



**CHIPPENHAM
TOWN COUNCIL**
Improving the quality of town life

Monday 7 January 2019

Re: Director of Resources

Dear Candidate,

Thank you for expressing an interest in the role of Director of Resources at the Town Council. The role is a brand new role and was agreed as part of the Organisational Review report that was agreed by Council's Human Resources Committee in November of last year.

Next year the council shall have a gross revenue budget of c£3.6M and collect a precept of just under £3M from our residents, which will make us one of the largest town councils in the local council sector. We operate in a local government landscape of a county unitary council in Wiltshire, we are the second tier of local government with no district or borough councils.

We have a Corporate Strategic Plan with five overarching priorities that takes us through to 2022, with an overarching vision of; 'Improving the Quality of Town Life'. We have four standing committees, several sub-committees and use councilor/officer Working Parties extensively, we have twenty four councillors based in eight wards across the town.

We are currently working with the LGA & NALC to develop a pilot Peer Review for the sector and shall be undertaking a Peer Review in May/June 2019. Hopefully that helps us demonstrate to you that we are a self-aware and ambitious council.

We have developed an excellent relationship with Wiltshire Council, our principal council and work collaboratively with them to improve the town. In June of 2019, we shall take responsibility for a raft of town services including grass cutting, grounds maintenance and street cleansing through a devolution process from Wiltshire Council. We shall also take responsibility for the Town Market and freehold ownership of several large assets in the town including Monkton Park.

Chippenham Town Council

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You will be responsible for the Council's support and business functions, including; Finance, Democratic Services, Customer Services and Business Support, along with the outsourced functions of HR, IT and Internal Audit.

It's fair to say that we don't operate like the typical parish council, we operate like a small well run borough or district council in the principal council sector. We are looking to appoint someone with loads of ambitions for themselves and the council in equal measure, this could be a fantastic stepping stone to a director role in the principal sector or a Chief Executive role in the local council sector.

We look forward to receiving your application.

Yours sincerely,

Cllr Sandie Webb

Leader of the Council

Mark Smith

Chief Executive