

# ***THE EXECUTIVE***

**5<sup>th</sup> OCTOBER 2006**

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## ***THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING***

Dear Councillor

26<sup>th</sup> September 2006

Your attendance is requested at a meeting of the Executive to be held on **Thursday 5<sup>th</sup> October 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 Tuesday 3<sup>rd</sup> October 2006 at 11.00am in Committee Rooms C & D, Level -1, Council Offices, Monkton Park, Chippenham.*

Yours sincerely

John Watling  
Policy & Democratic Services Team Leader

To Councillors:

P. G. Allnatt  
A. L. Davis  
H. M. Dixon  
S. K. Doubell

D. J. E. Evans  
R. J. Henning  
D. M. Moore

G. Offord  
C. O’Gorman  
O. J. Thomas

## 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 3<sup>rd</sup> October 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 3<sup>rd</sup> October 2006.

### 4. **Minutes** (pages 7 - 22)

To approve and sign as a correct record the Minutes of the meeting of the Executive held on 31<sup>st</sup> August 2006 (**copy attached**).

*Note: Appendix 2 of the Executive Minutes have not been circulated with the Agenda, but 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. **Future of Public Conveniences**

#### **- Recommendations of the Overview & Scrutiny Committee**

(Lead Member: Councillor H. M. Dixon)

(Executive Workplan Reference: Not Applicable)

At its meeting on 31<sup>st</sup> August 2006, the Executive resolved the following:

- (1) The seasonal closure of 5 public conveniences, as detailed in paragraph 3.2 (3) of Report No.24, be deferred and additional budget (approximately £18,000) be vired from elsewhere within the Revenue accounts or from reserves.
- (2) Negotiations with Wootton Bassett Town Council concerning the transfer of the Station Road facility, closure of Borough Fields and related issues be continued.
- (3) Wootton Bassett Town Council be asked to undertake a consultation exercise to justify the closure of Borough Fields.
- (4) A report be presented to the Executive meeting on 5<sup>th</sup> October 2006, providing an update as to the progress of negotiations with Town and Parish Councils in respect of devolving public conveniences. (Minute E54 refers.)

This decision was "called-in" in accordance with Council Procedure Rule 41. Following its consideration of the decision on 19<sup>th</sup> September 2006, the Overview & Scrutiny Committee did not refer it back to the Executive, but did make the following recommendations:

- (1) **That the Executive define the period of deferral, in relation to the seasonal closure of the 5 public conveniences.**
- (2) **That consideration should be given to developing clear guidelines for all communities being offered facilities, with a clear cut off date for any decisions.** (Minute O48 refers.)

The Executive is asked to consider the recommendations of the Overview & Scrutiny Committee.

**8. Play Facilities Development and Management - Recommendations of the Overview & Scrutiny Committee** (pages 23 - 30)

(Lead Member: Councillor H. M. Dixon)

(Executive Workplan Reference: Not Applicable)

At its meeting on 31<sup>st</sup> August 2006, the Executive resolved the following:

- (1) The Council's freehold interest in the play area adjacent to the former Malmesbury Outdoor Pool site be disposed of to Malmesbury Town Council for a consideration of £1.00, but otherwise subject to contract, which shall require the imposition of a covenant not to use the site for any purpose other than as a play area. The transfer to take effect on completion of the construction and laying out of the new play area and to include the payment to the Town Council of the commuted sum of £7,000 for future maintenance of the play area
- (2) Further discussions with Parish or Town Councils on devolution or disposal of any other play areas and open spaces be continued.
- (3) Authority be delegated to the Assets, Design and Regeneration Team Leader to implement the upgrading and maintenance of play areas subject to the provision of budgetary limits in the Capital Planned Preventative Maintenance programme and revenue maintenance funds.
- (4) Authority be delegated to the Asset, Design and Regeneration Team Leader to establish and submit a play space strategy for the district and to engage with other stakeholders and in consultation with the Lead Member(s) on the submission of a grant application to the Big Lottery Fund.
- (5) A report be made back to the Executive in April 2007 on the actions taken.

This decision was "called-in" in accordance with Council Procedure Rule 41. Following its consideration of the decision on 19<sup>th</sup> September 2006, the Overview & Scrutiny Committee referred the decision back to the Executive for consideration as to whether the decision has breached adopted policy.

The Overview & Scrutiny Committee asked:

- (1) **Whether the Play Facilities Development and Management Policy adopted on 21<sup>st</sup> June 2001 has been rescinded.**
- (2) **If the policy has been rescinded, is the new Policy District-Wide and what is the new Policy.**

The Overview & Scrutiny Committee also made the following recommendations to the Executive:

- (1) **If the Executive is minded to rescind the Council's policy on Play Facilities Development and Management, clarification is needed from Officers of the ongoing budgetary implications.**
- (2) **That rules are set out for consultation in communities in play areas.**
- (3) **That a package is put together to incentivise Town & Parish Councils to take on play areas.** (Minute O47 refers.)

A copy of the report considered by the Executive on 31<sup>st</sup> August is reproduced as Report No.8 (**copy attached**).

9. **Signatories to the Council's Bank Accounts and Investment Portfolios** (pages 31 - 34)  
(Lead Member: Councillor C. O'Gorman)  
(Executive Workplan Reference: B305)

The purpose of Report No.9 (**copy attached**) is to seek authorisation to appoint the new Chief Accountant post holder to become an authorised signatory to the Council's bank accounts and investment portfolios and to remove the Interim Chief Accountant and the Finance Team Leader from the authorised signatory list as their contracts with the Council have ended.

10. **LIFT South West - A Regional Quality Improvement Strategy and Programme** (pages 35 - 38)  
(Lead Member: Councillor P. G. Allnatt)  
(Executive Workplan Reference: B299)

The purpose of Report No.10 (**copy attached**) is to inform Members of the progress made in establishing LIFT South West as an improvement programme for the South West and to seek delegated authority for the Chief Executive to make decisions on the allocation of regional resources as part of the LIFT SW Executive Group.

*Note: Appendix 1 of this Report has been circulated as a separate document and is available upon request.*

11. **Homelessness Strategy 2006/2011** (pages 39 - 42)  
(Lead Member: Councillor O. J. Thomas)  
(Executive Workplan Reference: B286)

The purpose of Report No.11 (**copy attached**) is to seek approval of the Homelessness Strategy 2006/2011.

*Note: The Homelessness Strategy has been circulated as a separate document and is available upon request.*

12. **Application to Executive Capital Partnership Funding Scheme** (pages 43 - 60)  
(Lead Member: Cllr A. L. Davis)  
(Executive Workplan Reference: B296 - Key Decision)

The purpose of Report No.12 (**copy attached**) is to seek consideration of an application for funding from the Executive Capital Partnership Funding Scheme. The applicant is Calne Town Council and the application is in respect of the development of the Beversbrook Playing Pitch Project.

13. **Update on the Outcomes of the Wiltshire Wildlife Trust Evaluation** (pages 61 - 72)  
(Lead Member: Councillor A. L. Davis)  
(Executive Workplan Reference: B251)

The purpose of Report No.13 (**copy attached**) is to update Members on the progress being made to implement the recommendations identified in the evaluation of the Councils partnership with Wiltshire Wildlife Trust.

- 14. Area Committee Task Group - Terms of Reference and Appointment** (pages 73 - 78)  
 (Lead Member: Councillor A. L. Davis)  
 (Executive Workplan Reference: Not Applicable)

The purpose of Report No.14 (**copy attached**) is to seek approval of Terms of Reference for the Area Committee Task Group and the appointment of Councillors to the Task Group.

- 15. Climate Change Working Group Terms of Reference and Appointment** (pages 79 - 82)  
 (Lead Member: Councillor S. K. Doubell)  
 (Executive Workplan Reference: B291)

The purpose of Report No.15 (**copy attached**) is to seek approval of Terms of Reference for a Climate Change Working Group and the appointment of Councillors to the Working Group.

- 16. Exclusion of Press and Public**

To consider and, if appropriate, pass the following resolution:

**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 and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.**

Agenda item/Report name	Paragraph(s) of the Act / Schedule describing the exemption
Agenda Item 17 - Proposal to Undertake a Review of the Senior Management Structure of North Wiltshire District Council	1, 2 & 4

- 17. Proposal to Undertake a Review of the Senior Management Structure of North Wiltshire District Council** (pages 83 - 122)

The purpose of Report No.17 (**copy attached**) is to inform Members of the proposal to undertake a review of the Senior Management Structure of North Wiltshire District Council.

This report was considered the Council's Personnel, Licensing & Administration Committee at its meeting on 25<sup>th</sup> September 2006, which resolved:

- (1) The Chief Executive undertake a review of the management and staffing structure of the Council, concentrating initially on the senior management structure, in consultation with a Task Group consisting of the Leader, the Chairman of Personnel, Licensing and Administration Committee, the Chairman of the Overview and Scrutiny Committee and two members of the Chief Executive's Appraisal Committee, or their designated substitutes, supported by approved consultants and the Human Resources Team Leader.

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- (2) The review is to be focussed on the Council's aim to be a customer focussed organisation and that the project is to be phased to cause the least disruption to the organisation and be managed with full communication with staff and Unison.
- (3) A Task Group be established to work with the Chief Executive in relation to resolution (1) and act as a steering group during the course of the review.
- (4) The Chief Executive be authorised to appoint The Tribal Group and A. W. Gray Consulting Limited to work together to advise, to develop options and make recommendations to the Task Group in respect of the organisational review.
- (5) The Task Group be authorised to agree Terms of Reference for The Tribal Group and A. W. Gray Consulting Limited.

(Minute P40 refers.)