

**DRAFT MINUTES SUBJECT TO APPROVAL AT THE NEXT MEETING ON 8TH FEBRUARY
2007**

**Draft Minutes of the Meeting of the Executive held on Thursday 1st February
2007 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, O. J. Thomas and S. R. Walls

Non-Executive Councillors Present: Councillors M.P. Hatton, S.D. Meadows,
N.M. Phillips, C. Reid, T.R. Sturgis, R.L. Tonge and J. Webb

Officers Present: L. Bell (Strategic Manager - Community & Environment),
P. Hawley (Chief Accountant), P. Jeremiah (Legal Services Team Leader),
S. Pangbourne (Strategic Manager - Corporate Services), P. Timmins (Interim
Section 151 Officer), D. Stirling (Asset, Design and Regeneration Manager)
and S. Wright (Policy and Democratic Services Officer)

E148. Apologies for Absence

Apologies for absence were received from D. Burbidge (Chief Executive).

E149. Public Question Time/Receipt of Petitions

No questions or petitions were submitted.

E150. Questions from Non-Executive Councillors

No questions were submitted.

E151. Minutes

The Minutes of the meeting of the Executive held on 18th January 2007 (circulated
with the Agenda) were considered.

Resolved that the Minutes of the meeting of the
Executive held on 18th January 2007 be confirmed and
signed as a correct record.

E152. Declarations of Interest

There were no declarations of interest.



E153. 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 Project Manager position has been vacated and the cash flow predictions agreed with Lottery Fund on 25th January 2007 are showing potential overspend on the project, I am of the opinion that, despite its non-inclusion on the agenda, the matter of Cricklade Country Way – Living Landmarks Lottery Project should be considered as a matter of urgency". The item was taken after Agenda Item No. 7.

E154. Corporate Plan 2007/10

Consideration was given to Report No.7 which set out the Corporate Plan 2007/10, clarifying priorities, goals and pledges (action areas) for the coming three years. The contents of the Corporate Plan will guide the budget decisions Council will make for 2007/08 and beyond.

Issues discussed during consideration of this item included:

- Links between proposals in the Corporate Plan and budgetary priorities proposed within other reports on the agenda;
- The budgetary timetable in the forthcoming municipal year;
- The views of the Budget and Strategic Planning Working Group and the Overview and Scrutiny Committee on the plan; and
- The relevance of some goals, pledges and actions to the priorities in which they had been placed and the lack of detail for some of the targets.

Recommended to Council that the draft Corporate Plan for 2007/10 be approved; and

Resolved that the Corporate Services Strategic Manager review the Plan and ensure that SMART targets are included where possible

E155. Cricklade Country Way

Consideration was given to a report, certified as an urgent item, providing an update on the Cricklade Country Way, advising on the potential financial risks to the Stage 2 Lottery Application.

Issues discussed during consideration of this item included:

- Financial implications and funding from other partners;
- The successful work, to date, undertaken by the Project Manager and the partnership as a whole;
- The role of the Project Board and risk analysis of the project.

Resolved that

- (1) Progress on the Cricklade Country Way Project Plan and Business Plan be noted;
- (2) Option 3, as set out in the report, be endorsed as the best way to progress the project;
- (3) The additional revenue expenditure, of up to £45,000, be considered as part of the Revenue Budget 2007-2010 to be funded from the one-off resources arising from the Collection Fund surplus; and
- (4) The attendance of Councillors P. Allnatt and S.K. Doubell at the forthcoming meeting of the Trust Board be endorsed.

E156. Feedback form the Budget and Strategic Working Group and the Overview & Scrutiny Committee

Consideration was given to Report No.8 which was to note the feedback from the meetings of the Budget and Strategic Planning Working Group held on 18th January 2007, and the Overview and Scrutiny Committee held on 25th January 2007.

Resolved that the feedback from the Budget and Strategic Working Group and the Overview and Scrutiny Committee be noted.

E157. Council Wide Revenue Budget 2007/10

Consideration was given to Report No.9 (circulated with the Agenda) which was to bring before the Executive the final information concerning the strategy and choices of the proposed 2007-08 revenue budget and following two year's forecasts, for recommendation to Council.

The Section 151 Officer's opinion on the adequacy of balances and the robustness of the budget, were set out at Annex 1 and Annex 2 of the report. Revised recommendations (Annex 12) to the report were circulated prior to the meeting.

Issues discussed during consideration of this item included:

- The potential impact of unknown issues such as management restructure, North Wiltshire Leisure Limited and a successful unitary bid by Wiltshire County Council on the budget, Medium Term Financial Plan and Gershon savings;
- Service Level Agreements for the Tourist Information Centres;
- The possible reinstatement of bid numbers 41 (weed control), 47 (management standby) both referred to on page 86 of the report and support to the Town Centre Management (page 77) to the budget;
- The budget setting framework and consideration of the budget proposals by the Overview and Scrutiny Committee and the opportunity for their views to be considered by the Executive at its meeting on 8th February 2007;

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- The process for recommending preferred bids to be financed from surplus funds;
- The financial risks associated with an equal pay audit;
- The importance of the alternate week waste collection project being managed by District Council staff and the need to meet recycling targets in the future; and
- The excellent work undertaken by officers in the preparation of the budget.

Resolved that the Executive note:

- (1) The base budget, cost pressures, business critical growth, savings and efficiencies;
- (2) The proposed level of Council Tax;
- (3) The growth bids;
- (4) The statement of the Robustness of Budget Estimates and the Adequacy of Reserves (Annex 1 & 2);
- (5) The results of the consultation process, and the recommendation of the January 18 Budget and Strategic Planning Working Group (B&SP WG); and

That the Executive,

- (6) (i) Recommend that the Council agree a General Fund Budget for 2007-08 consisting of:
 - a) The net base budget of £18,271k and the income from Government, Council Tax and the Collection Fund (Annex 3);
 - b) The addition of Inflation (Annex 5), Cost Pressures (Annex 6), Business Critical Growth (Annex 7), Efficiencies (Annex 8) and Savings (Annex 9);
 - c) As amended by the expenditure of £407k set out in the Use of Surplus schedule (Table 13);
 - d) The implementation for 12 months of the following three projects, amounting to £205k:

The deletion of savings on the closure of

- All public conveniences - £136k
- Town Council Information Points - £24k; and

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The funding of a one off project,
Cricklade Country Way - £45k

e) The phasing of Bids 35 and 42
amounting to £130k per annum, to
commence in 2008-09;

f) That the Executive agree that Bid 43
for £65k be the first call on 2007-08
LAGBI funds, that are in excess of the
budgeted £245k.

(ii) The unallocated inflation be held as a
contingent budget, to be allocated by the
Executive through the 2007-08 budget monitors;

(iii) The implications of the LABGI
announcement be considered at a later meeting
of the Executive;

(iv) The minimum levels of Reserves be set at
£3.5m for 2007-08;

(v) A report be presented, before 31st March
2007, on the use of reserves in excess of the
minimum level;

(vi) The Council be recommended to increase
the Council Tax by 5% for 2007-08 for its own
purposes;

(vii) The levy requirements of Parishes be
considered as part of the report to Council on
22nd February 2007;

(viii) The mechanisms for exercising the control
over salaries, as set out in Table 3 of Annex 11
(pg88) be agreed and a further report be
received on their implementation; and

(ix) That the policy changes, implied by the
budget, be agreed.

(7) Recommend it to the Council meeting of
February 22nd, 2007.

E158. Collection Fund Valuation – 15th January 2007

Consideration was given to Report No.10 (circulated with the Agenda) which set out the balance on the Collection Fund as at the 15th January 2007 and the estimated outturn for 2006-07.

Issues discussed during consideration of this item included:

- The robustness of the collection funds to meet future needs.

Resolved that

- (1) The Collection Fund estimated outturn for 2006-07 at a surplus of £1,502k as at 15th January 2007 be approved;
- (2) The surplus applicable to NWDC, of £231k, that is available in 2007-08 be noted; and
- (3) North Wiltshire's share of the surplus being transferred to the Council's general reserve on or soon after 1st April 2007 be authorised.

E159. Capital Budget, Programme and Strategy 2007-10

Consideration was given to Report No.11 (circulated with the Agenda) which was to bring before the Executive the final information concerning the strategy and choices of the proposed 2007-08 capital budget and following two year's forecasts, for recommendation to Council.

Resolved that the Executive note:

- (1) The £177k resources, now available from the 2006-07 programme;
- (2) The capital strategy and spend to save criteria (Annex 1);
- (3) The changes in spend and resources, in response to the consultation, since December 14 (Annex 2);
- (4) The draft modified capital programme for 2007-10 (Annex 3);
- (5) The capital resources available to fund the capital programme (Annex 4);
- (6) The affordable housing briefing paper (Annex 5); and

That the Executive,

- (7) Agrees the Capital Budget, Programme and Strategy 2007-08 subject to consideration of the views of the Overview and Scrutiny Committee at the Executive meeting to be held on 8th February 2007; and
- (8) Recommend it to the Council meeting of February 22nd, 2007.

The meeting commenced at 7.00pm and concluded at 8.40pm.

There were 2 members of the public present.