



## **Community & Civic Resources Committee**

You are summonsed to attend a meeting of the Community & Civic Resources Committee at the following, place and date.

Date: Tuesday, 21 July 2009

Time: Immediately after the Planning Committee Meeting

Venue: Council Chamber, Town Hall, St John's Street, Devizes

Enquiries: Town Hall - Tel: 01380 722160

Chairman: Councillor Nash  
The Town Mayor (Councillor Leighton)

|              |            |                |       |
|--------------|------------|----------------|-------|
| Councillors: | Beinhorn   | Mrs Burton     | East  |
|              | Evans      | Gagen          | Smith |
|              | Mrs Taylor | C S Winchcombe |       |

## **AGENDA**

### **1. MINUTES**

To approve as a correct record and authorise the Chairman to sign the minutes of the Special Community and Civic Resources Committee Meeting held on 23 June 2009, which have been circulated alongside the agenda.

### **2. APOLOGIES FOR ABSENCE**

### **3. DISCLOSURE(S) OF INTEREST**

To receive any disclosure(s) of interest by a Councillor or an officer in matters to be considered at this meeting, in accordance with provisions of Sections 94 or 117 of the Local Government Act 1972 or the National Code of Local Government Conduct.

**4. PUBLIC PARTICIPATION**

At the Chairman's discretion, members of the public attending the meeting will be allowed to ask questions, make a statement or address the Council upon a matter of concern to that person which is relevant to the Council. A time limit of 5 minutes per person will be permitted, but this may be extended at the Chairman's discretion and a maximum period of 20 minutes has been allocated by the Council for this item of business

**5. REPORT FOR INFORMATION – FINANCIAL REPORT**

The report is a summary of income and expenditure for all cost centres within the accounting system to give an overall financial position for the Council (doc 5/1).

**6. REPORT FOR INFORMATION – SCHEDULE OF ACCOUNTS PAID**

A Schedule of Accounts Paid is attached for information (doc 6/1 – doc 6/2).

**7. REPORT FOR INFORMATION – INTERNAL AUDIT REPORT**

Attached for the committee's information is a copy of the internal audit reports carried out on 24 March and 2 June 2009 (doc 7/1-7/2).

**8. REPORT FOR DECISION – PROJECTS FOR CONSIDERATION**

The committee are requested to consider any projects that it wishes to be considered for the financial year 2010/2011.

**9. REPORT FOR DECISION – FREE USE OF THE CORN EXCHANGE FOR CHRISTMAS FESTIVAL**

**Recommendation**

That the committee agrees the free use of the Corn Exchange for the Devizes Christmas festival on the night of the lights switch on.

**Purpose of the Report**

To agree a policy where by the Town Council allows the free use of the Corn Exchange by the organising committee during the day of the Christmas lights switch on.

**Background**

For years Devizes has celebrated the switching on of its Christmas lights by holding a 'switching on' ceremony. In more recent years the event has been extended to become a daylong festival culminating in a lantern parade before the lights are switched on. As part of the festival, the event, which is a true community event with partners from the private sector, voluntary sector and statutory bodies, includes a craft fair in the Corn Exchange. Each year the Town Council receives a request to allow the organising committee to use the venue free of charge and each year the Town Council agrees as one of the ways it supports the community event.

As a policy the Town Council does not allow free use of the Corn Exchange, however given the Council's involvement in supporting and helping to organise this event members have agreed that this is one of the ways it can financially support the event without a cash grant.

Given that the event is set to continue in its current format for many years to come members may consider whether to allow permanent free use of the Corn Exchange for this event rather than agreeing it on an annual basis.

Financing of the Christmas Festival is perpetually a challenge for the organising committee and therefore the money it generates for the Corn Exchange is used to help finance other non-money generating aspects of the event such as the lantern parade, entertainers or the fireworks.

### **Options Considered**

The Committee needs to decide if

1. They will not extend the free use the Corn Exchange to the Christmas Festival organising committee.
2. That they will permit the free use of the Corn Exchange to the Christmas Festival organising committee for 2009, with a new application to be made each year.
3. That they will permit the free use of the Corn Exchange by the Christmas Festival organising committee each year as its ongoing commitment to support the event.

### **Implications & Risks**

#### **Financial and Resource Implications**

In allow free use of the Corn Exchange the Council forgoes any potential revenue generated as a result from any other hirer.

#### **Legal Implications and Legislative Powers**

Officers are not aware of any environmental implications associated with this decision.

#### **Environmental Implications**

Officers are not aware of any environmental implications associated with this decision.

#### **Risk Assessment**

Officers are not aware of any risk implications associated with this decision.

#### **Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

**10. REPORT FOR DECISION – WILTSHIRE ASSOCIATION OF LOCAL COUNCILS: LARGER LOCAL COUNCILS COMMITTEE**

**Recommendation**

To agree to support the creation of a Larger Local Councils Committee affiliated to the Wiltshire Association of Local Councils (WALC). Attached to this agenda are the consultation and criteria from WALC and questionnaire for completion (doc 10/1-10/2).

**Purpose of the Report**

To consider the benefits of a Larger Local Councils Committee.

**Background**

During the transition period to the creation of the new Wiltshire Council, a number of clerks of larger town councils have been considering ways in which larger town councils can work more effectively as a group to pursue common goals.

A view has been formed among clerks that a Larger Local Councils Committee, under the auspices of WALC and constituted in a similar way to the National Association of Local Councils model, would give a more collective, and therefore, more persuasive voice to the larger towns.

In the past, an Association of Larger Local Councils did exist, but not within the structure of WALC. It continued to suffer, therefore, from lack of resources both financially, but most significantly, administratively.

WALC are now consulting on the proposals and are requesting the views of Devizes Town Council as council that would meet the criteria for representation.

**Options Considered**

Officers would recommend to the Committee that it supports the creation of a Larger Local Councils Committee of Wiltshire Association of Local Councils

**Implications & Risks**

**Financial and Resource Implications**

There may be financial implications in terms of increased subscription and representation by officers, however, this is likely to be offset by the benefits accrued through having a stronger voice in pursuing common goals, particularly in delegation of services.

**Legal Implications and Legislative Powers**

Officers are not aware of any legal implications.

**Environmental Implications**

Officers are not aware of any direct environmental implications.

**Risk Assessment**

It is anticipated that the voice of Devizes Town Council would be strengthened through such a committee and, therefore, failure to support and take part in such a committee may marginalise Devizes Town Council.

**Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

**11. REPORT FOR DECISION – CCTV FUNDING REQUEST**

**Recommendation**

To consider the request from the Devizes Development Partnership for capital funding towards a new CCTV camera to be located on The Green, Devizes.

**Purpose of the Report**

To consider the request for capital funding.

**Background**

Devizes Development Partnership have submitted a request for capital funding for the 2010 – 2011 financial year, to locate a new CCTV camera that will cover a large area of the Small Green, including the children's play area. Doc 11/1-11/2 refers.

**Options Considered**

The committee can agree to

Recommend the inclusion of the requested funding of £7,500 within estimates for the 2010 – 2011 financial year

Or

Recommend that the inclusion of the requested funding is not included with estimates for the 2010 – 2011 financial year.

**Implications & Risks**

**Financial and Resource Implications**

There is a resource implication of £7,500; however there may be benefits that accrue to the council in terms of staffing resources, should damage and littering be reduced as a result.

**Legal Implications and Legislative Powers**

The Local Government and Rating Act 1997 provides for local councils to contribute to crime prevention measures.

**Environmental Implications**

A reduction in damage and littering would have implications in improving the environment both aesthetically and with regards to nature.

**Risk Assessment**

The Council has expressed concerns about the apparent increase in drinking and possible drug taking in Devizes, along with the lower level antisocial behaviour of damage and littering. Failure to commit funding to this project may result in the camera not being installed.

However, the committee may feel that the contribution to the CCTV system has already been substantial and additional funding cannot be justified.

**Crime and Disorder**

The installation of CCTV at this location may well have a beneficial reduction in inappropriate activities on areas of Council owned land.

**12. REPORT FOR DECISION – CONSULTATION FRAMEWORK**

**Recommendation**

That the Committee agree a framework of consultation to ensure the Council's commitment to community engagement and public accountability through performance management indicators.

**Purpose of the Report**

To agree the framework for consultation to ensure that qualitative performance management indicators are delivered to ensure public accountability through community engagement.

**Background**

The Council has agreed a series of performance management indicators to support it in ensuring high quality service delivery and public accountability.

Some of these performance management indicators are quantitative and can be extracted from recorded data. However, those indicators that are qualitative require engagement with the community to collect the data.

The attached table lists the qualitative performance management indicators and a proposed consultation framework for collection (doc 12/1).

It is important to note that it is intended to undertake two consultation events – one in Picnic in the Park and the other in the town centre Saturday 12 September in the morning. Whilst officers will be available to support this process, it should be a member led activity and it is essential that members are available to undertake the consultation.

**Options Considered**

The committee can agree the consultation framework without amendment.

Or

The committee can agree an amended consultation framework.  
Or  
The committee can choose not to agree a consultation framework.

### **Implications & Risks**

#### **Financial and Resource Implications**

There are resource implications of implementing the consultation framework in terms of staff resource. However, robust qualitative performance management data aids the appropriate allocation of resources.

#### **Legal Implications and Legislative Powers**

Local Councils with a budgeted income in excess of £1million are required to produce a Statement of Corporate Governance. This Statement of Corporate Governance requires the Council to demonstrate that it has engaged with local people and other stakeholders to ensure robust accountability.

#### **Environmental Implications**

Issues that have environmental implications may be revealed through the process of delivering the consultation framework.

#### **Risk Assessment**

Failure to implement the consultation framework could result in poor allocation of resources and criticism from the auditor for not demonstrating that it has engaged with local people to ensure robust accountability.

#### **Crime and Disorder**

Officers are not aware of any issues the Council should consider under Section 17 of the Crime and Disorder act 1998.

### **13. EXEMPT REPORT FOR DECISION – RELATING TO PERSONNEL**

### **14. QUESTION TIME**

Members will be allowed a short period in which to put questions on matters within the remit of this Committee which are not contained in the reports of matters formally considered by the Committee at this meeting. The question may be answered at the meeting or may be referred back to the Committee at a later date. The question may not be the subject of any further details.