

Draft Minutes of the Meeting of the Executive held on Thursday 6th December 2007 in the Council Chamber, Council Offices, Monkton Park, Chippenham commencing at 7.00pm.

Present: Councillor R.L. Tonge in the Chair

Councillors R.M.H. Berry, A.M. Bucknell, T.R. Sturgis and V.A. Vines

Non-Executive Councillors Present:

Councillors C. Crisp, S.K. Doubell, M.P. Hatton and I.J. Henderson

Officers Present:

L. Bell (Deputy Chief Executive), C. Couzins-Short (Temporary Financial Consultant), P. Jeremiah (Legal Services Manager), S. McGregor (Section 151 Officer), and L. Pullin (Policy and Democratic Services Assistant)

E116. Apologies for Absence

Apologies for absence were received from Councillors R.A. Causer, V.H. Greenman and C.V. Ramsey.

E117. Public Question Time/Receipt of Petitions

There were no petitions received.

A public question was received from Mr S. Emmett of Calne regarding Agenda Item 15 – Disposal by Way of Lease of Land at Ernle Road. He asked if the land is now available to be sold as advertised in the press, could the residents be given the option to purchase the land for their use?

The Leader, Councillor. R. L. Tonge stated that this question would be answered when this item was considered at the meeting.

E118. Questions from Non-Executive Councillors

There were no questions from Non-Executive Councillors received.

E119. Minutes

The Minutes of the meeting of the Executive (Budget) held on 29th November 2007 (circulated on 6th December 2007) were considered.



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Resolved that the Minutes of the meeting of the Executive (Budget) held on 29th November 2007 be confirmed and signed as a correct record.

E120. Declarations of Interest

There were no declarations of interest made in respect of any item on the Agenda.

E121. Leader's Announcements

The Leader made the following announcements:

1. Update on Calne Phase 3 Project

The Calne Phase 3 project is proceeding well. Public Consultation ended on 30th November, and has elicited a very positive response from the Calne Community, with 86% in favour of the proposals. The Planning Application was submitted by Westlea Housing Association today (Thursday). Meetings of the Officer Project Group and member Advisory Group have been held in the last week at which issues such as the legal contracts, procurement of the scheme, consultation, consents, risks and programme have been fully explored. The programme currently shows a start on site in April 2008, and completion to enable Woolworths fit out by July 2009.

2. Correction to Report No. 13 – Leasing Vehicles for the Use of Parking Attendants

There is a correction to be made to Report No. 13 – on page 77 of the Agenda. The table within Paragraph 6.1 of the financial implications should read that the lease cost of the vehicle is per annum and not per month as stated.

3. Change to Agenda Order

Agenda Item 15 (Disposal by Way of Lease of Land at Ernle Road, Calne will be brought forward and considered as Agenda Item 7.

E122. Revenue Budget Monitor 2007/08 – 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 2007/08 financial year, showing the financial position at the end of October 2007 and set out the anticipated variations in income and expenditure that could affect the Council by the end of the financial year.

Issues discussed during consideration of this item included:

- The major risks contained within Annex 3 will be reviewed and updated for the meeting of the Executive in January 2008.

Resolved that the Executive

- (1) Note the report forecasting an under spend of £266k; and

- (2) Note the achievement of the reorganisation saving in paragraph 4.1 of the Report.

E123. Capital Budget Monitor 2007/08 – Month 7

Consideration was given to Report No. 8 (circulated with the Agenda), which informed the Executive of the latest position and forecast outturn on the 2007/08 capital programme and the change to the Risk Assessment Table.

Resolved that the Executive:

- (1) Note the Report and the figures contained in Annex 1 to the Report in relation to the Capital Programme for 2007/08;
- (2) Note the information on Capital Schemes at Annex 2 to the Report;
- (3) Note the capital Risk Assessment contained in Annex 3 to the Report; and
- (4) Note that the Capital programme is part of the ongoing consultation with Wiltshire County Council as a result of the Unitary proposal, a further report containing proposals to cease certain projects will be presented to the Executive.

E124. Corporate Plan Progress Update – July to September 2007

Consideration was given to Report No. 9 (circulated with the Agenda) which provided an update and exceptions report on the delivery and performance of the Corporate Plan for the second quarter of 2007/08.

Issues discussed during consideration of this item included:

- The Lead Authority role of the Cricklade Country Way Project;
- The work of the Household Waste and Recycling Task Group; and
- Feedback from the AWARE day received from small businesses in relation to paper recycling facilities.

Resolved that the Executive notes the second quarter exception reporting for delivery and performance of actions under the priority areas in the Corporate Plan.

E125. Calculation of Tax Base 2008/09

Consideration was given to Report No. 10 (circulated with the Agenda) which submitted the recommended Council Tax Base for 2008/09 and the necessary statutory resolution on General Fund Expenses.

Resolved that:

- (1) In accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, the amount calculated by North Wiltshire District Council as its Council Tax Base for the year 2008/09 shall be 51,188 as set out in Appendix 1 to the Report.
- (2) The amounts calculated as the Council Tax Bases of the various parish areas for 2008/09 shall be as set out in Appendix 1.
- (3) For the purposes of Section 35 (1) of the Local Government Finance Act 1992, with the exception of special items (Parish Council Precepts), all expenses falling on the Council's General Fund be declared general expenses chargeable on the District as a whole.

E126. Recommendation from the Car Parking Working Group

Consideration was given to Report No. 11 (circulated with the Agenda) which informed the Executive of the recommendations made by the Car Parking Working Group.

Admin Note: The second recommendation in this Report (proposal for free parking in NWDC owned Car Parks on 15th and 22nd December 2007) was considered as an urgent item at the meeting of the Executive on 29th November 2007.

Resolved that the Removal of Parking Charges for Civic Events Policy be adopted as part of the current Enforcement Policy to allow all requests for schemes to be considered based on the terms and conditions as set by the Policy.

E127. Parking Strategy

Consideration was given to Report No. 12 (circulated with the Agenda) which sought agreement for the adoption of the Residents Parking Strategy contained within the draft Parking Strategy produced on behalf of the Council by RTA Associates and to agree no further work should be undertaken in relation to the adoption of this strategy by the Council.

Resolved that the Executive:

- (1) Adopt the parts of the Parking Strategy which relate to Residents Parking, the Bath Road Development and Condition Survey of Car Parks.
- (2) Agree that the new authority should be provided with the data and the draft Parking Strategy produced in 2007 to assist them in the preparation of a county wide Strategy.

E128. Leasing Vehicles for the use of Parking Attendants

Consideration was given to Report No. 13 (circulated with the Agenda) which sought the approval for the lease of four vehicles for the use of Parking Attendants whilst undertaking their duties on behalf of the Council.

Resolved that four vehicles are leased for the use of Council Parking Attendants.

E129. Cleansing and Amenities Improvement Plan

Consideration was given to Report No. 14 (circulated with the Agenda) which updated the Executive on the review currently being undertaken by the Cleansing and Amenities Service Improvement Board and sought agreement on the proposed Action Plans for improving the service.

Issues discussed during consideration of this item included:

- The proposal of a street cleaning and bin emptying schedule for the district;
- Concerns over recycling targets; and
- The need for future round reviews of refuse collection to take into account new properties that are built.

Resolved that the Executive:

- (1) Approve the plans for improving the Cleansing and Amenities service and request that a special meeting of the Personnel, Licensing and Administration Committee be convened to consider and approve the revised staffing structure to deliver the service improvements;
- (2) Agree to delegate to the Deputy Chief Executive (Customer and Environment) in consultation with the Lead Member, authority to implement the service improvement plan and provide a quarterly update to the Executive;
- (3) Agree that a one-off contingency budget of £100,000 is considered to cover funding of

improvements and £150,000 be identified as growth to implement a revised staffing structure as part of the budget setting for 2008/09 to deliver the service improvements;

- (4) Agree that a report is presented to a future meeting of the Executive setting out proposals to reduce waste and increase recycling and proposals to manage emptying of litter bins across the district; and
- (5) Note that the improvement plans have been discussed and endorsed by senior officers at Wiltshire County Council in line with the transition towards one Council for Wiltshire.

E130. Disposal by Way of Lease of Land at Ernle Road, Calne

Consideration was given to Report No. 15 (circulated with the Agenda) which asked the Executive to reconsider the disposal of land to the Calne Congregation of Jehovah's Witnesses at Kingdom Hall, Ernle Road Calne, in the light of written objections received from the public.

Issues discussed during consideration of this item included:

- The concerns of the residents at the loss of open space;
- The possibility of other interested parties being given the option to purchase the land; and
- In response to the public question received at the meeting, this item should be deferred for further investigation by the Legal Services Manager regarding the disposal of the land.

Resolved that the decision for the disposal of the land by way of lease at Ernle Road, Calne be deferred in order for the Legal Services Manager to establish whether any local residents may also be interested in acquiring the site.

E131. 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 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 17 – Cricklade Leisure Centre	Paragraph 3
Item 18 – Employers Liability Insurance Claim	Paragraphs 3 and 5

E132. Cricklade Leisure Centre

Consideration was given to confidential Report No. 17 (circulated with the Agenda) which considered a request for funding from the Cricklade & District Community Association who manage and operate the Cricklade Leisure Centre.

Resolved that the Executive:

- (1) Agree funding of up to £70,000 to support the request from the Cricklade Leisure Action Group for additional funding next year as part of the budget setting process for the 2008/09 budget.
- (2) Delegate authority to the Legal Service Manager in consultation with the Deputy Chief Executive (Customer & Environment) to extend the lease by a further 30 year period to enable grant funding to be applied for, subject to the Council's ability to break the lease in 2016, if grant funding has not been obtained at that time.

E133. Employers Liability Insurance Claim

Consideration was given to confidential Report No. 18 (circulated with the Agenda) which updated the Executive on a claim against the Council.

Resolved that authority be delegated to the Head of Finance and Resources in consultation with Counsel to take all steps necessary to defend or settle the claim as appropriate.

The meeting commenced at 7.00pm and concluded at 7.45pm.

There were 2 members of the public present.