

# ***THE EXECUTIVE***

**1<sup>st</sup> November 2007**

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

Dear Councillor

23<sup>rd</sup> October 2007

Your attendance is requested at a meeting of the Executive to be held on **Thursday 1<sup>st</sup> November 2007 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 1<sup>st</sup> November at 5.00pm 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 30<sup>th</sup> October 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 30<sup>th</sup> October 2007.

**4. Minutes** (*pages 7 - 18*)

To approve and sign as a correct record the Minutes of the meeting of the Executive held on 4<sup>th</sup> October 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. Member Representation on the Board of Westlea Housing Association**

(*pages 19 - 26*)

(Lead Member: Councillor V.H. Greenman)

(Executive Workplan Reference: B362)

The purpose of Report No. 7 (copy attached) is to consider whether the Council wishes to continue to nominate a representative to Westlea Housing Association's Board.

**8. Revenue Budget Monitor 2007/08 - Months 5 and 6**

(Lead Member: Councillor R.L. Tonge)

(Executive Workplan Reference: A20 - Key Decision)

The purpose of Report Nos. 8a and 8b (**to follow**) is to set out the Revenue budget monitors for Months 5 and 6 of the 2007-08 financial year, showing the financial position at the end of August and September 2007 and setting out the anticipated variations in income and expenditure that could affect the Council by the end of the financial year.

**9. Capital Budget Monitor 2007/08 - Months 5 and 6**

(Lead Member: Councillor R.L. Tonge)  
(Executive Workplan Reference: A19)

The purpose of Report Nos. 9a and 9b (**to follow**) is to inform the Executive of the latest position and forecast outturn on the 2007-08 capital programme and note change to the Risk Assessment Table.

**10. Recommendations from the Treasury Management and Investment Strategy Working Group** *(pages 27 - 30)*

(Lead Member: Councillor R.L. Tonge)  
(Executive Workplan Reference: B368)

The purpose of Report No. 10 (**copy attached**) is to update the Executive on the current position in respect of Treasury Management and seek endorsement of the strategies proposed by the Treasury Management and Investment Strategy Working Group.

**11. Recommendations from the Car Parking Working Group** *(pages 31 - 38)*

(Lead Member: Councillor R.M.H. Berry)  
(Executive Workplan Reference: B366)

The purpose of Report No. 11 (**copy attached**) is to inform the Executive of recommendations of the Car Parking Working Group.

**12. Spend to Save – Improving the Revenues Service** *(pages 39 - 44)*

(Lead Member: Councillor A.M. Bucknell)  
(Executive Workplan Reference: B360)

The purpose of Report No. 12 (**copy attached**) is to present to the Executive proposals and an action plan designed to bring about a step change in the Revenues service performance.

**13. Improvements achieved within the Housing Benefit and Council Tax Benefit Service** *(pages 45 - 54)*

(Lead Member: Councillor V.H. Greenman)  
(Executive Workplan Reference: B364)

The purpose of Report No. 13 (**copy attached**) is to provide Members with an overview of the significant service improvements achieved within the Housing Benefit and Council Tax Benefit service together with an update on planned future developments.

**14. Housing Benefit and Council Tax Benefit – Local Scheme** *(pages 55 - 58)*

(Lead Member: Councillor V.H. Greenman)  
(Executive Workplan Reference: B365)

The purpose of Report No. 14 (**copy attached**) is to obtain Members' approval to include payments from the Armed Forces and Reserve Forces Compensation Scheme within the discretionary local benefit scheme.

- 15. Improvements in Customer Focus** (pages 59 -64)  
 (Lead Member: Councillor C.V. Ramsey)  
 (Executive Workplan Reference: B369)

The purpose of Report No. 15 (**copy attached**) is to present to the Executive the proposals and action plan designed to improve the Council's Customer Focus.

- 16. Cleansing and Amenities - Procurement of Waste Management Software** (pages 65 -78)  
 (Lead Member: Councillor T.R. Sturgis)  
 (Executive Workplan Reference: B370 – Key Decision)

The purpose of Report No. 16 (**copy attached**) is to seek approval for the procurement of “Whitespace Waste Software” for Cleansing and Amenities to provide a comprehensive software solution to improve management of the service and more effective and efficient allocation of resources.

- 17. Concessionary Bus Travel Act 2007: Implications for North Wiltshire**  
 (Lead Member: Councillor V.A. Vines)  
 (Executive Workplan Reference: B363 – Key Decision)

The purpose of Report No. 17 (**to follow**) is to set out the implications that the Concessionary Bus Travel Act 2007 has for North Wiltshire and the Council's options for offering discretionary travel concessions in addition to the statutory minimum.

- 18. Exclusion of the 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 items of business involve 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
Item 19 – Update on North Wiltshire Arts Centre (Formerly The Pound)	Paragraph 3

- 19. Update on the Pound Arts Centre**  
 (Lead Member: Councillor R.L. Tonge)  
 (Executive Workplan Reference: B168 – Key Decision)

The purpose of Report No. 19 (**to follow**) is to provide the Executive with an update on the Pound Arts Centre Construction Contract.