence

An apology for absence had been received from Councillor S. K. Doubell.

E2. Public Question Time/Receipt of Petitions

A petition had been received from Ian Storey, President of the Corsham Chamber of
Commerce. The petition contained the signatures of 797 local residents in support of
the following statement:

*"I do not wish to see the separation of the Tourist Information service & the Heritage
Centre in Corsham, or the closure of the Heritage Centre."*

The Leader confirmed that the petition would be considered as part of Agenda Item 17.



Note: The petition can be located with the signed Minutes of this meeting in the official minute book.

E3. Questions from Non-Executive Councillors

Councillor J. H. Rooke had submitted questions in respect of Best Value Performance Indicator 213 and the Agents Fee Structure contained within the Draft Private Sector Housing Renewal Strategy. These questions, together with the responses made, are attached at Appendix 1 to these Minutes.

E4. Minutes

The Minutes of the meetings of the Executive held on 11th May and 22nd May 2006 (circulated with the agenda) were considered.

Resolved that the Minutes of the meetings of the Executive held on 11th May and 22nd May 2006 be confirmed and signed as correct records.

E5. Declarations of Interest

Executive Members

Name	Item	Type	Nature	Action
Cllr R. J. Henning	Item 12 - Draft Private Sector Housing Renewal Strategy / Policy 2006/2009	Personal	Building contractor for North Wiltshire Care & Repair	Stayed in the meeting during consideration of this item.
Cllr G. Offord	Item 12 - Draft Private Sector Housing Renewal Strategy / Policy 2006/2009	Personal	Employee of a local Housing Association.	Stayed in the meeting during consideration of this item.

Non-Executive Members

Name	Item	Type	Nature	Action
Cllr A. S. R. Jackson	Item 9 - Appointments to Outside Bodies	Personal	NWDC Representative on the North Wiltshire Leisure Limited Board for 2005/06	Stayed in the meeting during consideration of this item.

E6. Leader's Announcements

None.

E7. Best Value Performance Plan 2006/2007

Consideration was given to Report No.7 (circulated with the agenda) which concerned the draft Best Value Performance Plan (BVPP) 2006/07. Consideration was also given to additional information in respect of Best Value Performance Indicators (BVPIs)(circulated at the meeting).

Issues discussed during consideration of this item included:

- Key improvements in respect of performance against the BVPIs for homelessness and a reduction in the number of families in temporary accommodation. There had also been increases in kerbside collections of recyclables and waste minimisation.
- The Leader will be meeting with the Chief Executive to agree the most appropriate reporting mechanism in respect of performance against action plans for those BVPIs in need of attention.

Recommended to Council that the Best Value Performance Plan for 2006/07 be adopted.

E8. Statement on Internal Control 2005/06

Consideration was given to Report No.8 (circulated with the agenda) which presented to the Executive the draft Statement on Internal Control for 2005/2006 for approval.

Resolved that the draft Statement on Internal Control be approved.

E9. Appointment of Representatives to Outside Bodies

Consideration was given to Report No.9 (circulated with the agenda) which informed the Executive of the Outside Bodies for which representatives are required and requested appointments to the same.

Issues discussed during consideration of this item included:

- Appointments to the Board of North Wiltshire Leisure Limited are to be deferred.
- A representative and a deputy are required for the Customer First Partnership.
- Councillor D. J. E. Evans will be the representative on the Kennet & North Wiltshire Primary Care Trust.
- Representatives have yet to be agreed for the Local Government Association appointments.
- No decision had been made as yet as to appointments to the Wiltshire & Swindon Economic Partnership Board and the Rural Regeneration Partnership.
- The Wiltshire Sports Partnership appointment had resulted from a direct request to the Leader and is not a Council appointment.

- Councillors A. L. Davis and R. J. Henning will represent the Council on the North Wiltshire Community Safety Partnership, North Wiltshire Partnership and North Wiltshire Area Police / Community Consultative Group.

Resolved that

- (1) The representatives to the Outside Bodies as detailed at Appendix 2 to these Minutes be appointed.
- (2) Authority be delegated to the Chief Executive, in consultation with the Leader of the Council, to make the outstanding appointments as detailed at Appendix 2 to these Minutes and to the board of North Wiltshire Leisure Limited, if this is required.

E10. Joint West of Swindon Steering Group – New Members of the Group Required

Consideration was given to Report No.10 (circulated with the agenda) which sought to amend and ratify the arrangements for membership of the Joint West of Swindon Steering Group.

Resolved that the following Councillors be the representatives of North Wiltshire District Council on the Joint West of Swindon Steering Group:

Councillor H. M. Dixon;
Councillor A. J. Trotman;
Councillor T. A. P. Briggs;
Councillor M. E. M. Groom; and
Councillor D. B. Allen

E11. The Local Development Framework Working Group

Consideration was given to Report No.11 (circulated with the agenda) which sought the establishment of an advisory group to be consulted by the Spatial Planning Team Leader on matters relating to the production of the Local Development Framework

Issues discussed during consideration of this item included:

- Each of the Area Committees will be asked to appoint Members to the Working Group.
- There is no requirement for the Working Group to be politically balanced.

Resolved that

- (1) A Working Group be set up comprising 12 Members of the Council and 5 Stakeholders invited from the North Wiltshire Community by the Spatial Planning Team Leader.

- (2) In respect of Members, one shall be a Member of the Executive, one a Member of the Development Control Committee and the remainder comprising two Members from each of the group of wards within the five Community Areas of North Wiltshire, to be appointed by the relevant Area Committee.
- (3) In respect of Stakeholders, the Spatial Planning Team Leader shall endeavour to include at least one Member of the Local Strategic Partnership at each meeting of the Working Group.

E12. Draft Private Sector Housing Renewal Strategy/Policy 2006-2009

Consideration was given to Report No.12 (circulated with the agenda) which sought approval of the reviewed Private Sector Housing Renewal Strategy and Policy 2006-2009 and agreement of the fee structure for agents involved in assisting applicants through the grants process.

Resolved that

- (1) The revised Private Sector Housing Renewal Strategy and Policy for the years 2006 – 2009 as detailed in Appendix 1 to Report Number 12 be adopted.
- (2) The agent fee structure for the relevant forms of Housing Renewal Assistance as detailed in Appendix 3 to Report Number 12 be agreed.

E13. Extension of the Lifeline Contract for Dispersed Community Alarms

Consideration was given to Report No.13 (circulated with the agenda) which sought approval for a 12 months extension of the Lifeline Contract for dispersed community alarms.

Resolved that authority be delegated to the Housing Team Leader to extend the Lifeline contract for dispersed community alarms for a further 12 months.

E14. Adoption of Wiltshire Joint Municipal Waste Management Strategy

Consideration was given to Report No.14 (circulated with the agenda) which sought the adoption of the Draft Joint Municipal Waste Management Strategy 2006, incorporating amendments made in response to comments received during public consultation.

Issues discussed during consideration of this item included:

- The location of the landfill site referred to in the strategy should be Lower Compton and not Compton Bassett.

Resolved that

- (1) The Draft Joint Municipal Waste Management Strategy 2006 be adopted.
- (2) The Wiltshire Waste Partnership be informed of this Council's adoption of the Draft Joint Municipal Waste Management Strategy.

E15. Wiltshire Customer First Partnership – Street Urban Grounds Maintenance and Street Cleansing Procurement

Consideration was given to Report No.15 (circulated with the agenda) which advised on the work of the Customer First Partnership on grounds maintenance and street cleansing and sought views on the future provision of the service.

Issues discussed during consideration of this item included:

- The recent review of the services provided by Cleansing & Amenities did not include market testing.
- The involvement of the Regional Centre of Excellence in the proposed procurement exercise.

Resolved that a joint procurement exercise in conjunction with the other local authorities within Wiltshire be prepared in respect of grounds maintenance and street cleansing.

E16. 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 Part 1 of Schedule 12A of the Local Government Act 1972 as follows:

Agenda Item/Report Name	Paragraph(s) of the Act / Schedule describing the exemption
Item 17 – Corsham Tourist Information and Heritage Centre	Paragraph 3

E17. Corsham Tourist Information and Heritage Centre

Consideration was given to Report No.17 (circulated with the agenda) which sought the Executive's approval in principle to transfer the management of the Corsham Tourist Information and Heritage Centre to the Corsham Area Development Trust. Consideration was also given to amended recommendations for this report (circulated at the meeting).

Issues discussed during consideration of this item included:

- The proposed recommendation will result in the Tourist Information Centre continuing to provide the same level of services as at present.
- The community support for the proposals.
- Thanks to Councillor C. Reid, the Lead Member for the project.

Resolved that

- (1) The management of the Corsham Tourist Information and Heritage Centre be transferred to Corsham Area Development Trust as outlined in section 6 of report Number 17 and that appropriate funding virements to cover the additional cost be sought initially from within existing Community and Environment budgets
- (2) Authority be delegated to the Legal Services Team Leader, in consultation with the Assets, Design and Regeneration Team Leader, to:
 - (i) Finalise the terms of the management agreement with Corsham Area Development Trust.
 - (ii) Agree the terms of the District Council's occupation of Arnold House with Corsham Town Council

The meeting commenced at 7.00pm and concluded at 7.30pm.

There were no members of the public present.

Signed:

Dated:

