

# ***THE EXECUTIVE***

**7<sup>th</sup> June 2007**

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

Dear Councillor

29<sup>th</sup> May 2007

Your attendance is requested at a meeting of the Executive to be held on **Thursday 7<sup>th</sup> June 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 Thursday 7<sup>th</sup> June at 5pm in Committee Rooms A & B, Level -1, Council Offices, Monkton Park, Chippenham.*

Yours sincerely

John Watling  
Policy & Democratic Services Team Leader

To Councillors:

R.M.H. Berry  
A.M. Bucknell  
R.A. Causer

V.H. Greenman  
C.V. Ramsey  
T.R. Sturgis

R.L. Tonge  
V.A. Vines

To 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 5<sup>th</sup> June 2007.

### **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 5<sup>th</sup> June 2007.

### **4. Minutes (pages 7 - 16 )**

To approve and sign as a correct record the Minutes of the meeting of the Executive held on 19<sup>th</sup> April 2007 (**copy attached**).

### **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. Best Value Performance Plan 2007/08**

(Lead Member: Councillor R.L. Tonge)

(Executive Workplan Reference: A9 - Key Decision)

The purpose of Report No. 7 (**to follow**) is to seek consideration of the draft Best Value Performance Plan 2007/08.

*Note: The draft Plan will be circulated separately to all Executive Members. Copies are available in the Members Rooms and on request from Policy and Democratic Services.*

### **8. The Council's Authorised Signatory List (pages 17 - 20 )**

(Lead Member: Councillor R.L. Tonge)

(Executive Workplan Reference: B305)

The purpose of Report No. 8 (**copy attached**) is for the Executive to approve the revised list of approved Council signatories to its bank accounts and treasury management activities.

9. **Revenue Monitor - Framework for Improvement** *(pages 21 - 28)*  
(Lead Member: Councillor R.L. Tonge)  
(Executive Workplan Reference: B338)

The purpose of Report No. 9 (**copy attached**) is to set out the programme for improving the revenue budget monitor and when the improvements will take place.

10. **Recommendation from the Final Accounts & Audit Committee - Accounting Policies** *(pages 29 - 40)*  
(Lead Member: Councillor R.L. Tonge)  
(Executive Workplan Reference: B339)

At its meeting on 16<sup>th</sup> April 2007, the Final Accounts and Audit Committee considered a report from the Section 151 Officer on the Council's Accounting Policies (**copy attached** for information as Report No. 10) and made the following recommendation to the Executive:

That authority be delegated to the Section 151 Officer to make accounting policies subject to any financial implication arising from a change of policy first being considered by the Final Accounts and Audit Committee.

The Executive is therefore requested to consider this recommendation.

11. **Treasury Management and Investment Strategy Working Group - Appointment and Terms of Reference** *(pages 41 - 46)*  
(Lead Member: Councillor R.L. Tonge)  
(Executive Workplan Reference: B337)

The purpose of Report No. 11 (**copy attached**) is to seek agreement to the terms of reference and membership of the Treasury Management and Investment Strategy Working Group.

12. **Request for Affordable Housing Grant - Heathfields, Chippenham** *(pages 47 - 56)*  
Lead Member: Councillor V.H. Greenman  
(Executive Workplan Reference: B331 - Key Decision)

The purpose of Report No. 12 (**copy attached**) is to seek authorisation for an allocation of £180,000 AHG to enable Westlea Housing Association to provide 4 units of affordable rented housing at Heathfield, Chippenham. The scheme will provide 2 x 2 bedroom, 4 person and 2 x 4 bedroom 6 person houses for affordable rent.

13. **Request for Affordable Housing Grant - Chaveywell Court, Calne** *(pages 57 - 66)*  
Lead Member: Councillor V.H. Greenman  
(Executive Workplan Reference: B332 - Key Decision)

The purpose of Report No. 13 (**copy attached**) is to seek authorisation for an allocation of £50,747 AHG to enable Jephson Housing Association to provide 4 units of affordable rented housing at Chaveywell Court, Calne. The scheme will provide 2 bedroom, 4 person houses for affordable rent.

- 14. Request for Affordable Housing Grant to Provide Temporary Affordable Housing at Avonside, Chippenham** *(pages 67 - 76)*  
(Lead Member: Councillor V.H. Greenman)  
(Executive Workplan Reference: B340)

The purpose of Report No. 14 (**copy attached**) is to seek approval for allocation of £15,000 of Affordable Housing Grant to adapt Avonside homeless hostel to meet the needs of single persons and in particular 16 and 17 year old homeless persons on a temporary basis (for a period of approximately 2 years) while purpose built accommodation is being built.

- 15. Environmental Grants** *(pages 77 - 88)*  
(Lead Member: Councillor V. Vines)  
(Executive Workplan Reference: B341 - Key Decision)

The purpose of Report No. 15 (**copy attached**) is to recommend payment of grants from the Environmental Grants budget for 2007/08.

- 16. Update on the Position Regarding Post Office Closures** *(pages 89 - 90)*  
(Lead Member: Councillor V. Vines)  
(Executive Workplan Reference: N/A)

The purpose of Report No. 16 (**copy attached**) is to provide the Executive with an update on the position regarding Post Office Closures at the request of the Portfolio Holder.

*Note: The Appendices to this report are large documents and are being circulated separately to all Executive Members. Copies are available in the Members Rooms and on request from Policy and Democratic Services.*

- 17. Appointment to the Spatial Planning Advisory Group** *(pages 91 - 94)*  
(Lead Member: Councillor R.M.H. Berry)  
(Executive Workplan Reference: N/A)

The purpose of Report No. 18 (**copy attached**) is to propose changes to the protocols for the appointment of Councillors to be representatives on the Spatial Planning Advisory Group.

- 18. Appointment to the Joint West of Swindon Steering Group** *(pages 95 - 96)*  
(Lead Member: Councillor R.M.H. Berry)  
(Executive Workplan Reference: B342)

The purpose of Report No. 19 (**copy attached**) is to request that the Executive appoint five Councillors to be representatives of North Wiltshire District Council on the Joint West of Swindon Steering Group.

- 19. Request from Malmesbury Carnival Committee - Use of Station Road Car Park for Malmesbury Carnival** *(pages 97 - 100)*  
(Lead Member: Councillor R.M.H. Berry)  
(Executive Workplan Reference: N/A)

The purpose of Report No. 19 (**copy attached**) is to consider a request from the Malmesbury Carnival Committee to use Station Road car park, Malmesbury for the 2007 carnival.

- 20. Appointment of Representatives to Outside Bodies** *(pages 101 - 102)*  
(Lead Member: Councillor A.M. Bucknell)  
(Executive Workplan Reference: A10)

The purpose of Report No. 20 (**copy attached**) is to inform the Executive of the Outside Bodies for which representatives are required and to request appointments to the same.

- 21. Petition Received - Car Parking Issues in Corsham**  
(Lead Member: Councillor R.M.H. Berry)  
(Executive Workplan Reference: B136)

The purpose of Report No. 21 (**to follow**) is to present the request received from the Corsham Chamber of Commerce to change the Car Parking Charges in Corsham and reintroduce the "first hour free" and to consider the implications.