

Wootton Bassett & Cricklade Area Board
23 March 2011

DELEGATED POWER TO COMMUNITY AREA MANAGER

1. Purpose of Report

- 1.1 The purpose of this report is to ask the Area Board to consider whether it wishes to delegate power to the Community Area Manager to take certain urgent decisions between meetings where necessary.

2. Background

- 2.1 There is currently no provision to make decisions between meetings of an Area Board. If an urgent issue arises requiring the hire of a public meeting room then this would require an extraordinary Area Board meeting to authorise this.
- 2.2 The proposal to grant delegated power to the Community Area Manager (CAM) would enable the CAM to book a public meeting room for Area Board purposes as and when such a need arises without the need for an extraordinary full Area Board meeting to authorise this. The details of the decision would then be reported to the next full meeting of the Area Board to ensure transparency.
- 2.3 The delegated power is only intended to be used for matters of urgency which cannot wait until the next meeting of the Area Board and would not be used as a matter of routine. The majority of decisions will continue to be taken at a public meeting.

3. Recommendation

- 3.1 It is proposed that the area board agrees:

That the Community Area Manager, in consultation with the Chairman and Vice-Chairman of the Area Board, is granted delegated authority to approve expenditure not exceeding £250 from the budget delegated to the Area Board for the purpose of booking public meeting rooms for Area Board purposes. Such expenditure will be restricted to meeting costs directly associated with the work of the Area Board and its associated working or task groups and all such expenditure will be publicly reported at the earliest opportunity to the next full Area Board.

Contact: Alison Sullivan, Community Area Manager, Tel: 01249 821621 or email alison.sullivan@wiltshire.gov.uk

Background Papers

None

Appendices

None