

**DRAFT MINUTES SUBJECT TO APPROVAL AT NEXT MEETING ON 18<sup>th</sup> JANUARY 2007**

**Draft Minutes of the Meeting of the Executive held on Thursday 14th December 2006 in the Council Chamber, Council Offices, Monkton Park, Chippenham commencing at 7.00pm.**

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

Councillors P. G. Allnatt, H. M. Dixon, S. K. Doubell, D. J. E. Evans, R. J. Henning, G. Offord and O. J. Thomas

**Non-Executive Councillors Present:** Councillors M. P. Hatton, N. M. Phillips, T. R. Sturgis, R. L. Tonge and J. Webb

**Officers Present:** D. Burbidge (Chief Executive), J. Cogswell (Community Partnership Team Leader), P. Hawley (Chief Accountant), P. Jeremiah (Legal Services Team Leader), B. Matthews (Performance Management Officer), L. May (Policy & Democratic Services Assistant), S. Pangbourne (Strategic Manager Corporate Services), P. Timmins (Interim Section 151 Officer), and G. Wilson (Customer and Business Support Team Leader)

**E117. Apologies for Absence**

Apologies for absence were received from Councillors A.L. Davis and D.M. Moore.

**E118. Public Question Time/Receipt of Petitions**

No questions or petitions were submitted.

**E119. Questions from Non-Executive Councillors**

No questions were submitted.

**E120. Minutes**

The Minutes of the special meeting of the Executive held on 23<sup>rd</sup> November 2006 (circulated with the agenda) were considered.

**Resolved** that the Minutes of the special meeting of the Executive held on 23<sup>rd</sup> November 2006 be confirmed and signed as a correct record.



**E121. Declarations of Interest**Executive Members

<b>Name</b>	<b>Item</b>	<b>Type</b>	<b>Nature</b>	<b>Action</b>
P.G. Allnatt	7 – Revenue Monitor 2006/07 – Month 7	Personal	Town Councillor	Remained in Chamber
H.M. Dixon	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	County Councillor	Remained in Chamber
S.K. Doubell	7 – Revenue Monitor 2006/07 – Month 7	Personal	Town Councillor	Remained in Chamber
S.K. Doubell	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	County Councillor	Remained in Chamber
D.J.E. Evans	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Parish Councillor	Remained in Chamber
R.J. Henning	7 – Revenue Monitor 2006/07 – Month 7	Personal	Town Councillor	Remained in Chamber
R.J. Henning	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Town and County Councillor	Remained in Chamber
C.O’Gorman	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Involved in a local group relating to leisure centres	Remained in Chamber
G. Offord	7 – Revenue Monitor 2006/07 – Month 7	Personal	Town Councillor	Remained in Chamber
G. Offord	10 – Budget 2007/08 and 2008/10 Forecast – Capital	Personal	Family member is an employee of Westlea Housing Association	Remained in Chamber
G. Offord	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Town Councillor	Remained in Chamber
O.J. Thomas	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Town Councillor	Remained in Chamber

Non Executive Members

<b>Name</b>	<b>Item</b>	<b>Type</b>	<b>Nature</b>	<b>Action</b>
M.P. Hatton	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Town Councillor and involved in a local group relating to leisure centres	Remained in Chamber
N.M. Phillips	7 – Revenue Monitor 2006/07 – Month 7	Personal	Town Councillor	Remained in Chamber
N.M. Phillips	16 – North Wiltshire Leisure Limited – Recommendations of the Overview & Scrutiny Committee	Personal	Town Councillor	Remained in Chamber

**E122. Leader’s Announcements**

**Councillor A. L Davis**

The Leader announced, with regret, that Councillor Ann Davis had tendered her resignation from the Executive due to increasing work pressures. The Leader thanked her for all her work on behalf of the Executive.

The Leader explained that a new member of the Executive would be appointed in January 2007 and in the meantime Councillor Ross Henning had agreed to cover Ann Davis’ portfolio.

**E123. Revenue Monitor 2006/07 – Month 7**

Consideration was given to Report No.7 (circulated with the Agenda) which set out the revenue budget monitor for Month 7 of the 2006/07 financial year, showing the financial position at the end of October 2006 and setting out the anticipated variations in income and expenditure that could impact on the Council by the end of the financial year.

Issues discussed during consideration of this item included:

- Queries on the 2006/2007 Underspend and Savings Review;
- The importance of keeping the Council’s partners informed of decisions which may affect them and any funding they receive;
- Concerns over the suggested reduction of Town Centre Management grants; and
- How the budget reductions might affect the Council’s performance and if targets would be able to be met.

**Resolved that**

- 1) The Executive note the report forecasting an overspend of £48,900, a net reduction of £570,200 on the Month 6 position;
- 2) The underspends and savings of £640,200, listed at Annex 4 of the report be agreed and that authority be delegated to the Section 151 Officer to make any minor or consequential amendments, such amendments to be notified to all Members; and
- 3) The Section 151 Officer in consultation with the Leisure Provision Working Group urgently identifies ways to control the forecast costs of closure of the three leisure centres, initially estimated at £270,000.

#### **E124. Capital Monitor 2006/07 – Month 7**

Consideration was given to Report No.8 (circulated with the Agenda) which set out expenditure to date against the Council's approved Capital Programme for 2006/07.

Issues discussed during consideration of this item included:

- Why the report did not refer to any possible income from Section 106 agreements.

#### **Resolved that**

- 1) The figures contained in Appendix 1 in relation to the Capital Programme for 2006/2007 and the contents of this Report be noted;
- 2) The Capital Risk Assessment contained in Appendix 2 be noted; and
- 3) The detailed information contained in the Slippage Table at Appendix 3 be noted.

#### **E125. Budget 2007/08 and 2008/10 Forecast - Revenue**

Consideration was given to Report No.9 (circulated on 13<sup>th</sup> December 2006) which updated the Executive on the 2007/08 Revenue Budget.

Issues discussed during consideration of this item included:

- That inadequate time had been made available to consider the details of the reports;
- Details of the consultation to be undertaken in relation to the budget setting process;

- The importance of all Members attending the Member Policy/Budget day which has been arranged for Thursday 11<sup>th</sup> January 2007, which would be giving consideration to the Council's budget position;
- When the Overview & Scrutiny Committee would be given the opportunity to consider the draft budgets for 2007/08; and
- That the communities' views on the suggestion that Community Area Funding should be diverted for one year to help sustain the Leisure Centres should be sought.

**Resolved that**

- 1) The following points be noted:
  - The base budget, cost pressures, business critical growth, savings and efficiencies;
  - The proposed level of Council Tax;
  - Any growth bids;
  - The statement of the Robustness of Budget Estimates and the Adequacy of Reserves (contained in Annex 1); and
  - The proposed 2007-08 revenue budget and following two year's forecasts for 2008-10.
- 2) The consultation process (as detailed in paragraph 3.16 of the Report), be agreed, the results of which will be reported to the Executive on 1<sup>st</sup> February 2007 and that the consultation process should include the possibility that area funding be diverted for one year only to help sustain the Leisure Centres; and
- 3) A further report will be received at the meeting of the Executive on 1<sup>st</sup> February 2007 to agree the 2007-08 revenue budget and following two year's forecasts for 2008-10.

**E126. Budget 2007/08 and 2008/10 Forecast - Capital**

Consideration was given to Report No.10 (circulated on 13<sup>th</sup> December 2006) which updated the Executive on the 2007/08 Capital Budget.

Issues discussed during consideration of this item included:

- The impact on reducing the budget available to provide Affordable Housing Grant;

- Concerns over the proposed budget reduction to the Executive Capital Funding Scheme and the Community Area Schemes’;
- The options and implications of borrowing; and
- That difficult decisions would need to be made in relation to budget cuts.

**Resolved** that the Executive note:

- 1) The £212k resources, now available from the 2006-07 programme;
- 2) The draft revised capital programme for 2007-10, for consultation (detailed in Annex 2);
- 3) The capital resources available to fund the capital programme (detailed in Annex 3);
- 4) The affordable housing briefing paper (detailed in Annex 4); and

AND that the Executive agree:

- 5) The spend to save criteria (detailed in Annex 1);
- 6) The capital strategy (detailed in Annex 1);
- 7) The consultation process, the results of which will be reported to the Executive of 1<sup>st</sup> February 2007;
- 8) That a further report will be received at the meeting of the Executive on 1<sup>st</sup> February 2007 to agree the capital programme.

#### **E127. Procurement of a Performance Management System**

Consideration was given to Report No.11 (circulated with the Agenda) which outlined the current performance management arrangements for the Council, described the benefits that a new performance management system would bring and provided an update on progress in procuring a new system.

**Resolved** that

- 1) The preferred performance management system be procured via an in year capital virement from underspending identified in the capital programme; and
- 2) Authority to procure the performance management system be delegated to the Strategic Manager - Corporate Services.

**E128. Evaluation of the Councils Partnership the North Wiltshire Citizens Advice Bureau**

Consideration was given to Report No.12 (circulated with the Agenda) which provided Members with the outcomes of the partnership evaluation of the North Wiltshire Citizens Advice Bureau.

Issues discussed during consideration of this item included:

- That any concerns with the level of County Council partnership involvement should be taken up directly with the County Council.
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**Resolved** that the outcomes and recommendations of the evaluation of the North Wiltshire Citizens Advice Bureau as set out in Appendix 1 of the report be noted and implemented.

**E129. A Sustainable Community Strategy for Wiltshire**

Consideration was given to Report No.13 (circulated with the Agenda) which gave details of the latest draft of the Sustainable Community Strategy for Wiltshire.

Issues discussed during consideration of this item included:

- The timetable in which the Local Area Agreement is to be negotiated and agreed;
- The good work that had been carried out by Officers to date;
- The suggestion that a paper should be prepared with details of what the Council considers to be the “deliverable items” which should then be included within the Local Area Agreement; and
- That the detailed draft of the Local Area Agreement would be considered at the next meeting of the Executive.

**Resolved** that the present position be noted and that a detailed draft of the Local Area Agreement be considered at the meeting of the Executive on 18<sup>th</sup> January 2007.

### **E130. Climate Change – A Long Term Policy**

Consideration was given to Report No.16 (circulated with the Agenda) which set out the long term strategy at both domestic and international level for a series of programmes and actions to reduce carbon dioxide levels and to reduce emissions.

Issues discussed during consideration of this item included:

- The fact that Council staff were already engaged in project work and that the issues would be addressed by each department of the Council in order that the Council leads by example;
- That Performance Indicators would be introduced in the future to monitor the Council's progress in Climate Change issues;
- The need to reduce the Council's 'carbon footprint'; and
- The work being undertaken by the Executive's Climate Change Working Group.

#### **Resolved that**

- 1) The planned work of the Executive Working Group on Climate Change be endorsed and that a strategy be produced by March 2007 and an action programme by July 2007;
- 2) Planned and measurable steps be taken to demonstrate to the community that its own activities and policies on Climate Change are in accordance with accepted best practice;
- 3) A Climate Change programme covering energy management, campaigning, partnership arrangements, community involvement, procurement and behavioural change, be produced for consideration by the Executive, (such a programme to include long term resource and corporate priority issues);
- 4) The Council through its powers, service delivery and responsibilities, ensures that all its current activities are included in any future community campaign; and
- 5) In view of the Government pledge to "see a significant increase in the level of engagement by local government", plus a commitment to include an "appropriate focus on action for Climate Change in the local government performance framework", that a project plan be initiated to meet Government performance delivery standards by 2008.



**E131. North Wiltshire Leisure Limited – Recommendations by the Overview and Scrutiny Committee**

Consideration was given to Report No.16 (circulated on 14<sup>th</sup> December 2006) which set out the recommendations made by the Overview and Scrutiny Committee at its meeting held on 11<sup>th</sup> December 2006, relating to the Call In of the Executive resolution E116 (1) made on 23<sup>rd</sup> November 2006 detailed below:

*In response to a request from North Wiltshire Leisure Limited (NWLL) and having taken financial, legal and leisure consultants advice, the Council agrees to vary the services which NWLL provide under the contract relating to the management and operation of six leisure centres within the district by removing any requirement to provide the services at Cricklade Leisure Centre, the Lime Kiln Leisure Centre, Wootton Bassett and the White Horse Leisure Centre, Calne and that these centres be mothballed in a matter satisfactory to the Council.*

Issues discussed during consideration of this item included:

- The reasons behind the recommendations of the Overview and Scrutiny Committee;
- The work of local communities currently being undertaken to try and save the Leisure Centres;
- That Business Plans for any groups wishing to take on the running of the Leisure Centres are required to be produced by the end of January 2007;
- Details of research work that could be undertaken by the Leisure Provision Working Group;
- That £2.6 million capital had been invested by Kennet District Council in the Devizes Leisure Centre;
- That there was no spare capacity for school use at Devizes, only 5 hours at Swindon, and that information from Cirencester was still awaited; and
- That the decision to invest in the 3 Leisure Centres in the west of the district was taken in response to the findings of the Leisure Consultant's report which endorsed North Wiltshire Leisure Limited's own findings.

**Resolved that**

- 1) The decision of the Executive made on 23<sup>rd</sup> November 2006 in respect of the request from North Wiltshire Leisure Limited as set out in Minute E116 (1) be confirmed;
- 2) The efforts currently being made by local groups in order to retain the leisure centres be noted;
- 3) The Overview & Scrutiny Committee's first involvement in issues relating to North Wiltshire Leisure Limited in March 2005 be added to the

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'Chronology of Events'; as set out in the report considered by the Executive on 23<sup>rd</sup> November 2006;

- 4) The Leisure Provision Working Group be requested to consider measures to help people on the eastern side of the District, particularly those on lower incomes or with special needs, to access leisure centres, whilst having regard to the Council's financial constraints.

The meeting commenced at 7.00pm and concluded at 10.15pm.

There were 2 members of the public present.