

**Wiltshire Council**

**Environment Select Committee**

**21<sup>st</sup> July 2011**

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## **Service Delegation**

### **Executive summary**

The Committee have requested an update on progress and lessons learnt so far with the delegation of services.

### **Proposal**

That the committee:

- a) Notes the contents of the report.

### **Reason for proposal**

The report is for information.

### **Author:**

**MARK SMITH**  
Service Director  
Neighbourhood Service

## Service Delegation

### Purpose of report

1. The Committee requested an update on the delegation of services to Parish and Town Councils.

### Background

2. The cabinet paper dated 24 May 2010: Delegation of Services to Town and Parish Councils, requested that Neighbourhood Service concentrate their effort on the delegation of allotments, public open space and public conveniences working with in particular Bradford on Avon, Calne, Chippenham, Collingbourne Ducis, Corsham and Trowbridge.

### Main considerations for the committee

3. The Neighbourhood Service has since successfully delegated the following services to the Parish and Town Councils at :

Tisbury and Mere	Public Conveniences
Pewsey, Mere, Tisbury, Wilton, Box and Cricklade	Car Parks
Melksham Without	Playing Fields
Calne	Community Parkland

4. Neighbourhood Service continues to develop the overall process and is learning from the experience of internal and external partners. This experience is being incorporated into the development of the process.
5. To date a range of standard documents have been developed for each service type:

Standard leases  
Highway Licenses  
Funding calculators  
Health & Safety questionnaire  
Application and checklist forms

6. Neighbourhood Services are presently processing ten applications from Parish and Town Councils including the following:

Small/single service requests:	
Salisbury, Chippenham	Public Conveniences
Durrington, Calne	
Chippenham and Redlynch	Grounds Maintenance
Southwick	Allotments
Collingbourne Ducis	Play areas

Large scale/multi service requests:  
Chippenham Grounds Maintenance of Monkton park including the transfer of the park as an asset.

Salisbury

Cleansing operations and will include TUPE of staff and transfer of equipment.

7. The main lessons learnt are:
8. Unavoidable statutory legislation obligations including TUPE, Health and Safety, Chapter 8 Highways Signage, leases and licenses, control of litter regulations etc.
9. The requirement for detailed Service Level Agreements where this Council remains liable for the service has led to some councils believing that Wiltshire Council are seeking to prevent them from undertaking the service.
10. The smaller councils face significant issues with the cost of complying with the statutory obligations and for delivering small scale services for the same rate that Wiltshire Council's economies of scale can achieve.
11. The town councils are more likely to be successful with applications as they are better able to accommodate the statutory obligations and the economies of scale will have less impact.
12. Asset transfer and Service Delegation have significant impacts on each other and therefore processes have been aligned
13. Parish and Town Councils are reluctant to apply until service delegation has a clear track record of delivering advantages to their communities.

#### **Environmental impact of the proposal**

14. No impact at present.

#### **Equality and diversity impact of the proposal**

15. No impact at present

#### **Risk assessment**

16. This report does not increase or decrease risk to the Council.

#### **Financial implications**

17. There are no financial implications arising from this report.

#### **Legal implications**

18. There are no legal implications arising from this report

#### **Options considered**

19. There are no options for consideration.

#### **Conclusion**

20. Neighbourhood Services continues to work with internal and external partners to develop the process to deliver service delegation.

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**Background papers**

None

**Appendices**

None