

# Swindon Borough Council

## Cabinet

**Wednesday, 9 September 2020**

In Public Virtual Meeting - LiveStream

At 6.00 p.m.

### **Conservative Councillors**

David Renard (Chair)

Brian Ford

Dale Heenan

Russell Holland

Robert Jandy

Mary Martin

Cathy Martyn

Maureen Penny

Gary Sumner

Keith Williams

**Committee Officer:** Douglas Campbell (Telephone 07779 413886)

email: [committeeservices@swindon.gov.uk](mailto:committeeservices@swindon.gov.uk)

Swindon Borough Council can be contacted at the Civic Offices, Euclid Street, Swindon, SN1 2JH  
(Telephone 01793 445500)

---

## **AGENDA**

### **NOTE**

To watch the meeting, follow this link from 18:00 on 9<sup>th</sup> September 2020 [Cabinet Meeting \(press and public\)](#)

This link will only be active for the duration of the meeting.

**1. Apologies for Absence.**

**2. Declarations of Interest.**

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

**3. Minutes. (Pages 5 - 12)**

To receive the minutes of the meeting held on 1<sup>st</sup> July 2020.

**4. Public Question Time.**

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.

5. **Swindon Borough Council Covid-19 Recovery update** (CE) (CM: DR) **All Wards** (Pages 13 - 26)
6. **Budget Management Update (September)** CDFA (CM: RH) **All Wards** (Pages 27 - 38)
7. **Capital Monitoring Quarter 1 update** CDFA (CM: RH) **All Wards** (Pages 39 - 56)
8. **Swindon Borough Local Development Scheme Review 2020** DSD (CM: GS) **All Wards** (Pages 57 - 88)
9. **School Place Planning Study 2020** CDCS (CM: RH) **All Wards** (Pages 89 - 168)

**Date of Despatch:** 01 September 2020

**Key:**

**Officers:**

CE	-	Chief Executive
CDCS	-	Corporate Director Children's Services
CDFA		Corporate Director of Finance and Assets (Section 151 Officer)
DSD		Director of Strategic Development

**Wards**

All

**Cabinet Members Responsible for the Service Area concerned:**

DR	-	David Renard	Leader of the Council and Chair of Cabinet
RH	-	Russell Holland	Deputy Leader of the Council, Vice-Chair of Cabinet, and Cabinet Member for Commercialisation, Education and Skills
BF	-	Brian Ford	Cabinet Member for Adults and Health
DH	-	Dale Heenan	Cabinet Member for the Town Centre, Culture and Heritage
RJ		Robert Jandy	Cabinet Member for Organisational Excellence
MM	-	Mary Martin	Cabinet Member for Children's Services
CM		Cathy Martyn	Cabinet Member for Safer Communities
MP	-	Maureen Penny	Cabinet Member for Highways, Maintenance and Waste Services
GS		Gary Sumner	Cabinet Member for Strategic Infrastructure, Transport & Planning
KW		Keith Williams	Cabinet Member for Climate Change

**Quorum:** The quorum for this meeting is 3 (one of whom shall be the Leader, the Deputy Leader, or a person nominated by the Leader to deputise in her/his absence).

**Diversity Impact Assessments** Diversity Impact Assessments (DIA's) are important to ensure the services we deliver are helping us to meet our vision to make Swindon an equal society ; we are also required by the Equality Act 2010 to demonstrate the equality analysis we have undertaken to support decision making, DIAs are our method of doing this.

Diversity Impact Assessments produced in respect of items to be considered at this meeting can be inspected via the following link: [Diversity impact assessments](#)

**Public Question Time** - Swindon Borough Council remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

The deadline for public questions is: 16:00, Monday 7<sup>th</sup> September 2020.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Chief Legal Officer, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the [Public Question Time at Council Meetings Protocol and Guidance](#), which is available on the Council website or from the Committee Officer named above. A privacy note about how we record Public Questions is available here: [Publication of public questions and questioners](#)

This page is intentionally left blank

## CABINET

**WEDNESDAY, 1 JULY 2020**

PRESENT:- Councillors David Renard (Chair), Brian Ford, Dale Heenan, Russell Holland, Robert Jandy, Mary Martin, Cathy Martyn, Maureen Penny, Gary Sumner and Keith Williams

Councillor Jim Grant attended the meeting regrading Minutes 5, 6, 9, and 13.  
Councillor Bob Wright attended the meeting Minutes 6, 8, 9, 10, and 13.

### **1. Declarations of Interest.**

The Chair reminded members of the need to declare known interests in any matters to be considered at the meeting.

### **2. Councillor Robert Jandy**

Councillor David Renard, the Leader of the Council, welcomed Councillor Jandy to his first Cabinet meeting in his capacity as Cabinet Member for Organisational Excellence and wished him every success.

### **3. Minutes.**

Resolved – That the minutes of the meeting held on 7<sup>th</sup> May 2020 be confirmed and signed as a correct record.

### **4. Public Question Time.**

Ms Trisha Philpot, West Swindon Parish Councillor, submitted a question concerning the timing of the introduction of school safety measures. Councillor Maureen Penny, Cabinet Member for Highways, Maintenance, and Waste Service said a written response had been provided.

Mr Roy Worman, North Swindon Resident, submitted two questions regarding the costs of working with a partner organisation and landfill costs. Councillor Maureen Penny, Cabinet Member for Highways, Maintenance, and Waste Service said a written response had been provided. Mr Worman asked a supplementary question about environmental costs, to which Councillor Keith Williams, Cabinet Member for Climate Change undertook to provide a written answer. Mr Worman asked a further question about the StreetSmart costs to which the Director of Operations, the Councillor Holland: Cabinet Member for Commercialisation, Education, and Skills and Councillor Williams responded at the meeting.

### **5. Swindon Borough Council Covid-19 Response**

The Leader of the Council and the Chief Executive submitted a joint report setting out the actions the Council is taking to recover from the impacts of the Covid-19 pandemic. The joint report also set out how Council had maintained the majority of

its services during the Response Phase with increased use of technology and flexible working practices allowing essential services to be provided. The Recovery Plan also addressed how the Council will seek to learn lessons from this unprecedented event and identify opportunities to re-shape the way the Council delivers services to residents.

The Leader of the Council emphasised the importance of restarting the economy and preserving jobs along with undertaking to provide regular updates to subsequent Cabinet meetings. Councillor Jim Grant asked a series of questions about whether the administration would form a cross-party working group to develop plans as well as how non-executive Councillors could contribute to their development. The Leader of the Council and Councillor Dale Heenan – Cabinet Member for the Town Centre, Culture and Heritage – responded at the meeting.

Resolved: (1) That the Covid-19 Recovery Plan (attached at Appendix One to the main report), be approved and that it be noted that the Recovery Plan will run in parallel with the formal response.

(2) That the Chief Executive in consultation with the Leader of the Council be authorised to implement the measures set out in the Recovery Plan.

(3) That it be noted that the Council remains in emergency response and that the Recovery Plan will run in parallel until the point of formal handover from the Strategic Coordinating Group (SCG) as directed by Central Government.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **6. Budget Management Update (July)**

The Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills along with the Corporate Director of Finance and Assets submitted a joint report presenting the provisional revenue position for 2019/20, subject to audit by Grant Thornton, the Council's external auditors.

The Deputy Leader thanked officers and fellow Cabinet Members for delivering an underspend in the 2019/20 financial year. Councillor Holland summarised the financial effects of the Covid-19 pandemic so far with both higher costs and lower revenue. He advised Members that the Corporate Director of Finance and Assets (Section 151 Officer) did not consider that he would have to issue a Section 114 Notice that the Council was financially unsustainable at this time; however, this was a matter for the Section 151 Officer's professional judgement for the future.

Councillors Jim Grant and Bob Wright asked a series of questions covering:

- What lobbying the Council was undertaking to secure additional government funding to cover the anticipated shortfall.
- Whether the Section 151 Officer could bring a report to Council to set out what a Section 114 notice and the circumstances in which it could be used.
- What degree of confidence the Cabinet Member and Corporate Director had in managing the budget deficit.

The Leader of the Council, Councillor Holland, and the Corporate Director of Finance and Assets responded at the meeting. Councillor Holland agreed to provide a briefing to all Members regarding Section 114 notices.

Resolved: (1) That the 2019/20 revenue out-turn for each service area set out in Table 1 in the body of the report and Appendix 1 to the main report be noted;  
(2) That it be noted that the underspend on the General Fund of £613k has resulted in an increase in the General Reserve to £7.2m and that the Chief Executive be asked to thank all staff for helping achieve this.  
(3) That the flexible use of capital receipts in 2019/20, as set out in Appendix 2 be noted  
(4) That the update on the impact of COVID-19 be noted.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **7. Capital Monitoring - Outturn**

The Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills along with the Corporate Director of Finance and Assets submitted a joint report presenting the 2019/20 year end monitoring position for the Council's capital programme and some proposed changes to the programme.

Councillor Holland, the Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills, drew Members' attention to the additional money that had been received for highways maintenance as well as Section 106 developers' contributions for Coate.

Resolved: (1) That the 2019/20 year end position of the capital programme expenditure as set out in Tables 1 & 2 of the main report and Appendices 1 and 2 be noted.  
(2) That it be noted that there are no new variances to the programme as they have all been reported to Cabinet at previous meetings;  
(3) That the addition to the programme of a) £429k for Coate Water Country Park Improvements funded from S106 contributions and b) £2.016m for Highway maintenance including pothole repairs, carriageway resurfacing and traffic signal refurbishment funded through grant funding from the new Transport Infrastructure Investment Fund as detailed at paragraph 3.7 of the main report be approved.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **8. Treasury Management out turn report**

The Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills along with the Corporate Director of Finance and Assets setting out the Treasury Management performance for 2019/20.

Councillor Bob Wright asked a question about which programmes had the additional the £20m borrowing been used to support. The Corporate Director of Finance and Assets undertook to provide a written response.

Resolved: That the 2019/20 Treasury Management performance as detailed at paragraphs 3.1 to 3.23 of the main report and the Prudential Indicators shown at Appendix 2 be noted.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **9. Council's Waste Strategy: Year 2 Proposals**

The Cabinet Member for Highways, Maintenance and Waste Services along with the Director of Operations submitted a joint report that outlined the next steps in the delivery of the Council's waste strategy (agreed by the Council in 2018). The report responds to the Council's obligation to make every possible effort to achieve the national Government target of achieving a 60% recycling and composting rate by 2030. This is also complimentary to the Council's ambition to achieve zero carbon emissions by 2030.

Councillor Maureen Penny, the Cabinet Member for Highways, Maintenance and Waste Services, introduced the report and the Leader stated that responsibility for the strategy was now under Councillor Keith Williams, Cabinet Member for Climate Change.

Councillors Jim Grant and Bob Wright asked a number of questions relating to

- Whether the soft-market testing would be published
- Would outsourcing and changing collection frequencies be covered as part of the review
- The future roll-out of food waste collection
- The ability to deliver any changes within the current budget
- When Members would see specific options.

Councillor Williams responded at the meeting.

Resolved: (1) In accordance with the year 2 action plan of the Council's Waste Strategy, that it be agreed to the immediate commencement of an end to end review of waste operations, both collection and disposal, the outcomes of which will be reported back to the Cabinet Member for Highways, Maintenance and Waste Management, the Cabinet Member for Climate Change and the Cabinet Member for Commercialisation, Education and Skills. This will be informed by a soft market testing exercise to understand the options available to the Council in relation to co-mingled recyclates, disposal options for recycling and general waste as well as a full review of our current collection regime.

(2) That the Cabinet Member for Climate Change, in consultation with the Cabinet Member for Highways, Maintenance and Waste Management and the Cabinet Member for Commercialisation, Education and Skills, be authorised to determine the preferred options for the waste and recycling service providing that those options can be accommodated within the current budget for the service.

(3) That the Director of Operations be authorised then to implement the preferred options for the waste and recycling service provided that they can be accommodated within existing budget.

(4) That it be agreed to include the rollout plan for borough wide food waste collection in the review so that, following the successful trial with 11000 households, it can be rolled out across the borough as and when capacity in the waste team allows, providing it can be done within the current budget of the service.

(5) That the Director of Operations be authorised to extend the current food waste trial for households on the trial until the point at which a full scale food waste collection service can be rolled out across the borough.

(6) That officers be authorised to produce a comprehensive and proactive



communications campaign and action plan which includes further public engagement to gauge resident and stakeholder appetite and understanding of any potential changes to the service that may be considered in order to support a smooth transition to any proposed new service.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **10. School Safe Environment Zone**

The Cabinet Member for Highways, Maintenance and Waste Services along with the Head of Highways & Transport submitted a joint report setting out proposals to deliver a 1 programme of road safety improvements outside schools over the next 5 years. The report also responds to Council's resolution in relating to a petition of 19<sup>th</sup> September 2019 that asked officers to bring a report to Cabinet outlining the road safety priorities for the Borough and for this report to consider the measures required for the Borough including Hay Lane (Council Minute 32, 2019/20 refers).

Councillor Maureen Penny, the Highways, Maintenance and Waste Services, summarised how the proposals would provide bespoke solutions based on clear criteria according to a priority list that would be reviewed annually. Councillor Dale Heenan, Cabinet Member for the Town Centre, Culture and Heritage along with Councillor Gary Sumner, Cabinet Member for Strategic Infrastructure, Transport, and Planning spoke in favour of the report. Councillor Bob Wright asked a question about providing education for motorists on the risks to children from cars, to which Councillor Penny responded at the meeting.

Resolved: (1) That it be agreed that the road safety improvements on Hay Lane, West Swindon as set out in paragraph 3.12 of this report be delivered and that the petitioners be advised accordingly.

(2) That the process set out in paragraphs 3.16 – 3.19 of this report to deliver road safety improvements outside schools across Swindon over a 5 year programme in line with the approved Capital programme be agreed.

(3) That the Head of Highways and Transport be authorised to implement the School Safe Environment Zones 5 year capital programme and to oversee the 5-year programme of road safety improvements outside schools across Swindon.

(4) That the Head of Highways and Transport, in consultation with the Cabinet Member, be authorised to oversee an annual review and update of the prioritised list of schools using the latest data available.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **11. SEND Home to School Transport Policy 2021/22**

The Cabinet Member for Children's Services and the Interim SEND Lead submitted a joint report seeking Cabinet's agreement to approve the Special Educational Needs and Disability Home to School Transport Policy for 2021-22.

Councillor Mary Martin, the Cabinet Member for Children's Services, summarised how the proposals would clarify the support offered to young people as the criteria varied according to three age bands as well as how staff who were appropriately

qualified would be permitted to administer prescribed medication.

Resolved: (1) That the outcome of the consultation process and the revision to draft policy to make it more accessible as well as to set out how children and young people's medical needs would be met on transport be noted.

(2) That the Special Educational Needs and Disability Home to School Transport Policy for all applicants for 2021-22 be approved.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **12. Councillors' Allowances 2020/21 - Recommendations of the Independent Remuneration Panel (Minute for Confirmation)**

The Leader of the Council and the Chief Legal Officer (Monitoring Officer) submitted a joint report inviting Cabinet to consider the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2021/2022. The Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills asked colleagues to thank the Independent Remuneration Panel members for their work in producing the recommendations.

Resolved: (1) That it be noted that the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2021/2022 were considered and recommend to Council that (Minute for Confirmation).

(2) The levels of Councillors' Basic Allowance, Special Responsibility Allowances, and Travel, Subsistence and Dependent Care Allowances remain unchanged for the 2021/2022 Municipal Year.

(3) The level of Basic Allowance be index linked to the percentage increase in pay awarded to officers in the national round for a period of four years (commencing in May 2021 and ending in May 2025).

(4) The Council be asked to take a view on the Panel investigating the introduction of a Parental Leave Policy for Councillors.

(5) The Chief Legal Officer be authorised to introduce a revised Councillors' Allowances Scheme for 2021/2022, as attached at Appendix One, based on the recommendations of the Independent Remuneration Panel, as approved and adopted by the Council.

The reasons for the decision and alternative options are as set out in the report to the meeting.

## **13. Swindon Town Deal Board**

The Leader of the Council and the Head of Strategic Growth and Place submitted a joint report to request authorisation for the use of capacity funding allocated by Government to Swindon Borough Council (a total of £173,029) for the purpose of setting up a Town Deal Board and developing a Town Investment Plan. The report also seek authorisation for the Council to accept the role of Accountable Body for the Towns Fund, as Lead Authority for Swindon, and to put in place the required governance arrangements.

Councillor Dale Heenan, Cabinet Member for the Town Centre, Culture, and Heritage, welcomed the report and the opportunity for the Board to bid for £25m of

funding. Councillors Jim Grant and Bob Wright asked questions relating to:

- Whether the Council's representation on the board should be cross party,
- How the Community Engagement was working to keep parishes and ward councillors informed, especially as the parish council representative did not come from a parish in the urban core,
- How a change in council administration might affect the Board's proposals.

The Leader of the Council responded at the meeting.

Resolved: (1) That the setting up of a Town Deal Board as detailed in this report be authorised subject to the following:-

- (a) Swindon Borough Council will act as the Accountable body,
  - (b) The Board Members will agree to abide by the Council's code of Conduct (attached at Appendix One),
  - (c) The Board Members will agree to be bound by the Council's whistleblowing policies.
  - (d) The Council will act as the administrator for the Board, with meetings being held in accordance with the provisions of the Local Government Act 1972 and included on the Council's website,
- (2) That the Head of Strategic Growth and Place, in consultation with the Corporate Director of Finance and Assets and the Leader of the Council, be authorised to authorise expenditure of capacity funding of £173,029 by the Swindon Town Deal Board as agreed by the Board.
- (3) That the Chief Executive in consultation with the Leader be authorised to agree Heads of Terms with the Ministry of Housing, Communities, and Local Government (MHCLG) in order to receive project funding for specific projects as identified and by the Town Deal Board and agreed by MHCLG.
- (4) That the Corporate Director of Finance and Assets (S.151 Officer) be authorised to provide a return to government on the progress of the Town Deal Board as required by guidance.

The reasons for the decision and alternative options are as set out in the report to the meeting.

This page is intentionally left blank

## Covid-19 Recovery Report

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

Author: The Leader of the Council  
Chief Executive

Wards: All

Parishes Affected: All

---

### **1. Purpose and Reasons**

- 1.1 This report provides an update on the Covid-19 cases that have been identified and the action taken in accordance with the Local Outbreak Management Plan (“LOMP”) including the re-instatement of Gold Response from Monday, 10<sup>th</sup> August 2020. A verbal update on the current situation will be given at the Cabinet meeting.
- 1.2 The report also sets out the progress the Council has made to recover from the impacts of the Covid-19 pandemic
- 1.3 As reported on 1st July 2020 to Cabinet, the majority of the Council’s services have been maintained during the Response Phase with increased use of technology and flexible working practices allowing essential services to be provided (Cabinet Minute 5, 2020/21 refers). As the lockdown has eased, many non-essential services have recommenced.
- 1.4 The Recovery Monitoring Report sets out the Council’s progress and the steps being taken and planned to meet the demands of negative health, wellbeing and economic consequences as a result of the ongoing pandemic.

### **2. Recommendations**

Cabinet is recommended to:

- 2.1 Note the Gold response to the recent localised Covid-19 outbreak
- 2.2 Note the progress towards delivering the Covid-19 Recovery Plan (attached at Annexes One and Two).
- 2.3 Invite the Overview and Scrutiny Committees to review the recovery workstreams of the Covid-19 Recovery Plan, and collate lessons learnt since March 2020 as set out below.
  - 2.3.1 Adults' Health, Adults' Care and Housing Overview and Scrutiny Committee - Social Care, Housing & Vulnerable Groups workstream.
  - 2.3.2 Children's Health, Social Care and Education Overview and Scrutiny Committee - Social Care, Housing & Vulnerable Groups and Education, Skills & Learning workstreams.

---

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, [skemp@swindon.gov.uk](mailto:skemp@swindon.gov.uk).

# Covid-19 Recovery Report

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

2.3.3 Communities and Place Overview and Scrutiny Committee - Social Care, Housing & Vulnerable Groups and Operational Services workstreams.

2.3.4 Growing the Economy Overview and Scrutiny Committee - the economy workstream.

2.3.5 Resources and Corporate Overview and Scrutiny Committee – the organisation workstream.

## **3. Response to Recovery**

- 3.1 On 16th March 2020, at 9.15am, the CEO declared a major incident in Swindon relating to the Covid-19 pandemic. Alongside this, the Wiltshire and Swindon Local Resilience Forum also declared an emergency situation and set up the Strategic Coordinating Group (SCG) chaired by Wiltshire Police's Assistant Chief Constable.
- 3.2 Swindon BC played a full part in the SCG alongside the LRF partners, including Wiltshire CC, police, fire, CCG, local hospitals, ambulance, military and the Environment Agency.
- 3.3 The SCG was a vital mechanism to ensure a coherent and proactive response to dealing with the COVID-19 pandemic.
- 3.4 From 28th May 2020, SBC began running the Gold Response and Recovery in parallel with the Recovery Plan being signed off by Cabinet on 1st July 2020.
- 3.5 On 21st July 2020, due to the effective and recognised work by Swindon BC and Wiltshire CC in respect of their Recovery Planning and strong plans being in place, the SGC Partners agreed to stand down the formal SGC structure and responsibility for the Recovery phase to SBC and WCC was formally handed over from the SCG to SBC.
- 3.6 In line with the Civil Contingency Act 2004, a Recovery Co-ordinating Group (RCG) was set up on 21st July 2020 chaired by the CEO with SBC senior officers together with those from health and police. The Leader and party group leaders were notified of this as part of the Chief Executive's Officer Decision Note.
- 3.7 The RCG will continue to meet until such time as the Recovery Plan has been deployed with longer term activities being moved into the relevant directorate's Business Plan activities.

### August 2020 Standing up Gold Response

- 3.8 On Monday, 10<sup>th</sup> August 2020, the CEO stood up a Gold Response Group to deal with an increase in transmissions of COVID. This was done in agreement with the Local Resilience Forum and Public Health England and set out in an Officer Decision Notice in consultation with the Leader of the Council.

---

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, [skemp@swindon.gov.uk](mailto:skemp@swindon.gov.uk).

# Covid-19 Recovery Report

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

- 3.9 Gold is chaired by the CEO with key partners attending and supported by Silver and bronze groups.
- 3.10 The five Bronze groups are
- Intelligence
  - Communications
  - Community Engagement
  - Outbreak Management
  - Shielding
- 3.11 The objectives of the Gold Response Group are:
- 3.11.1 To lead the response to rapidly tackle the rise in covid-19 transmissions within communities with higher levels of covid-19 prevalence:
- 3.11.2 To agree decisive actions, and oversee their implementation, to lead to a rapid reduction in covid-19 transmissions in the affected communities:
- 3.11.3 To lead the continued response if covid-19 transmissions do not fall within expectations and seek national support to introduce further measures to tackle the rise: and
- 3.11.4 To keep response in place until such time as Gold is satisfied that the transmission is at a safe level in line with PHE guidelines and tolerance.
- 3.12 Swindon has been added as an “Area of Concern” to the National Coronavirus list which is overseen by the Department of Health and Social Care. Swindon has been recognised as having a strong grip with daily and detailed reviews in place. It is also recognised that Swindon has a higher than average contact success rate. Swindon’s status is reviewed weekly and at the time of writing, continues as an Area of Concern.
- 3.13 A strong communications campaign is in place “It’s up to all of us” together with targeted messaging in affected postcode areas of SN1 and SN2. Community Leaders have been instrumental in reaching specific areas of the population.
- 3.14 A mobile testing unit has been re-introduced at the County Ground which is being well used by the local community.
- 3.15 Proactive engagement is underway with businesses particularly emphasising advice for those car sharing to get to work. Car share packs have been distributed for those where sharing is unavoidable.
- 

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, [skemp@swindon.gov.uk](mailto:skemp@swindon.gov.uk).

# Covid-19 Recovery Report

Cabinet

Date: 9<sup>th</sup> September 2020

---

## The Recovery Plan

- 3.16 Cabinet approved the Council's Recovery Plan framework on 1<sup>st</sup> July 2020 (Cabinet Minute 5, 2020/2021 refers).
- 3.17 The central aim is to meet the ambition set out in the Government's roadmap to 'return to life as close to normal as possible, for as many people as possible, as fast and fairly as possible...in a way that avoids a new epidemic, minimises lives lost and maximises health, economic and social outcomes.'
- 3.18 Working with partners and residents the objectives of the plan are:
- 3.18.1 To support Swindon residents to recover from the effects of Covid 19 on their health and environment as quickly as possible.
  - 3.18.2 To support Swindon businesses to recover from the effects of Covid 19 as quickly as possible.
  - 3.18.3 To ensure community resilience and partnerships are strengthened as a legacy of how the Council and other public bodies have worked through this crisis.
  - 3.18.4 To make the transition from recovery workstreams into business as usual as soon as possible to establish the "New Normal."

## Recovery Workstreams.

- 3.19 The six workstreams are set out below along with a summary of their key priorities:
- 3.20 The Organisation – (Cabinet Member: Cllr Jandy - Lead Officer: Sonia Grewal)  
Ensure that the workforce are supported to deliver the recovery priorities both in terms of supporting the health and wellbeing of staff and ensuring technology and buildings meet the changed needs. Continue to maximise the benefits of flexible working and new technologies.
- 3.21 Economy – (Cabinet Member: The Leader - Lead Officer: Philippa Venables)  
Understand the impact on Swindon's businesses, rolling out Government support packages and introducing new initiatives to support business retention and growth. Identify new opportunities for inward investment and marketing Swindon as a great place for business. Review, prioritise and recommence the Council's programme of capital schemes.
- 3.22 Social Care, Housing & Vulnerable Groups – (Cabinet Members: Cllr Ford, Cllr Martin and Cllr Martyn - Lead Officers: Angela Clarke & Angela Plummer)  
Address the impacts of lockdown including increased referrals relating to abusive relationships, alcohol and substance use, and mental health problems.  
Recommence day services for adults and children and work with care homes to

---

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, [skemp@swindon.gov.uk](mailto:skemp@swindon.gov.uk).



# Covid-19 Recovery Report

Cabinet

Date: 9<sup>th</sup> September 2020

---

begin to stabilise the care sector. Work with partners to support and meet the needs of vulnerable adults and children including the homeless. Re-introduce and prioritise all housing functions including lettings and work with partners to address neighbourhood tensions.

- 3.23 Health & Wellbeing – (Cabinet Members: Cllr Ford and Cllr Martyn - Lead Officer: Steve Maddern) Understand the impact of Covid-19 on the health of the Swindon population, restarting or introducing new schemes to promote wellbeing. Support Covid-19 related activities such as testing and immunisation and build resilience within the community and health protection services.
- 3.24 Operational Services – (Cabinet Member: Cllr Penny - Lead Officer: Tony Galloway) Reopen facilities such as the HWRC and STEAM and re-start services such as birth registrations and school transport. Meet pent up demand for regulatory services such as planning and meet new demands such as environmental health Covid-19 compliance checks.
- 3.25 Education, Skills & Learning – (Cabinet Member: Cllr Holland - Lead Officer: Sally Burnett) Support the re-opening of education settings ensuring the educational needs of students, particularly the vulnerable are met. Managing the risk of increased unemployment amongst all ages and managing the needs of those not in education, employment or training.

## Progress of the Recovery Plan

- 3.26 Significant progress has been made towards delivery of the workstreams and the ongoing activity can be seen in Annex One and completed activity in Annex Two.
- 3.27 Cabinet is requested to consider asking the relevant Overview and Scrutiny Committees to review the progress, together with any lessons learnt and future activities to be considered with an update to the Cabinet meeting no later than December 2020.

## **4. Alternative Options**

- 4.1 The Council could decide not to implement the Covid-19 Recovery Plan or the Gold Response Group. In these scenarios it is likely that there will be significant impacts on the health and wellbeing of the Borough's residents along with increased negative economic and financial impacts.

## **5. Implications, Diversity Impact Assessment and Risk Management**

### Financial and Procurement Implications

- 5.1 The Council's financial position is being carefully monitored. Short-term, some responses to Covid-19 effects are being funded in part by Central Government and the Council has been allocated £930,773 from the Government to support the implementation of the Local Outbreak Management Plan.

---

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, skemp@swindon.gov.uk.

# Covid-19 Recovery Report

Cabinet

Date: 9<sup>th</sup> September 2020

---

- 5.2 The Government has also provided Covid 19 emergency funding grant of £13m as well as announcing other elements of financial support. Regular feedback continues to be provided to Central Government in relation to the pressures being faced by the Council in order to inform future funding settlements.

## Legal and Human Rights Implications

- 5.3 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.
- 5.4 Officers continue to monitor the special legislation and regulations introduced by government to allow councils to respond so that the delegated powers may be updated, extended, or revoked in a timely manner.

## Climate Change Impact

- 5.5 If implemented, some of the recommendations in the Recovery Plan could bring about a reduction in the Council's carbon footprint through an increased use of flexible working and technology reducing the need to travel to/during work and an increased focus on using non-motorised means of transport.
- 5.6 The Council will seek to maximise opportunities to access new funding streams to support sustainable transport and minimise climate change impacts during the recovery period.

## All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.7 The measures set out in the Recovery Plan seek to mitigate the negative health impacts associated with the Covid-19 pandemic.
- 5.8 In order to meet the peaks in demand for services and deliver the programme of actions, staff redeployment will continue to be required in the short-term. The volunteer workforce will be retained where possible and will in particular play an important role in continuing to support shielded individuals.

## Diversity Impact Assessment

- 5.9 The measures set out in the Recovery Plan seek to identify and mitigate the negative effects felt by all the Borough's residents as a result of Covid-19 as well as to accentuate any positive changes, for example, better use of accessible technology.
- 5.10 No Diversity Impact assessment (DIA) has been undertaken as the individual schemes will have individual risk assessments and DIAs when they are brought forward for Members' approval. The DIAs will address the needs of the nine

---

Further information on the subject of this report can be obtained from Susie Kemp, Direct Dial Telephone Number: 01793 463008, [skemp@swindon.gov.uk](mailto:skemp@swindon.gov.uk).

# Covid-19 Recovery Report

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

statutory protected categories as well as Cabinet's additional category of children in care and care leavers.

## Risk Management

- 5.11 There continues to be a risk of further virus peaks and the plan will need to be flexible and react to these if they occur. Further peaks are likely to increase the negative impacts associated with the initial lockdown.
- 5.12 Individual schemes will have individual risk assessments and DIA's.

## **6. Consultees**

- 6.1 The Corporate Director of Finance and Assets (s151 officer) and Chief Legal Officer (Monitoring Officer) are consulted in respect of all reports.

## **7. Background Papers**

- 7.1 None.

## **8. Appendices**

- 8.1 Annex 1 – Covid-19 Recovery Plan August 2020
- 8.2 Annex 2 – Covid-19 Recovery Plan completions August 2020

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for September 2020

This page is intentionally left blank

## Covid-19 Recovery Monitoring Plan - Actions - 18th August 2020

Workstreams	Priority	Lead	Action	Status			Anticipated completion date	RAG Status
				Complete	Underway	Not started		
The Organisation	Cabinet Member: Cllr Jandy - Lead Officer: Sonia Grewal							
	O1	SG	Bring those not currently able to work back into the workforce				Aug-20	A
	O1	SG	Develop policies, guidance to support health and wellbeing of staff as return to work / work from home)				Aug-20	G
	O2	SG	Assessment of buildings, when to reopen and who needs to use them				Aug-20	A
	O2	SG	Issue guidance on safe working practices				Aug-20	G
	O2	SG	Re-open buildings closed during response phase				ongoing	A
	O2	SG	Make required modifications to buildings (layout, hygiene etc)				Aug-20	A
	O3	SG	Issue guidance for managers on new team working patterns / styles				Aug-20	G
Economy	Cabinet Member: The Leader - Lead Officer: Philippa Venables							
	E1	PV	Collect & interpret new data being generated from business support programmes as part of wider data and intelligence workstream linked to the Economic Recovery Bronze working group				Oct-20	G
	E1	PV	Working with business support partners to understand the current and predicted economic impacts and amend plans accordingly				Oct-20	G
	E2	PV	Establish wellbeing and support provision for business owners and employers and those teams providing support				Sep-20	G
	E2	PV	Continue to provide commerical tenants with support, with Covid-19 related rent deferrals to be discussed with tenants on a case by base basis and additional support made available for those that need it.				Oct-20	G
	E3	PV	Refocus Business Retention and Expansion programme and TechSwindon digital support to meet demand and work with colleagues to promote new ESIF programmes				Aug-20	G
	E3	PV	Identify & develop solutions to potential barriers to business re-opening, in particular staff returning to work/public transport/walking & cycling				Aug-20	G
	E3	PV	Review of immediate businesses need and identify key sectors for safeguard and growth support and signpost to support				Aug-20	G
	E3	PV	Identify business need for retraining and apprenticeships through conducting Skills Survey with local businesses in collaboration with the local colleagues				Aug-20	G
	E4	PV	Review current place marketing messaging to reflect new business needs				Aug-20	G
	E4	PV	Post-Covid inward investment targeting campaign developed				Oct-20	G
	E5	PV	Progress with the Town Development Plan to be completed by the end of September for implementation				Sep-20	G
	E5	PV	Grant pavement licences where appopriate and track the number of licences granted to inform the Covid economic recovery plan (data workstream)				Oct-20	G
	E5	PV	Emergency Active Travel Fund now at bidding stage for phase 2				Aug-20	G
	E6	PV	Review policy framework to deliver a portfolio of suitable/available sites to meet the needs of SME housebuilders				End of Aug	G
	E6	PV	Review policy frameworks to support housebuilding and development of employment land through use of Local Development Orders in short-term.				End of Aug	G
	E6	PV	Review policy framework to deliver a portfolio of suitable/available sites to meet the needs of key economic growth sectors and associated R&D.				End of Aug	G

Workstreams	Priority	Lead	Action	Status			Anticipated completion date	RAG Status
				Complete	Underway	Not started		
Social Care, Housing & Vulnerable Groups	Cabinet Members: Cllr Ford, Cllr Martin and Cllr Martyn - Lead Officers: Angela Clarke & Angela Plummer							
	SHV1	AC	Abusive relationships campaign to encourage people to seek support. Develop managed pathways to support families that prevent need for intervention in crisis.				Aug-20	G
	SHV2	AC	Campaign to encourage parents to seek support re alcohol and substance use. Develop managed pathways into support that prevent need for intervention in crisis.				Aug-20	G
	SHV 4	AC	Identify children needing additional support as a result of lockdown (e.g young carers, those with emotional/mental health needs, those involved in crime and/or being exploited)				Sep-20	A
	SHV7	AP	In-house Day Service - Re-open OK4U				Sep-20	G
	SHV8	AP	Model demand requirements and potential managed exit of some provision to support stabilisation of care sector (prioitisation to follow once modelling complete)				no immediate risks identified but continue to monitor and review - stage 1 complete	G
	SHV8	AP	Re-open day services within Extra Care units (phased approach based on need)				Sep-20	A
	SHV9	AP	Recommence review of autism self assessment and actions required, transition roadshows and goal planning reinitiated				End of Sept-20	A
	SHV10	AP	Complete space and risk assessments to progress co-location with CCG (on-hold due to Covid restrictions)				October with some joint working in place from September	A
	SHV12	AP	Identify housing options for rough sleepers accommodated during lockdown				Sep-20	G
SHV15	AP	Reintroduce the voids and lettings process				Jul-20	G	
Health & Wellbeing	Cabinet Members: Cllr Ford and Cllr Martyn - Lead Officer: Steve Maddern							
	HW1	SM	Undertake resident survey to understand impact of Covid-19 on population health				Aug-20	A
	HW2	SM	Implementation of sustainable test, trace, track programme				Jun-20	G
	HW2	SM	Restart sexual and reproductive health services				Sep-20	G
	HW3	SM	Restart weight management programmes				Sep-20	G
	HW3	SM	Restart of NHS Health Checks				Sep-20	A
	HW3	SM	Restart Diabetes Prevention Programme				Sep-20	A
	HW3	SM	Restart smoking cessation offer				Sep-20	A
	HW3	SM	Restart Fall Prevention programme				Sep-20	A
	HW3	SM	Launch Walk/Cycle promotion project				Sep-20	A
	HW4	SM	Create sustainable partnership model for delivery of Live Well Hub services				Sep-20	A
	HW4	SM	Develop & launch financial hardship related programmes				Sep-20	A
HW5	SM	Review Community Safety Partnership priorities, working with partners to support recovery				Aug-20	A	

Workstreams	Priority	Lead	Action	Status			Anticipated completion date	RAG Status
				Complete	Underway	Not started		
Operational Services	Cabinet Member: Cllr Penny - Lead Officer: Tony Galloway							
	OS2	TG	To keep the HWRC opening and booking system under review				Spring 2021	G
	OS3	TG	Re-open customer facing reception services - by appointment only				16th Sept	G
	OS	TG	Re-commence citizenship ceremonies				1st Sept 20	G
	OS	TG	Re-open STEAM				Date under review	A
	OS	TG	Re-open Lydiard hotel & museum				Date under review	A
	OS	TG	Start Quick Choice service at Central library (bookable slots)and bookable Computer sessions at Central Library				31-Aug-20	G
	OS	TG	Start Quick Choice service at other core Libraries ( Park, Highworth, North and West Swindon) - ( bookable slots )and bookable Computer sessions at all sites				w/b17th August 2020	G
	OS	TG	Bookable computer sessions at other core libraries				w/b24th August 2020	G
Education, Skills & Learning	Cabinet Member: Cllr Holland - Lead Officer: Sally Burnett							
	ESL1	SB	Ensure reasonable endeavours are made to secure and deliver provision for SEND children is delivered according to the EHC Plan under temporary legislation. SEND team have followed up with all schools outstanding to reveiw progress, information is being collated and will be available this week.				30th Sept 20	G
	ESL1	SB	Ensure dedicated home to school transport for pupils with an EHCP (SEND) supports the school attendance and provides a safe mode of transport through efficient operational planning and financial spend.				3rd Sept 20	A
	ESL1	SB	Attendance Strategy to ensure all pupils return to school and to include specific actions needed for the vulnerable.				1st Sept	G
	ESL2	SB	Support re-opening of schools from September and ensure transiition of all children both back into provision and phase transfers (children starting reception, junior school, secondary school)				1st Sept	G
	ESL2	SB	Support Schools with a programme of 'catch up' for pupils with a focus on the vulnerable and ensure access to the National Tutoring Programme. Specific programme for CLA to be developed.				30th Sept	A
	ESL2	SB	Put in place an automated system to collate attendance data, agree end to end process and agree resources.				30th Nov	A
	ESL3	SB	Ensure that all young people identified as at risk of NEET are case loaded and receive support.				3rd Sept 20	A

This page is intentionally left blank



Completed Actions (Previous Reporting Periods)								
Workstreams	Priority	Lead	Action	Status	Completion Date			
				Complete				
The Organisation	Lead Member: Cllr Jandy - Lead Officer: Sonia Grewal							
	O1	SG	Complete Covid-19 Secure Risk Assessment		Jun-20			
Economy	Cabinet Member: The Leader - Lead Officer: Philippa Venables							
	E3	PV	Promote existing cycling network to businesses to encourage greater usage by those commuting to work		Jun-20			
	E2	PV	Develop package of support for commercial tenants ahead of next quarter		Jul-20			
	E5	PV	Review and re-prioritise capital programme		Jul-20			
	E5	PV	Keeping construction on-site in line with guidance. Where possible across the borough, managing risk where there is Covid impact		Jun-20			
	E5	PV	Identify and implement changes to town centre/retail areas to support safe retail reopening e.g signage, temporary road changes to support queuing, communications programme.		Jul-20			
	E5	PV	Facilitate the temporary repurposing TC retail units					
	E5	PV	Review policies to enable change of use. Flexibility in plan and policy making to respond to market demand through pragmatic planning policy advice in short-term.		Jul-20			
	E5	PV	Consider temporary review in terms/pricing of pavement licenses as outlets reopen.		Jul-20			
	E5	PV	Capital schemes on hold to be re-started (where appropriate)		Jul-20			
	E5	PV	Review and implement Emergency Active Travel Fund to repurpose streets for walking and cycling		Jun-20			
	Social Care, Housing & Vulnerable Groups	Lead Members: Cllr Ford, Cllr Martin & Cllr Martyn - Lead Officers: Angela Clarke & Angela Plummer						
SHv12		AP	Complete scoping for business improvement teams to process map current and desired processes between hospital, ICT and Customer services.		Scoping complete, delivery starts w/c 20th July			
SHV7		AP	In-house Respite Care - Re-commence service offering respite to carers for adults with learning disability (with a reduced number and based on highest level of need) - Firethorn / bungalows					
SHV11		AP	Maximising capacity within reablement for hospital discharges and ICT (front door) referrals					
SHV5		AC	Bring back face to face family time for children in our care, in a safe environment, having identified the order of priority need.		Jul-20			
SHV7		AP	In-house Day Service - Re-open OK4U		Sep-20			
Health & Wellbeing	SHV8	AP	Model demand requirements and potential managed exit of some provision to support stabilisation of care sector (prioitisation to follow once modelling complete)		Aug-20			
	SHV2	AC	Campaign to encourage parents to seek support re alcohol and substance use. Develop managed pathways into support that prevent need for intervention in crisis.		Aug-20			
	SHV15	AP	Reintroduce the voids and lettings process					
	Lead Members: Cllr Ford and Cllr Martyn - Lead Officer: Steve Maddern							
	HW2	SM	Implementation of sustainable test, trace, track programme					

Operational Services							
	Lead Member: Cllr Penny - Lead Officer: Tony Galloway						
	OS1	TG	Re-open HWRC		20th May partial reopening 10th June extend hours (9am to 4pm)		
	OS7	TG	Re-commence birth registrations		10-Jun-20		
	OS	TG	Provide access to SMAG exhibitions		01-Jun-20		
	OS	TG	Re-open Lydiard Car Park		13th May 20		
	OS	TG	Re-open Enterprise Works		01-Jun-20		
	OS	TG	Re-commence site visits as part of Planning and Reg Services function		w/c 15 June 20		
	OS	TG	Enable return to full statutory planning service		w/c 15 June 20		
	OS	TG	Re-start HRA and corporate routine repairs		w/c 8th June		
	OS	TG	Re-start HRA & corporate capital works		w/c 15 <sup>th</sup> June		
	OS5	TG	Remove relaxation of parking enforcement and return to tighter measures				
	OS7	TG	Re-commence weddings				
	OS	TG	Re-open Lydiard catering outlets				
	OS	TG	Managers and senior staff return to Libraries to redesign layouts				
	OS	TG	Re-open Central Library with Reserve and Collect/ Grab and Go service - 3 bookable sessions		w/b 13th July 2020		
	OS	TG	Sopra Steria ( Visa Biometric ) booked sessions to start at Central Library		w/b 20th July 2020		
	OS	TG	Library book returns available at All core library sites		w/b 20th July 2021		
Education, Skills & Learning	OS	TG	Frontline staff return to libraries for training and stock work		9th July 2020		
	OS	TG	Re-open other core libraries with Reserve and collect/ Graband Go - bookable sessions spread across the week at other core libraries(North, Highworth, Park, West)		w/b 27th July 2020 - opening of other 4 core library sites		
	Lead Member: Cllr Holland - Lead Officer: Sally Burnett						
	ESL2	SB	Provide risk assessment template for schools and settings re-opening to more students, quality assure for maintained schools and provide feedback to schools and offer support if required.		1st June		
	ESL2	SB	Collate information on the offer for all students from 1st June or 15th June (secondary) and agree a collaborative approach to meeting demand (brokerage).		15th June		
	ESL2	SB	Ensure we are able to report on the attendance of pupils in schools. Set up a process to receive information direct from schools.				
	ESL1	SB	Ensure vulnerable children and young people are offered a place in schools and settings from 1st June or 15th June (secondary) when eligible, identify gaps and work with schools to provide places.		24th July		
	ESL2	SB	Following guidance for early years, put in place a plan for summer holiday and September opening and ensure needs are met.		24th July		
	EL3	SB	Identify young people who are school and college leavers and who are at risk of NEET		14th July		

## Budget Management 2020/21

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

Authors: Cabinet Member for Commercialisation, Education and Skills  
Corporate Director of Finance and Assets

Wards: All

Parishes Affected: All

---

### **1. Purpose and Reasons**

- 1.1 This report presents the 2020/21 revenue budget forecast out-turn.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.
- 1.3 Responsible budget management helps ensure that the Council consistently makes the best use of all available resources as well as providing focus for the Council's improvement programmes.

### **2. Recommendations**

Cabinet is recommended to:

- 2.1 Note the 2020/21 revenue budget forecast out-turn for each service area set out in Table 1 and Appendix 1;
- 2.2 Note the update on the COVID-19 funding support;
- 2.3 Note that the Corporate Management Team will develop plans to mitigate the current forecast overspend;
- 2.4 Approve the virements set out in Appendix 2;
- 2.5 Approve the maintenance of Members Allowances at the current approved level.

### **3. COVID-19 Funding Support**

- 3.1 The Government has announced three tranches of COVID-19 emergency funding (£1.6bn, £1.6bn and £500m) which have each been allocated using different methodologies. Swindon's allocation of the funding is £13m.
- 3.2 On 2<sup>nd</sup> July 2020 the Government announced two other elements of financial support for the Council:
  - 3.2.1 A new scheme to reimburse councils for lost income from sales, fees, and charges

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

# Budget Management 2020/21

Cabinet

Date: 9<sup>th</sup> September 2020

---

3.2.2 Changes so that local authorities spread their tax deficits over three years rather than the usual one

## Reimbursement of Lost Income

- 3.3 Under the proposed scheme - which relates to 2020/21 only - councils will absorb losses up to 5% of their planned sales, fees and charges income, with the government compensating them for 75p in every pound of relevant loss thereafter.
- 3.4 Although the Government hasn't produced a full list of eligible income types it has explicitly stated that rental income streams are not covered. Car parking charges are included.
- 3.5 Compensation should be based on net losses, where a local authority has been able to reduce expenditure, or has received other compensation. The detailed arrangements of the scheme are still being developed by the Government. Therefore the value of support to Swindon is unknown at this stage.

## Collection Fund Deficits

- 3.6 Where there is a shortfall in council tax and business rate receipts this leads to a deficit on the collection fund, which is usually met during the following financial year.
- 3.7 The government is proposing that repayments to meet collection fund deficits accrued in 2020/21 will instead be phased over a three-year period (2021/22 to 2023/24) to ease immediate pressures on budgets.
- 3.8 This change will require secondary legislation and is subject to further detailed design. It is anticipated that the necessary regulations will be in place in the Autumn.

## Forecast Out-turn for 2020/21

### General Fund

- 3.9 The year-end projection, based on the position at the end of June is that the pressures on the General Fund total £18.7m. This is prior to the application of the emergency COVID-19 emergency funding and reflects the impact of the exceptional circumstances arising from the COVID-19 pandemic.
- 3.10 The significant cost pressures are:
- 3.10.1 An increase in the forecast for the cost of Adult Social care provision as a result of the pandemic (£4.2m). This includes:-

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

# Budget Management 2020/21

Cabinet

Date: 9<sup>th</sup> September 2020

---

- Additional payments to providers to support costs associated with PPE, staffing and emergency protective equipment;
- Increased demand for homecare packages and community equipment;
- Shortfall in savings delivery due to lack of social worker capacity to roll out new ways of working as a result of the pandemic.

3.10.2 Anticipated increases in demand for Children's placements along with increasing placement costs has resulted in a forecast cost pressure (£3.2m);

3.10.3 An increase in the forecast costs of the waste service due to a combination of adverse market conditions resulting in higher disposal costs and increased costs of collections necessary to ensure that safe working practices were in place whilst collections continued throughout the pandemic (£0.7m);

3.10.4 Contribution to the costs of additional mortuary capacity required as part of the planning for excess deaths arising from the pandemic (£0.5m).

3.11 There has been a severe impact on the council's income, with the current year-end shortfall forecast to be £11m. However, this will reduce by the value of government support for lost income (referred to in paragraphs 3.3-3.5 above).

3.12 The majority of the council's income streams have been affected but the most notable of these are:-

3.12.1 Car parking, parking enforcement and bus lane enforcement;

3.12.2 Traded income from schools and parishes;

3.12.3 Plas Pencelli, Steam Museum, Lydiard House Hotel and Enterprise Works.

3.13 The importance of effective support from central government, initially for the current financial year, cannot be overstated. Work continues through the Local Government Association and South West Councils to ensure that the Government understands the financial pressures faced by the Council. After allowing for the £13m grant funding announced to date, the Council's net overspend forecast for the year-end is £5.7m. The Government support for income losses will reduce this further.

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

## Budget Management 2020/21

Cabinet

Date: 9<sup>th</sup> September 2020

3.14 The budget and out-turn by Department is set out in Table 1 below.

Table 1 – General Fund Out-turn By Department

Department	Budget 2020/21	Forecast	Variance
	£'000	£'000	£'000
Adult Services	66,957	70,860	3,903
Children Services	46,808	50,793	3,985
Communities and Housing *	24,527	33,278	8,751
Resources & Economy	10,782	12,834	2,052
<b>Sub-Total</b>	<b>149,074</b>	<b>167,765</b>	<b>18,691</b>
COVID-19 Grant Funding		(13,005)	(13,005)
<b>Total General Fund</b>	<b>149,074</b>	<b>154,760</b>	<b>5,686</b>

\* The organisational changes that were recently agreed for the management of the functions within Communities and Housing will be reflected in the next report to Cabinet.

3.15 Whilst is expected that the current forecast overspend will be partly mitigated through the government's income support scheme, Corporate Management Team are working with senior management teams to identify options to mitigate the overall overspend.

### Dedicated Schools Grant (DSG)

3.16 The 2020/21 Budget report set out that the DSG had a cumulative deficit of £2.96m for 2020/21 (2019/20 Cabinet minute 63 (4 & 8) refers). This consisted of two elements:-

3.16.1 The deficit brought forward from 2019/20 of £1.49m;

3.16.2 The 2020/21 budget gap of £1.47m, which related to the funding in the High Needs block not being sufficient to meet demand.

3.17 The Budget Out-turn report updated that the deficit for 2019/20 had increased to £1.68m (2020/21 Cabinet minute 6 refers). This increased the cumulative deficit on the DSG at the start of 2020/21 to £3.15m.

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

# Budget Management 2020/21

Cabinet

Date: 9<sup>th</sup> September 2020

---

- 3.1 In 2020/21 there is a new pressure of £157k due to reduced contributions to the costs of the Exclusions Team. Due to the pandemic, schools have been closed to most pupils. When a child is excluded the school makes a contribution to our Exclusion Team to support the young person's education requirements, the contributions have reduced but the fixed costs of running the service still remain.
- 3.2 This pressure increases the forecast deficit on the DSG to £3.31m. In July Schools Forum agreed a timetable of consultations for a deficit recovery plan and during September, the consultation process will begin with the key stakeholder groups. SEND Strategic Board and Schools Forum will consider a report on the outcome of the consultation in January.

## Housing Revenue Account (HRA)

- 3.3 HRA Budget Managers are currently forecasting a net overspend of £139k, primarily due to the impacts of the pandemic across the service.
- 3.4 These include increased void rent losses, costs associated with an increased cleaning regime in sheltered accommodation and reduced capital recharges due to staff redeployment. A significant allowance in 2020/21 budgets for bad debts is currently containing any pressure due to increased rent arrears.

## Members Allowances

- 3.5 At Full Council on 9<sup>th</sup> July 2020 the following motion was referred to Cabinet in accordance with Standing Order 9:
- 3.5.1 "That this Council reduces the amount of total councillor allowances (£767,000) by 10% which would give £76,700 which would pay for two additional parking enforcement officers (£57,000) and additional new parking regulations implementation"
- 3.6 As the level of member's allowances is independently assessed by the Independent Remuneration Panel it is not considered appropriate to overturn the Panel's recommendations.

## **4. Alternative Options**

- 4.1 None as this report is for information only.

## **5. Implications, Diversity Impact Assessment and Risk Management**

### Financial and Procurement Implications

- 5.1 The projected overspend on the General Fund for the current financial year is £5.7m. It is anticipated that the government's COVID-19 income support will mitigate some of this pressure. Alongside this, Corporate Management Team will

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)



# Budget Management 2020/21

Cabinet

Date: 9<sup>th</sup> September 2020

---

develop plans with senior management teams to mitigate this overspend. However any residual overspend will be a call on the Council's reserves.

- 5.2 The forecast deficit on the DSG is £3.31m. Schools Forum have agreed a timetable to consult on a deficit recovery plan which commences in September. A report on the outcomes of this consultation will be submitted to SEND Strategic Board and Schools Forum in January.
- 5.3 The HRA is currently forecasting an overspend of £139k. The HRA is ring-fenced and therefore any variances at year end will be managed within the HRA.

## **Legal and Human Rights Implications**

- 5.4 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

### All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.5 There are no such direct implications.

### Diversity Impact Assessment

- 5.6 A Diversity Impact Assessment (DIA) has not been done as this report is reporting performance in the last financial year and does not make any recommendations to reprioritise the future funding of services.

### Risk Management

- 5.7 None other than those highlighted in the body of the report. Individual schemes will have individual Risk Assessments and DIAs.

## **6. Consultees**

- 6.1 The Corporate Director of Finance and Assets (Section 151 Officer) and Chief Legal Officer (Monitoring Officer) are consulted in respect of all reports.

## **7. Background Papers**

- 7.1 None

## **8. Appendices**

- 8.1 Appendix 1 – Forecast Out-turn by Department 2020/21
- 8.2 Appendix 2 – Proposed Budget Virements

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)



## **Budget Management 2020/21**

**Cabinet**

**Date: 9<sup>th</sup> September 2020**

---

### **9. Key Decision/Decision in Cabinet Work Programme**

- 9.1 This is not a key decision and is included in the Cabinet Work Programme for September 2020.

---

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

This page is intentionally left blank

Fund	Tier 1 Pillar	Tier 2 Function	Budget 2020/21 £'000	Full-Year Projected Out-turn £'000	Projected Variance £'000	Commentary on Reasons for Variance
General Fund	Resources	Finance & Assets	(6,467)	(4,809)	1,658	Corporately held bad debt provision to reflect increased income risk (£1.6m). Court fee income is forecast to be lower than budget due to a reduction in court proceedings £81k. There is an emerging risk around the difference between the costs of housing homeless families and the amount that can be recovered through the benefit subsidy. This situation is being closely monitored and will be reflected in forecasts as necessary.
		Enabling Services	16,381	16,775	394	A permanent increase in the contribution to the Coroner's office to fund increased capacity and other operational costs £50k; Contribution to the costs of additional mortuary capacity in response to Covid-19 £489k; Income pressure in Registrars due to postponement of weddings as a result of Covid-19 £48k; These cost pressures have been partially mitigated by underspend on local elections due to the cancellation of the 2020-21 local elections £100k and net savings across operational budgets of £93k
		Economy	868	868	0	
	Children Services	Inclusion and Achievement	10,782 4,758	12,834 5,507	2,052 749	The pressure relating to Covid-19 is £481k – most of the pressure relates to the impact on income due to the closure of Plas Pencelli and the closure of libraries. There is also a small pressure on staffing in the SEND team to support the additional requirements on the service due to Covid-19. Non-Covid pressures relate to the SEND team of £259k this is due to the change in structure of the service and process improvements, work continues to move towards the new model but timeframes have been impacted by Covid-19. Other minor variances give a small pressure of £9k.
		Children, Families and Community Health Services	42,050	45,286	3,236	Covid-19 related pressures of £3.1m. £2.2m relates to anticipated future demand which will impact on resourcing and placement requirements, the demand is expected to increase from September as children return to education settings. The remainder primarily relates to an increase in the cost of existing placements and a reduction in income relating to schools. Non-Covid pressures of £0.8m driven by an increase in both Post 18 and Remand placement costs. The pressure has been partly offset by in year staffing savings.
	Adult Services	Adults	46,808 66,957	50,793 70,860	3,985 3,903	The pressure related to Covid 19 is £4.2m. Additional payments have been made to providers to support their cost of protective equipment and staffing, emergency protective equipment was also provided in the first weeks of the pandemic and we continue to hold a supply of PPE if required. There has been an increase in homecare packages and community equipment as we support people to stay at home. Currently all new care packages with pre assessment costs following discharge from hospital and all new nursing home packages are funded by Health. The assumption in these figures is that this funding will cease at the end of August. There has been an announcement that funding will continue but with changes to the scheme, the detail is still to be received so projections have not yet been updated. There is an anticipated shortfall in the savings plan for Older People due to the impact of the pandemic. A contingency has been provided for potential additional costs to the service through winter. These costs have been partly offset by a reduction in the number of residential and nursing home placements. There are savings through vacant posts and reduced costs of mental health placements totalling £300k.
			66,957	70,860	3,903	

Fund	Tier 1 Pillar	Tier 2 Function	Budget 2020/21 £'000	Full-Year Projected Out-turn £'000	Projected Variance £'000	Commentary on Reasons for Variance
	Communities and Housing	Streetsmart and Supported Employment	16,417	17,999	1,582	Anticipated shortfall in income from parishes for Streetsmart services due to service non delivery during Covid period £120k; Net shortfall in recycling income from PPS £400k; Waste disposal gate fee pressures relating to Covid impact of SRF market and additional gate fees payable to PPS in 20/21 £200k; Estimated cost of additional waste drivers and loaders required to deliver an appropriate socially distanced waste service and cover for staff who are shielding £450k; Estimated net cost of Enterprise Works service which has been closed since March £300k; Age UK Wiltshire have decided not to proceed with the Business Transfer Agreement for the Community Meals service due to the impact of Covid on their core business. It will continue to be run by the Council for the foreseeable future resulting in a cost pressure £50k.
		Housing Services	(312)	(139)	173	Anticipated increase in bad debt provision of £99k on private sector rental properties; additional bed and breakfast costs due to Covid of £196k. These are being partly offset by increased Housing Benefit receipts and savings on rental costs of £122k.
		Highways & Transport	7,762	12,756	4,994	Projected shortfall in car parking and bus lane enforcement income £4.7m; Projected shortfall in capital project recharges in highway operations due to staff being unable to deliver schemes £180k; Delay in proposed saving on electricity costs from the LED replacement programme due to the Spanish lantern producer having to close for 3 months due to Covid £140k.
		Planning, Regulatory and Heritage Services	1,085	2,860	1,775	Estimated impact of Covid on Lydiard House's trading position £700k; Estimated impact of Covid on STEAM museum's trading position £480k; Net estimated impact on budgets across planning, technical services and other service areas as a result of Covid £600k.
		Management	(425)	(198)	227	Projected delay to the in year delivery of efficiency saving proposals resulting from a review of services
				24,527	33,278	8,751
General Fund Total			149,074	167,765	18,691	
Health	Health Adults	Health Adults	5,859	5,891	0	
		Health Adults	(5,859)	(5,891)	0	
	Health Children's	Children's Health Delivery Services - CCG Funded	1,836	1,836	0	
		Children's Health Delivery Services - CCG Funded	(1,836)	(1,836)	0	
		Children's Health Commissioning	2,524	2,524	0	
	Children's Health Commissioning	(2,524)	(2,524)	0		
Health Total			2,524	2,524	0	
Dedicated Schools Grant	DSG Commissioning	DSG Skills and Attainment	78,849	80,475	1,626	The main pressure is the budget gap on the DSG budget for 2020/21 of £1.47m. A new in-year pressure of £157k relating to a loss of contributions to the Exclusions Team has increased the in-year pressure to £1.62m. Schools Forum have agreed a timetable for consultation on the deficit recovery plan to address both the in-year pressure and the deficit brought forward which totals £3.31m. SSB and Schools Forum will consider a report on the outcome of the consultation in January.
		DSG Skills and Attainment	(78,849)	(78,849)	0	
Dedicated Schools Grant Total			0	1,626	1,626	
Housing Revenue Account	Housing Revenue Account	Supervision & Management	(36,414)	(36,430)	(16)	Void Rents now forecast to overspend by £45k due to Covid related delays, but this has been offset by additional income on shop and affordable rents.
		Special Services	342	307	(35)	Vacant post savings of £90k offset by additional contract cleaning costs during the pandemic.
		Repairs	10,933	11,123	190	Primarily an under-recovery of salary costs due to staff redeployment of £200k offset by staff vacancy savings in other areas of repairs
		HRA Capital Financing	25,139	25,139	0	There is currently a pressure of at least £150k on rent arrears but due to arrears reducing last year, this remains within the overall budget provision for the current year
Housing Revenue Account Total			0	139	139	

	Resources & Economy  £'000	Children Services  £'000	Adults  £'000	Communities & Housing  £'000	Total General Fund £'000
<b>Council 20/02/20</b>	<b>10,182</b>	<b>47,059</b>	<b>65,779</b>	<b>26,054</b>	<b>149,074</b>
<i>Post budget report virements to allocate proposals across Directorates:-</i>					
Transfer of Social Care Support grant to Corporate	(1,314)	0	1,314	0	0
Allocation of security budgets aligned to service areas	(30)	4	0	26	0
Budgets for staff related costs aligned to service areas	84	14	(88)	(10)	0
Minor operational budgets transferring between services	7	(4)	(49)	46	0
Allocation of fleet charges budget to service areas	(6)	35	1	(30)	0
Compliance budget aligned to correct service area	136	0	0	(136)	0
Minor income budgets aligned to correct service area	(59)	20	0	39	0
Reinstatement of Culture Grants	(60)	0	0	60	0
Allocation of SEN Transport budget to service area delivering the service	0	(320)	0	320	0
Transfer of office accommodation, security and control room budgets to Chief Operating Officer in line with organisation changes	1,842	0	0	(1,842)	0
<b>Cabinet 09/09/2020</b>	<b>10,782</b>	<b>46,808</b>	<b>66,957</b>	<b>24,527</b>	<b>149,074</b>

This page is intentionally left blank

## Capital Monitoring Outturn Q1 2020/21

**Cabinet**

**Date: 9th September 2020**

---

Author: Cabinet Member for Commercialisation, Education and Skills  
Corporate Director of Finance and Assets

Wards: All

Parishes Affected: All

---

### **1. Purpose and Reasons**

- 1.1 This report presents the year end monitoring position for the Council's capital programme and some proposed changes to the programme.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.

### **2. Recommendations**

Cabinet is recommended to:

- 2.1 Note the 2020/21 year end projected out-turn position as set out in Tables 1 & 2 and Appendices 1 and 2;
- 2.2 Approve the additions to the programme detailed at paragraphs 3.5 to 3.9 below.
  - 2.2.1 To re-allocate funding from Line 5 - HR & Finance System to provide a capital contingency for investment or improvement as required.
  - 2.2.2 To update Line 31 - M4 Junction 15 to show the inclusion of £12.35m of funding from other sources in addition to the contribution previously agreed by the Council bringing the total scheme value to £17.15m.
  - 2.2.3 To amend Line 50 - South Marston Primary School from £3.1m to £4.9m to cover high construction costs, amended specifications for the kitchen, meeting the latest environmental standards, providing a temporary community car park and pedestrian routes.
  - 2.2.4 To allocate £2.137m of developers' S106 contributions to allow Dorcan Academy to increase in its Permitted Admission Numbers (PAN) of 20 pupils per year group
  - 2.2.5 To allocate £115.5k of Section106 and Diocese funding to Swindon Rugby Football Club to replace pitches lost to the construction of a primary school

---

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 07769 281641 or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk)

# Capital Monitoring Outturn Q1 2020/21

Cabinet

Date: 9th September 2020

## 3. Detail

### Capital Programme Outturn

- 3.1 Table 1 below shows the current status of the 2020/21 capital budget and forecast outturn position. The significant budget movements are detailed in paragraph 3.2 below. Table 2 shows how the capital programme is being funded.

**Table 1 - Total expenditure in 2020/21**

Service Area	Total Scheme Budget £000's	Projected Out-turn £000's	Projected Overspends £000's	Projected Underspends £000's
Resources	61,210	61,210		
Economy	142,210	142,210		
Children Services	17,456	17,356		(100)
Adult Services	14,510	14,510		
Communities & Housing	126,407	127,080	673	
<b>Total General Fund</b>	<b>361,793</b>	<b>362,366</b>	<b>673</b>	<b>(100)</b>
HRA	74,528	74,528		
<b>Total Existing Programme</b>	<b>436,321</b>	<b>436,894</b>	<b>673</b>	<b>(100)</b>

**Table 2 - Capital Programme funding**

	Total Funding Required £000's	Funded to 31/3/20 £000's	Funding still required £000's	Additional Funding Required £000's	Revised Total Funding £000's
Capital Receipts	4,742	3,253	1,489		4,742
Section 106 Deposits	32,542	6,509	26,033		32,542
Grant Funding	170,888	41,054	130,034	(100)	170,788
Revenue Contributions	1,940	1,409	531		1,940
HRA balances	72,478	18,209	54,269		72,478
Invest to save borrowing repaid from future revenue budgets	893		893		893
Increase in Borrowing Requirement	152,738	33,766	118,972	673	153,411
<b>Total to be financed</b>	<b>436,421</b>	<b>104,199</b>	<b>332,222</b>	<b>573</b>	<b>436,994</b>

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 07769 281641 or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk)



# Capital Monitoring Outturn Q1 2020/21

Cabinet

Date: 9th September 2020

---

## Projected Variances

- 3.2 There are no new significant budget movements that have not already been reported to Cabinet. Appendix 1 contains a summary of the current capital programme & Appendix 2 contains the details of the individual schemes in the capital programme, together with their forecast spend.
- 3.3 Appendix 2 also contains a project status indicator to assist members in understanding the current status of each scheme. The indicators and their meaning are set out below:-
- 1 *Project/Scheme budget based on initial guide costs only, which may be subject to change during detailed design and delivery phases.*
  - 2 *Consultation and/or planning permission in progress. Programme/scheme budget based on estimated detailed design costs, which are may be subject to change during delivery phase.*
  - 3 *Contractor appointed. All necessary planning applications and consultations complete. Programme/scheme completion anticipated within budget.*
  - 4 *Project under construction*
  - 5 *The budget represents an annual funding envelope*
  - 6 *Project is complete, although there may be retention payments due*

## Addition to current programme

- 3.4 Cabinet is asked to approve the following additions to the existing programme.
- 3.5 Line 5 - HR & Finance System. This project is not progressing as originally intended, however it is anticipated that improvement works will be still be required to the current infrastructure. It is therefore proposed to re-allocate this funding to provide a capital contingency for investment or improvement as required.
- 3.6 Line 31 - M4 Junction 15. Work is being delivered by Highways England, funded through a combination of Housing and Growth fund grant (£5m) SWLEP grant (£3m), S106 contributions (£4.35m) and an SBC contribution (£4.8m). This budget line represents the overall amount of funding available and will be paid over to Highways England as costs are incurred by them, on submission of acceptable evidence. An element of expenditure has already been incurred and funded, and therefore the balance of £12.35m represents the remaining funding available to complete the scheme.

# Capital Monitoring Outturn Q1 2020/21

**Cabinet**

**Date: 9th September 2020**

---

- 3.7 Line 50 - South Marston Primary School. The estimated cost has increased by £1.8m from £3.1m to £4.9m. This increase can be funded from education basic needs grant. The scheme was originally proposed in 2014 to provide a new 1FE expansion with early years provision. Due to the revised delivery date of March 2022 the base cost of the scheme has been reviewed to reflect increases in construction costs which results in an additional budget requirement of £600k. In addition, the other pressures that make up the £1.8m relate to:
- 3.7.1 £350k due to an amended design specification to incorporate additional hall / kitchen / staff room space, kitchen equipment and additional pre-school / reception requirements.
  - 3.7.2 £170k due to the build being to the latest environmental standards, thus ensuring a long term sustainable design.
  - 3.7.3 £240k due to pre-planning discussions having identified the need for a temporary carpark for community use, alterations to a public footpath, street lighting and off road works.
  - 3.7.4 £440k increase in required contingency as this is a percentage of construction costs.
- 3.8 Dorcan Academy - £2.137m of developers' S106 contributions is due to be received from the Badbury Park development, which is for secondary education provision required as a result of the development. It is proposed to redesign and enhance Dorcan Academy which will result in an increase in their Permitted Admission Numbers (PAN) of 20 pupils per year group.
- 3.9 Swindon Rugby Football Club (SRFC) - Cabinet agreed on 23rd April 2014 to provide £70k of funding to replace sports pitches that were lost as a result of the construction of Holy Cross Primary School. (Cabinet minute 2014/15 no 111, 23/04/14). £4.5k of this funding was used at the time, but the club were unable to produce a viable scheme at that time and the budget was therefore closed on completion of the school. The club has now produced a viable scheme to deliver the pitches and has requested the previously agreed S106 funding. In addition the Council received £50k from the Roman Catholic Diocese of Clifton towards the maintenance of the new pitch, it is therefore proposed to transfer these sums to the club (subject to suitable agreements being in place to ensure the availability of the facilities). The education capital team have been aware of this and have ring fenced this money within their retained funding pot, subject to a viable scheme coming forward.

## **4. Alternative Options**

- 4.1 Cabinet could choose not to approve the proposed additions to the capital programme.
- 

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 07769 281641 or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk)

# Capital Monitoring Outturn Q1 2020/21

Cabinet

Date: 9th September 2020

---

## 5. Implications, Diversity Impact Assessment and Risk Management

### Financial and Procurement Implications

- 5.1 The general fund is currently projecting a net overspend of £573k at year end. The projected overspend reported as part of the out-turn report taken to Cabinet in July was £206k. The main reason for the difference is the removal of schemes completed in 19/20 with net underspends totalling £319k, and new reported net overspends of £48k.
- 5.2 The Children's Services capital programme is reporting a forecast £100k net underspend. This funding is ring fenced grant and therefore will be redirected to other projects required within Education.
- 5.3 The required additional borrowing of £673k to fund the 2020/21 capital programme spend will result in revenue borrowing repayment costs of circa £54k p.a. (based on the current interest rates and average MRP required). The full costs of all borrowing are covered from the treasury element of the budget, the total interest and MRP repayments for the year are included in the treasury budget.
- 5.4 The additions to the 2020/21 capital programme will not have any direct impact on the revenue budget. The education elements will provide additional capacity required to service the South Marston and Badbury Park education requirements, whilst the SRFC funding will provide long term sports facilities for the town.

### Legal and Human Rights Implications

- 5.5 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

### Climate Change Impact

- 5.6 The proposals would not bring a change in service delivery and Officers believe that there is no expected effect on the Council's carbon footprint.

### All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.7 There are no such direct implications.

### Diversity Impact Assessment

- 5.8 A Diversity Impact Assessment (DIA) has not been done as this report does not make any new recommendations that would affect services.

---

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 07769 281641 or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk)

# Capital Monitoring Outturn Q1 2020/21

Cabinet

Date: 9th September 2020

---

## Risk Management

- 5.9 None other than those highlighted in the body of the report. Individual schemes will have individual Risk Assessments and DIAs, these can be obtained from the project managers.

## **6. Consultees**

- 6.1 The Corporate Director of Finance and Assets (s151 officer) and Chief Legal Officer (Monitoring Officer) are consulted in respect of all reports.

## **7. Background Papers**

- 7.1 None

## **8. Appendices**

- 8.1 Appendix 1 – Capital Programme Overview

- 8.2 Appendix 2 – Detailed Capital Budget

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is a key decision and is included in the Cabinet Work Programme for September 2020.

Appendix 1 - Capital Summary Report

Fund	Tier 1 Pillar	Tier 2 Function	Function Ref	Heads of Service	Project Budget £'000	Project Actual Spend £'000	Projected Out-turn £'000	Projected Variance £'000	Projected Variance - last report £'000	Movement since last report £'000
Capital	Resources	Digital Services & Corporate Programmes	PFW11	Sam Mowbray	6,523	1,361	6,523			
		Property & Assets Performance, Organisational Improvement & Communications	PFW12	Rob Richards	53,572	3,105	53,572			
			PFW13	Sam Mowbray	1,115	5,014	1,115			
	Economy	Strategic Growth Town Centre	PFW22	Philippa Venables	61,210	9,480	61,210			
			PFW24	Emma Gee	113,764	32,655	113,764			
	Children Services	Routes to Employment & Libraries	PFW30	Sally Burnett	28,446	9,635	28,446			
					142,210	42,290	142,210			
		Skills & Attainment Children, Families & Community Health Services	PFW31	TBC	235	68	235			
	PFW32		Lee-Anne Farach	15,985	9,639	15,885	(100)	(100)		
	Adult Services	Adults	PFW40	Angela Plummer	1,236	545	1,236			
					17,456	10,252	17,356	(100)	(100)	
	Communities & Housing	Streetsmart & Supported Employment	PFW50	Ian James	14,510	1,163	14,510			
					14,510	1,163	14,510			
		Highways & Transport Planning, Regulatory & Heritage Services	PFW52	Tim Price	16,661	5,726	16,661			
	PFW58		Richard Bell	98,523	24,025	99,196	673	673		
HRA	HRA Capital Financing	PFW90	Mike Ash	11,223	3,015	11,223				
				126,407	32,766	127,080	673	673		
	Completed Schemes	Completed Schemes (GF & HRA)	PFW99	Various	74,528	19,181	74,528			
Grand Total					436,321	115,132	436,894	573	573	

This page is intentionally left blank

Appendix 2 - Detailed Capital Programme

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

Resources

Digital Services & Corporate Programmes

1	2	Data Centre	Philip Murkin	750.000			220.00	146	384			750	
2	1	IT security	Philip Murkin	250			50	50	50	50	50	250	
3	4	Avaya Telephony Stabilisation	Philip Murkin	330	179		151					330	
4	6	IT Infrastructure	Philip Murkin	1,100	1,043		57					1,100	
5		HR & Finance System	Kim Chequer	3,500			3,500					3,500	
6	4	Corporate EDRMS	Philip Murkin	493	72	4	148	273				493	
7	4	Digital Strategy Seed Fund	Philip Murkin	100	19	44	81					100	
		Strand Total		6,523	1,313	48	4,207	469	434	50	50	6,523	

Digital Services & Corporate Programmes	PFW11	6,523	1,313	48	4,207	469	434	50	50	6,523	
-----------------------------------------	-------	-------	-------	----	-------	-----	-----	----	----	-------	--

Property & Assets

8	1	Barbury Castle Toilets - new scheme	Rob Richards	100			100					100	
9	2	Headland Site Development	Rob Richards	514	(7)		521					514	
10	5	Removal Treatment of Asbestos in Council Buildings	Rob Richards	209		5	209					209	
11	5	General Enhancement Works Corporate Buildings	Kathy Sherratt	8,150		142	1,050	1,800	1,800	1,800	1,700	8,150	
12	5	Feasibility Studies	Rob Richards	150		15	150					150	
13	5	Surplus Buildings Demolition	Helen Haines	484	27		300	157				484	
14	6	Village Centre Development	Rob Richards	520	506		14					520	
15	2	Redevelopment of Dorcan House / Eldene Shopping Centre	Rob Richards	575	344		231					575	
16	1	Equity Share Properties	Kathy Sherratt	250	144			106				250	
17	1	Health Hydro Improvements	Rob Richards	1,500			1,500					1,500	
		Strand Total		12,452	1,014	162	4,075	2,063	1,800	1,800	1,700	12,452	

Regeneration Schemes

18	2	Cavendish Square Unit Shops	Rob Richards	1,920	2		1,918					1,920	
19	3	Kimmerfields - Zurich	Rob Richards	36,000			36,000					36,000	
20	4	Barnfield Solar Scheme	Ian Burbidge	3,200	1,927		1,273					3,200	
		Strand Total		41,120	1,929		39,191					41,120	

Property & Assets	PFW12	53,572	2,943	162	43,266	2,063	1,800	1,800	1,700	53,572	
-------------------	-------	--------	-------	-----	--------	-------	-------	-------	-------	--------	--

Performance, Organisational Improvement & Communications

21	4	Hay Lane Gypsy Site Drainage	Michael Ash	272	161		111					272	
22	4	Estates Rationalisation	Jim Catton	843	386	1	457					843	
		Strand Total		1,115	547	1	568					1,115	

Performance, Organisational Improvement & Communications	PFW13	1,115	547	1	568							1,115	
----------------------------------------------------------	-------	-------	-----	---	-----	--	--	--	--	--	--	-------	--

Resources Total		61,210	4,803	211	48,042	2,532	2,234	1,850	1,750	61,209	
-----------------	--	--------	-------	-----	--------	-------	-------	-------	-------	--------	--



Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

Economy  
Wichelstowe

23	4	District Centre	Rob Richards	15,254	12,233	19	3,021					15,254	
		Strand Total		15,254	12,233	19	3,021					15,254	

NEV

24	2	Gablecross Junction	Sam Howell	8,412	1,882	51	3,660	2,870				8,412	
25	2	Package 2 - Nythe Road Junction and Piccadilly Roundabout	Sam Howell	2,930	479	31	2,393	58				2,930	
26	4	White Hart Junction	Sam Howell	30,119	6,473	(68)	12,774	10,872				30,119	
27	2	Southern Connector Road	Sam Howell	30,572	3,025	175	8,639	13,695	5,213			30,572	
28	1	Great Stall Bridge	Sam Howell	157	157							157	
29	2	Footpath 5	Sam Howell	250	67		183					250	
		Strand Total		72,440	12,084	189	27,649	27,495	5,213			72,440	

Other

30	2,3, 4 & 6	Rapid Transit - QBC Wichelstowe, North and UTMC	James Jackson	8,920	5,806	268	3,114					8,920	
31	3	M4 Junction 15	Sam Howell	17,150		2,055	17,150					17,150	
		Strand Total		26,070	5,806	2,323	20,264					26,070	

Strategic Growth		113,764	30,124	2,531	50,934	27,495	5,213			113,764	
------------------	--	---------	--------	-------	--------	--------	-------	--	--	---------	--

Town Centre

32	2	Bus Boulevard - High Streets fund match funding (Cabinet March 19)	Emma Gee	5,000						5,000		5,000	
33	2	Kimmerfields enabling works	Emma Gee	9,500	1,464		1,036	5,500	1,500			9,500	
34	4	Kimmerfields Compulsory purchase	Emma Gee	3,000	1,653	4	600	747				3,000	
35	2	Aspen House	Rob Richards	339	268	4	71					339	
36	6	Faringdon Road 1-3	Emma Gee	1,247	1,237	2	10					1,247	
37	4	No 11 Carriage works @ Railway Village	Emma Gee	2,105	1,057	432	973	75				2,105	
38	3	No 7 & 9 Carriage works @ Railway Village	Emma Gee	2,755	208	19	1,220	1,227	100			2,755	
39	4	Kimmerfields - site access road	Emma Gee	1,500	425	17	300	775				1,500	
40	2	Fleming Way Bus Boulevard	Philippa Venables	3,000	2,818	26	182					3,000	
		Strand Total		28,446	9,130	505	4,391	8,324	1,600	5,000		28,446	

Town Centre		28,446	9,130	505	4,391	8,324	1,600	5,000		28,446	
-------------	--	--------	-------	-----	-------	-------	-------	-------	--	--------	--

Economy Total		142,210	39,254	3,035	55,326	35,819	6,813	5,000		142,210	
---------------	--	---------	--------	-------	--------	--------	-------	-------	--	---------	--



Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

## Children Services

### Routes to Employment & Libraries

41	3	Libraries RFID	Allyson Jordan	149			149					149	
42	2	Library Shelving West Swindon	Allyson Jordan	15			15					15	
43	4	Library Management System	Allyson Jordan	71	51	17	20					71	
		<b>Strand Total</b>		<b>235</b>	<b>51</b>	<b>17</b>	<b>184</b>					<b>235</b>	

<b>Routes to Employment &amp; Libraries</b>	<b>PFW30</b>		<b>235</b>	<b>51</b>	<b>17</b>	<b>184</b>						<b>235</b>	
---------------------------------------------	--------------	--	------------	-----------	-----------	------------	--	--	--	--	--	------------	--

### Schools Maintenance

44	5	DFC Allocations to Schools	Helen Haines	193			193					193	
45	5	Healthy Pupils	Gareth Cheal	104	83		21					104	
46	1	Capita One education	Gareth Cheal	410			410					410	
47	5	Condition Works	Helen Haines	656		57	656					656	
		<b>Strand Total</b>		<b>1,363</b>	<b>83</b>	<b>58</b>	<b>1,280</b>					<b>1,363</b>	

### Schools New Build

48	6	William Morris Primary School	Gareth Cheal	8,900	8,402	44	498					8,900	
		<b>Strand Total</b>		<b>8,900</b>	<b>8,402</b>	<b>44</b>	<b>498</b>					<b>8,900</b>	

### Mainstream Schools Extension

49	6	Bridlewood	Gareth Cheal	350	194	(3)	56					250	(100)
50	1	South Marston Primary School	Nic Newland	3,100	3	2	1,547	1,550				3,100	
		<b>Strand Total</b>		<b>3,450</b>	<b>197</b>	<b>(1)</b>	<b>1,603</b>	<b>1,550</b>				<b>3,350</b>	<b>(100)</b>

### Special Schools Extension

51	6	Brimble Hill	Gareth Cheal	101	95		6					101	
52	4	Capital Works - St Lukes	Gareth Cheal	775	761		14					775	
		<b>Strand Total</b>		<b>876</b>	<b>856</b>		<b>21</b>					<b>876</b>	

### SEND Funds

53	5	Special Education Needs and Disability Capital Investment Fund	Gareth Cheal	1,396			1,070	326				1,396	
		<b>Strand Total</b>		<b>1,396</b>			<b>1,070</b>	<b>326</b>				<b>1,396</b>	

<b>Skills &amp; Attainment</b>	<b>PFW31</b>		<b>15,985</b>	<b>9,538</b>	<b>101</b>	<b>4,472</b>	<b>1,876</b>					<b>15,885</b>	<b>(100)</b>
--------------------------------	--------------	--	---------------	--------------	------------	--------------	--------------	--	--	--	--	---------------	--------------

### Children, Families & Community Health Services

54	2	Independent living units	Dawn Sexstone	120			120					120	
55	4	Children's ICS Project	Philip Murkin	1,116	471	74	645					1,116	
		<b>Strand Total</b>		<b>1,236</b>	<b>471</b>	<b>74</b>	<b>765</b>					<b>1,236</b>	

<b>Children, Families &amp; Community Health Services</b>	<b>PFW32</b>		<b>1,236</b>	<b>471</b>	<b>74</b>	<b>765</b>						<b>1,236</b>	
-----------------------------------------------------------	--------------	--	--------------	------------	-----------	------------	--	--	--	--	--	--------------	--

<b>Children's Services Total</b>			<b>17,456</b>	<b>10,060</b>	<b>192</b>	<b>5,421</b>	<b>1,876</b>					<b>17,356</b>	<b>(100)</b>
----------------------------------	--	--	---------------	---------------	------------	--------------	--------------	--	--	--	--	---------------	--------------

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

## Adult Services

### Social Care IT

56	4	Estate Rationalisation - CSS systems upgrade	Angela Plummer	671	425		246					671	
		Strand Total		671	425		246					671	

### Housing & Supported Living

57	4	ASC & Health Community Equipment Store IT	Angela Plummer	250	80		170					250	
58	5	ASC Equipment	Angela Plummer	1,572			372	300	300	300	300	1,572	
59	1	H&SC Joint Working Projects	Angela Plummer	350	260		90					350	
60	1	Shared Living Accommodation	Angela Plummer	120			120					120	
61	1	Extra Care Sheltered Accomodation	Angela Plummer	153	47		106					153	
62	5	Disabled Facilities Grants	Damon Green	6,184		84	1,572	1,153	1,153	1,153	1,153	6,184	
		Strand Total		8,629	387	85	2,431	1,453	1,453	1,453	1,453	8,629	

### New Provision

63	4	Fessey Extension	Angela Plummer	5,000	78	34	2,476	2,446				5,000	
		Strand Total		5,000	78	34	2,476	2,446				5,000	

### Building Upgrades

64	4	Whitbourne / Fessy Renovations	Angela Plummer	210	154		56					210	
		Strand Total		210	154		56					210	

Adults		14,510	1,045	118	5,209	3,898	1,452	1,453	1,453	14,510	
--------	--	--------	-------	-----	-------	-------	-------	-------	-------	--------	--

Adults Services Total		14,510	1,045	118	5,209	3,899	1,453	1,453	1,453	14,510	
-----------------------	--	--------	-------	-----	-------	-------	-------	-------	-------	--------	--

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

## Communities & Housing

### Depot Improvements

65	4	Waterside Depot - Road Layout	Sam Price	5,900	5,702	24	198					5,900	
		Strand Total		5,900	5,702	24	198					5,900	

### Non-HRA Vehicles

66	5	Vehicle & Plant replacement strategy	Ian McKinnon	9,873			2,080	875	2,338	4,475	105	9,873	
67	2	Waste collection vehicles	Ian McKinnon	888			888					888	
		Strand Total		10,761			2,968	875	2,338	4,475	105	10,761	

Streetsmart & Supported Employment	PFW50	16,661	5,702	24	3,166	875	2,338	4,475	105	16,661	
------------------------------------	-------	--------	-------	----	-------	-----	-------	-------	-----	--------	--

### Local Transport Plan - Maintenance

68	2	Abbey Farm Transport Projects	Philip Martlew	32		1	32					32	
69	2	Blunsdon High Street	Philip Martlew	68			68					68	
70	1	Rodbourne Road highways improvements	Philip Martlew	525			525					525	
71	1	School safe environment zones	Philip Martlew	500			100	100	100	100	100	500	
72	2	Traffic Signal LED conversion	Philip Martlew	193			193					193	
73	4	Thames Avenue Speed Reduction	Philip Martlew	25			25					25	
74	1	Key Routes East	Tim Price	5,817		9	5,817					5,817	
74	5	Highways Challenge Fund 2020-21	Tim Price	2,016			2,016					2,016	
75	5	Highway Maintenance	Tim Mann	14,185		28	1,109	3,269	3,269	3,269	3,269	14,185	
76	5	Rights of way Improvement Plan	Tim Mann	227		2	227					227	
77	5	Structural Maintenance	Tim Mann	1,005		9	1,005					1,005	
78	5	Backlog/Routine Improvements	Tim Mann	52			52					52	
79	5	Road Markings	Tim Mann	37		(3)	37					37	
80	4	Cooperative Intelligent Transport Systems	James Jackson	238	165		73					238	
81	5	Pavement Condition Management	Tim Mann	348		58	348					348	
82	5	Surface Water Management (SWP) Bruce St/Lagoon flood Mitigation & SWM Plans	Tim Mann	503			199	304				503	
83	4	Thamesdown Drive Speed Amelioration	Philip Martlew	273	242		32					273	
84	1	North Star roundabout and Cocklebury Roundabout Great Western Way	Tim Mann	1,669	4		1,665					1,669	
85	1	Transfer Bridges	Tim Mann	2,346	204		2,142					2,346	
86	1	Regent Circus Improvements	Philip Martlew	167	1		166					167	
87	4	Oakhurst Way Pedestrian Crossing	Philip Martlew	73	38		35					73	
88	5	Greenbridge Road Mini Roundabout	Tim Mann	38	6		32					38	
89	2	Tadpole Farm Transport Projects	Philip Martlew	96	12		84					96	
90	1	Flemming Way & Whalebridge	Philip Martlew	238			238					238	
91	1	Ermin Street, Blunsdon	Philip Martlew	245			245					245	
		Strand Total		30,916	672	104	16,465	3,673	3,369	3,369	3,369	30,916	

### Local Transport Plan - Integrated

92	5	Local Safety Schemes	Tim Mann	4,191		13	851	835	835	835	835	4,191	
93	5	Traffic Management	Tim Mann	93		17	93					93	
		Strand Total		4,284		30	944	835	835	835	835	4,284	

### Maintenance

94	5	Non Highways Structures (Bridges within Parks)	Tim Mann	546			546					546	
----	---	------------------------------------------------	----------	-----	--	--	-----	--	--	--	--	-----	--

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
95	5	Highways Maintenance - NON LTP	Tim Mann	1,292		1	1,292					1,292	
96	5	Footway Maintenance	Tim Mann	437		12	437					437	
97	5	Flood Defence Grant	Tim Price	141	115		27					141	
98	5	Asset Liability Management (Moredon Road decommissioning)	Tim Price	155	118		37					155	
99	4	Concrete Column Replacement	Tim Mann	2,506			1,000	1,000	506			2,506	
100	3	Strategic Highways Model update	Philip Martlew	400	334		66					400	
		<b>Strand Total</b>		<b>5,477</b>	<b>567</b>	<b>13</b>	<b>3,405</b>	<b>1,000</b>	<b>506</b>			<b>5,477</b>	

Car Parks

101	1	John Street car park demolition (Parade)	Tim Mann	700			700					700	
102	4	Car park Lighting	Giles Davis	420		77	420					420	
103	5	Car Parks Major Maintenance	Tim Mann	878		(4)	878					878	
		<b>Strand Total</b>		<b>1,998</b>		<b>73</b>	<b>1,998</b>					<b>1,998</b>	

Street Furniture & Lighting

104	5	Street Lighting	Tim Mann	849		37	331	518				849	
105	5	Traffic Signals - NON LTP	Tim Mann	165		54	165					165	
106	3	Gateway signage (incl car park directions)	Philip Martlew	400	119		281					400	
107	4	LED Street Lighting	Tim Mann	7,222	228	(60)	3,772	2,000	1,222			7,222	
108	4	Kingsdown Crossroads Traffic Signals	Philip Martlew	81	65		17					81	
		<b>Strand Total</b>		<b>8,717</b>	<b>412</b>	<b>31</b>	<b>4,566</b>	<b>2,518</b>	<b>1,222</b>			<b>8,717</b>	

Transport

109	6	Wichelstowe - J16 works	Tim Mann	12,840	12,223	4	1,177					13,400	560
110	5	Hodson Road embankment stabilisation	Tim Mann	349	122	5	227					349	
111	5	Wroughton Park and Ride	Tim Mann	120	88		32					120	
112	4	Wichelstowe Southern Access	Tim Mann	28,700	5,516	1,370	19,520	3,664				28,700	
113	6	Wellington Street Improvement Scheme	Syed Shah	852	986	(15)						986	134
114	5	Sheppard Street Improvements	Tim Mann	23			23					23	
115	4	Mead Way Junction Improvements	Tim Mann	4,125	1,570	250	2,533					4,104	(21)
116	5	Town Centre Parking Strategy	Tim Mann	50	4		46					50	
117	3	Tadpole Farm Rapid Transit Corridor	Philip Martlew	72			72					72	
		<b>Strand Total</b>		<b>47,131</b>	<b>20,509</b>	<b>1,614</b>	<b>23,630</b>	<b>3,664</b>				<b>47,804</b>	<b>673</b>

<b>Highways &amp; Transport</b>	<b>PFW52</b>	<b>98,523</b>	<b>22,160</b>	<b>1,865</b>	<b>51,008</b>	<b>11,690</b>	<b>5,932</b>	<b>4,204</b>	<b>4,204</b>	<b>99,196</b>	<b>673</b>
---------------------------------	--------------	---------------	---------------	--------------	---------------	---------------	--------------	--------------	--------------	---------------	------------

Landscaping & Open Space

118	1	NEV GWCF	Russell Weymouth	247			247					247	
119	1	Coate Water Country Park Improvements	Martin Hambidge	429			429					429	
120	1	Moredon Recreation - Multi Sports Hub	Russell Weymouth	3,650	81	1	3,128	442				3,650	
121	2	Blunsdon MUGA	Russell Weymouth	348	12		336					348	
122	Parish to deliver	St Andrews - public open space	Ian Burbidge	190			190					190	
123	4	Mouldon Hill Country Park	Russell Weymouth	673		47	673					673	
124	5	Northern Development Area - Protected species reserve	Russell Weymouth	68	17		25	15	11			68	
125	5	Green Spine	Russell Weymouth	10	6		4					10	
126	5	Tree and landscape improvements	Russell Weymouth	19	2		17					19	

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
127	6	Common Farm GWCF	Russell Weymouth	85		4	85					85	
128	2	East Wichel Major Open Space	Russell Weymouth	391	43		349					391	
129	6	Havelock Square	Russell Weymouth	908	860		48					908	
130	5	Great Western Community Forest	Russell Weymouth	215			153	62				215	
131	6	County Ground Athletics Track Resurface and Clubhouse	Russell Weymouth	1,323	1,263	34	60					1,323	
132	Parish to deliver	Highdown Play Area	Russell Weymouth	39			39					39	
133	1	Pentylands Country Park	Russell Weymouth	35			35					35	
134	6	Landscape improvements ay Greenbridge & Blagrove	Russell Weymouth	258	222	4	36					258	
135	3	Spring Gardens Refurbishment	Russell Weymouth	106	32		74					106	
136	1	1 - 7 Purton Road	Russell Weymouth	79			79					79	
		<b>Strand Total</b>		<b>9,073</b>	<b>2,537</b>	<b>90</b>	<b>6,007</b>	<b>520</b>	<b>12</b>			<b>9,073</b>	

Heritage

137	5	Museum Artifacts Storage	Nikki Western	200	65		135					200	
138	6	Lydiard House - car park	Annie Griffin	150	75		75					150	
139	5	Lydiard House - Maintenance	Rob Richards	850	57		793					850	
140	1	Lydiard House - Pool	Annie Griffin	100			100					100	
141	1	SMAG Improvements (Apsley House)	Claire Andrews	400			400					400	
142	6	Reception remodelling at Steam Museum	Ian Surtees	17	16		1					17	
143	6	STEAM Museum Frontage Improvements	Ian Surtees	104	102		2					104	
		<b>Strand Total</b>		<b>1,821</b>	<b>316</b>		<b>1,506</b>					<b>1,821</b>	

Planning

144	5	Housing Renewal Grants	Damon Green	254			254					254	
		<b>Strand Total</b>		<b>254</b>			<b>254</b>					<b>254</b>	

Regulatory IT

145	6	Regulatory & Statutory Services Case Management System	Philip Murkin	75	72		3					75	
		<b>Strand Total</b>		<b>75</b>	<b>72</b>		<b>3</b>					<b>75</b>	

<b>Planning, Regulatory &amp; Heritage Services</b>	<b>PFW58</b>	<b>11,223</b>	<b>2,925</b>	<b>90</b>	<b>7,770</b>	<b>520</b>	<b>12</b>					<b>11,223</b>	
-----------------------------------------------------	--------------	---------------	--------------	-----------	--------------	------------	-----------	--	--	--	--	---------------	--

<b>Communities &amp; Housing Total</b>		<b>126,407</b>	<b>30,787</b>	<b>1,979</b>	<b>61,944</b>	<b>13,085</b>	<b>8,282</b>	<b>8,679</b>	<b>4,309</b>			<b>127,080</b>	<b>673</b>
----------------------------------------	--	----------------	---------------	--------------	---------------	---------------	--------------	--------------	--------------	--	--	----------------	------------

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
----------	----------------	-------------	----------------	--------------	------------------------	-----------------------------	------------------------------	------------------------------	------------------------------	------------------------------	------------------------------	--------------------------------------	----------------------------

HRA

Planned Maintenance Programme

146	5	Aids & Adaptations	Chris Brannan	1,763		41	1,763					1,763	
147	5	Bathrooms	Chris Brannan	2,164		(32)	2,164					2,164	
148	5	Central Heating	Chris Brannan	1,510		16	1,510					1,510	
149	5	Contingent Major Repairs	Chris Brannan	825		33	825					825	
150	5	Electrics	Chris Brannan	100		14	100					100	
151	5	Environmental & Communal Areas	Chris Brannan	87			87					87	
152	5	Exceptional Extensive	Chris Brannan	2,398		105	2,398					2,398	
153	5	Improvements	Chris Brannan	1,413		6	1,413					1,413	
154	5	Kitchens	Chris Brannan	1,529		52	1,529					1,529	
155	5	Planned Maintenance	Chris Brannan	2,409		(277)	2,409					2,409	
156	5	Roofs	Chris Brannan	2,403		55	2,403					2,403	
157	5	Windows	Chris Brannan	1,308		14	1,308					1,308	
158	1	Relocation to Hillmead	#N/A	500			500					500	
159	5	HRA - Scooter stores sheltered	Gerry O'Connor	361			361					361	
160	5	Fire Safety - Residential Flats	Gerry O'Connor	679			679					679	
		Strand Total		19,449		28	19,447					19,449	

Small New Build Schemes

161	2	Ventnor Close	Nick Kemmett	1,730	13	8	1,717					1,730	
162	2	Huntley Close	Nick Kemmett	1,400	17	4	1,383					1,400	
163	2	Ashley Close	Nick Kemmett	807	10	1	797					807	
		Strand Total		3,937	41	13	3,897					3,937	

Queens Drive

164	4	Queens Drive	Nick Kemmett	30,500	1,881	75	11,400	11,086	6,134			30,500	
		Strand Total		30,500	1,881	75	11,400	11,086	6,134			30,500	

Acquisitions

165	5	HRA Acquisitions Programme	Nick Kemmett	19,800	16,328	814	3,472					19,800	
		Strand Total		19,800	16,328	814	3,472					19,800	

High Rise Blocks

166	1	Refurbishment High-Rise Blocks	Nick Kemmett	92			92					92	
		Strand Total		92			92					92	

Vehicles

167	5	HRA Vehicle Acquisitions	Gerry O'Connor	750			750					750	
		Strand Total		750			750					750	

HRA Total				74,528	18,250	931	39,057	11,086	6,134			74,528	
-----------	--	--	--	--------	--------	-----	--------	--------	-------	--	--	--------	--

Line Ref	Project Status	Description	Budget Manager	Total Budget	Spent to 31/3/20 £'000	2020/21 Spend to date £'000	Forecast 2020/21 Spend £'000	Forecast 2021/22 Spend £'000	Forecast 2022/23 Spend £'000	Forecast 2023/24 Spend £'000	Forecast 2024/25 Spend £'000	Total Forecast Spend All Years £'000	Variance from Budget £'000
Total GF				361,793	85,949	5,535	175,942	57,211	18,782	16,982	7,512	362,365	573
Total HRA				74,528	18,250	931	39,057	11,086	6,134			74,528	
Overall Total				436,321	104,199	6,466	214,999	68,297	24,916	16,982	7,512	436,893	573

- Project Status Codes
- 1 Project/Scheme budget based on initial guide costs only, which are subject to change during detailed design and delivery phases
  - 2 Consultation and/or Planning Permission in progress. Programme/Scheme budget based on estimated detailed design costs, which are subject to change during
  - 3 Contractor appointed. All necessary Planning Applications and Consultations complete. Programme/Scheme completion anticipated within budget.
  - 4 Project under construction
  - 5 Annual programme with allowance for anticipated spend
  - 6 Project complete, retention payment due

This page is intentionally left blank



## Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

Author: Cabinet Member for Strategic Infrastructure, Transport & Planning  
Director of Strategic Development

Wards: All

Parishes Affected: All

---

### 1. Purpose and Reasons

- 1.1 To seek agreement for the revised Swindon Borough Local Development Scheme (LDS) 2020, which outlines the work programme for the production of Local Development Plans, (principally the Local Plan), including joint working arrangements with Wiltshire Council, and for the arrangements to make it publicly available.
- 1.2 The LDS was last published in March 2019. Since that date, two rounds of public consultation have been undertaken on the Local Plan Review the latest closing on 31<sup>st</sup> January 2020. As a consequence of representations received to that consultation, it is recommended a number of key evidence base documents are completed prior to submission for examination. This has necessitated a review of the Local Plan timetable. To inform stakeholders and the public on the updated work programme and key dates in the Local Plan production it is critical that an updated LDS is published.
- 1.3 In order to have an up to date planning framework in relation to minerals and waste matters, it is recommended work commences on the review of the Minerals and Waste Development Plan Documents, and in such joint working with Wiltshire Council is continued.
- 1.4 The Local Plan Review will have a key role in implementing many of the Corporate Plan's priorities and will be fundamental in delivering key elements of the Priority One: Improve infrastructure and housing to support a growing, low-carbon economy.

### 2. Recommendations

Cabinet is recommended to:

- 2.1 Approve the Swindon Borough Local Development Scheme as attached at **Appendix 1** and to publish it in accordance with the arrangements set out in paragraph 3.27.
- 2.2 Authorise the Director of Strategic Development, in consultation with the Cabinet Member for Strategic Infrastructure, Transport & Planning, to make minor non-

# Swindon Borough Local Development Scheme Review 2020

**Cabinet**

**Date: 9th September 2020**

---

material changes to the content of the Swindon Borough Local Development Scheme if required, prior to publication.

- 2.3 Authorise the Director of Strategic Development to commence joint working with Wiltshire Council in the review of Minerals and Waste Development Plan documents.

## **3. Detail**

- 3.1 The Council is required to have an up to date Local Plan to provide a planning framework to shape future development as the principal policy document in the determination of planning applications in the Borough.
- 3.2 The Planning and Compulsory Purchase Act, 2004 (as amended by the Localism Act 2011) requires the Council to prepare and maintain a Local Development Scheme (LDS) setting out a rolling three-year programme of work to deliver local planning documents.
- 3.3 Swindon Borough Council adopted its first LDS in September 2005, and since that time it has been subject to periodic review. A review of the LDS was published in March 2019 (Cabinet Minute 76, 2018/19 refers) setting out the timetable for the Swindon Borough Local Plan review. A further update has become necessary following the consultation of the draft Local Plan and implications arising from Covid-19 restrictions.
- 3.4 This iteration of the LDS covers the period 2020 to 2023. The main element of the revised LDS is the preparation of the review of the Swindon Borough Local Plan, but also covers joint working arrangements with Wiltshire Council. The Revised Local Plan will cover the period 2018 to 2036.
- 3.5 The LDS must identify:
- 3.5.1 which of their Local Development Documents are local plans and which are supplementary planning documents,
  - 3.5.2 the subject matter and geographical area to which any local plan relates,
  - 3.5.3 which local plans (if any) are to be prepared jointly with another local planning authority,
  - 3.5.4 any matter or area in respect of which the Council have agreed (or propose to agree) to the constitution of a joint committee, and
  - 3.5.5 the timetable for the preparation and revision of the local plans.

# Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

## Local Plan Consultation

- 3.6 Public consultation on the preferred and 'emerging' options for the Local Plan Review was undertaken between 29<sup>th</sup> July 2019 and 23<sup>rd</sup> September 2019 in accordance with Regulation 18 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), (Cabinet Minute 19, 2019/20 refers).
- 3.7 Public consultation on the draft submission Local Plan Review was undertaken between 17<sup>th</sup> December 2019 and 31<sup>st</sup> January 2020 in accordance with Regulation 19 of The Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), (Cabinet Minute 52, 2019/20 refers).
- 3.8 In total 435 representations to the draft submission Plan were received from individuals, parish councils, businesses, developers and other organisations. The comments received are available to view at: [Swindon Borough Council Planning Policy Consultation Portal](#).
- 3.9 In summary, the comments received from residents mainly focused on allocations for residential development in the rural settlements, particularly at Highworth, Wroughton, Wanborough, and Bishopstone. Within the Swindon Urban area, the draft allocation at Marlborough Road received a significant number objections. The comments of residents principally related to concerns over traffic impacts, pressure on key services particularly GP surgeries, and the loss of open space and countryside. Comments were also made by some residents relating to heritage assets and important landscapes. A number of residents raised issues relating to climate change.
- 3.10 Comments from developers mainly focused on the promotion of their own sites, with some arguing the housing and employment land targets are not ambitious. There were also comments relating to the draft Development Management policies, particularly where there is a perceived increase to the costs of development.
- 3.11 Comments were received from a number of stakeholders including the statutory consultees. Key amongst these were those of the Highways England:
- 3.11.1 "It is recognised that the delivery of a number of strategic allocations, including New Eastern Villages and Kingsdown, has been delayed and subsequently a number of unallocated and speculative development sites have been permitted, particularly along the A419 corridor. Highways England need to better understand the changes to the spatial strategy for Swindon that are proposed by the Local Plan Review, its impact on the SRN and the implications for the delivery of necessary highways and transport infrastructure".

# Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

- 3.12 Following discussions with Highways England, it was agreed additional transport modelling was required to underpin the Local Plan which itself necessitates an update to the SATURN model. Such an update will require traffic count data, which since the start of the Covid-19 pandemic restrictions has not been possible or meaningful. Discussions are on-going as to how best to update the SATURN model in the mean-time. It is anticipated that the production of the transport evidence to the satisfaction of Highways England will take 6 to 9 months.
- 3.13 In addition, as a consequence of points raised through the consultation additional evidence work is required and/or completed in relation to the Water Framework Directive, Viability, infrastructure provision, gypsy & travellers sites and sustainable construction and climate change. This work will be undertaken concurrently with transport evidence update.
- 3.14 It is also important that the work-schedule for the Local Plan takes account of the recent changes to the Planning system introduced by the Government.
- 3.15 To be open and transparent, and to accord with regulations it is recommended consultation is undertaken on modifications to the Plan as a result of the update to the evidence base and comments received to the previous consultation.

## Implications for the Local Plan Review Timetable

- 3.16 In order to make timely progress on the Local Plan Review and in light of the analysis of evidence base outlined above, it is proposed to amend the timetable to proceed with the Local Plan.
- 3.17 The outline programme for the production of the Local Plan Review is presented in Appendix 4 of the LDS document. The key remaining dates for the production of the Local Plan are:
- |                                     |                |
|-------------------------------------|----------------|
| Revised Pre-submission Consultation | June/July 2021 |
| Submission for Examination          | October 2021   |
- 3.18 Although this is a slippage in the timetable as outlined in the LDS 2019, officers' opinion is that to proceed at a greater pace would risk the Plan being found unsound at Examination with a consequence for ultimate adoption of the Plan.
- 3.19 After submission, the timetable is largely dictated by the Local Plan Inspector, appointed by the Planning Inspectorate. Based on past experience it anticipated adoption of the revised Plan would be in mid to late 2022, assuming it is found sound at examination.
- 3.20 The government has recently issued a White Paper for consultation, 'Planning for the Future', with the intention to reform the planning system to streamline the planning process and accelerate delivery of new homes. This includes proposals

# Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

to simplify the role, production and examination of local plans. If these proposals are enacted it may have implications for the Local Plan timetable which would be addressed through a further revision to the LDS.

## Minerals and Waste Planning

- 3.21 As unitary authorities, both Swindon Borough Council and Wiltshire Council are the local planning authority responsible for minerals and waste. Each Council is the designated Mineral Planning Authority (MPA) and Waste Planning Authority (WPA) for its respective administrative area and has, among other duties, responsibility for preparing, monitoring and reviewing a Minerals and/or Waste Local Plan (previously referred to as Development Plan Documents).
- 3.22 Wiltshire Council and Swindon Borough Council have, historically, collaborated successfully in the preparation and adoption of a complete set of Minerals and Waste Development Plan Documents.
- 3.23 The four separate Minerals and Waste Core Strategy and Development Control Policies Development Plan Documents (DPDs) were adopted in 2009, with the two final documents in the framework; the Aggregate Minerals Site Allocations Local Plan and the Waste Site Allocations Local Plan, adopted in 2013.
- 3.24 It is recommended that joint working and production is continued for the Minerals and Waste on the basis of reduced costs of shared evidence base and procurement, and ensuring a co-ordinated approach.
- 3.25 The revised LDS reaffirms Swindon Borough's commitment to review the policies within these plans to identify whether existing policies need to be amended or replaced, particularly in terms of their continued conformity with national policy.
- 3.26 If as a result of completing the review process, in co-operation with Wiltshire Council, it is considered necessary to update the minerals and/or waste plans, either in full or in part, then the LDS will be updated. This will confirm the extent of joint working between the two authorities and be reflected in the Statement of Common Ground.

## Next Steps

- 3.27 Should the Cabinet approve the LDS, it will be made available on the Council's website at the earliest opportunity. A copy of any amendments made to the scheme and up-to-date information showing the Council's compliance (or otherwise) with the timetable must also be made available to the public.

## **4. Alternative Options**

- 4.1 The Council is under a statutory obligation to revise the LDS at such time they consider appropriate. The Borough Council could choose not to amend its Local

# Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

Development Scheme. However, an out of date scheme is of little use to stakeholders in programming their responses to key policy documents. Also, the Council's Plan preparation is judged against the timetables in the Scheme and not having an up-to-date Local Plan may incur the intervention of the Secretary of State.

- 4.2 In respect of Minerals and Waste Planning, each authority would produce its own Plan(s), however this would not realise the cost savings as identified above.

## 5. Implications, Diversity Impact Assessment and Risk Management

### Financial and Procurement Implications

- 5.1 The costs of preparing the review of the Local Plan will be met from existing budgets. Proportional funding would be forthcoming from Wiltshire Council in respect of joint evidence base work and work relating to Minerals and Waste Development Plan documents.
- 5.2 The Swindon Borough Local Plan and the Minerals and Waste Plans are strategic planning policy document, and as such, do not necessarily commit the Council itself to funding proposals contained within them. Any funding requirement would be subject to Cabinet approval.

### Legal and Human Rights Implications

- 5.3 The preparation of the Local Development Scheme and the subsequent Local Plan Review have to be in accordance with relevant legislation, particularly the Planning and Compulsory Purchase Act 2004 as amended by the Localism Act 2011 and the Town and Country Planning (Local Planning) Regulations 2012. Swindon Borough Council also has a Statement of Community Involvement (SCI). The SCI sets out the Council's policy for consulting and engaging with individuals, communities and other stakeholders in the preparation and revision of supplementary planning documents amongst other matters. Any consultation must adhere to the SCI, as well as be adequate and fair.
- 5.4 Human Rights considerations have been taken into account by the author in compiling this report. At this stage the report is just asking for approval of the Local Development Scheme which is just a rolling project plan for producing/reviewing local development documents, as such the content of this report will not have a direct implication on human rights issues. In the unlikely event they do, any minor implication will be proportional within the need for the Council to comply with its statutory obligations in reviewing its LDS.



# Swindon Borough Local Development Scheme Review 2020

Cabinet

Date: 9th September 2020

---

## All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.5 The Local Plan Review and Mineral and Waste Development Plan Documents will be subject to a Sustainability Appraisal incorporating Strategic Environmental Assessment and Health Impact Assessment to ensure that the impact of proposals can be minimised with the least negative impact possible on the Plan area. Other planned development documents will be in accordance with the Local Plan.

## Diversity Impact Assessment (DIA)

- 5.6 A DIA has not been undertaken on the LDS as the purpose of the Scheme is to only outline the programme of the development plan, however DIA's will be undertaken on the development plan documents themselves.

## Risk Management

- 5.7 The LDS programmes the statutory development plan for Swindon. Without programming of statutory plans, there is a significant risk that those plans, and the development they cover, will not be delivered when required. Also, there is a risk that without an LDS, stakeholders will not be informed of when responses will be required for key policy documents which could result in fewer responses and participation from Swindon's community.
- 5.8 Delay to the Local Plan Review could undermine the Council's vision to create and realise Swindon's aspirations for development. Adequate resourcing and robust proportional evidence are identified as potential risks to the Local Plan Review.

## **6. Consultees**

- 6.1 The Corporate Director of Finance and Assets (Section 151 Officer) and Chief Legal Officer (Monitoring Officer) are consulted in respect of all reports.

## **7. Background Papers**

- 7.1 None

## **8. Appendices**

- 8.1 Appendix 1: Swindon Borough Local Development Scheme 2020

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is not a Key Decision and is included in the Cabinet Work Programme and Forward Plan for September 2020.

This page is intentionally left blank



# **Swindon Borough Council**

## **Swindon Borough Local Development Scheme (10th Review)**

**Swindon Borough Council's programme for the preparation of  
Local Development Documents**

**September 2020**

**DRAFT – CABINET VERSION**



## **Contents**

	<b>Page</b>
<b>Introduction</b>	<b>2</b>
<b>Existing Development Plan Documents</b>	<b>3</b>
<b>Future Development Plan Documents</b>	<b>5</b>
<b>Local Planning Guidance Documents</b>	<b>9</b>
<b>Other Planning Documents</b>	<b>12</b>
<b>Supporting Information</b>	<b>13</b>
<b>Appendix 1 – Glossary</b>	<b>15</b>
<b>Appendix 2 - Local Plan Review Production Risk Assessment</b>	<b>17</b>

## Introduction

1. A Local Development Scheme (LDS) is required to be prepared by Swindon Borough Council (the Council) under Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended by the Localism Act 2011).
2. The LDS must specify (among other matters) the documents which, when prepared, will comprise the Development Plan for the area. It must be made available publically and kept up-to-date. It is important that local communities and interested parties can keep track of progress.
3. The LDS sets out the timetable for the production of Development Plan Documents (DPDs) which comprise the Development Plan for the Borough, including the Local Plan, and sets out the key production and public consultation stages of DPDs. This enables the community, businesses, developers, service and infrastructure providers and other interested organisations to know which DPDs are to be prepared for the area and when they will be able to participate<sup>1</sup>.
4. This LDS provides information about the preparation of the Swindon Borough Local Plan 2036 and related documents which will replace the Local Plan 2026 (adopted in 2015). The LDS takes into account ongoing joint working with Wiltshire Council.
5. Further documents will be added to the LDS programme as the need for them becomes apparent and resources allow.
6. The LDS is not in itself a planning policy; instead, it sets out what work will be undertaken to review existing planning policies and produce new ones for the future.
7. The Authority Monitoring Report produced by the Council will review the implementation of the LDS.
8. This LDS replaces the previous LDS published in March 2019. Changes to the LDS, since the last version was published, have been made as result of revision of the timetable for production of the Swindon Local Plan Review following public consultation. In particular:
  - the introduction of a 'standard methodology' for calculating local housing need based on population projections and local affordability ratios (house price to income);
  - this local housing need is to be expressed as a single authority housing requirement replacing the previous approach to calculate local housing need on the basis of housing market areas;

---

<sup>1</sup> Public consultations will continue to be advertised and stakeholders notified when important documents are published for public consultation, in accordance with the Statement of Community Involvement which is available here:

[https://www.swindon.gov.uk/info/20113/local\\_plan\\_and\\_planning\\_policy/641/statement\\_of\\_community\\_involvement](https://www.swindon.gov.uk/info/20113/local_plan_and_planning_policy/641/statement_of_community_involvement)

- Statements of Common Ground with neighbouring local planning authorities are to become live documents which identify the strategic cross boundary matters being addressed through the plan making process;

## Development Plan Documents

9. Development Plan Documents (DPDs) contain policies for the use, protection and/or development of land, usually including the allocation of land for development. These must be in general conformity with government guidance, in particular the revised National Planning Policy Framework (NPPF) 2018.
10. Together the DPDs for an area form the Development Plan for that Local Planning Authority. Section 38(6) of the Planning and Compensation Act states that planning applications must be determined in accordance with the development plan unless material considerations indicate otherwise.
11. Foremost of the DPDs in an area is the **Local Plan**, which sets out local planning policies and identifies how land is used, determining what will be built where. A Local Plan may be a single document or a suite of Development Plan Documents (which can cover specific policy matters or specific geographical areas).
12. For a unitary authority, such as Swindon Borough, the Council has the responsibility for producing **Minerals and Waste Local Plans**. These have been produced jointly with Wiltshire Council.
13. **Neighbourhood Plans** are not compulsory. However, when duly prepared they are a statutory document that forms part of the development plan. In parished areas these are prepared by a town or parish council or councils. Neighbourhood Plans must be in general conformity with the adopted Local Plan.

## Existing Development Plan Documents

14. The statutory development plan is the set of DPDs that together form the statutory basis for determining planning applications in Swindon Borough. The development plan comprises both DPDs prepared by Swindon Borough Council as local planning authority and made (adopted) Neighbourhood Plans prepared by Parish and Town Councils within Swindon.
15. On publication of this LDS, the statutory development plan for the Council comprises:

Table 1 – Swindon Borough Development Plan

Document	Notes
Swindon Borough Local Plan 2026	Adopted March 2015. Sets out the spatial vision, objectives and strategy for the spatial development of Swindon and policies and allocations to deliver the vision over the period to 2026.

<b>Document</b>	<b>Notes</b>
Swindon Central Area Action Plan	Adopted February 2009. Amended by the Local Plan 2026. Encompasses the Town Centre, the Railway Village, the historic Great Western Railway Works, North Star, Old Town and surrounding residential areas.
Wiltshire and Swindon Minerals Core Strategy	Adopted July 2009. Sets out the spatial vision, strategic objectives and strategy covering minerals provision up to 2026 including the strategic policies and proposals to deliver the vision.
Wiltshire and Swindon Minerals Development Control Policies DPD	Adopted September 2009. Sets out generic policies to assist in determining planning applications for minerals development up to 2026.
Wiltshire and Swindon Minerals Site Allocations DPD	Adopted December 2012. Identifies land for future mineral (aggregates) working and aggregate recycling facilities up to 2026 in accordance with the Swindon and Wiltshire Minerals Core Strategy.
Wiltshire and Swindon Waste Core Strategy	Adopted July 2009. Sets out the spatial vision, strategic objectives and strategy covering waste provision up to 2026 including the strategic policies and proposals to deliver the vision.
Wiltshire and Swindon Waste Development Control Policies DPD	Adopted September 2009. Sets out generic policies to assist in determining planning applications for waste development up to 2026.
Wiltshire and Swindon Waste Site Allocations DPD	Adopted November 2012. Identifies land for future waste management facilities and aggregate recycling facilities up to 2026 in accordance with the Swindon and Wiltshire Waste Core Strategy.
Wiltshire and Swindon Minerals Local Plan 2001	Adopted November 2001. One policy (Policy 35 Preferred Areas for Sharp Sand and Gravel) continues to be saved.
Wroughton Neighbourhood Plan	Made July 2016.
Highworth Neighbourhood Plan	Made July 2017.
South Marston Village Neighbourhood Plan	Made November 2017
Hannington Parish Neighbourhood Plan	Made November 2018

16. In addition, two further Neighbourhood Plans are awaiting referendum:
  - a. Blunsdon East Neighbourhood Plan
  - b. Stratton St Margaret Neighbourhood Plan
17. Accompanying the Development Plan is the Swindon Borough Policies Map which is a geographical representation of the policies on an Ordnance Survey base.

### ***Future Development Plan Documents***

18. The Council is working on a review of its Local Plan and associated Development Plan Documents.

#### **Swindon Borough Local Plan – Review (2036)**

19. In accord with the recommendations in the Local Plan 2026 Inspector's Report, the Council's priority is to review the Local Plan, providing a new strategic context for development up to 2036. It will determine the level and direction for future growth. It will include the allocation of a range sites to meet the identified need, a review of existing development management policies, and strategic guidance for the production of future neighbourhood plans.
20. The following table sets out the content, coverage and timetable for the preparation of the Local Plan 2036 (the timetable is also illustrated in Figure 1 below).

<b>Swindon Borough Local Plan Review (2016-2036)</b>	
<b>Role and subject</b>	<p>This document will set out the overall development strategy for the period 2016 to 2036 for Swindon Borough. It will include strategic policies as well as locations for housing (including market, affordable, self- build, specialist and gypsy and traveller accommodation), employment sites and the identification of key supporting infrastructure.</p> <p>It will not be the purpose of the review to change or remove strategic objectives or policies that remain in accordance with national policy and support the delivery of sustainable development.</p> <p>The review will also include updating existing Local Plan development management policies to ensure their continued consistency with national policy and relevance to the development strategy.</p>
<b>Geographical coverage</b>	Swindon Borough
<b>Document type/status</b>	Development plan document
<b>Chain of conformity</b>	National policy
<b>Replaces</b>	Swindon Borough Local Plan 2026, Swindon Central Area Action Plan (2009)
<b>Timetable – Key Stage</b>	
Public consultation on scope & issues (Regulation 18)	Commenced Nov 2017
Public consultation on Preferred Options (Regulation 18)	Commenced July 2019
Public Consultation on Pre-submission (Regulation 19)	Commenced December 2019
Public Consultation on Revised Pre-submission (2 <sup>nd</sup> Regulation 19)	June/July 2021
Submission to Secretary of State (Regulation 22)	October 2021
Examination in Public (Regulation 24)	Q1 2022
Inspector's Report (Regulation 25)	Q2 2022
Adoption (Regulation 26)	Q3 2022

(Regulation references taken from The Town and Country Planning (Local Planning) (England) Regulations 2012)

Note: The standard period for consultation is 6 weeks, but this may be extended over holiday periods.



21. The key milestone is the point at which the document is submitted to the Secretary of State and/or examination. Full Council is required to approve the DPD for submission and finally adopt the plan as per the Council constitution.

Swindon and Wiltshire Joint Working

22. In accordance with Section 33A of the Planning and Compulsory Purchase Act 2004 (as amended) local authorities must engage constructively, actively and on an ongoing basis in any process by means of which development plan documents are prepared. This is termed the 'duty to cooperate'. It states that cooperation should take account of the most appropriate functional geographies, which would include housing market areas (HMAs) and functional economic market areas (FEMAs). This provided the momentum for joint working with Wiltshire and the proposed Joint Spatial Framework (see below).
23. NPPF2018 now requires local authorities to "maintain one or more statements of common ground, documenting the cross-boundary matters being addressed and progress in cooperating to address these". National Planning Practice Guidance outlines what a statement of common ground should contain and explains that it should be "maintained on an on-going basis throughout the plan making process".
24. A statement of common ground can identify matters that are agreed, yet to be agreed, or further information that is required before matters can be agreed. It will identify those areas where cooperation is required to deliver the strategic policies of both authorities. To this extent it will cover many of the elements previously intended to be included within the Swindon and Wiltshire Joint Spatial Framework as detailed in the previous LDS (2017).
25. A Statement of Common Ground will therefore be prepared between Wiltshire and Swindon to confirm the extent of joint working between the two authorities, including:
  - whether the proposed housing requirements for Swindon Borough Council and Wiltshire Council can be accommodated within each authority's boundaries and if not the extent of the shortfall in provision.
  - whether the proposed employment land requirement identified in the Swindon and Wiltshire Functional Economic Market Assessment can be accommodated within each authority's boundaries and if not the extent of the shortfall in provision, and
  - whether there are other cross boundary strategic issues that should be addressed through joint working including infrastructure provision to support growth.
26. The Statement of Common Ground should be subject to ongoing review. The scope of the Joint Spatial Framework will be determined by the Statement of Common Ground. It may be reduced in scope compared to that previously proposed, for example, it may focus on employment land and infrastructure delivery.

Minerals and Waste Development Plan Documents

27. As unitary authorities, both Swindon Borough Council and Wiltshire Council are the local planning authority responsible for minerals and waste. Each Council is the designated Mineral Planning Authority (MPA) and Waste Planning Authority (WPA) for its respective administrative area and has, among other duties, responsibility for preparing, monitoring and reviewing a Minerals and/or Waste Local Plan (previously referred to as Development Plan Documents).
28. As outlined in Table 1, Wiltshire Council and Swindon Borough Council have, historically, collaborated successfully in the preparation and adoption of a complete set of Minerals and Waste Development Plan Documents. These plans are being implemented and monitored through the Annual Monitoring Report (AMR) process.
29. This LDS reaffirms Swindon Borough Council's commitment to review the policies within these plans to identify whether existing policies need to be amended or replaced, particularly in terms of their continued conformity with national policy.
30. The review process will consider:
  - conformity of policies with the National Planning Policy Framework, including National Planning Policy for Waste;
  - the effectiveness of policies against indicators in the Development Plan Documents;
  - updated information about delivery of land allocations, quantities of waste and capacity to manage waste within Swindon and Wiltshire; and
  - the Local Aggregate Assessment of demand for and supply of aggregates in the area.
31. If as a result of completing the review process, in co-operation with Wiltshire Council, it is considered necessary to update the minerals and/or waste plans, either in full or in part, then the LDS will be updated. This will confirm the extent of joint working between the two authorities and be reflected in the Statement of Common Ground.

#### *Development Plan Documents Prepared by Others*

32. At the time of writing a number of **Neighbourhood Plans** are being prepared in Swindon Borough. They are prepared in a timescale that is set by the parish councils, not the Council, and therefore the timetable for their preparation is not contained within this LDS. The following Neighbourhood Plans are currently in preparation (stage reached):
  - Blunsdon St Andrew - East (awaiting referendum)
  - Stratton St Margaret (awaiting referendum)

#### **Local Planning Guidance Documents**

### *Existing local planning guidance documents*

33. **Supplementary Planning Documents (SPDs)** are not part of the statutory Development Plan but provide additional guidance on matters covered by Development Plan Documents. They are not subject to independent examination but have significant material weight in the determination of planning applications. The preparation of Supplementary Planning Documents involves evidence gathering, an initial draft and public consultation. They may be subject to Sustainability Appraisal. On publication of this LDS the adopted Swindon Borough SPDs are:
- **Residential Extensions and Alterations SPD.** This SPD amplifies Policy DE1 of the adopted Swindon Borough Local Plan 2026 by providing detailed guidance to assist in achieving high quality development and protect amenity.
  - **Inclusive Design Access for All SPD.** This SPD amplifies Policy DE1 of the adopted Swindon Borough Local Plan 2026 by providing guidance to assist in achieving high quality and inclusive design for all development; including individual buildings, public and private spaces.
  - **Swindon Residential Design Guide SPD.** The purpose of this SPD is to expand upon Policy DE1: High Quality Design (Swindon Borough Local Plan 2026) and to assist with implementation of this policy in accordance with the National Planning Policy Framework (NPPF). The SPD builds on previous guidance to provide a clear set of principles and guidelines to ensure high quality design, and to shape new development in line with the Council's Strategic Planning Objectives on Design Quality, the placemaking ambitions within the Borough's Corporate vision and in accordance with the core principles of the NPPF.
  - **Swindon Design Guide.** The Design Guide covers all aspects of design focusing on specific types of development and specific areas.
  - **Shopfronts Coding Guidance.** The Shopfronts Coding Guidance Note will be applied whenever planning consent is required for a new or amended shopfront.
  - **New Eastern Villages Planning Obligations SPD.** This SPD sets out Swindon Borough Council's approach to securing, by planning obligations, the infrastructure required as a consequence of developments in the New Eastern Villages. The approach detailed seeks to achieve the effective delivery of infrastructure to enable sustainable growth at the New Eastern Villages to ensure the right infrastructure is delivered in the right place, at the right time. The SPD provides more detailed advice and guidance on Local Plan Policies IN1 (Infrastructure Provision), SD3 (Development Management), NC3 (New Eastern Villages) and RA3 (South Marston).
  - **New Eastern Villages Framework Travel Plan SPD.** This SPD sets out Swindon Borough Council's approach to securing the travel plan measures required by planning obligations as a consequence of development at the

New Eastern Villages. The approach detailed within the SPD seeks to achieve the effective delivery of residential, workplace and educational travel plans to enable sustainable growth at the New Eastern Villages, and to ensure the correct supporting transport infrastructure is delivered in the right place, at the right time.

- **New Eastern Villages Sustainable Drainage Systems (SuDS) Vision SPD.** To ensure a cohesive approach to SuDS across the New Eastern Villages development, this SPD has been produced to inform pre-application discussions and assist with the formulation of masterplans. It also provides guidance on effective design solutions for SuDS schemes to encourage current planning applications to create high-quality sustainable communities.
- **New Eastern Villages Island Bridge Vision SPD.** This SPD sets out the vision for a cohesive network between the development islands at the New Eastern Villages where not already provided by developers. It has been produced to inform pre-application discussions and assist with the formulation of masterplans. Finally the document sets out the principles of design for the bridge structures as well as Environment Agency minimum technical requirements.
- **New Eastern Villages (NEV) Green Infrastructure SPD.** This SPD seeks to provide a framework to ensure the delivery of an integrated and connected green infrastructure network and green spaces at the New Eastern Villages to support an environment where safe, healthy communities can be created. The document sets out the strengths and opportunities for a range of green infrastructure typologies that should be secured throughout the New Eastern Villages. Finally the SPD provides guidance on the delivery of strategic green infrastructure for each village to assist with formulation of masterplans for developers.
- **Travel Plans SPD.** This provides a guide for developers in Swindon for the delivery of sustainable transport objectives.

34. The Council also has adopted a number of other Local Planning Policy Documents which are also not part of the statutory Development but provide additional guidance. On publication of this LDS these are:

- **Affordable Housing Development Control Guidance Note.** This statement sets out the Council's position for adopted guidance that underpins Policy HA2: Affordable Housing in the adopted Swindon Borough Local Plan 2026. This is to be used as a material consideration to the determination of relevant planning applications.
- **Archaeology Supplementary Planning Guidance (SPG).** This SPG provides guidance to developers, architects, agents and landowners where their development proposals impact on archaeological remains.
- **Buildings of Significant Local Interest SPG.** This SPG sets out the criteria for assessing proposals affecting buildings of significant local interest).

- **Community Forest SPG.** This SPG seeks to ensure that, where applicable, the aims and objectives of the Community Forest are incorporated into development proposals.
- **Conservation Areas SPG.** This SPG provides the background to the designation of the Borough's conservation areas and to list the architectural, historic and environmental elements that have formed the framework for the Council's Conservation Area Appraisals.
- **Landscape Character Areas SPG.** This SPG provides guidance on the characteristics of each of the Borough's Landscape Character Areas that should be addressed when considering development proposals within them.
- **Listed Buildings SPG.** This SPG provides advice on the repair and alteration of listed buildings, including the use of appropriate materials, and the detailed design of individual features.
- **Noise and Residential Development SPG.** This SPG provides advice for developers to assist in protecting future occupiers of residential development from noise sources.
- **Open space and new housing development SPG.** This SPG provides guidance on open space and new housing development.
- **Tree Protection On Development Sites SPG.** This SPG provides guidance in respect of the preservation of appropriate trees within development schemes.
- **Guidance Note on Nature Conservation.**
- **Swindon Borough Parking Standards.**
- **Street Trading and Ancillary Retail Kiosks' Design Management Guidance Note (DMGN).** (This complements the existing policy documents, which relate to town centre regeneration, as well as providing more detail of the specifics of street trading - with the overall aim of working towards a more inviting town centre).

#### *Future local planning guidance documents*

35. The following Supplementary Planning Documents are being or will be prepared:

- Revised Parking Standards (*Awaiting adoption – Q3 2020*)
- Swindon's Railway Conservation Area Appraisal and Management Plan - Consultation Q3 2020
- Local Heritage Assets SPD (*TBC*)
- Local Heritage Assets at Risk SPD (*TBC*)
- Other Conservation Appraisals Review (*TBC*)

## Other Planning Documents

### Local Development Orders

36. **Local Development Orders** (LDOs) are made by local planning authorities and give a grant of planning permission to specific types of development within a defined area. They streamline the planning process by removing the need for developers to make a planning application to a local planning authority. They create certainty and save time and money for those involved in the planning process. On publication of this LDS the adopted Swindon Borough LDOs are:
- Local Development Orders in support of a low carbon Swindon covering the following elements:
    1. Non-domestic air source heat pumps and district heating installations (this LDO applies Boroughwide)
    2. Hydrogen and electric car fuelling installations (this LDO applies on multiple sites)
    3. Pre-identified sites for solar arrays and solar farms (this LDO applies on multiple sites)
  - Local development orders for employment sites at:
    - Blagrove Business Park
    - BMW Plant Swindon
    - Dorcan Industrial Estate
    - Groundwell Industrial Estate
    - Honda Plant Swindon
    - Keypoint
    - South Marston Industrial Estate
  - Local development order for Victoria Road. (An LDO has been prepared for the Victoria Road area to complement the redevelopment scheme being advanced at the College Site in helping deliver the regeneration of the wider Victoria Road/Regent Circus area).
  - Local development order for house extensions. (The House Extensions LDO applies to rear house extension planning applications in the Borough that are deemed low impact and in compliance with the Council's house extensions planning guidance. The LDO extends "Permitted Development" rights for qualifying rear house extensions. The LDO does not remove any of the nationally set "Permitted Development" rights).

- Local development orders to deliver assisted living bungalows. (The Council has adopted Local Development Orders to help deliver assisted living bungalows on the following sites:
  - Land at end of Linden Avenue/Sycamore Grove, Pinehurst
  - Land behind Bembridge Close/Beaufort Green, Park North

#### Infrastructure Delivery Plan

37. An update of the Infrastructure Delivery Plan will be made to provide up-to-date guidance on the infrastructure required to support planned development and as part of the Local Plan Review.

#### Community Infrastructure Charging Schedule

38. The Community Infrastructure Levy (CIL) Charging Schedule will be reviewed in line with the review of the Local Plan, or the monitoring process indicates an earlier review, or as a response to legislative changes. CIL charging schedules are not formally part of the relevant Plan, but charging schedules and relevant plans should inform and be generally consistent with each other. The process for preparing a CIL Charging Schedule is similar to that which applies to the Local Plan. Guidance on the CIL is available on the Planning Practice Guidance website: <https://www.gov.uk/guidance/community-infrastructure-levy>. The Section 106 Planning Obligations Supplementary Planning Document will be reviewed in line with the CIL review.

#### Statement of Community Involvement

39. The Statement of Community Involvement (SCI) was updated in February 2019 and sets out the way we communicate with our businesses and communities on the preparation of planning documents and the determination of planning applications.

#### Authority Monitoring Report

40. Local planning authorities are required to prepare and publish an Authority Monitoring Report (AMR) on the progress of their development plans. It is anticipated that the Council will produce an AMR every 12 months and that this will be made available to the public on the Council's website. The AMR is not subject to public consultation.

## Supporting Information

#### Duty to Co-operate in the preparation of development plan documents

41. Throughout the preparation of the Local Plan Review process the Council will exercise its duty to co-operate with neighbouring authorities, focusing on the key cross boundary and strategic issues highlighted by the evidence base.

42. The duty to co-operate was introduced through the Localism Act 2011 and requires councils and public bodies to 'engage constructively, actively and on an ongoing basis' in the preparation of Local Plan documents, including in the preparation of evidence to underpin these documents. The duty relates to sustainable development or use of land that has a significant impact on at least two local planning areas. Issues that may not be able to be wholly addressed by one local planning authority working alone are set in paragraph 25 in the NPPF.
43. The NPPF states that Local Authorities should consider producing joint planning policies to address some of these strategic matters, as well as informal strategies such as joint infrastructure and investment plans. A joint approach will not be required where an issue can be addressed adequately within one administrative boundary. When compiling its scheme of work, the council considers and discusses with neighbouring authorities whether production of joint documents is a sensible course of action, such as with minerals and waste planning. The decisions of such considerations will be carefully recorded, clear justification by way of an explanation of the strategic context behind the course of action taken will be set out and, where necessary, a memorandum of understanding between the bodies published.

#### Risk assessment

44. Risk assessment will be undertaken during the LDS period by senior managers and will consider mitigation and contingency measures that may need to be implemented in order to ensure that sound DPDs are prepared and developed in a timely manner. Significant risks that have been identified include:

- failure to secure consensus with members leading to key milestones being missed
- changes to legislation and regulations delaying the plan making process
- lack of an appropriate and up-to-date evidence base
- insufficient resources (financial and staff) at critical points in the process

A more detailed risk assessment for the Local Plan Review is included at Appendix 2.



## **Appendix 1 - GLOSSARY**

A guide to the terminology used in this document

**Authority Monitoring Report (AMR)** - A report on how the council is performing in terms of the Local Development Framework. It includes a review of the Local Development Scheme's timetable and monitors the success of development plan document policies.

**Community Infrastructure Levy (CIL)** - A charge levied by the council on new development to fund the provision of infrastructure and wider community benefits. In order to charge the levy, the council must have an adopted CIL Charging Schedule. As of April 2015 when the CIL Charging Schedule became effective, CIL is the primary mechanism for securing financial contributions from developers.

**Community Infrastructure Levy Charging Schedule** - A document that sets out the council's charges on development to provide funds to support the delivery of infrastructure. The Charging Schedule must be based upon a robust evidence base (linked to the Infrastructure Delivery Plan and robust viability assessments) and subjected to meaningful consultation. The Schedule is examined by an independently appointed assessor (generally the Planning Inspectorate); and if found sound, the council can then charge CIL. Swindon Borough's CIL Charging Schedule became effective in April 2015.

**Development Plan Document (DPD)** - A document setting out the council's planning policies and proposals. They are subject to community involvement, consultation and independent examination. A sustainability appraisal is required for each development plan document.

**Gypsy and Traveller Accommodation Assessment (GTAA)** - An assessment of the accommodation needs of gypsies and travellers.

**Local Development Document (LDD)** - The documents that set out planning policies for specific topics or areas, which make up the Local Development Framework.

**Local Development Scheme (LDS)** - A timetable for the preparation of local development documents.

**Local Plan** - A Development Plan Document setting out the spatial vision and strategic objectives of the planning framework for an area.

**National Planning Policy Framework** - The National Planning Policy Framework was published on 27 March 2012 and revised in July 2018. The framework gives guidance to

local councils in drawing up local plans and on making decisions on planning applications. This is a key part of the government's reforms to make the planning system less complex and more accessible, and to promote sustainable growth.

**Neighbourhood Planning** - The Localism Act, which received Royal Assent on 15 November 2011, introduced new rights and powers to allow local communities to shape new development by coming together to prepare neighbourhood plans.

**Sustainability Appraisal (SA)** - This is required under national legislation for development plan documents and include consideration of social and economic impacts as well as impacts on the environment. Sustainability Appraisals are designed to incorporate the Strategic Environmental Assessment process (see below).

**Statement of Community Involvement (SCI)** - This is a document which sets out how the council will consult and involve the public at every stage in the production of the Local Development Framework. It also applies to major development control applications. The SCI is not a development plan document.

**Strategic Environmental Assessment (SEA)** - An appraisal of the impacts of policies and proposals on economic, social and environmental issues, required by European legislation.

**Supplementary Planning Document (SPD)** - A Local Development Document which provides additional advice and information relating to specific policy or proposals in a Development Plan Document.

## Appendix 2 - Local Plan Review Production Risk Assessment

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	<b>Response / Mitigation</b>
<b>Staff resources, including Planning Policy team absences (e.g. sickness) reducing capacity, affecting delivery timescales.</b> Other workload that the Policy team may be required to accommodate which is not directly related to the Local Plan but which would divert resources away from core work activity. There may be issues in resourcing supporting staff input from other teams within the Council including transport, drainage or conservation.	2 (Medium)	2 (Medium)	<b>4 (Medium)</b>	Every effort will be made to rationalise workloads and to make use of staff in other sections where their skills are appropriate to the task, notably development management, housing and highways. Close working with management/portfolio holder will ensure that non-essential work streams are minimised to keep the team to programme. Specific studies will be undertaken by external specialist consultants where necessary. Short term contracts will be considered where appropriate, together with secondments with neighbouring authorities. Early engagement with other teams within the Council will take place to agree the requirement for their involvement in the project.
<b>Availability of the Planning Inspectorate (PINS) for joint/concurrent examination.</b> Once the Local Plan is submitted, its progress is heavily dependent on the ability of the Planning Inspectorate to provide the resources required. The timetable for the preparation and adoption of Local Plans depends on the capacity of the Planning Inspectorate to undertake examinations at the appropriate time. This risk is increased for conjoined examinations.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Every effort will be made to seek early confirmation from PINS that the proposed timings are acceptable. Officers will liaise with PINS on the timetable and provide them with early notification of when the Councils intend to submit.
<b>Changing national policy, guidance and evidence.</b> Changes to national planning policy, guidance or legislation can generate new issues or produce additional, unforeseen requirements. Such changes could potentially impact on deadlines, or force the Councils to revisit evidence or re-consult on changes made to the plan.	3 (High)	2 (Medium)	<b>6 (High)</b>	The Council will ensure officers keep up-to-date with emerging changes and the latest national guidance and best practice, revising the Local Plan timetable if necessary, and ensuring adequate budgetary provision for consultancy support if required. External support may be used to deliver new work or evidence base addendums if required.

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	<b>Response / Mitigation</b>
<b>New data becoming available.</b> Unexpected or unknown issues arising during the preparation of the evidence base, plan preparation or sustainability appraisal could have implications for the plan reviews, in particular the spatial strategy. Evidence will need to be as up to date as reasonably possible.	2 (Medium)	2 (Medium)	<b>4 (Medium)</b>	Evidence may need to be amended if significant new data becomes available, taking a proportionate approach. Only significant changes in official government projections should justify changes to the strategy, though some tweaks to policy may be necessary. Parts of the previous Local Plan/Core Strategy evidence base may require a refresh to update existing information and ensure it remains fit for purpose. The policy team will mitigate this situation by undertaking an evidence base audit and project managing across the various evidence base disciplines to ensure that new information is disseminated as it becomes available. Officers and/or consultants will produce evidence base updates or addendums where necessary. Consultation windows will be used as an opportunity for interested parties to raise their concerns, frontloading issues at an early stage of plan-making, providing the Councils with the opportunity to accommodate changes or rebut criticisms where necessary.
<b>Failure to meet the tests of soundness and legal compliance.</b> All proposals and policies need to be justified to be found sound. There are also legal requirements relating to the duty to cooperate, Sustainability Appraisal and Habitats Regulations Assessment.	1 (Low)	3 (High)	<b>3 (Medium)</b>	Officers will attend relevant training or seminars on best practice, as well as maintaining a dialogue with the Planning Inspectorate and neighbouring authorities and other partners under the duty to cooperate. Consultants appointed to undertake specific studies will be required to ensure their work accords with national policy and guidance. All evidence will be robust and officers will make use of the Planning Advisory Service soundness and legal self-assessment toolkit, including commissioning critical friend support where necessary. Officers will follow the NPPF and Planning Practice Guidance and adhere to all applicable legislation.

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	<b>Response / Mitigation</b>
<b>Funding for evidence.</b> Resources are not available to commission specific evidence base work.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Officers will undertake an evidence base audit identifying the evidence base documents that need to be refreshed or commissioned, and will cross-reference these to the skills, experience and resources available within the Councils. This will result in the efficient use of consultants only where absolutely necessary due to a lack of internal expertise or capacity. For joint working, costs will be shared by the two Councils which should lead to efficiencies and economies of scale.
<b>Consultants not delivering within agreed timescales.</b> Additional costs could also be incurred for out-of-scope work. This could result in delays to plan-making.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Timescales and expectations will be made clear to consultants within the project brief and reinforced at inception. Experience within the policy team of preparing briefs and managing consultants will minimise slippage. Should slippage begin to occur, the problem will be identified quickly and the consultants engaged with to find a solution.
<b>Cooperation with other external bodies.</b> Plan making requires cooperation, consultation and engagement with external bodies. The Duty to Cooperate needs to be met throughout the plan-making process and before Examination in Public takes place. Failure on the part of external bodies to respond in time or to provide adequate responses (requiring subsequent clarification) could cause significant delay to work programmes.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Officers will identify all relevant Duty to Cooperate partners and maintain an ongoing dialogue with them to ensure the duty to cooperate is met, recording meetings and the outcome of those meetings in a standard template. For joint working on evidence, clear working arrangements with other bodies will be required with strong programme management.

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	<b>Response / Mitigation</b>
<b>Difficulties in working with Infrastructure providers within our timescales.</b> Infrastructure providers may have different priorities in terms of resource deployment leading to uncertainty about infrastructure requirements. Development planned through the Local Plan could have significant impacts on infrastructure requirements. If proposed allocations change late in the plan process it may be difficult to adjust infrastructure plans in time.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Officers will aim to provide clarity on the quantum and location of development to infrastructure providers as early in the plan-making process as possible so that they can identify infrastructure constraints and requirements. Ongoing liaison with infrastructure providers and developers will take place.
<b>Large number of representations received during consultation periods.</b> Logging and responding to a large number of representations could generate a significant amount of work, affecting resourcing of other projects and inputs into the Local Plan-making process.	2 (Medium)	1 (Low)	<b>2 (Low)</b>	The Councils will procure and make use on-line consultation response system to automate the processing of consultation responses as far as possible. Representations that are not submitted through the online system (e.g. by email or letter) will have to be manually entered, which is a time consuming task. Depending on the number of non-electronic comments received it may be necessary to bring in other staff, or temporary assistance, to record these comments.
<b>Delays resulting from a legal challenge.</b> A legal challenge to the Local Plan and the process for its development is a possibility given the possibility of significant public and/or developer opposition. The impact of this on the timetable could be significant if the challenge has substance.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Officers will follow the Planning Practice Guidance and PAS Plan Making Manual to ensure compliance with legal requirements and that risk of challenge is minimised. Officers will seek advice and assistance from Legal where necessary.
<b>Lack of political consensus or not making decisions in a timely way.</b> Given the significant public interest in the local plan elected members may feel they are not in a position to make a decision.	2 (Medium)	3 (High)	<b>6 (High)</b>	Close working with management/portfolio holder/Joint Working Group/Leaders Advisory Group will be required to ensure that the decision-makers are aware of the evidence, issues and options for the Local plan and what the impacts would likely be, in order to enable them to make an informed decision. Where agreement cannot be achieved there may be a need for further consultation or evidence gathering to recommend a way forward.

<b>Risk</b>	<b>Likelihood</b>	<b>Impact</b>	<b>Score</b>	<b>Response / Mitigation</b>
<b>Late changes to proposals.</b> There are a number of factors that could result in changes to the plan's proposals at a time which could result in delay. These factors include change of political direction, viability of infrastructure, development proposals and applications and impacts of plans being prepared by neighbouring authorities. A clear and early strategic steer on growth levels is needed to enable the plan to be developed to timetable (e.g. planning for infrastructure).	2 (Medium)	2 (Medium)	<b>4 (Medium)</b>	Early involvement of members through the Joint Working Group, Joint Strategic Economic Committee, Leaders Advisory Group and Cabinet will be required in confirming growth levels to be planned for and location of development. Ensuring that the evidence base is robust and capturing the views of duty to cooperate partners will assist in creating a sound footing and certainty for plan-making.
<b>Submission of appeals on strategic greenfield development sites</b> leading to team members dedicating time to support the preparation of appeal statements, proofs of evidence, additional evidence gathering, preparation for and attendance at hearings/public inquiries.	3 (Medium)	2 (Medium)	<b>6 (Medium)</b>	Officer time will be managed effectively. If necessary, external support could be used to represent the Council at appeal to limit the impact on plan-making work.
<b>Ensuring that infrastructure provision is viable and agreeing a complementary approach to CIL/S106.</b> Depending on the spatial strategy chosen there is the potential for the need for infrastructure to be provided across LPA boundaries. The two Councils currently operate separate CIL charging schedules which may need to be aligned, whilst S106 pooling restrictions affect the deliverability of infrastructure where numerous sites come forward together. The viability of sites will need to be assessed to ensure that infrastructure provision is deliverable.	1 (Low)	2 (Medium)	<b>2 (Low)</b>	Complete CIL/S106 viability work early in process. Commence discussions with infrastructure providers early to assess requirements and potential costs. Prioritise essential infrastructure requirements as necessary. Encourage land pooling where necessary to avoid S106 pooling restriction issues.

This page is intentionally left blank



## The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

---

Author: Deputy Leader of the Council and Cabinet Member for  
Commercialisation, Education and Skills  
Corporate Director Children's Services.

Wards: All

Parishes Affected: All

---

### **1. Purpose and Reasons**

- 1.1 The purpose of the report is to identify the number of school places required to meet Swindon's long-term educational place planning needs until 2026. The report consists of the expected demographic projections, proposed housing development areas, and the need to support attainment and opportunities for young people across the Town and Borough.
- 1.2 The report brings together information from a range of sources and sets out the issues the Borough will face in meeting its statutory duties for providing school places until 2026. The strategy includes present and predicted future pupil numbers on roll, together with information about birth rates, school capacity and new housing.
- 1.3 This report supports Priority Two of the Vision to "Offer education opportunities that lead to the right skills and right jobs in the right places" and in particular pledge 7 "in addition to two new Free secondary schools, build one Secondary and 12 Primary schools to meet the needs of our increasing population".

### **2. Recommendations**

Cabinet is recommended to:

- 2.1 Approve the School Place Planning study update 2020 attached as Appendix 1.

### **3. Background**

- 3.1 It is the Local Authority's statutory duty to ensure there are sufficient school places in Swindon. Please note the numbers provided in this report relate to forms of entry, which in planning school places one form of entry (usually expressed as FE) equals 30 pupils at the initial point of entry (Reception year for Primary schools or year 7 for Secondary schools). For clarity, we have attempted to refer to FE throughout this report.
- 3.1 Cabinet has received a number of reports on additional Primary and Secondary school places in recent years and this report intends to pull together the Borough wide need for places following an update of the school place planning study, which was previously updated in 2016.

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

- 
- 3.2 The updated school place planning study identifies that by 2026 the Borough will need to provide an additional 30 FE to meet Primary Place needs, and 10 FE to meet Secondary Place needs, with potential expansions in addition.

## Overview

- 3.3 The School Place Planning Study was updated in 2011 and 2016 to identify the number of school places and a range of other educational needs, required to meet Swindon's long-term educational place planning needs until 2026.
- 3.4 Since the 2016 version of the school place planning study was published, the Swindon Local Plan has been approved and the information contained within the previous study requires updating. In addition, there have been some changes to the demographic situation and school capacity in some existing areas of the town. These are described in the Study under each area. In addition, the following changes have been made:
- 3.4.1 School Place Planning Areas
  - 3.4.2 Review of the Council's Pupil Planning Ratio (Yield)
  - 3.4.3 Reduction of the Surplus places in the Borough to 5% in line with the National Audit Commission's recommendations

## School Place Planning Areas

- 3.5 In the majority of cases the planning of school places in Swindon is based on the geographical areas defined by the secondary school catchments and feeder school aligned to them. These are the same demographic planning areas that the council is required to report on annually to the Department for Education (DfE) to inform future capital basic need allocations.
- 3.6 Place planning can be influenced by parental preference in terms of selecting a school. Applications for school places are considered in line with the relevant Admission Authority's Admission Policy and over-subscription criteria.
- 3.7 These School Planning Areas are not catchment areas. They are a helpful way of assessing the broad distribution of need in a more flexible and integrated way. Our Secondary planning areas differ slightly to our Primary ones, in that we have one additional planning area for Primary (North Central):
- 3.8 Primary Planning Areas:
- 3.8.1 North Swindon (N)
  - 3.8.2 North Central Swindon (NC)
  - 3.8.3 Central (C)

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# **The School Place Planning Study Update 2020**

**Cabinet**

**Date: 9th September 2020**

---

- 3.8.4 East Swindon (E)
- 3.8.5 West Swindon and Wiltshire (W)
- 3.8.6 Rural (R)
- 3.9 Secondary Planning Areas:
  - 3.9.1 North Swindon (N)
  - 3.9.2 Central (C)
  - 3.9.3 East Swindon (E)
  - 3.9.4 West Swindon and Wiltshire (W)
  - 3.9.5 Rural (R)
- 3.10 These new areas mean that we are better placed to see the pressures and demands in these specific areas, particularly in North Swindon. The Catholic schools are now also included within each area, rather than in separate cluster. This also better reflects the position in each planning area.

## Review of the Councils Pupil Product Ratio (Pupil Yield)

- 3.11 The Council reviewed its Pupil Yield in 2017 as this has not been reviewed since 2008. It conducted a population forecasting study across four settlements in the Borough to establish a Pupil Product Ratio. This increased the Primary yield to 0.37 and 0.14 for Secondary, from 0.231 for Primary and 0.165 for Secondary. This has increased the pupil yield across all proposed housing in Swindon and has therefore increased the yield in terms of Primary and Secondary places, which is reflected in each planning area.

## Reduction of the Surplus places in the Borough to 5%

- 3.12 The previous study, recommended that Swindon have 6% and 8% Surplus for Primary and Secondary respectively. However, this report recommends that, despite the financial challenges associated with accommodating growth, around 5% surplus places be maintained at Secondary school level and 5% at Primary school level. This is in line with the National Audit Office. The key reasons are as follows:
  - 3.12.1 Scale of growth – Flexibility is needed within the school infrastructure as the large scale of the housing growth creates a high degree of uncertainty in predicting long-term pupil place need. In particular, flexibility is necessary in terms of predicting the peak number of pupils at any point. The numbers and ages of the pupils from a housing development will depend on the building rate and the ‘type’ of housing being built. The latter

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

---

is tied to the general economic climate with developers choosing not to build if the houses will not be occupied.

3.12.2 The Swindon Peak – Surplus places will be extremely important in managing any possible temporary peak in school place demand associated with growth in the town. If any peak in demand is not managed the Borough may have to provide even more school places that could then become surplus in the future

## Overall Birth data

- 3.13 In order to be able to forecast the demand in terms of school places in the Borough, the LA examines the birth data for the area, which comes from the Primary Care Trust (PCT) and is based on where pupils were born. From this, the LA applies its robust forecast methodology to anticipate the Reception numbers for the forth-coming years.
- 3.14 When the 2019 data from the PCT was analysed, it showed that although the number of children at Reception age in Swindon had increased from 2013 -2016, thereafter it began to decline. The data indicated that this trend would continue to decline over the next 3 years, apart from a small predicted spike in 2021. Indeed, it showed that there could be large numbers of surplus places in certain areas of the Town and in particular at certain schools.
- 3.15 In particular, 13 Primary schools were affected across the Town and it was predicted that at these schools from 2022 there could be a significant reduction of demand for Reception places. The LA met with the schools affected and attended a meeting of Swindon Primary Head Teachers to discuss the opportunities this presented for those schools. Options included reducing the school's published admissions number (PAN's), utilising the space and capacity for other uses such as making provision to promote inclusion for children with SEND, early year's provision for 2 year olds and pre-school provision and location for early intervention services. There will be an opportunity for schools to be creative with their capacity and apply for SEND capital investment. The LA has had confirmation from some schools that they will be considering reducing their PAN for 2022 and the Admissions Team will be working with those schools.
- 3.16 It is important to note that although there is predicted to be growth from planned housing in the Swindon planning areas, the timing of this will need to be examined carefully, and until planned housing is built and occupied there is still likely to be surplus in areas. As such the LA will continue to monitor the birth data versus housing growth to enable schools to be fully informed of their forecasts and to be able to make informed decisions.

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

---

## Borough Wide Primary Existing Pressures

- 3.17 Overall, the forecast for Primary pressures across the Borough, which includes the birth data and any migration to the Town, shows that there is enough capacity within the Town, without taking into account the impact of future growth from housing developments.

## Borough Wide Secondary Existing Pressures

- 3.18 Looking at forecast figures for secondary in Swindon overall there is estimated to be a decrease in numbers in the longer term, with a slight rise in Primary as peaks move through and up to Secondary. In 2016 there was peak in Reception numbers where the Council implemented a number of bulge classes across the Borough, and it is this peak that we will see in 2023 as these children reach Secondary school age, before the Secondary numbers are forecast to decline slightly by 2026.
- 3.19 The number of pupils going out of borough is estimated to remain broadly static at approximately 350. However, this will depend on whether there is a further decline in the numbers going to out of area schools close to the Swindon border such as Bradon Forest in Purton, Wiltshire. In addition, the effect of the opening of The Deanery in September 2019 on the number of pupils, especially from west Swindon, going to Royal Wootton Bassett Academy, is yet to be felt.

## Growth due to housing proposals

- 3.20 The Swindon Borough Local Plan 2026 outlines a strategy for long-term growth including around a further 18,690 homes. Table 1, below, outlines how the growth will be distributed and sets out the predicted impact on available school places across the town in addition to existing pressures. The house building programme will generate a need for around 33 forms-of-entry at Primary and 17.5 FE at Secondary school level across the town. A 'Form of Entry' (FE) equates to 30 pupils and there are 12 year groups from Reception in the Primary sector to Year 11 in a Secondary school.

**Table 1 Primary and Secondary School needs from new housing development.**

Location	Housing Nos	School Place Needs Forms of Entry (FE) <u>Primary</u>	Methodology <u>Primary</u>	Methodology <u>Secondary</u>	School Place Needs Forms of Entry (FE) <u>Secondary</u>
----------	-------------	-------------------------------------------------------	----------------------------	------------------------------	---------------------------------------------------------

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

Swindon Urban Area (Central)	376	0.66	(376 x 0.37)/7/30	(376 x 0.14)/5/30	0.35
Highworth	516	0.91	(516 x 0.37)/7/30	(516 x 0.14)/5/30	0.48
Wroughton	608	1.07	(608 x 0.37)/7/30	(608 x 0.14)/5/30	0.57
Other Villages	152	0.27	(152 x 0.37)/7/30	(152 x 0.14)/5/30	0.14
Sites with Planning Permission (non-strategic) (Central)	2533	4.46	(2533 x 0.37)/7/30	(2533 x 0.14)/5/30	2.36
Neighbourhood Plans (non-permissioned)	42	0.07	(42 x 0.37)/7/30	(42 x 0.14)/5/30	0.04
Wichelstowe Remainder	2821	4.97	(2821 x 0.37)/7/30	(2821 x 0.14)/5/30	2.63
Commonhead/Badbury Park Remainder	427	0.75	(427 x 0.37)/7/30	(427 x 0.14)/5/30	0.40
Tadpole Garden Village Remainder	629	1.11	(629 x 0.37)/7/30	(629 x 0.14)/5/30	0.59
New Eastern Villages	8,936	15.74	(8936 x 0.37)/7/30	(8936 x 0.14)/5/30	8.34
Kingsdown	1,650	2.91	(1650 x 0.37)/7/30	(1650 x 0.14)/5/30	1.54
<b>Total Swindon Borough</b>	<b>18,690</b>	<b>32.92 FE</b>			<b>17.44 FE</b>

- 3.21 The following section of this report sets out a summary of the pressures within the individual school place planning areas and proposals to meet the demand. Further detail on each area is set out in the School Place Planning Study 2020 attached at Appendix 1.

## North Swindon

- 3.22 Primary: The planning area in North Swindon is split into two parts; North and North Central.

3.22.1 North; due to existing demands in the area and the housing growth from the remainder of the Tadpole development, Abbey Farm and Blunsdon Stadium, there is forecast to be a need for an additional 2FE. However, this need will be met by the opening of Abbey Farm Primary School in 2022

3.22.2 North Central: Despite infill building at North Star and other areas, due to the existing pressures in the area being low, there is forecast to be a slight surplus of places in this area.

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.



# The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

- 
- 3.23 Secondary: From the known pressures and those from new housing (Abbey Farm, Tadpole and Blunsdon Stadium), there is forecast to be capacity in North Swindon Secondary schools to meet the demand.
- 3.24 It must also be noted that at present around 1.27FE from North Swindon attend Highworth Warneford, which is in the rural planning area, which if this continues would add additional capacity to North Swindon Secondary schools.
- 3.25 There is also a rising trend in North Swindon for parents to apply for Secondary schools in Wiltshire, with currently 3.3FE attending Bradon Forest in Purton or Royal Wootton Bassett and it is envisaged that this will continue.

## Central Swindon

- 3.26 Primary: There is substantial planned housing growth in the Central area, with 2909 houses planned. In addition, there is the remainder of the Wichelstowe development to be built which is approximately 2821 houses. This has meant that there is forecast to be a need for an additional 7.5FE of Primary school places in the Central area.
- 3.27 This will be met in part from the planned two, 2FE Primary schools in Wichelstowe; Kingfisher Primary School, which is planned to open in September 2022, and then West Wichel Primary School. The build out rate of new houses will have an impact on when and where the new schools will be built.
- 3.28 A further 4FE will need to be provided in the area with the options of exploring Lawn, Lainesmead, Mountford Manor and Robert Le Kyng Primary Schools.
- 3.29 Secondary: The growth in housing from the area will feed through to Secondary and therefore an additional 1.4FE will be required for the area. However, the Ridgeway School has, over the last 5 years, been popular as a choice from the Central area for parents. This has increased from 2FE in 2015 to 3FE of pupils attending the Ridgeway in 2019. Therefore, based on the trend it is forecast that this is likely to continue and there would be no need for any additional provision to be made in this area.
- 3.30 However, if additional capacity were needed within the Secondary schools in the Central Area, the existing schools would be best placed to expand and have the capacity to do so.

## East Swindon

- 3.31 The New Eastern Villages (NEV) expansion brings significant growth to East Swindon, with 8936 houses being built. The development alone will require 17FE of Primary school places, and its own 10 FE Secondary school with sixth Form. The proposed Primary and Secondary school building programme is needed and justified as the housing developments are geographically dispersed with major

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

---

road infrastructure dividing communities. The major roads form natural barriers to the movement of children. The Borough has a 'local children to local schools' policy and will therefore build Primary schools at the centre of the new communities.

3.32 In addition to the NEV, there is also forecast to be 1650 houses built at Kingsdown, along with the remainder of the houses to be built at Badbury Park.

3.33 Primary: This large-scale housing growth in the East has inevitably led to the need for additional 19.2 FE of Primary provision. This will be met by:

3.33.1 Seven new Primary schools will be provided in the New Easter Villages, 5 x 2FE and 2 x 3FE.

3.33.2 South Marston Primary school will be expanded by 1FE

3.33.3 A new 3FE Primary school will be provided at the Kingsdown housing development.

Secondary: The growth from the housing will follow through into Secondary, and overall in the area, there will be a need for 8FE of provision. However, as the NEV is a separate geographical area, it is the policy that the NEV should serve its own community and therefore the requirement is for a 10FE in the NEV to meet the need directly from that housing area. The timing of the building and opening of the proposed new school will depend on the build out rate of the developments. Existing schools Dorcan and Kingsdown Schools will be needed to assist in managing the pressure in the short-term, either may have to be expanded if necessary.

## West Swindon

3.34 Primary: There is no major housing developments planned in this area, with only 35 houses due to be built at the Windmill Hill site, which equates 0.062 FE for Primary. This means that overall in the West, there is sufficient capacity at Primary level.

3.35 Secondary: As above, there is little housing growth in the area, with the 35 new houses at Windmill Hill only equating to 0.3FE for Secondary.

3.36 Due to historic links with Wiltshire schools, parents in the West tend to also select schools in the Wiltshire area. This amounted to 2FE going to Bradon Forest and Royal Wootton Bassett in September 2020. The long-term pressure for this area is the knock on effect of the housing developments adjacent to Swindon and Wiltshire and the potential impact if the parental choice for Bradon Forest or Wootton Bassett Secondary schools changes.

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.



# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

- 
- 3.37 If this does happen and those pupils return to the Swindon network, there may not be enough places to accommodate them. A potential expansion would be needed to manage this pressure

## Rural Swindon

- 3.38 For the purposes of the Rural Planning area, there are two distinct areas of the Ridgeway Cluster and the Highworth Warneford Cluster, and although the planning area is considered as a whole, it is also important to examine each cluster in terms of capacity for school places.
- 3.39 Highworth Primary Cluster: There is planned housing due to be built within the Highworth area amounting to 558 houses which equates to 0.98FE. The predicted housing in Highworth brings the required FE to the capacity in the area, or just over, and due to this; the LA will investigate schools in the area concerning going over their PAN, to put in place bulge classes when they are necessary, or to re-opening Northview if necessary. These options will need to be thoroughly examined and the timing of the house building will need to be taken into account as not all the houses will be built at once, and when they are built the birth rate may be lower allowing for the 0.98FE the houses will generate, negating the need to add capacity.
- 3.40 Ridgeway Primary Cluster: In The Ridgeway cluster there are 608 houses planned in Wroughton, which equates to 1.1FE, and then 152 in the clusters villages, which equates to 0.3 FE. This is against a capacity of 5.3FE. The housing growth in the Ridgeway cluster shows that there could be a need for an additional 0.4 FE in the area. In order to meet this the LA would have individual discussions with schools in the cluster to meet that demand by adjusting the PANs of schools.
- 3.41 Highworth Secondary Cluster: The planned housing in Highworth amounts to 0.52 FE for Secondary against a capacity of 6FE. This will lead to Highworth Warneford being at capacity if they maintain their current PAN. Currently, around 1FE of children from North Swindon choose to attend Warneford (September 2019). If it were necessary, Warneford School would be able to increase their PAN, which is something they have done previously.
- 3.42 Ridgeway Secondary Cluster: The houses at Wroughton and the surrounding villages equates to 0.71FE for Secondary, and along with the existing pressure in the area, it is forecast that the total demand for places will total 9.2FE against a capacity of 9FE. However, it must be noted that the Ridgeway School has, over the last 5 years, been popular, as a choice from the Central area. This has increased from 2FE in 2015 to 3FE of pupils from the Central area attending in 2019. Therefore, it is forecast that there will be capacity in this area at Secondary, as the school would instead admit more pupils from its own cluster, rather than the Central area.
- 

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

## Overall Borough Place Planning demand

- 3.43 The table below sets out how the Borough will meet the long term Primary School place need.

**Table 2 Meeting Primary needs**

School	Number of Schools	Planning area	Type of Provision	Forms of Entry
Abbey Farm	1	North	New build	2
Kingfisher Primary	1	Central	New build	2
West Wichel primary	1	Central	New build	2
Central urban area	4	Central	Expansions	4
South Marston	1	East	Expansion	1
New Eastern Villages	7	East	New build	16
Kingsdown	1	East	New build	3
			<b>Total</b>	<b>30</b>

- 3.44 The table below sets out the how the Borough will meet the long term Secondary school place needs

**Table 3 Meeting Secondary Place needs**

School	Number of School	Planning area	Type of Provision	Forms of Entry
New Eastern Villages	1	East	New build	10
			<b>Total</b>	<b>10</b>

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

---

- 3.45 It is important to note that no decisions have yet been made regarding the strategy or site options outlined in this report. Where this report identifies site options they remain subject to detailed Option Appraisals, feasibility studies, funding and planning.

## Basic Principles for new school provision

- 3.46 Since the approval of the Swindon Local Plan setting out the strategic areas for housing development to 2026, planning applications have been submitted for large parts of the plan. In order to aid negotiation with land owners and developers it is useful to establish a basic set of principles for school provision in order to manage expectations.

## Minimum and maximum school size

- 3.47 All new schools in the borough will be a minimum of 2FE with Nursery provision and room to expand if necessary. This is in order to ensure a school is financially viable in the future as a stand-alone entity.
- 3.48 The upcoming New Eastern Villages expansion will require a Secondary school in the North Eastern part of town. It is recommended that the optimum size for this school is 10FE with a 300 place 6th Form.
- 3.49 Early year's provision will also be required at each of our new Primary schools. This will help meet the increase in demand as a result of the government's plans to increase 3 and 4-year-old entitlement from 15 to 30 hours for working parents in September 2017.

## Timing of new sites

- 3.50 In new housing developments as a starting point, early access to the sites from occupation of the first new home will be requested. This will enable the Local Authority to work with education providers to deliver school provision and provide the greatest degree of flexibility to assess existing capacity with future demand.

## **4. Alternative Options**

- 4.1 Alternative options for school provision have been considered with the School Place Planning Study and the intention is to assess those options through wide consultation.
- 4.2 In some new areas, the location of a new school will be determined through negotiation with the relevant landowner or developer.

# The School Place Planning Study Update 2020

Cabinet

Date: 9th September 2020

---

## 5. Implications, Diversity Impact Assessment and Risk Management

### Financial and Procurement Implications

- 5.1 There are no direct financial implications as a result of the recommendations contained within this report.
- 5.2 Schools are typically funded from Government Grant or Developers S106 contributions, although some are procured and funded directly through the Free Schools programme. Any schools that are required to be procured and constructed directly by the Council would be subject to a further approval process in which funding sources and other financial implications would be identified as part of that report.

### Legal and Human Rights Implications

- 5.3 The Council has a responsibility to ensure that there are sufficient school places available. The Education Act 1996, as amended requires Local Authorities to promote choice and diversity when carrying out their strategic duties in relation to the provision of new school places.
- 5.4 Legal and Human Rights considerations have been taken into account fully in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

### Climate Change Impact

- 5.5 Officers will work through the requirements to mitigate any adverse carbon impact and bring back proposals for the Cabinet Member to consider.
- 5.6 The Council is also pursuing the Passive Haus standards with its school buildings, which ensures that a sustainable design solution can be realised, reflecting the most up to date building regulations.

### All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 5.7 None

### Diversity Impact Assessment

- 5.8 A Diversity Impact Assessment (DIA) has been completed. No adverse or other significant issues were found. A copy of the DIA can be obtained from the report author.

---

Further information on the subject of this report can be obtained from Emily Heaton, 07747763939, eheaton@swindon.gov.uk.

# The School Place Planning Study Update 2020

**Cabinet**

**Date: 9th September 2020**

---

## Risk Management

- 5.9 In terms of place planning one risk, which is important to note, is that although the LA has the statutory duty to ensure there is sufficient school places in the Borough, it is not responsible for setting the published admissions number for Academies. Once a school is an Academy, they become their own admitting authority and as such are responsible for setting their own Pan with their admissions policy. This poses a significant risk to the LA's duty to ensure their sufficient school places in the Borough.

## **6. Consultees**

- 6.1 The Corporate Director of Finance and Assets (s151 officer) and Chief Legal Officer (Monitoring Officer) are consulted in respect of all reports.

## **7. Background Papers**

- 7.1 None.

## **8. Appendices**

- 8.1 Appendix 1 School Place Planning Study 2020.

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for September 2020.

This page is intentionally left blank



**School  
Place Planning  
Study**

**September 2020**

**School places  
Swindon**

**2020 - 2026**



## 1 Contents

2	Introduction and the purpose of this plan .....	6
3	Government Regulations, Guidance and Policies .....	8
3.1	Duties to provide for students aged 5-16 .....	8
3.2	Duties to provide for students aged 14-19 .....	8
3.3	Legislation .....	8
3.4	The Process of School Commissioning .....	9
3.4.1	Primary Planning .....	9
3.4.2	Secondary Planning .....	9
3.5	What factors do we consider in making school organisational changes? .....	10
3.6	Working with schools and other local authorities .....	11
3.7	How do we forecast the demand for school places? .....	11
3.8	Surplus places .....	12
3.9	Methodology .....	12
4	Vision for Swindon .....	14
5	The current position in Swindon .....	15
5.1	Swindon's population .....	15
5.2	Swindon's school population – January 2020 .....	16
5.3	Swindon School Types .....	18
5.4	Swindon Schools as at 1 October 2019 .....	19
5.5	Swindon Births .....	20
5.6	Primary Care Trust data (PCT) .....	20
5.7	PCT data vs. admissions .....	21
5.8	The population in Swindon .....	22
6	The Local plan .....	22
7	Understanding the forecasts for school places in your area .....	23
7.1	How accurate are Swindon's forecasts overall? .....	24
7.2	Overall School Place Needs .....	24
7.3	Existing Pressure .....	24
7.4	Growth due to housing proposals .....	26
7.5	Primary and Secondary School Needs from new development table: .....	27
7.6	Borough-wide Secondary School Pressures .....	28
7.7	Transport of pupils .....	29
8	Re-organisation of schools .....	29
8.1	Primary schools .....	29
8.2	Secondary schools .....	29
8.3	Academy Free Schools .....	30



9	Capital investment.....	30
10	Accessibility of school buildings - Inclusivity .....	30
11	Admissions policy.....	31
12	School Planning Areas.....	31
13	North Swindon .....	35
13.1	Schools in North Swindon.....	35
13.2	North Swindon Primary Schools .....	35
13.3	North Central Primary Schools .....	36
13.4	North and North Central Secondary Schools .....	36
13.5	Primary (Split by North and Central North Planning areas) .....	36
13.6	Births in North Swindon .....	36
13.7	How accurate were our primary numbers? .....	37
13.8	Existing North Area Primary School Pressure.....	37
13.9	What have we done previously? .....	37
13.10	Growth from housing development and peak demand.....	38
13.11	Total Demand .....	38
13.12	What are we doing? .....	38
13.13	Primary Central North Planning Area .....	39
13.14	Births in Central North Swindon.....	39
13.15	How accurate were our primary numbers? .....	39
13.16	Existing North Central Area Primary School Pressure .....	39
13.17	What have we done previously? .....	40
13.18	Growth from housing development.....	40
13.19	Total Demand .....	40
13.20	What are we doing? .....	40
13.21	Secondary in North Swindon .....	41
13.22	Existing Secondary North Swindon School Pressure .....	41
13.23	How accurate were our secondary numbers? .....	41
13.24	What have we done previously? .....	42
13.25	Growth from housing development.....	42
13.26	Total Demand .....	42
13.27	What are we doing? .....	42
14	Central Swindon.....	43
14.1	Schools in Central Swindon .....	43
14.2	Central Primary Schools.....	43
14.3	Central Secondary Schools .....	44
14.4	Births in Central Swindon .....	44
14.5	How accurate were our primary numbers? .....	44

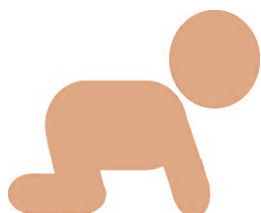
14.6	Existing Central Area Primary School Pressure .....	44
14.7	What have we done previously? .....	45
14.8	Growth from housing development.....	45
14.9	Total Demand .....	46
14.10	What are we doing? .....	46
14.11	Secondary in Central Swindon.....	47
14.12	Existing Central Area Secondary School Pressure .....	47
14.13	How accurate were our secondary numbers? .....	47
14.14	What have we done previously? .....	47
14.15	Growth from housing development.....	48
14.16	Total Demand .....	48
14.17	What are we doing? .....	48
15	East Swindon.....	49
15.1	Schools in East Swindon .....	49
15.2	East Primary Schools.....	49
15.3	East Secondary Schools .....	49
15.4	Births in East Swindon .....	50
15.5	How accurate were our primary numbers? .....	50
15.6	Existing East Primary Place Pressure .....	50
15.7	What have we done previously? .....	51
15.8	Growth from housing development.....	51
15.9	Total Demand .....	51
15.10	What are we doing? .....	52
15.11	Secondary in East Swindon.....	52
15.12	How accurate were our secondary numbers? .....	53
15.13	Growth from housing development.....	53
15.14	Total Demand .....	53
15.15	What are we doing? .....	54
16	West Swindon .....	54
16.1	Schools in West Swindon.....	54
16.2	West Primary Schools.....	54
16.3	Central Secondary Schools .....	55
16.4	Births in West Swindon .....	55
16.5	How accurate were our primary numbers? .....	55
16.6	Existing West Primary Pressure .....	55
16.7	Growth from housing development.....	56
16.8	Total Demand .....	56
16.9	What are we doing? .....	56

16.10	Secondary in West Swindon .....	57
16.11	How accurate were our secondary numbers? .....	58
16.12	Growth from housing development.....	58
16.13	Total Demand .....	58
16.14	What are we doing? .....	58
17	Rural Swindon .....	59
17.1	Schools in Rural Swindon.....	59
17.2	Rural Secondary Schools.....	60
17.3	Births in Rural Swindon .....	60
17.4	How accurate were our primary numbers? .....	60
17.5	Existing Rural Primary Place Pressure .....	60
17.6	Growth from housing development.....	61
17.7	Total Demand .....	61
17.8	What are we doing? .....	62
17.9	Secondary in Rural Swindon .....	62
17.10	How accurate were our secondary numbers? .....	63
17.11	What have we done previously? .....	63
17.12	Growth from housing development.....	63
17.13	Total Demand .....	63
17.14	What are we doing? .....	63
18	School Places Strategy 2021 – 2023: Implementation Plan .....	64

## 2 Introduction and the purpose of this plan

Swindon Borough Council has a statutory duty to ensure that there are enough school places in the Town to meet demand. The Council must therefore plan, organise and commission places for all state-funded schools in Swindon so that high standards are maintained, diverse school communities created and fluctuating pupil numbers are managed efficiently.

Education in Swindon can be divided into three overlapping, age-determined phases:



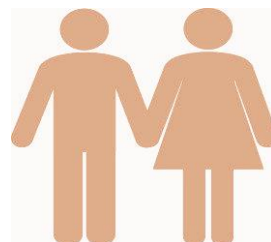
### EARLY YEARS

A range of private, voluntary, independent (PVI) and maintained providers (including nurseries and children's centres) provide the free entitlement for 2 - 4 year olds.



### 5 - 16 YEAR OLDS

This is compulsory school age, during which schools are the main providers.



### 14 - 25 YEAR OLDS

Both colleges and schools offer substantial provision, with colleges as the sole provider for young people aged 19-25.

The purpose of this document is to understand the projected need and demand for future school places for 5 - 16 year olds in Swindon. Information relating to the statutory provision of

The demand for school places changes over time - this document is considered to be 'live' and, as such, will require regular updates. It sets out where the council currently thinks there will be a need to provide more school places and if there may be a need to provide fewer places over the next ten years. Increases in demand can lead to the creation of a new school or the expansion of schools, whereas decreases in demand can lead to a reduction in school provision; which needs to be managed very carefully.

Predicting school demand is a complex task because where children go to school involves a range of different and often conflicting factors and, as a result, planning for school places is based on probabilities, not certainties. This means that while projections may be made from robust calculations, they do not offer any guarantees.

It is important for us to be as open and transparent as possible when considering school organisation decisions. We strive to communicate effectively with schools and school communities about the school place pressures in their area. However, the council must also endeavour to manage expectations regarding school organisation proposals that are less certain. This document does not seek to definitively set out all the actions the council intends to take in the future, but rather is intended to provide an overview of issues that may arise in Swindon. Generally speaking, the council will only name particular schools in

this document when there is sufficient assurance that a proposal will be implemented or where this has already taken place.

### **3 Government Regulations, Guidance and Policies**

#### **3.1 Duties to provide for students aged 5-16**

The law requires that a child is in receipt of an education and that provision is made for that education from the first term they begin as a five year old to the end of the academic year in which their sixteenth birthday falls, either at a school or otherwise. Some parents will choose to educate their children independently, either at independent schools, via parental provision or otherwise, whereas others will send their children to maintained schools inside or outside of the Borough of Swindon. Some children are educated in special schools or in a setting other than a school because of their special educational needs. Swindon Borough Council offers a school place to any resident applicant between 5 and 16 years old, whether they end up accepting the school place or not.

#### **3.2 Duties to provide for students aged 14-19**

The Apprenticeships, Skills, Children and Learning Act 2009 places Local Authorities as the lead strategic commissioners of 14-19 education and training. Swindon Borough Council therefore has a duty to ensure that sufficient and appropriate education and training opportunities are accessible to this age group.

#### **3.3 Legislation**

The main legislation governing school organisational changes is found in sections 7 - 32 of the Education and Inspections Act 2006, as amended by the Education Act 2011. In addition, the Schools Organisation Maintained Schools Guidance for proposers and decision makers, dated January 2014 and issued by the Department for Education (DfE), accompanies new School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and (Establishment and Discontinuance of Schools) Regulations 2013, which came into force on 28 January 2014. The Academies Act 2010 is also relevant, with further guidance (Making significant changes to an open academy) issued in March 2016.

In changing or increasing provision, the council is required in certain circumstances to seek and consider bids from external providers including trusts and other educational organisations. Government legislation dictates that any new schools must be either an Academy or a Free School, so the borough council welcomes approaches from appropriate bodies proposing sponsorship arrangements for new or reorganised schools or academies. The council values diversity in its school provision and, within our guidelines, individual cases will always be judged on their merits.

Under Swindon Borough Council's scheme of delegation, decisions relating to school organisation within the remit of the council are delegated to Councillor Russell Holland, except in the case of opening or closing schools, where the Leader of the Council makes the final decision.

## **3.4 The Process of School Commissioning**

### **3.4.1 Primary Planning**

#### **Provision for children aged 4 – 11 at primary, infant and junior schools**

In considering changes to provision or the creation of new provision in the primary sector, the council will plan on the following principles:

- Published Admissions Numbers (PANs) for primary schools will not normally be less than 30 or greater than 120, and will normally be multiples of 30.
- The council will avoid arrangements that involve large admission intakes outside the common admission points at Reception and Year 3.
- The council prefers to provide all through primary schools, rather than separate infant and junior schools, to provide continuity between Key Stages 1 and 2.
- However, the council will have to regard existing local arrangements where these are clearly beneficial to education, such as to maintain a feeder link between an infant and a junior school, or reducing transport needs in rural areas.
- The council will seek to strengthen existing links between feeder schools if the opportunity arises.
- At present, all primary school provision is co-educational, and the council anticipates that future arrangements will conform to this pattern.
- The council will seek to maintain smaller schools where the quality of provision is high and where the school offers value for money.

### **3.4.2 Secondary Planning**

#### **Provision for children aged 11 – 16 at secondary schools**

In considering changes to provision or the creation of new provision in the secondary phase, the council will plan on the following principles:

- PANs for secondary schools will not normally be less than 150 or greater than 310, and will normally be multiples of 30.
- All Swindon secondary provision is co-educational and the council expects any new provision to conform to this pattern. This is because the creation of a single sex school in isolation gives rise to gender inequalities in the provision of school places.
- Before commissioning additional provision, it will be considered whether demand could be met through use of latent and vacant capacity in neighbouring planning areas, where these are within a reasonable distance.

### 3.5 What factors do we consider in making school organisational changes?

A variety of factors may lead to the council making proposals for changes in school provision (these would apply to nursery and college provision too). As the list below indicates, the supply and demand of school places is only one of the factors that the council will consider, other factors include:

- Changes in the population and/or the continuing demand for places in an area
- Opportunities to make positive educational developments
- Opportunities to regularise local arrangements to accord with general Swindon arrangements
- The quality of education provided by the school according to recent performance data and Ofsted inspections
- The objective results and data for the institution in question in relation to public examinations or national tests
- The comparison of these results to those of other local and/or other similar schools
- The value that the school can be shown to be adding to the educational achievement of pupils
- The popularity of the school with local residents and wider user groups
- Parental preference for the school
- The prospects for the school of remaining or becoming viable in terms of admission numbers
- Indicators that the institution has a good understanding of the challenges it faces and the ability and determination to tackle these challenges
- Indicators as to whether the institution is able to make a sound educational offer within its allocated budget
- The feasibility of physical capacity of the school site
- Compliance with planning regulations
- Financial feasibility
- Maintaining or enhancing the diversity of provision.

Proposals to change nursery, school or college organisation will be designed to ensure that the interests of existing pupils, students and service-users are protected and advanced. The council will not, however, refuse to take action necessary to the long-term interests of Swindon residents because this causes short-term difficulties or disruption.

Schools operate most efficiently and effectively when full or nearly full. To this end, the council seeks to keep the number of vacant places (those that are surplus to requirements) to a minimum. The National Audit Commission recommends that there should be approximately a 5% surplus of places in an area to allow flexibility in responding to parental preference and to account for unexpected changes in pupil numbers (such as pupils moving into the area). Where the surplus is higher than this, normally the council will seek to take action to lower this number, but there may be certain circumstances where a higher number of surplus places are accepted.



### 3.6 Working with schools and other local authorities

The council wishes to work closely with all schools in Swindon, irrespective of their school status. This includes maintained, voluntary aided/controlled, foundation, free schools and academies. The council has built and maintains a strong professional relationship with all current Swindon free schools and academies, and places at these schools are taken into account within strategic planning to ensure a sufficiency of school places.

In planning the provision of school places, the council will take account of demands from residents of other local authority areas and vice versa. This information is shared with other local authorities and will increase or decrease the estimates of demand within the borough according to where these pressures occur geographically.

### 3.7 How do we forecast the demand for school places?

The council works with schools and governing bodies to address supply and demand issues in the shorter and longer term.

In order to carry out pupil forecasts effectively, the borough must be split up into different 'planning areas'. Any decisions on changes to school provision (such as the expansion or contraction of schools) are taken within the context of these planning areas. In Swindon, there are both primary and secondary planning areas.

We forecast our demand for school places based on planning areas. Please see Page 31 for [School Planning Areas](#).

Birth data underpins all forecasts. Birth data is collected by the Office for National Statistics (ONS) by electoral ward. Alongside birth data, the council also collects data on pupil movement trends from the School Census and examines pupil movement between schools; in and out of the borough, and between educational stages i.e. transferring from primary to secondary school. These trends are combined with birth and housing data in specialist demographic forecasting inhouse, which creates pupil projections or forecasts. These pupil projections allow the council to commission adequate educational provision to ensure that every Swindon child who requires a school place is offered one.

Although school place demand is based on planning areas, there is no direct link between the number of children living in a particular planning area and the number of school places located there. This is because, when it comes to applying for a school place, parents/carers are under no obligation to apply for their nearest maintained school, and could instead express a preference for a school outside of their town, borough/district or county, or choose independent schooling for their child. The council strives to meet parental preference where possible, and analysing historic pupil movement trends enables the planning of school places to take preference patterns in an area into consideration. Swindon Borough Council's planning is effective in this regard and for September 2020, the council was able to offer a place at the 1<sup>st</sup> preference school to 95% and 99% to 1-3 preferences allocated of reception applicants 99% of junior applicants allocated their first preference overall 100% were allocated a preference of their choice 95% of 1<sup>st</sup> preference allocated and 99% to 1-3 preferences allocated of secondary applicants. Pupil movement trends also allows the council to understand whether there is a significant export or import in the area.

This document largely focuses on the 'intake' years – Reception year for infant and primary schools; Year 3 for junior schools and Year 7 for secondary schools. These are the most recently admitted year groups, and so the first that will show the effects of a change in birth rate and the best reflection of current parental attitudes to schools. Therefore, pupil projections or forecasts are based on how many children are predicted to require a school place in these 'intake' year groups in a given area. This number is then evaluated against the number of school places in the relevant year group in that planning area and action is then required if the demand significantly outstrips the supply (or vice versa).

### 3.8 Surplus places

This report recommends that, despite the financial challenges associated with accommodating growth, around 5% surplus places be maintained at secondary school level and 5% at primary school level. The key reasons are as follows:

- Scale of growth – Flexibility is needed within the school infrastructure as the large scale of the housing growth creates a high degree of uncertainty in predicting long-term pupil place need. This, in particular, is necessary in terms of predicting the peak number of pupils at any point. The numbers and ages of the pupils from a housing development will depend on the building rate and the 'type' of housing being built. The latter is tied to the general economic climate with developers choosing not to build if the houses will not be occupied.
- The Swindon Peak – Surplus places will be extremely important in managing any possible temporary peak in school place demand associated with growth in the town. If any peak in demand is not managed the Borough may have to provide even more school places that could then become surplus in the future.

### 3.9 Methodology

The current pupil forecasting method used by Children's Services at Swindon Borough Council is the cohort survival method. To predict the number of school places that will be needed the cohort survival method incorporates and assesses the following information for each primary school based area:

- The number of children born based on post code related statistics provided by the Primary Health Care Trust.
- The proportion expected to enter school based on past experience.
- The "survival" of that cohort as it moves through school taking account of net migration which occurs in relation to schools' popularity.
- The effects of housing development in their area.
- Those who may need education in other establishments such as special schools.
- The likely transfer to each secondary school.
- And, for each secondary school, a similar "survival" method, particularly taking account of transfer rates to the sixth form if there is one.

Using this method, forecasts are produced for:

- Primary and secondary pupil numbers available by school, by area and year group up to 2026.
- Secondary pupil numbers available by school (total number on roll - NOR) to 2026.
- Area level projections including new housing. These are assessed using simple multipliers of 0.37 for primary and 0.14 for secondary aged children per new dwelling.
- Housing and demographic growth areas up to 2026.

A robust calculation methodology with a high degree of accuracy. An internal annual review and comparison of actual numbers in schools against those that were forecast shows the forecasts to be within 2% accuracy

### Primary Needs

No. of houses	X	Primary pupil yield (0.37)	/	No. of primary year groups (7)	=	No. of primary pupils	/ 30	=	No of Forms of Entry (FE)
---------------	---	----------------------------	---	--------------------------------	---	-----------------------	------	---	---------------------------

### Secondary Needs

No. of houses	X	Secondary pupil yield (0.14)	/	No. of secondary year groups (5)	=	No. of secondary pupils	/ 30	=	No of Forms of Entry (FE)
---------------	---	------------------------------	---	----------------------------------	---	-------------------------	------	---	---------------------------

Potential primary school and secondary school sites have been provisionally assessed within an Education Land Availability Assessment (ELAA) using the following headings:

- Accessibility eg. Potential routes to school, access to public transport and impact on the existing transport network.
- Site Conditions eg. Flood risk, availability.
- School Place Demand.
- Links to other strategies eg. One Swindon, Leisure strategy.

This report identifies possible site changes and options for change i.e. a new build or expansion. Any proposals remain subject to a detailed options appraisal, feasibility studies, funding and building planning permission. As part of the community, consultation over further developments detailed discussions will be held with Headteachers and Governing Bodies.

## 4 Vision for Swindon

In September 2015 the Council approved a Vision for Swindon where by 2030, Swindon will have all of the positive characteristics of a British city with one of the UK's most successful economies; a low-carbon environment with compelling cultural, retail and leisure opportunities and excellent infrastructure. It will be a model of well managed housing growth which supports and improves new and existing communities.

Swindon will be physically transformed with existing heritage and landmarks complemented by new ones that people who live, work and visit here will recognise and admire. It will remain, at heart, a place of fairness and opportunity where people can aspire to and achieve prosperity, supported by strong civic and community leadership.

As part of the Vision the Council set out a priority to “offer education opportunities that lead to the right skills and right jobs in the right places”.

A good education is fundamental to supporting Swindon's children and young people to reach their potential. We will support and challenge our schools so that every pupil is given the opportunity to learn and achieve. Our initial target is to reach the average level of performance at both GCSE and A level, but we are ambitious for our children and young people and will not stop there. We are striving to be one of the highest performing areas in England. Skills are both the means to, and the end product, of a highly productive economy. We will work to improve access to higher education in Swindon as part of a wider focus on skills development.

To achieve this, the Council has pledges to deliver the following:

- In addition to the two new Free secondary schools, build one secondary and 12 primary schools to meet the needs of our increasing population.
- Improve the reputation and image of Swindon to attract inward investment.
- Improve educational attainment, in particular at ages 16-19 so we are above the average in England within five years.
- Increase the number of businesses employing young people as an apprentice from 15% to 20% (an additional 280).
- Secure a range of options to access Higher Education in Swindon.

This success will be measured by:

- Measuring levels of attainment in Swindon schools.
- Measuring numbers of apprentices and the take up of employment by care leavers and adults with learning disabilities.
- Reporting monthly on the delivery of our projects.

## 5 The current position in Swindon

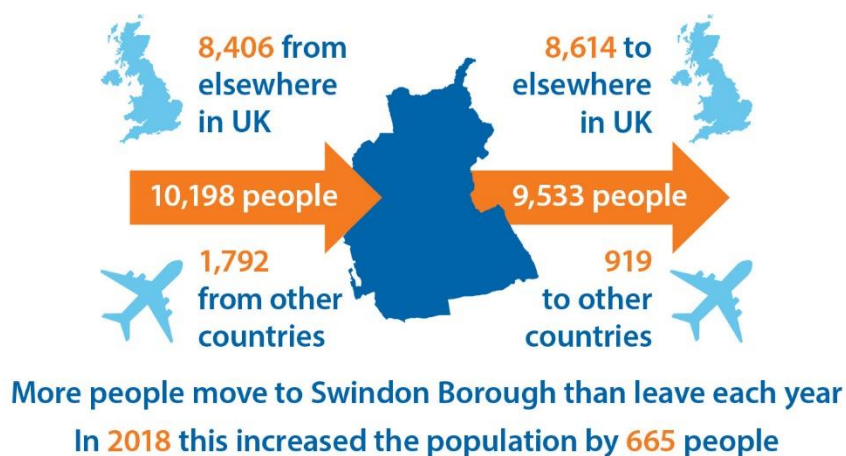
### 5.1 Swindon's population

Swindon is a densely populated town in England. The population density is 966 per km<sup>2</sup>, compared with a South West average of 236 per km<sup>2</sup> and a UK average of 275 per km<sup>2</sup>.

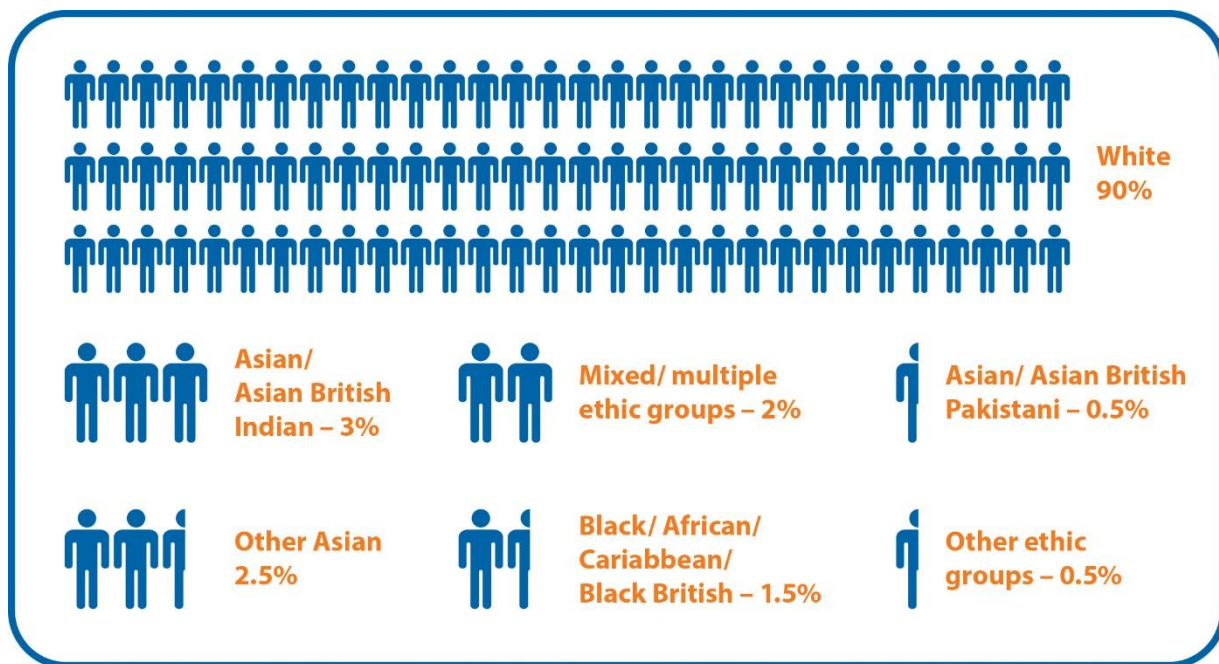
Swindon's population has increased every year since 1987. Based on the most recent mid-year population estimates, in 2019 there were 222,193 people living in Swindon borough, an increase of 8.7% over the last 10 years.



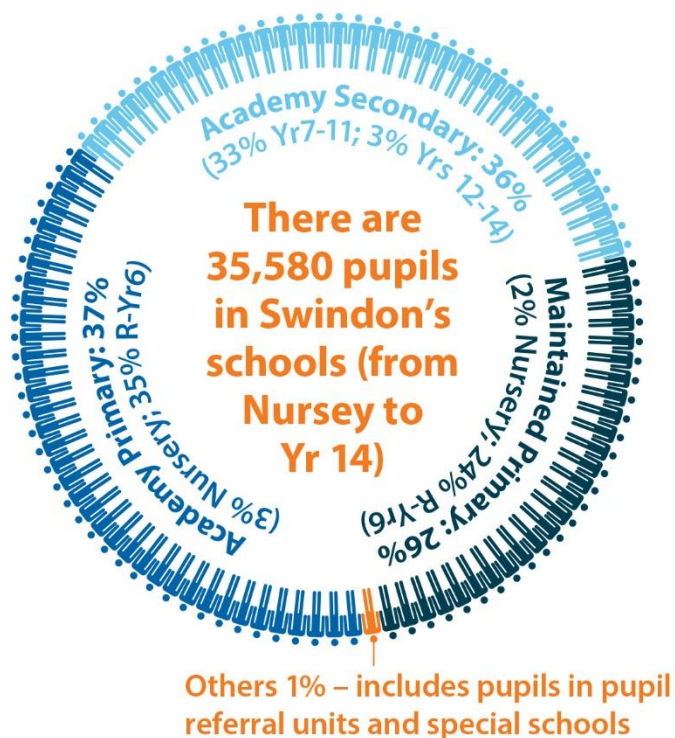
This upward trend can largely be explained by the birth rate and net inward migration, as Swindon is a net importer of people.



Swindon is made up of diverse rural and urban communities, including minority ethnic communities. Data from the 2011 census indicates that 90% of Swindon's population identify themselves as being White. The remaining 10% is made up of people from minority ethnic communities as follows:



## 5.2 Swindon's school population – January 2020

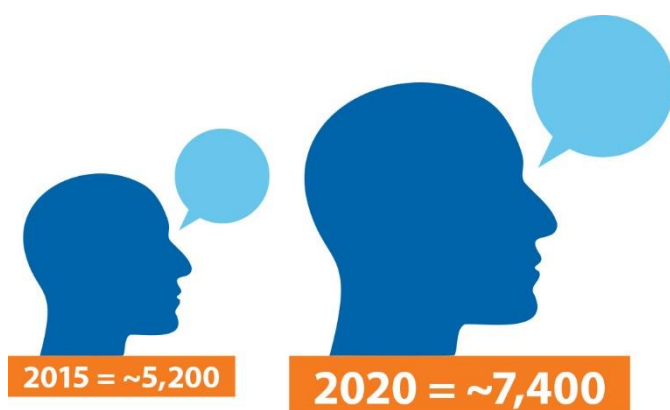




In January 2020, 5 out of 20 pupils in Swindon's Schools identified themselves as being from a non-white ethnic group.



In total, 142 languages other than English are spoken by children and young people in the borough's schools as per the school census from January 2020. Approximately 20% of Swindon's school population speak a language other/in addition to English.

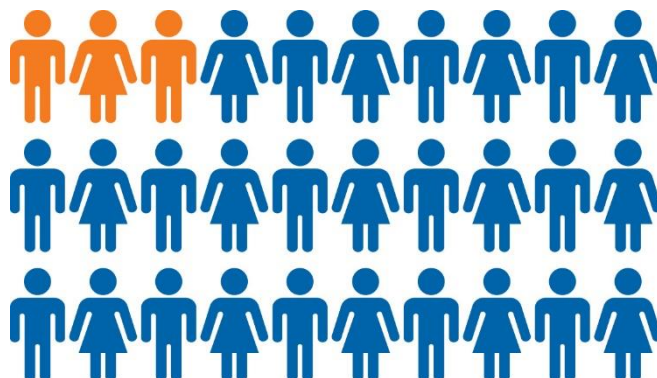


In Swindon's schools in 2020 the number of pupils<sup>2</sup> whose first language is other than English is one and a half times that in 2015

2 Includes pupils from nursery to Yr14, excludes unclassified pupils for whom the information was refused or not obtained.

The majority of pupils in Swindon attend a school that has no religious character. However, there are 12 schools in Swindon which profess to have a religious character, either Church of England or Roman Catholic. These schools with a religious character are made up of Voluntary Aided Schools or Academy Trusts.

In January 2020, in Swindon, 3 out of 30 children attended a school with a religious character.



In July 2020, the Swindon schools included the following school types.

### 5.3 Swindon School Types





Swindon schools are broadly grouped into phases, usually by the age range of children that they teach, or the type of education that they provide e.g. those providing a specialist education for pupils with special educational needs or alternative learning requirements.

#### 5.4 Swindon Schools as at 1 October 2019



There are also 11 sixth forms in schools and 3 further education colleges.

## 5.5 Swindon Births

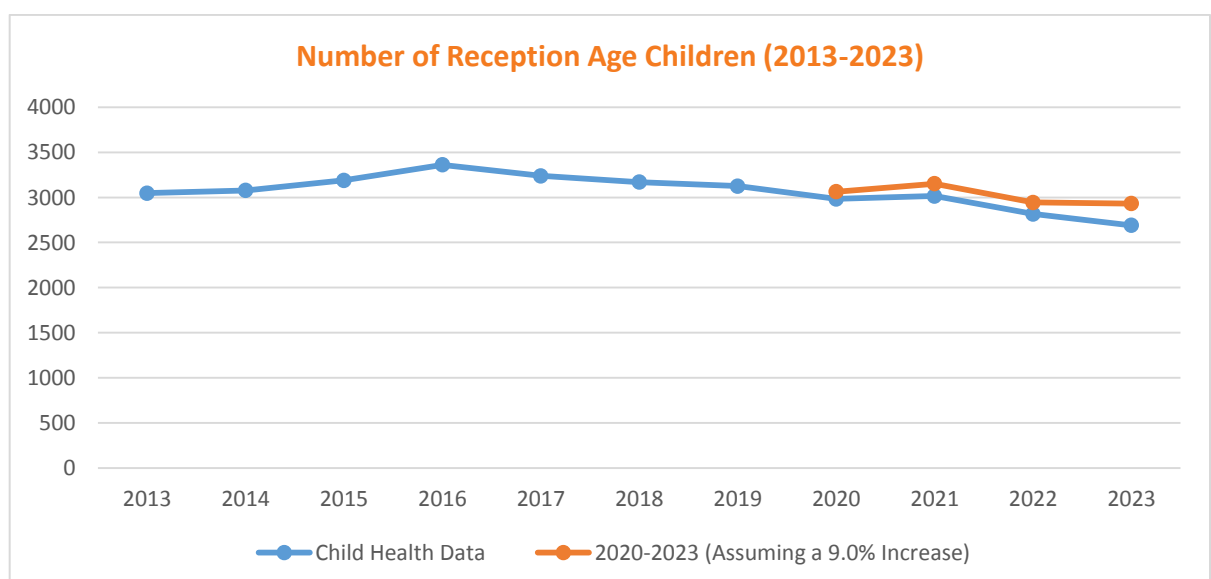
The key factors likely to have the greatest influence on managing school places across Swindon over the next 5 years include the birth rate, housing developments and migration.

The following data forecasts birth data in Swindon up to 2023.

## 5.6 Primary Care Trust data (PCT)

The demographic trend in the primary school age population is largely driven by the birth rate and subsequently influenced by housing developments and migration bringing in additional children to the area. The number of children for a given year of birth is captured through the data sent by the Primary Care Trust (PCT). The PCT data takes into account the number of births, as well as those who have subsequently moved into the Borough. As a consequence, the number of children recorded in the area has a tendency to increase from the year of birth to the year the Children enter Reception. Analysis of recent datasets suggests that over 5 years' worth of PCT data the number of children increases by ~9.0%.

Year of Birth	2008 /09	2009 /10	2010 /11	2011 /12	2012 /13	2013 /14	2014 /15	2015 /16	2016 /17	2017 /18	2018 /19
Reception Admission	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Child Health Data	3048	3078	3189	3362	3239	3170	3125	2984	3016	2816	2690
Predicted Number of Children at Reception Age (9.0% increase)								3063	3152	2945	2932

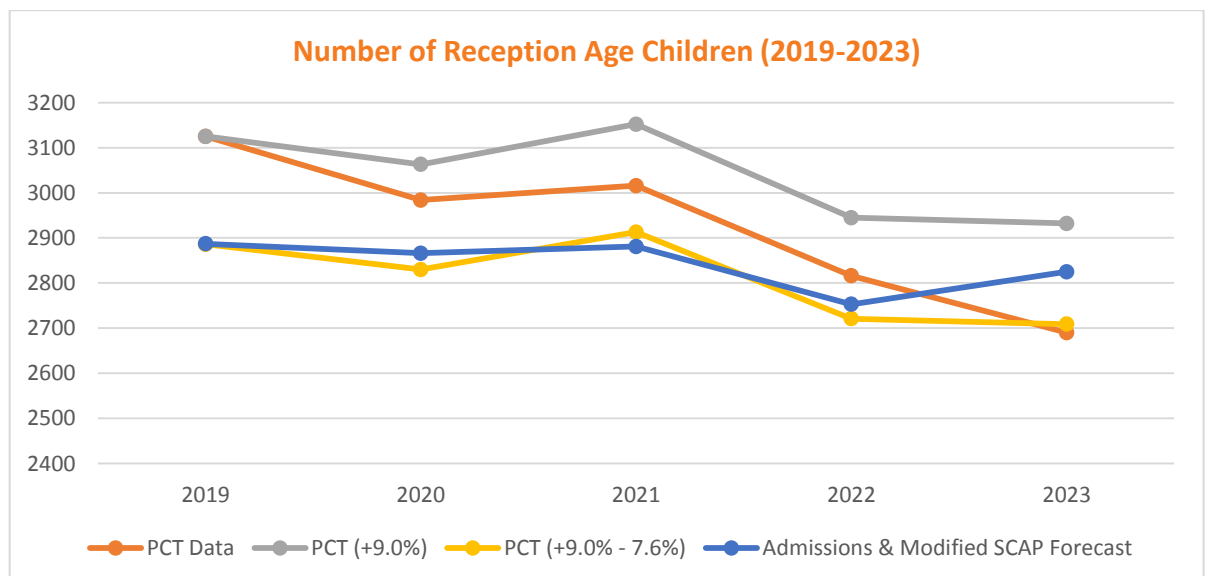


The number of children reaching Reception age in Swindon increased between 2013 and 2016 from 3048 to 3362. After 2016 the numbers have declined steadily to 3125 in 2019. The PCT data indicates this trend will continue, apart from a small spike in 2021 of ~3150, with ~2930 Reception age children expected in Swindon in 2023 (assuming the numbers increase in line with expectations).

### 5.7 PCT data vs. admissions

It should be noted that the number of Reception age children in the Borough indicated by the PCT data does not match the admissions. The reasons for this are not fully understood, but is likely to be related to children attending schools outside the Borough. In 2019 the PCT data suggested there were 3125 children of Reception age, but only 2887 admissions – a reduction of 7.6%. Applying this modifier to the already modified PCT data indicates that the number of Reception age children in Swindon will decrease from ~2900 in 2019 to ~2700 in 2023, with a small spike in 2021 of ~2900. This is broadly in line with the SCAP Reception forecast, which shows a similar trend between 2020 and 2022. However, the 2023 forecast figure does not match as this is calculated using the long term trend ignoring any recent fluctuations and is not based on PCT data as this was not available when the forecasts were generated. The 2023 forecast has subsequently been reviewed and partly modified based on the latest PCT data to change the Reception forecast for some schools – although this only reduces the discrepancy.

Reception Age	2019	2020	2021	2022	2023
PCT Data	3125	2984	3016	2816	2690
PCT (+9.0%)	3125	3063	3152	2945	2932
PCT (+9.0% - 7.6%)	2886	2830	2913	2721	2709
Admissions & Modified SCAP Forecast	2887	2866	2881	2753	2825



It is recommended that the best guide for the potential number of Reception age children is to use the PCT data that has been modified to account for the increase in the years leading up to Reception and the discrepancy between the number of children and Reception admissions. These modifiers will need to be reviewed annually when the new PCT data file is received.

In the short term in Swindon, the birth rate will mean the number of children requiring school places is likely to have peaked in 2016/17, mirroring the peak in birth rate. After that time, increases in demand will largely be as a result of inward migration and housing, although there still could be some localised demand pressures.

The below table shows which year a child starts in each of the three cohorts, based on the academic year in which they were born:

<b>Academic</b>	<b>2004/0</b>	<b>2005/0</b>	<b>2006/0</b>	<b>2007/0</b>	<b>2008/0</b>	<b>2009/1</b>	<b>2010/1</b>	<b>2011/1</b>	<b>2012/1</b>	<b>2013/1</b>
<b>year of birth</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Reception in</b>	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
<b>Year 3 in</b>	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
<b>Year 7 in</b>	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025

<b>Academic</b>	<b>2014/1</b>	<b>2015/1</b>	<b>2016/1</b>	<b>2017/1</b>	<b>2018/1</b>	<b>2019/2</b>	<b>2020/2</b>	<b>2021/2</b>	<b>2022/2</b>	<b>2023/2</b>
<b>Year of birth</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Reception in</b>	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
<b>Year 3 in</b>	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
<b>Year 7 in</b>	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035

## 5.8 The population in Swindon

The resident population in Swindon is estimated to have increased by 6% between the 2011 Census and 2019, to 222,193. The population is forecast to increase by a further 5% to 233,288 by 2026. The child population (0-15 years) is estimated to decrease by 2% in the same time period. Despite this decrease, fuelled by a decrease in the birth rate, there is projected to be a 10% increase in the 11-15 year old population which is forecast to increase from 13,310 in 2019 to 14,813 by 2026.

There are ambitious new housing developments planned across the borough in existing communities (Swindon's Central area), in new communities (Wichelstowe) and New Eastern Villages including Rowborough and South Marston Village expansion) and in rural settlements (Highworth, Wroughton and South Marston).

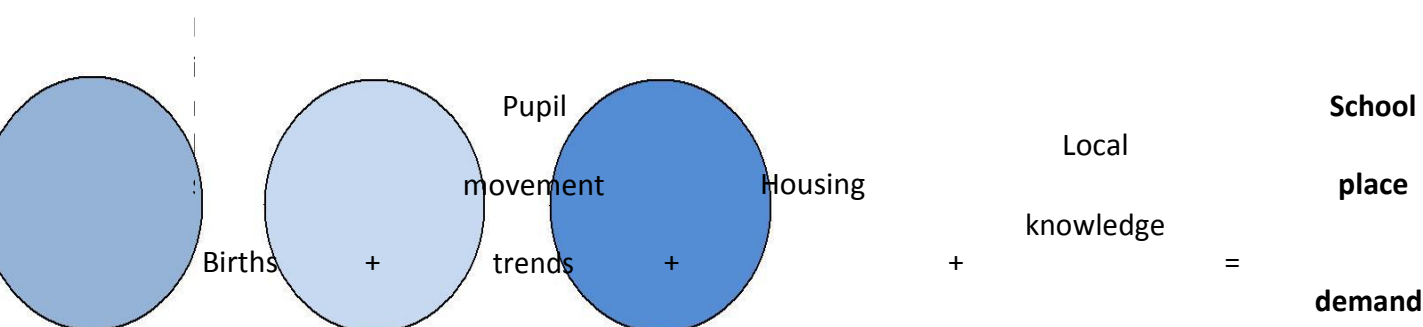
## 6 The Local plan

The Swindon Borough Local Plan 2026 is the main planning policy document for Swindon Borough, providing the planning policy framework to deliver sustainable growth up to the year 2026 and beyond. It sets out how much development the Borough needs and identifies where, when, and how development will take place in Swindon Borough.

The Swindon Borough Local Plan was adopted in March 2015, and set a target of 22,000 additional homes between 2011 and 2026. The Local Plan identifies to meet the long-term primary and secondary school place needs there should be 11 new primary schools (24 new forms of entry in total), 3 new secondary schools, expansion of existing schools and the use of projected surplus places (35 forms of entry in total) and additional temporary primary and secondary school accommodation to manage the temporary demographic peak in pupils. The Plan also acknowledges the need to meet the long-term early years needs by enabling the provision of nursery facilities at all new primary schools and the provision of facilities by the private and voluntary sector.

Swindon Borough Council is in the process of preparing a new Local Plan and is referred to as the 'emerging plan' which takes account of revised household forecasts and updated housing delivery rates. The emerging Local Plan is at Regulation 19 stage of the process and as set out in the latest Local Development Scheme, the emerging Plan is scheduled to be adopted in Q1 2021. In the emerging Plan there are ambitious new housing developments planned across the borough in existing communities and in new communities (Wichelstowe) and the New Eastern Villages including Rowborough and South Marston Village expansion and in rural settlements (Highworth and Wroughton). The Local Plan sets targets for sustainable development that delivers at least 20,450, on average, 1,363 new dwellings 2018-2036.

## 7 Understanding the forecasts for school places in your area



By using information on births, pupil movement trends, housing and local knowledge it is possible to forecast the need for school places in Swindon in the future. However, forecasts are not certainties - they are estimates, and the information in this plan is subject to change and update. As a result, we cannot offer any guarantees.

Demand patterns are not uniform, and overall numbers sometimes mask the school place needs of individual areas. Projected spare capacity in an area does not mean that all the schools will be able to meet demand in the area – there may be a surplus of places at Year 4 for example, but there may be a deficit of places in the Reception year. In this case, additional provision will still be needed to ensure that there are enough places for children starting school. Furthermore, if there is an oversupply in one area but an under supply in another (the north vs. the south, for example) additional provision may still be required in one area even though numbers for the borough as a whole indicate that there is adequate capacity.

The following sections of this document describe the current pupil numbers and school place numbers in each of the five planning areas in Swindon. They also set out forecasts for how it is thought pupil numbers will change alongside the general changes in school

organisation and the PANs that will be needed to meet the changing pupil population. Further information about schools in Swindon, parental preferences and the allocation of school places for the last four years can be found on the Swindon website at [www.swindon.gov.uk/admissions](http://www.swindon.gov.uk/admissions).

When looking at the projections in each of the subsequent chapters it is important to understand that these forecasts are not statements of fact. It is also important to note that whilst the council will seek to meet parental preferences, projections are primarily concerned with the number of available school places in a given area. It may be the case that there are some schools in an area that are consistently oversubscribed against parental preferences, giving the impression that there is a shortage of school places in this area when this is not the case overall as other schools have capacity. The principal factor is the number of school places in an area compared to the number of children that are seeking to start school and it is this which the council seeks to predict and to respond.

### **7.1 How accurate are Swindon's forecasts overall?**

It is useful to understand how accurate the forecasts are year-on-year. A robust calculation methodology is in place in Swindon with a high degree of accuracy. An internal annual review and comparison of actual numbers in schools against those that were forecast shows the forecasts to be within 2% accuracy.

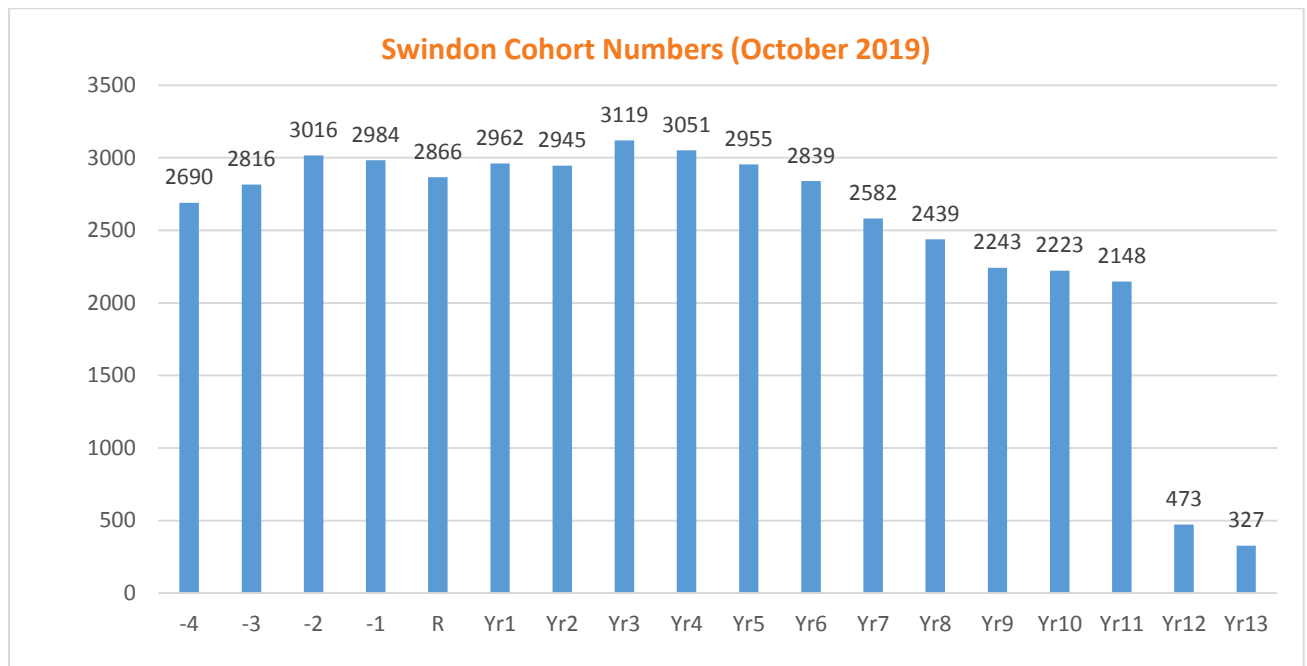
### **7.2 Overall School Place Needs**

The purpose of this section is to update the School Place Planning Study to identify the overall number of school places needed to accommodate Swindon's growth. It will also identify, broadly, how the places will be distributed. The update also aims to calculate and incorporate the existing pressures into the overall need and distribution of school places.

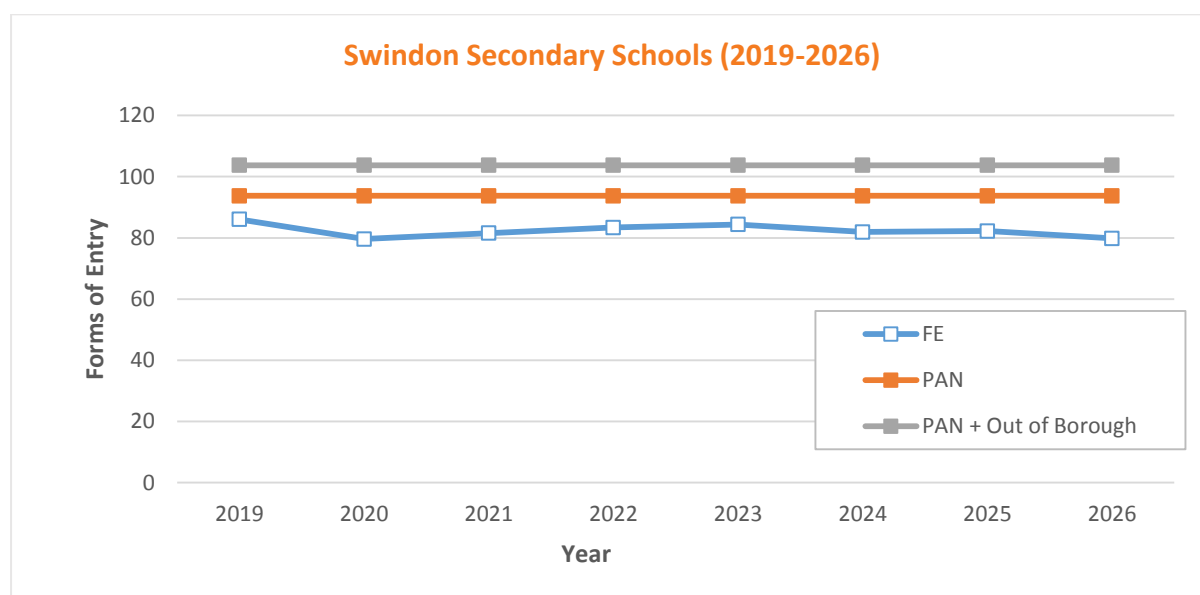
### **7.3 Existing Pressure**

The existing pressure is derived from two sets of data. The first is the known numbers of pupils present in the schools as of October 2019 and the second is the known births that have been recorded in the Borough and supplied by the Child Health Team. The number of under 5s is reviewed each year and this gives an overall increase from the number recorded at birth. It seems likely that this increase is due to the migration of young families into the Borough.

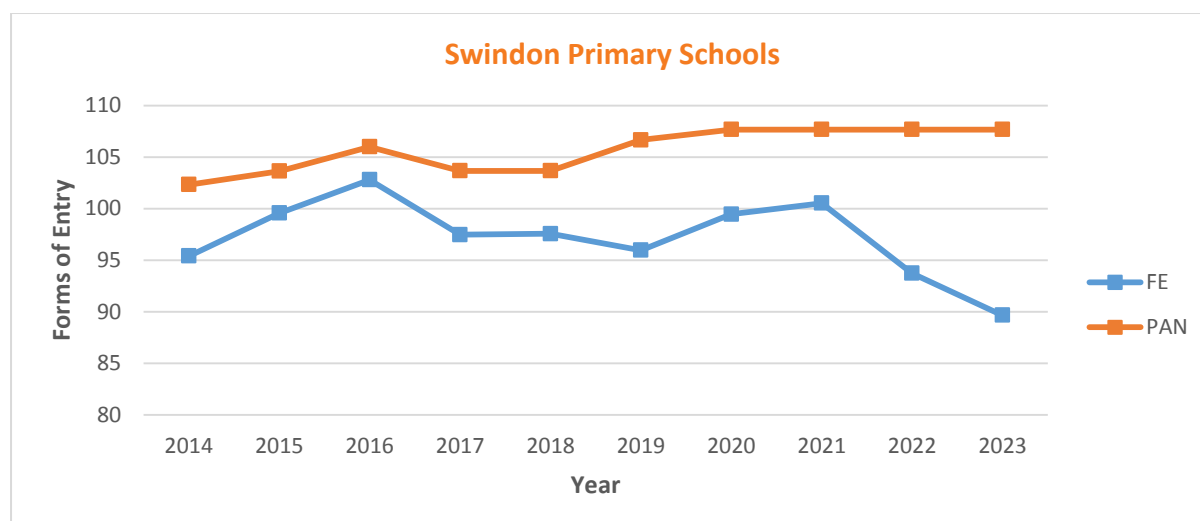
a. Bar graph of overall cohort size by year group



## b. Borough-wide Secondary School Pressures as per last report



## c. Borough-wide Primary School Pressures as per last report



## 7.4 Growth due to housing proposals

There will be an increase to the present numbers of young people in the Town due to the proposed building programme as outlined in The Swindon Borough Local Plan 2026. The primary and secondary school places requirement from the proposed development strategy below are based on 0.37 and 0.14 primary and secondary aged children per dwelling. FE is a form of entry and generally means a class of 30 pupils. Fuller explanation of the background to this can be found in Chapters 3-5 of the School Place Planning Study (2009).



## 7.5 Primary and Secondary School Needs from new development table:

Location	Housing Nos	School Place Needs Forms of Entry (FE) <u>Primary</u>	Methodology Primary	Methodology Secondary	School Place Needs Forms of Entry (FE) <u>Secondary</u>
Swindon Urban Area	376	0.66	$(376 \times 0.37)/7/30$	$(376 \times 0.14)/5/30$	0.35
Highworth	516	0.91	$(516 \times 0.37)/7/30$	$(516 \times 0.14)/5/30$	0.48
Wroughton	608	1.07	$(608 \times 0.37)/7/30$	$(608 \times 0.14)/5/30$	0.57
Other Villages	152	0.27	$(152 \times 0.37)/7/30$	$(152 \times 0.14)/5/30$	0.14
Sites with Planning Permission (non-strategic)	2533	4.46	$(2533 \times 0.37)/7/30$	$(2533 \times 0.14)/5/30$	2.36
Neighbourhood Plans (non-permissioned)	42	0.07	$(42 \times 0.37)/7/30$	$(42 \times 0.14)/5/30$	0.04
Wichelstowe Remainder	2821	4.97	$(2821 \times 0.37)/7/30$	$(2821 \times 0.14)/5/30$	2.63
Commonhead/Badbury Park Remainder	427	0.75	$(427 \times 0.37)/7/30$	$(427 \times 0.14)/5/30$	0.40
Tadpole Garden Village Remainder	629	1.11	$(629 \times 0.37)/7/30$	$(629 \times 0.14)/5/30$	0.59
New Eastern Villages	8,936	15.74	$(8936 \times 0.37)/7/30$	$(8936 \times 0.14)/5/30$	8.34
Kingsdown	1,650	2.91	$(1650 \times 0.37)/7/30$	$(1650 \times 0.14)/5/30$	1.54
<b>Total Swindon Borough</b>	<b>18,690</b>	<b>32.92 FE</b>			<b>17.44 FE</b>

The total forms-of-entry (FE) requirement from new housing developments is 32.92 FE for Primary and 17.44 FE for Secondary.

The School Place Planning Study (2009) discounted the pupil yield from development in Swindon's urban area, anticipating a significant proportion of flats, without children, particularly in Swindon town centre. The economic downturn has impacted on the housing market in Swindon and the message is clear from the housing development industry that flats do not represent a viable product on a significant scale in the current market or in the foreseeable future.

Flexibility for delivering school places within new development areas is crucial. A report to the Infrastructure Development Board in October 2007 provided feedback on a "lessons learned" exercise on the Northern Development Area (10,000 homes in north Swindon). Participants commented that development was not appropriately phased and therefore

houses were provided before schools and retail facilities were in place, which put pressure on existing facilities and were beyond walking distance, increasing reliance on use of the car.

A school development in the early phases has significant advantages such as:

- Meeting the aims of the Education Place Planning Study.
- Providing the new community with essential facilities.
- Reducing the fluctuation in pupil numbers at surrounding schools.
- Enable the new school to grow on a phased basis, linked to the occupation of new housing.
- Act as a catalyst for house sales.

Therefore, the Council, in negotiation with housing developers, will be requesting early access of school sites to provide the potential for early occupation.

## **7.6 Borough-wide Secondary School Pressures**

As new development areas have been built out at Swindon, the relatively lower cost of new homes has been attractive to young families. As a result, a higher than average proportion of young children start school together. Often a family will stay in the house that they have occupied and so these children will age together putting school place pressure on, firstly, primary schools and then on secondary schools.

This peak pressure, however, does not persist and when they leave school it tends to have a converse effect. As the children grow into young adults and leave home, there becomes a higher than average number of middle-aged adults in an ageing development area without children. This causes a trough in school place demand before stabilising in the future.

The Northern Development Area 'Lessons Learned' exercise looked at the perceptions of residents of the Northern Development Area of their community. One of the key conclusions of the report was that not enough school places had been provided early enough and that they were therefore not in the right place or at the right time. Whilst the criticism on phasing has validity, the cause of this school place pressure has been, and continues to be, a temporary peak as a development is built out, which will then subside in the longer term.

Secondary school places are more difficult to predict and manage. The uncertainty associated with secondary school place pressures is exacerbated by parental choice and the fact that older pupils of secondary age are prepared to travel further to their school of choice. Whereas with the larger housing developments over a certain size a new secondary school is feasible, expansion of 'nearby' schools and the retention of surplus places will be essential in managing the temporary pressure.

Looking at forecast figures for secondary in Swindon there is estimated to be a decrease in numbers in the longer term, with a slight rise the primary peaks move through and up to Secondary. In 2016 there was peak in Reception numbers where the Council implemented a number of bulge classes across the Borough, and it is this peak that we will see in 2023 as these children reach Secondary school age, before the secondary numbers are forecast to decline slightly by 2026.

The number of pupils going out of borough is estimated to remain broadly static at ~350. However, this will depend on whether there is a further decline in the numbers going to out of area schools close to the Swindon boarder such as Bradon Forest in Purton, Wiltshire. In addition, the effect of the opening of The Deanery in September 2019 on the number of pupils, especially from west Swindon, going to Royal Wootton Bassett Academy is yet to be felt.

## **7.7 Transport of pupils**

To manage some of the pressure identified within an education planning area it may be necessary for the Local Authority to provide transport. Transport to school is a statutory requirement based on the overall distance a pupil travels to school. Transport is usually only applicable to rural areas. Within the urban area of Swindon most schools are within the statutory limit, therefore transport is unlikely to be required.

The impact of legislation relating to Academies and Free Schools could result in an increased level of transport provided by individual schools rather than the Local Authority. As education providers become more independent this could lead to increased competition for pupils across the Borough.

## **8 Re-organisation of schools**

### **8.1 Primary schools**

The preferred size for new primary schools is within the range of 420 places to 630 places (2FE to 3FE) and Swindon Borough Council will only seek to open new primary schools of full or half forms of entry.

The LA has preferred site sizes for Primary Secondary schools, depending on the number of FE that is required. These are:

- 2 FE Primary school – 2.2 Ha
- 3 FE Primary School – 3.3 Ha

Where a new primary phase school is required this will be built as an all through primary school, rather than separate infant or junior schools. Swindon Borough Council will continue to seek opportunities to amalgamate separate infant and junior schools where the combined numbers are less than 420 and the sites lend themselves to a single institution.

### **8.2 Secondary schools**

The optimum size for an 11 to 16 secondary school is 750 (5FE) to 1,500 (10FE) pupils. Swindon Borough Council however recognises that provision in some communities may fall outside the ideal size of secondary school and demand for additional places could be met either by expanding existing schools, if there is sufficient capacity on the site, or by new provision located within a new housing community.

The LA has preferred site sizes for Primary Secondary schools, depending on the number of FE that is required. These are:

- 10 FE – 10.2 Ha

### 8.3 Academy Free Schools

An academy is a public funded independent school; (not maintained by a LA) accountable to the Department for Education (DfE) and funded directly by the Education and Skills Funding Agency (ESFA). Academies directly employ staff and have freedoms to set their own pay and conditions of service, are free to deliver the curriculum as they see fit and can vary the length of school terms and the length of the school day. Academies must follow the same admissions guidance, exclusion processes and meet the statutory processes for pupils with Special Educational Needs (SEN) however they may set their own admissions criteria. Academies are inspected by OFSTED using the same framework as other state funded schools.

The council works closely with the Regional Schools Commissioner to ensure all new school proposals including bids for new Free Schools are supported by approved academy trusts that understand the needs and aspirations of the community.

## 9 Capital investment

It is recognised that pupils benefit from high quality learning environments and equipment. Capital investment priorities are based on requirements to:

- Provide sufficient places to meet the needs of local communities.
- Provide healthy and safe environments.
- Meet curricular and organisational needs.
- Enhance physical access to buildings.
- Replace temporary accommodation with permanent where possible.
- Implement key strategic initiatives.

Swindon Borough Council uses condition surveys alongside net capacity assessments to determine investment priorities. Government grant, council resources and developer contributions are used to fund the necessary capital investment alongside any centrally acquired monies through a national bidding process. Capital resources are however becoming increasingly stretched.

At present, there are two main funding streams allocated by DfE for school building projects - one which is solely for maintenance (Condition funding) and the other is for the provision of additional pupil places (Basic Need).

In 2017 the DfE released an additional sum of funding to Local Authorities called the special provision capital fund. This was to enable local authorities to invest in improving the quality and range of provision for children and young people with SEN and disabilities aged 0-25, re-purposing areas so that they meet the needs of pupils with special educational needs and disabilities.

## 10 Accessibility of school buildings - Inclusivity

Improving access to education and securing educational achievement for pupils with a disability is essential to ensure equality of opportunity, full participation in society, access to employment opportunities and inclusion within mainstream schools. Swindon's inclusion vision is that every disabled child and young person in the borough should achieve their potential educationally, socially and in their personal life. The Accessibility Strategy is a core component in realising this vision. Swindon Borough Council is committed to increasing the

accessibility of schools, wherever possible and where reasonable adaptations can be made, to wheelchair users and pupils with sensory impairment.

An audit of all schools established a baseline from which progress can be measured. The audit concentrates on the physical access to communal facilities and teaching accommodation as well as the provision of any specialist facilities such as toilets, changing tables etc.

## 11 Admissions policy

The Admissions Team administers Swindon Borough Council's co-ordinated admissions scheme. This includes admissions to all schools including academies as well as 'In Year' admissions.

There is a wide range of admissions authorities as each academy or voluntary aided school has its own Admission Policy. The in year coordinated scheme is in place for all schools in Swindon and is ran under the 'equal preference scheme'. The knowledge, understanding and data that the team holds contributes to successful school organisation and place planning. Admissions statistics, which are produced annually, are used to support the school place planning process, ensuring that sufficient places are provided to meet parental preference where possible.

Admissions authorities, including the LA, must have regard to the School Admissions Code in determining their admission arrangements, which includes expansions and contractions of school capacities. Up to date details of the Swindon schools' admissions processes can be found on the Swindon Borough Council website via the following link:

[https://www.swindon.gov.uk/info/20071/school\\_places\\_and\\_admissions](https://www.swindon.gov.uk/info/20071/school_places_and_admissions)

## 12 School Planning Areas

The planning of school places in Swindon is based on the geographical areas defined by the secondary school catchments and feeder school aligned to them. These are the same demographic planning areas that the council is required to report on annually to the Department for Education (DfE) to inform future capital basic need allocations.

Place planning can be influenced by parental preference in terms of selecting a school. Applications for school places are considered in line with the relevant Admission Authority Admission Policy and over-subscription criteria.

These School Planning Areas are not catchment areas. They are a helpful way of assessing the broad distribution of need in a more flexible and integrated way. They relate to anticipated areas of pressure rather than existing distribution of schools. The areas have been assessed based on:

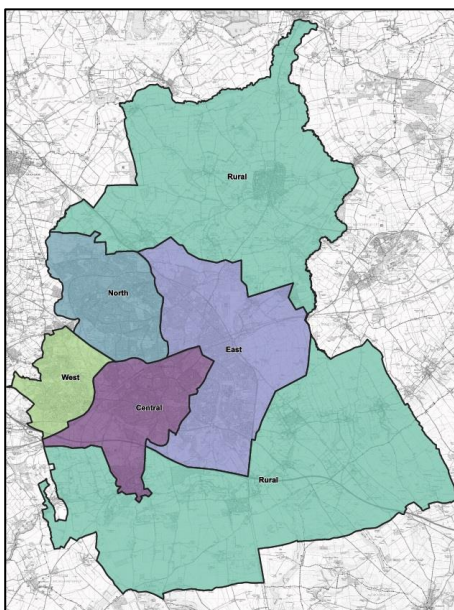
- Existing school capacity and number on roll.
- Existing pressure on school places.
- Forecast short term pressure based on registered births.
- Long term pressures associated with identified areas of housing development.
- Temporary peaks in pupil numbers.

Within each School Planning Area demand for primary and secondary school places has been forecast. Where there is a shortfall in school places recommendations have been set out to meet the demand. It is particularly important that primary school places are provided to meet demand where they are needed to avoid transporting young children.

Secondary schools should also be positioned in close proximity to demand. However, there is traditionally a higher degree of flexibility often due to parental choice. The options for secondary school place provision seek to balance local demand against the number of secondary school places available across Swindon.

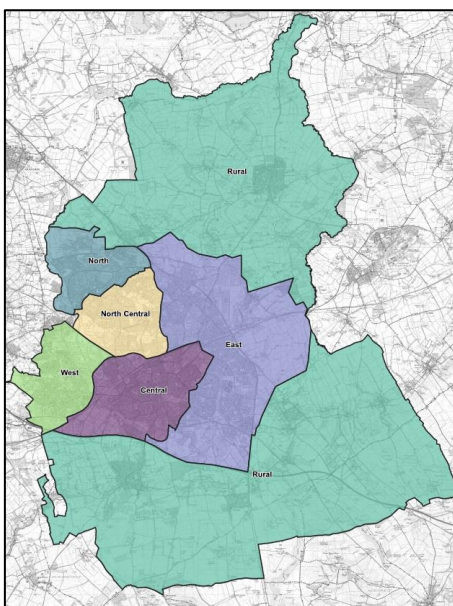
Our secondary planning areas differ slightly to our Primary.

The School Planning Areas for **secondary** are:



- North Swindon (N)
- Central
- East Swindon (E)
- West Swindon and Wiltshire (W)
- Rural

The School Planning Areas for **primary** are:

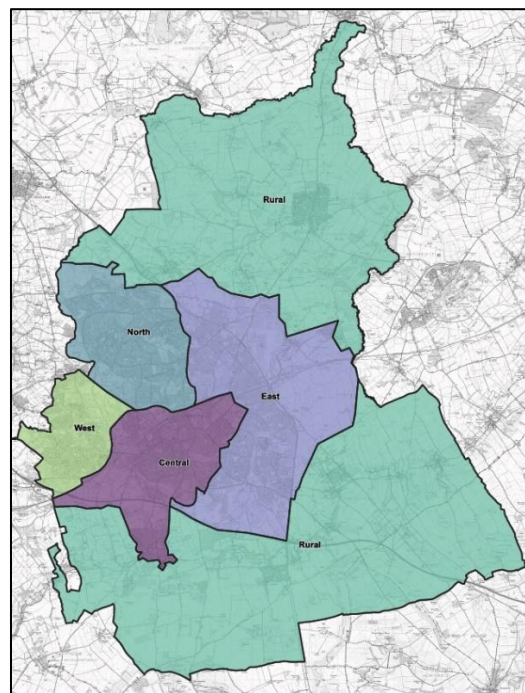
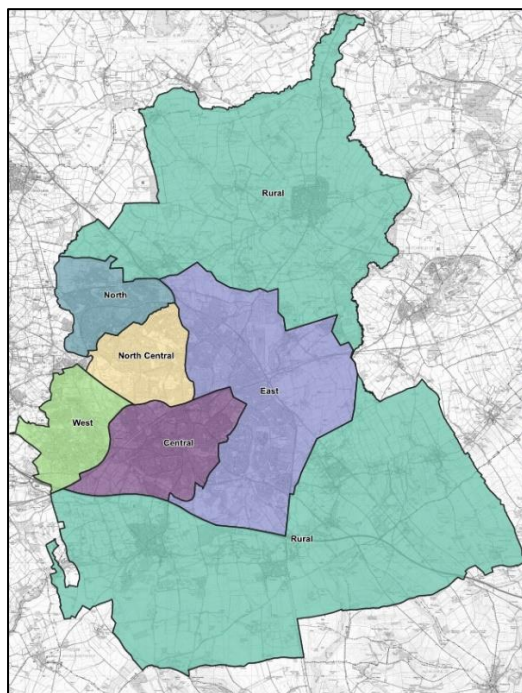


- North Swindon (N)
- North Central Swindon (NC)
- Central
- East Swindon (E)
- West Swindon and Wiltshire (W)
- Rural



New legislation in the form of the Academies Act (2010), popularity of schools and patterns of parental preference all have a bearing on the level of surplus places and the extent to which the Borough can manage school place pressures. Therefore, the recommendations set out in this document will need to be kept under review in the coming years to take account of the various trends in school provision and places. This will allow the Borough to update the Capital Programme for new builds and consider any revenue implications arising from increased transportation costs.

It is important to note that any decision has not been made regarding the strategy or site options outlined in this report. Where this report identifies site options they remain subject to detailed options appraisal, feasibility studies including discussions with Headteachers and Governors, funding and planning.



<b>Primary Planning Area</b>	<b>Schools</b>
<b>North</b>	Abbey Meads, Bridlewood, Catherine Wayte, Haydonleigh, Oakhurst, Orchid Vale, Red Oaks, St. Francis, Tadpole Farm, William Morris
<b>North Central</b>	Ferndale, Greenmeadow, Gorse Hill, Haydon Wick, Moredon, Rodbourne Cheney, Sevenfields, St. Mary's, Swindon Academy (Penhill & Pinehurst)
<b>Central</b>	<b>Commonweal Secondary Catchment:</b> Croft, East Wichel, Even Swindon, King William Street, Lethbridge, Robert Le Kyng, Lawn, Oaktree <b>Lawn Manor Secondary Catchment:</b> Drove, Holy Cross, Holy Rood, Lainesmead, Mountford Manor
<b>East</b>	<b>Dorcan Secondary Catchment:</b> Covingham Park, Eldene, Goddard Park, Holy Family, Liden, Nythe <b>Kingsdown Secondary Catchment:</b> Beechcroft Infants, Colebrook Infants, Colebrook Junior, Grange Infants, Grange Junior, Ruskin Junior, South Marston, St. Catherine's <b>Ridgeway Secondary Catchment:</b> Badbury Park
<b>West</b>	Brook Field, Hazelwood, Millbrook, Oliver Tomkins Infants, Oliver Tomkins Junior, Peatmoor, Shaw Ridge, Tregoze, Westlea
<b>Rural</b>	<b>Highworth Warneford Secondary Catchment:</b> Eastrop Infants, Southfield Junior, St. Leonard's, Westrop <b>Ridgeway Secondary Catchment:</b> Bishopstone, Chiseldon, Wanborough, Wroughton Infants, Wroughton Juniors

<b>Secondary Planning Area</b>	<b>Schools</b>
<b>North</b>	Abbey Park, GWA, Nova Hreod & Swindon Academy
<b>Central</b>	Commonweal, The Deanery, Lawn Manor & St. Josephs and UTC
<b>East</b>	Dorcan & Kingsdown
<b>West</b>	Lydiard Park
<b>Rural</b>	Ridgeway & Warneford



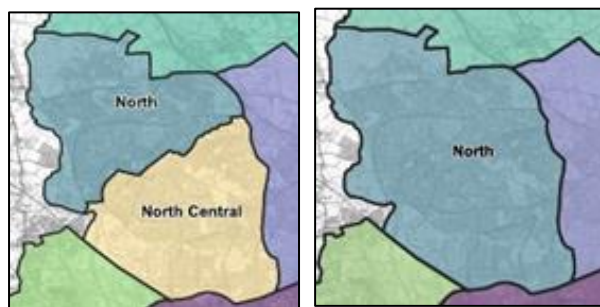
## 13 North Swindon

### 13.1 Schools in North Swindon

North Swindon encompasses a single secondary planning area, but has been split into two primary planning areas – North and North Central (see maps below). There are 10 primary phase schools in North Swindon (Abbey Meads, Bridlewood, Catherine Wayte, Haydonleigh, Oakhurst, Orchid Vale, Red Oaks, St. Francis, Tadpole Farm and William Morris).

In the North Central Area there are 9 Primary School (1 of which is an all through school). These are Ferndale, Greenmeadow, Gorse Hill, Haydon Wick, Moredon, Rodbourne Cheney, Sevenfields, St. Mary's, Swindon Academy (Beech Avenue & Alton Close sites) schools.

There are four secondary academies (Abbey Park, GWA, Nova Hreod & Swindon Academy). Swindon Academy is an all-through school offering both primary and secondary places, eventually up to sixth form.



The principle issues for the North area concern the existing pressures within the Northern Development Area (NDA) that will arise from the remaining homes to be completed at Tadpole Farm, Abbey Farm and Blunsdon Stadium. Tadpole Farm is currently in the Highworth Warneford catchment area,

however it is directly adjacent to Abbey Park School and Great Western Academy and therefore has been considered alongside the existing area of North.

### 13.2 North Swindon Primary Schools

Primary School	Forms of Entry
Abbey Meads Primary School	2
Bridlewood Primary School	1
Catherine Wayte Primary School	2
Haydonleigh Primary School	3
Oakhurst Primary School	2
Orchid Vale Primary School	2
Red Oaks Primary School	2
St Francis CE Primary School	2
Tadpole Farm CE Primary School	2
William Morris Primary School	2
Total Existing Capacity	20

### 13.3 North Central Primary Schools

Primary School	Forms of Entry
Ferndale Primary School	2
Greenmeadow Primary School	1.33
Gorsehill Primary School	2
Haydon Wick Primary School	1.33
Moredon Primary School	2
Rodbourne Cheney Primary School	1
Sevenfields Primary School	1.73
St Mary's Catholic Primary School	1.66
Swindon Academy	4
Total Existing Capacity	17.1

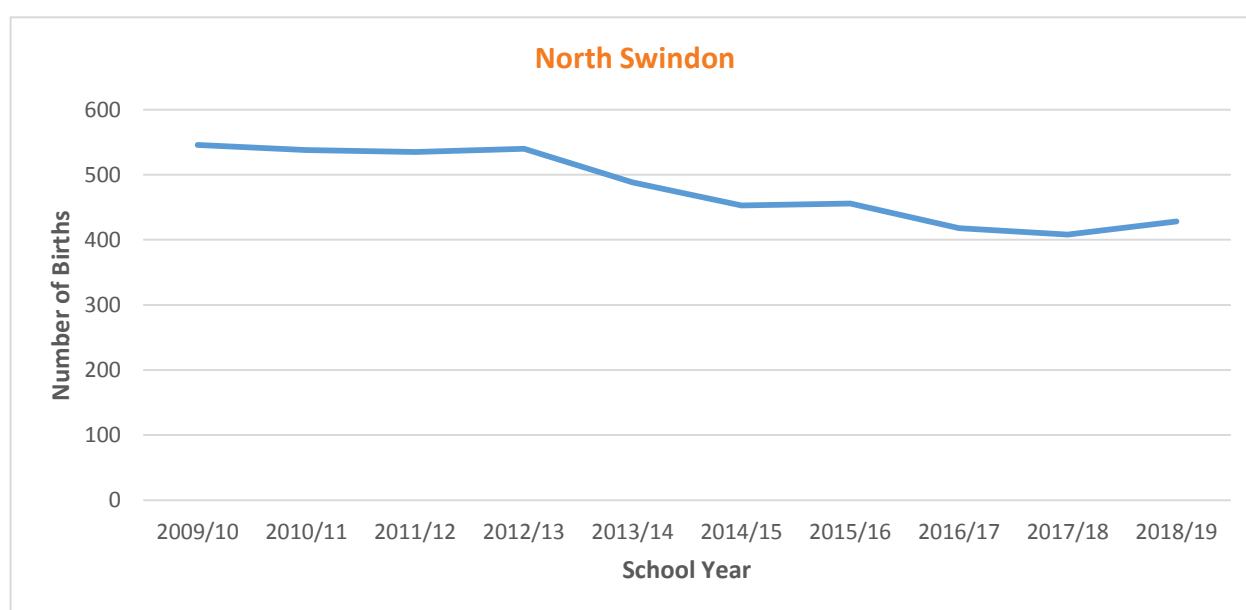
### 13.4 North and North Central Secondary Schools

Secondary School	Forms of Entry
Abbey Park	8
Great Western Academy	5
Nova Hreod	7.6
Swindon Academy	6
Total Existing Capacity	26.7

### 13.5 Primary (Split by North and Central North Planning areas)

### 13.6 Births in North Swindon

The graph below shows the number of births in North Swindon primary planning area each year.



Data provided by the Primary Care Trust (PCT) shows that the number of births in the North Swindon planning area was stable between 2009/10 and 2012/13 (~540 births per year), but has steadily decreased since to a low of 408 in 2017/18. In 2018/19 the number of births increased slightly to 428.

### 13.7 How accurate were our primary numbers?

In 2019/20, it was forecast that there would be 557 reception-aged pupils on roll in North Swindon primary schools. The October 2019 school census showed that there were actually 536 children in reception, an over-estimation of ~4%. In previous years the demand for reception places in the North Swindon primary planning area has fluctuated between over- and under-estimation.

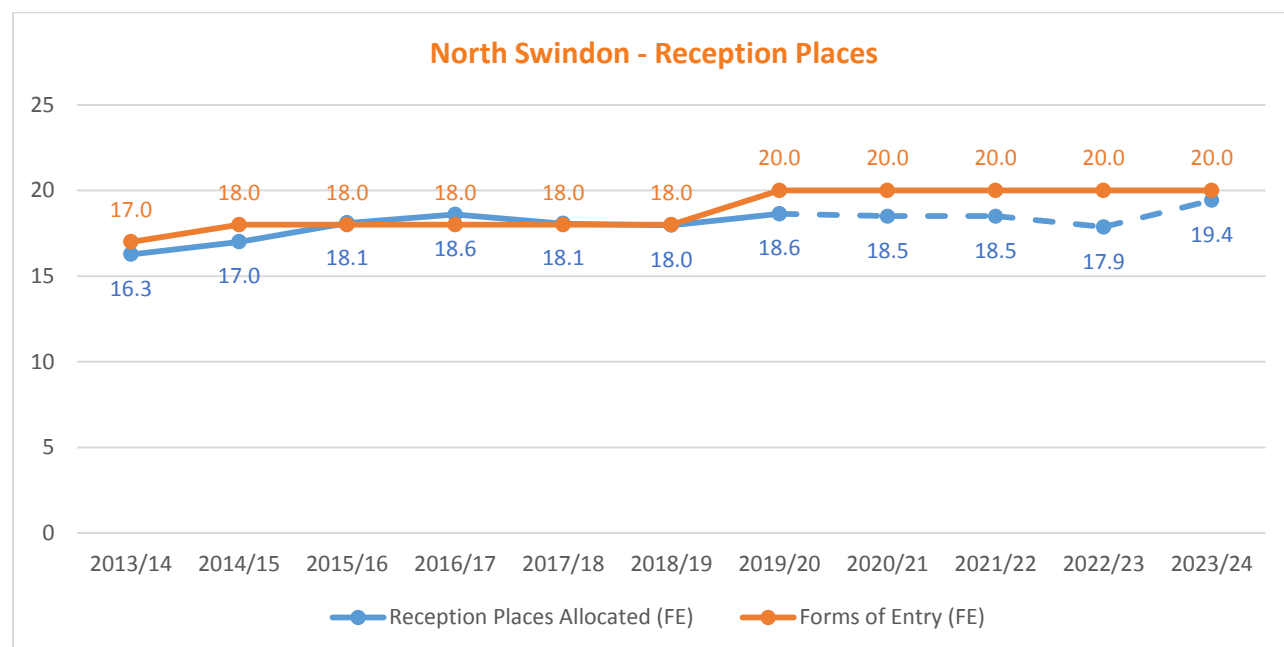
### 13.8 Existing North Area Primary School Pressure

The need for primary school places largely depends on the local child population and, to a much less extent, on pupils coming into the borough from adjacent areas. Extensive housing developments in North Swindon (e.g. Tadpole Garden Village) led to rising demand for school places between 2013/14 and 2016/17. However, the demand for Reception places has now plateaued and this situation is forecast to continue until 2023/24 when there is forecast to be a rise in demand. This is due to a combination of a rise in the birth rate and continued housing developments attracting children of Reception age to the North Swindon area.

The present net capacity of the North Swindon Primary Schools is 20FE (as at September 2020).

Overall, the number of pupils requiring a Reception place is forecast to remain below the overall PAN for the planning area, but as demand is not uniform there are still some schools in North Swindon that are likely to experience more pressure for places than others.

The graph shows the number of pupils that started school in North Swindon in the academic years 2013/14 – 2019/20. It then forecasts the number of pupils that will require a Reception place in a primary school in North Swindon between 2020/21 and 2023/24.



### 13.9 What have we done previously?

The Borough has created places for the temporary bulge years as the Tadpole Farm development has been built out. There are extra classes in some year groups at Bridlewood, Red Oaks, Greenmeadow and Rodbourne schools that will, in time, work their way through the schools to Year 6. The schools will then resume their original capacity.

The Borough also permanently expanded Orchid Vale Primary School from a 1FE school to 2FE in Sept 2012, and Haydonleigh Primary School from a 2FE school to 3FE in Sept 2012. and Tadpole Farm CE Primary School opened as a 2FE school Sept 2014. An additional 2 FE Primary School, William Morris, also opened in September 2019.

### 13.10 Growth from housing development and peak demand

The Blundson Stadium development is circa 750 homes and this equates to 1.32 FE for Primary and will require additional school provision to be provided.

The housing development programme is not complete and there are about a further 629 houses to be built at Tadpole Farm. The pupil product from these houses will equate to a further 1.11FE

The Abbey Farm development of 370 houses (0.65 FE for Primary) is underway and nearly completed.

### 13.11 Total Demand

The table below calculates the total demand for additional school places in the North area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places (pressure + new housing)	Total Demand for places
Primary	20 FE	-1.4 FE	1.32 +1.11 + 0.65 FE = 3.08	1.68 FE	21.68FE

\*Above capacity (taking existing surplus into account)

### 13.12 What are we doing?

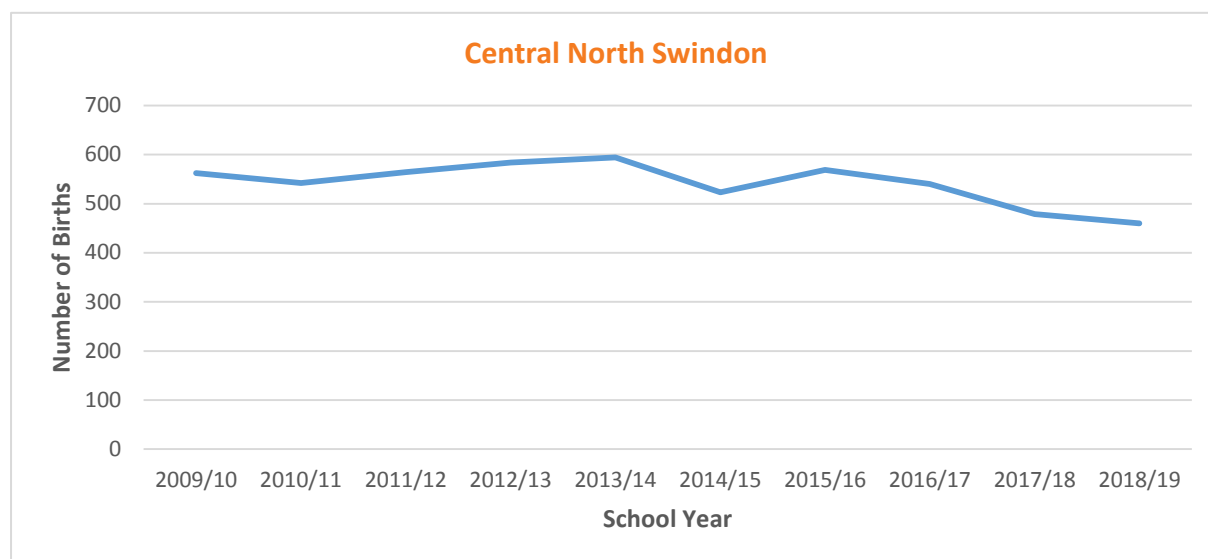
An additional 2FE school will be required at Abbey Farm to meet the demand generated from smaller infill developments in North Swindon, especially around Blunsdon Stadium. Abbey Farm Primary School is planned to open in 2022. This will give the North Swindon area a total of 22FE for Primary School space.

A further small risk to be identified is that the strategy for the provision of school places does not accommodate any change in provision in Wiltshire. Increased pressure on Swindon primary school places may result from additional housing in Wiltshire and has the potential to add to pressures in the North Swindon planning area.

### 13.13 Primary Central North Planning Area

#### 13.14 Births in Central North Swindon

The graph below shows the number of births in Central North Swindon primary planning area each year.



Data provided by the Primary Care Trust (PCT) shows that the number of births in the Central North Swindon planning area steadily increased from 542 births in 2010/11 to a peak of 594 in 2013/14. There was a sharp drop in the number of births in 2014/15, but since 2015/16 the number of births have declined from 569 to 460 births in 2018/19.

#### 13.15 How accurate were our primary numbers?

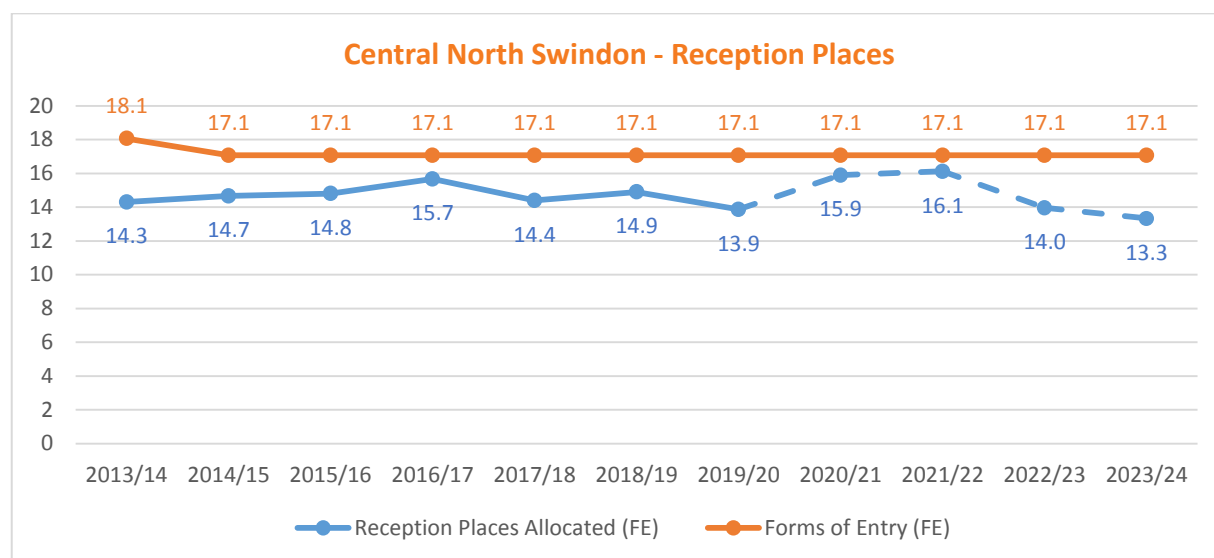
In 2019/20, it was forecast that there would be 476 reception-aged pupils on roll in Central North Swindon primary schools. The October 2019 school census showed that there were actually 439 children in reception, an over-estimation of ~8%. In previous years the demand for reception places in the Central North Swindon primary planning area has been continually overestimated by ~8 to 17%.

#### 13.16 Existing North Central Area Primary School Pressure

The need for primary school places largely depends on the local child population. As Central North Swindon is an established urban area, with limited housing developments, the number of children requiring primary school places does not fluctuate excessively. Therefore, as the number of births has remained at similar levels, the demand for Reception places has been static. This state of affairs is forecast to more-or-less continue for as far as we forecast demand for Reception places for (2023/24), although there is expected to be a very slight decline in demand that reflects a slight decrease in the number of births. The demand for Reception places in Central North Swindon is expected to remain below overall PAN in the planning area.

The present net capacity of the North Central Swindon Primary Schools is 17.1FE (as at September 2020).

The graph shows the number of pupils that started school in Central North Swindon in the academic years 2013/14 – 2019/20. It then forecasts the number of pupils that will require a Reception place in a primary school in Central North Swindon between 2020/21 and 2023/24 to be at circa 13.3FE.



### 13.17 What have we done previously?

In order to meet a bulge in the birth rate previously, there are extra classes in some year groups at Bridlewood, Red Oaks, Greenmeadow and Rodbourne schools that will, in time, work their way through the schools to Year 6. The schools will then resume their original capacity.

### 13.18 Growth from housing development

There is 250 houses to be built at the old North Star site and a further 60 at Cheney manor. This equates to 0.55 FE for Primary.

This can be met from the existing capacity in the area.

### 13.19 Total Demand

The table below calculates the total demand for additional school places in the North Central area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places (Existing pressure and new)	Demand for places
Primary	17.1FE	-0.95	0.55	-0.4	16.7 FE

\*Above capacity (taking existing surplus into account)

### 13.20 What are we doing?

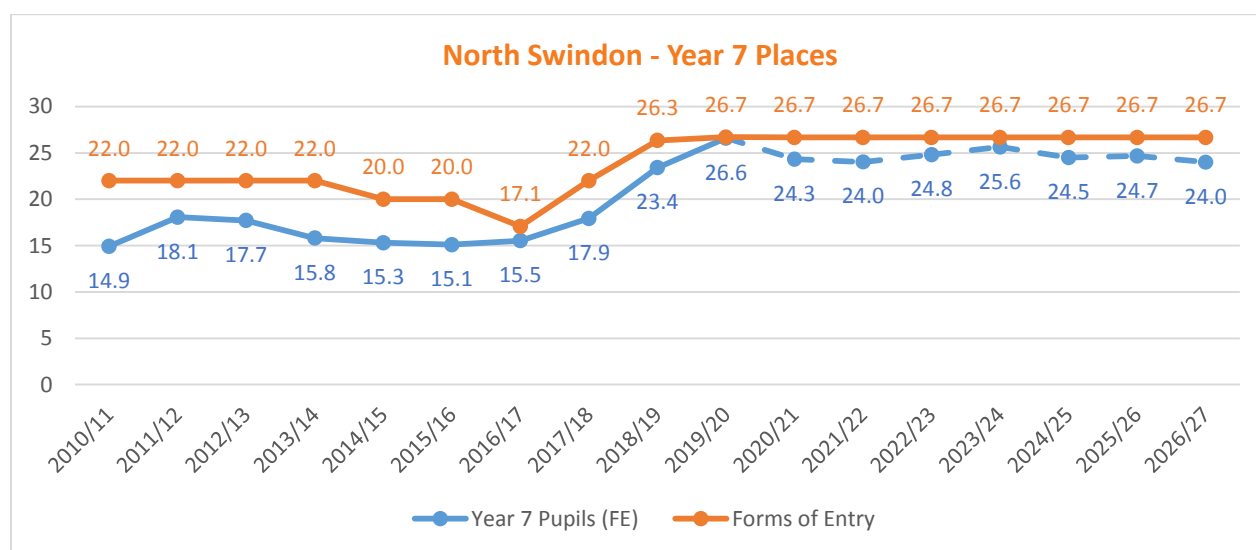
As there is forecast to be surplus places in the area from 2022 onwards, the LA is working with schools to identify alternative uses of provision, or to lower the PAN.

### 13.21 Secondary in North Swindon

### 13.22 Existing Secondary North Swindon School Pressure

The need for secondary school places is based on the number of pupils coming up to year 6 and estimated shares from feeder primary schools (based on historical data). In addition, a modifier accounting for new pupils to the areas (i.e. moved into new houses) is taken into account.

The present net capacity of the North Swindon Secondary Schools is 26.6 FE (as at September 2020).



The graph shows the number of year 7 pupils that started school in North Swindon in the academic years 2010/11 – 2019/20. It then forecasts the number of pupils that will require a year 7 place in a secondary school in North Swindon between 2020/21 and 2026/27.

The number of children requiring Year 7 places in North Swindon has been significantly increasing since 2015/16 to reach a peak in 2019/20. This increase is due to the completion of extensive North Swindon development area which created a surge in demand.

This is expected to decrease over the next year and, barring a slight increase between 21/22 and 23/24, demand is predicted to be fairly stable for the foreseeable future. This is because of continued development in North Swindon such as Tadpole Garden Village and Abbey Farm.

### 13.23 How accurate were our secondary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, it was forecast that there would be 812 children on roll at North Swindon secondary schools in Year 7. The school census from October 2019 showed that there were actually 798 children on roll, giving an over-estimation of 1.8%. Over the past 3 years, forecasting has been with +/- 2% of actual pupil numbers.

### 13.24 What have we done previously?

The Great Western Academy, a 5 FE (150 places per year group) Free School, opened in September 2018.

### 13.25 Growth from housing development

The Abbey Farm development of 370 houses (0.34 FE for Secondary) is underway and nearly completed, and the Blundson Stadium development is circa 750 homes and this equates to 0.7 FE for Secondary. There is also 250 houses to be built at the old North Star site and a further 60 at Cheney manor, which equates to 0.29 FE for Secondary.

### 13.26 Total Demand

The table below calculates the total demand for additional school places in the North area as a result of the current school capacity, existing pressure on places, growth and then peak.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Secondary	26.7 FE	-1.1	$0.29 + 0.7 = 0.99$	-0.11FE	26.59 FE

\*Above capacity (taking existing surplus into account)

### 13.27 What are we doing?

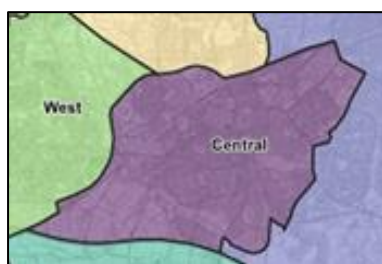
From the known pressures and those from new housing, there is enough capacity in North Swindon secondary schools to meet these needs. It must also be noted that at the moment around 1.27FE from the North Swindon attend Highworth Warneford, which is in the Rural planning area, which if this continues would add more capacity to North Swindon secondary schools.

There is potential that the rising trend for parents in North Swindon to choose to send their children to schools in Wiltshire, as is happening in West Swindon, will continue to increase. This could help to reduce the pressure in the North Area. Whilst this would provide relief for secondary school places, reliance on such a strategy carries a high degree of risk, particularly as approximately 3.3 FE of children from North Swindon are currently educated in Purton, or Wootton Bassett.



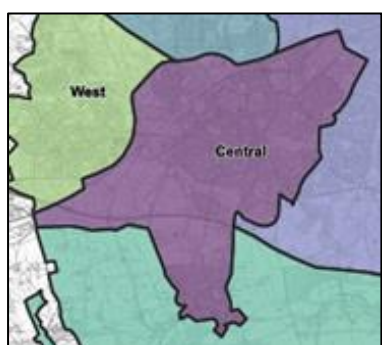
## 14 Central Swindon

### 14.1 Schools in Central Swindon



Central Swindon encompasses a single secondary planning area (see maps). There are 13 primary phase schools in Central Swindon (Croft, East Wichel, Even Swindon, King William Street, Lethbridge, Robert Le Kyng, Lawn, Oaktree, Drove, Holy Cross, Holy Rood, Lainesmead, Mountford Manor).

There are four secondary academies (Commonweal, The Deanery, Lawn Manor & St. Josephs).



The Swindon UTC is sited in this area but the students attending the school come from a much larger Swindon and North Wiltshire catchment area. The numbers of students attending Years 10 and 11 from are not used in the assessment of places for this study.

### 14.2 Central Primary Schools

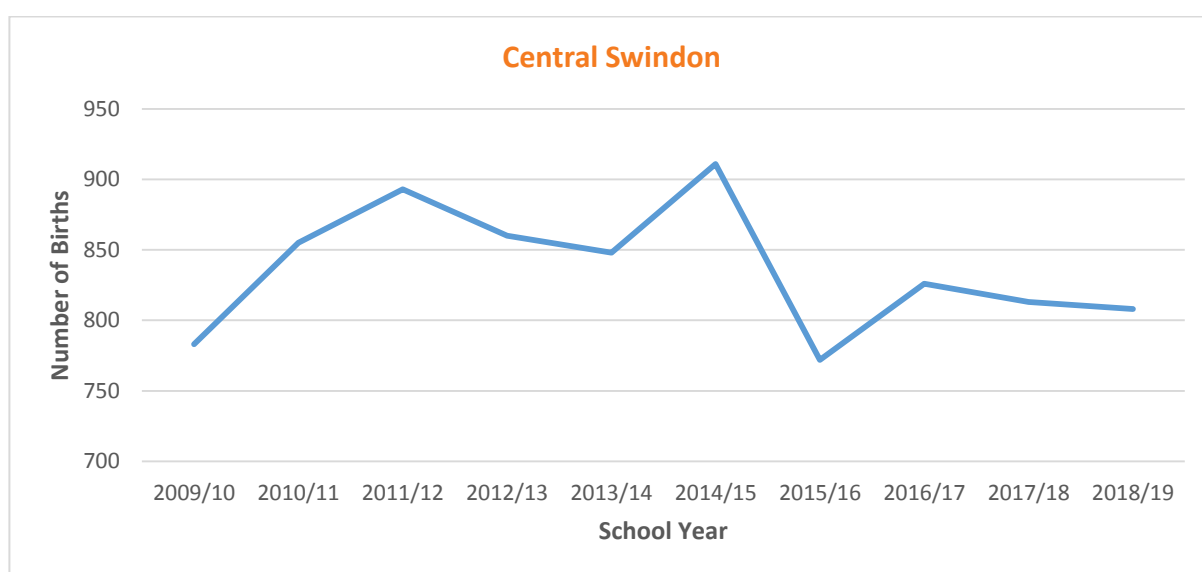
Primary School	Forms of Entry
Croft Primary School	2
East Wichel Primary School	2
Even Swindon Primary School	3
King William Street Primary School	1
Lethbridge Primary School	2.33
Robert Le Kyng Primary School	2
Lawn Primary School	2
Oaktree Primary School	1.83
Drove Primary School	3
Holy Cross Catholic Primary School	2
Holy Rood Catholic Primary School	2
Lainesmead Primary School	2
Mountford Manor Primary School	1
Total Existing Capacity	<b>26.2</b>

### 14.3 Central Secondary Schools

Secondary School	Forms of Entry
Commonweal	7.2
The Deanery	7
Lawn Manor	6.6
St Josephs Catholic College	9
UTC	
Total Existing Capacity	29.9

### 14.4 Births in Central Swindon

The graph below shows the number of births in Central Swindon each year:



Data provided by Primary Care Trust (PCT) shows that births in Central Swindon reached a peak in 2014/15 before a sharp reduction the following year. An increase of 54 births followed in 2016/17, since this Central Swindon has seen a steady decline.

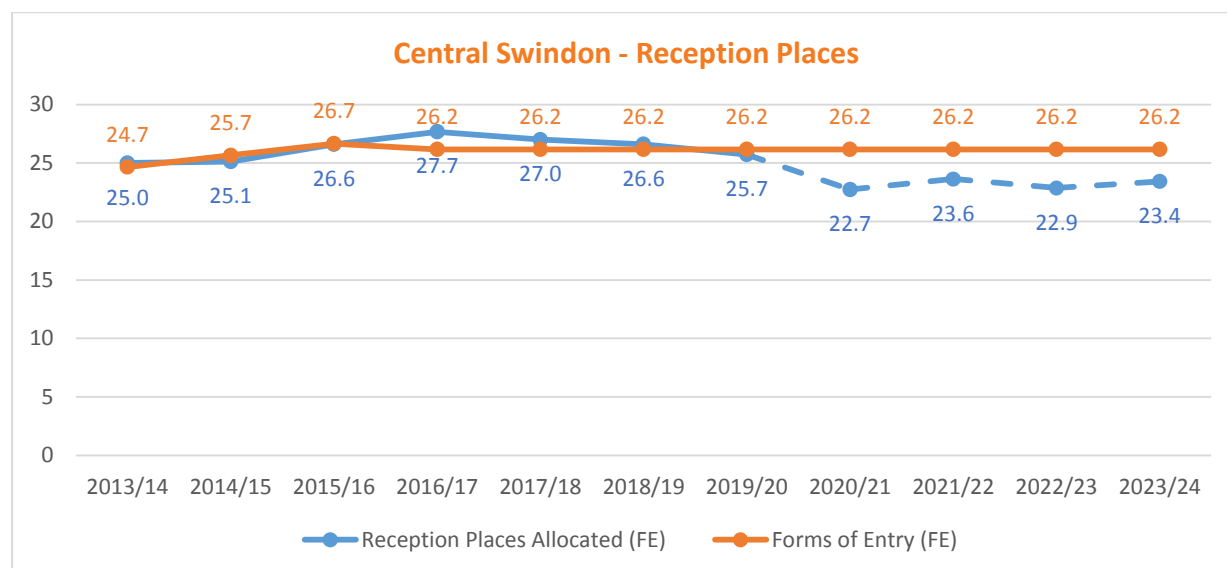
### 14.5 How accurate were our primary numbers?

In 2019/20, it was forecast that there would be 736 reception-aged pupils on roll in Central Swindon primary schools. The October 2019 school census showed that there were actually 772 children in reception, an under-estimation of 4.7%. Over the previous 5 years the demand for reception places in the Central Swindon primary planning area has been consistently under-estimated by 6% or lower.

### 14.6 Existing Central Area Primary School Pressure

The need for primary school places largely depends on the local child population and, to a much less extent, on pupils coming into the borough from adjacent areas. The pressure on school places in this area is due to the major housing development at Wichelstowe and the continuing urban housing development in central Swindon. There are already existing pressures on primary schools in Old Town and the Town Centre.

The graph shows the number of pupils that started school in Central Swindon in the academic years 2013/14 – 2019/20. It then forecasts the number of pupils that will require a Reception place in a primary school in North Swindon between 2020/21 and 2023/24.



The demand for reception places in Central Swindon steadily declined between 2016/17 and 2019/20, a result of a falling rate of births. This decrease is predicted to accelerate to reach a low point in 2020/21.

Following the low point in 2020/21, demand is predicted to be fairly consistent for the next few years.

The graph shows that numbers are forecast to be 23.4FE in terms of demand against a capacity of 26.2 FE, therefore it is predicted that there will be surplus capacity in this area. Those schools that are forecast to have large amounts of surplus places have been contacted and are looking at available options to reduce their published admissions number (PAN). Any reductions in PAN will be carefully monitored and reviewed.

#### 14.7 What have we done previously?

The Central area has seen extensive expansion in terms of schools in the past, including:

- 2FE primary school at Croft in Old Town in 2012.
- Even Primary school was expanded from 2FE to 3FE in 2012.
- The Holy Cross and Holy Rood Catholic Infant and Junior schools were re-designated as Primary schools and expanded, adding a total of an additional 2FE for Catholic provision.

#### 14.8 Growth from housing development

In terms of planned housing growth in the central area, 2533 houses are planned for the Central area which equates to 4.46 FE. There is also 376 planned for the urban area which equates to 0.66 FE.

At the Wichelstowe development, there is also 2821 houses to be built, which equates to 4.97 FE.

### 14.9 Total Demand

The table below calculates the total demand for additional school places in the North area as a result of the current school capacity, existing pressure on places, growth and then peak.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Primary	26.2	-2.56	4.46 +0.66 +4.97 = 10.09	7.53 FE	33.73 FE

\*Above capacity (taking existing surplus into account)

### 14.10 What are we doing?

There will be a need of an additional 8FE to be provided in the Central area for Primary provision.

The Wichelstowe development will provide 2 schools that will provide 4 FE of this provision:

- Kingfisher Primary School is due to open in September 2021. This will add 2FE to the area by 2023 as it phases its opening.
- West Wichel School will add a further 2 FE.

The timing of the new Primary Schools at Wichelstowe will be dependent on the build out rate of the new housing. One school should be built soon after commencement of the site as there will be little capacity for pupils to access schools nearby.

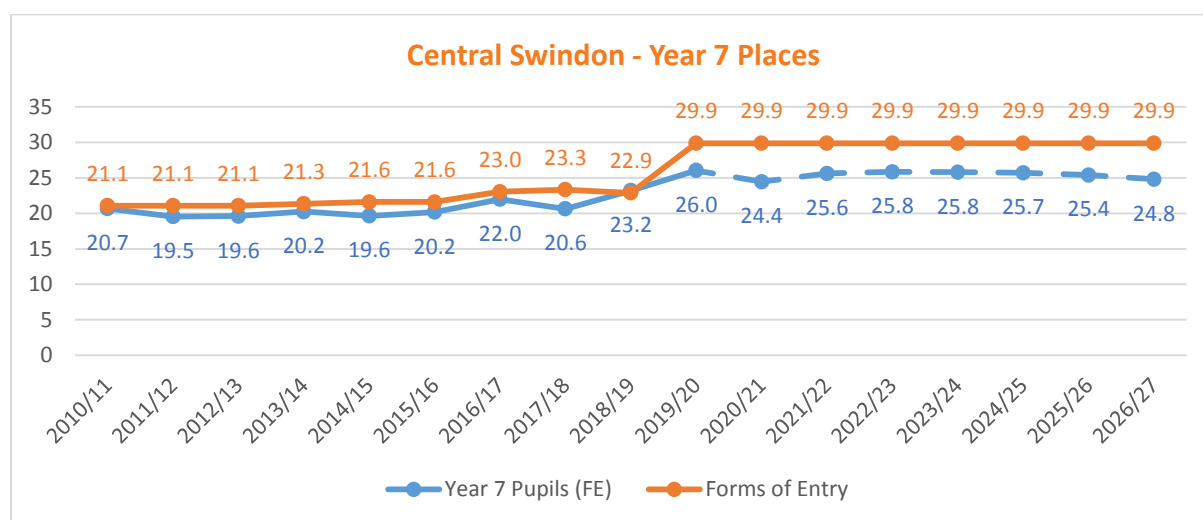
A further 4 FE will need to be provided in the Central area for Primary provision. Options for this will need to be examined but could involve the expansion of existing schools in the area such as Lawn Primary School, Lainesmead Primary School, Mountford Manor Primary School and Robert Le Kyng Primary School.

## 14.11 Secondary in Central Swindon

### 14.12 Existing Central Area Secondary School Pressure

The need for secondary school places is based on the number of pupils coming up to year 6 and estimated shares from feeder primary schools (based on historical data). In addition, a modifier accounting for new pupils to the areas (i.e. moved into new houses) is taken into account.

The graph below estimates the number of pupils who will require a secondary school place in Central Swindon from 2020/21 to 2026/27.



Initial demand for year 7 places in central Swindon was fairly consistent up to 2017/18. Since 2017/18 demand for year 7 places has been sharply increasing, reaching its highest level in 2019/20.

Demand is predicted to stay fairly consistent from 2020/21 onwards circa 26FE, against a capacity of 29.9FE in the area.

It must also be noted that there is trend in the Central area for children to attend the Ridgeway School. This has steadily rose over the last 5 years from 2FE in 2015 to 3 FE in 2019.

### 14.13 How accurate were our secondary numbers?

In 2019, it was forecast that there would be 777 children on roll in Central Swindon secondary schools in Year 7. The school census from October 2019 showed that there were actually 781 children on roll, giving an under-estimation of 0.5%.

### 14.14 What have we done previously?

The Deanery opened in 2019 and this added an additional 7FE to the area. The School is opening on a phased basis.

### 14.15 Growth from housing development

The Wichelstowe development is still underway with a remainder of 2821 houses to be built which will equate to 2.63FE for Secondary.

In terms of planned housing growth in the central area, 2533 houses are planned for the Central area which equates to 2.36 FE. There is also 376 planned for the urban area which equates to 0.35 FE.

### 14.16 Total Demand

The table below calculates the total demand for additional school places in the Central area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Secondary	29.8	-3.9	$2.36 + 0.35 + 2.63 = 5.34$	1.44	31.24

\*Above capacity (taking existing surplus into account)

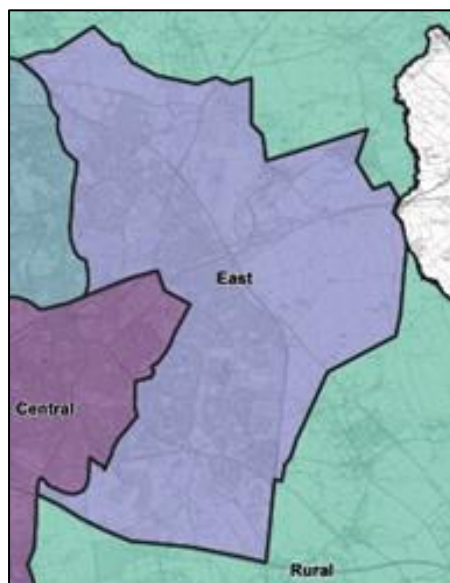
### 14.17 What are we doing?

Based on the planned housing growth in the Central area there is a need for an additional 1.44 FE. However, it must be noted that The Ridgeway School has, over the last 5 years, been popular as a choice from the Central area for parents. This has increased from 2FE in 2015 to 3FE of pupils from the Central area attending The Ridgeway in 2019.

However, if additional capacity was needed within the secondary schools in the Central Area, the existing schools would be best placed to expand and have the capacity to do so.

## 15 East Swindon

### 15.1 Schools in East Swindon



East Swindon encompasses a single secondary planning area (see maps). There are 9 Primary Schools (Badbury Park, Covingham Park, Goddard Park, Eldene Primary, Holy Family, Liden, Nythe, South Marston and St Catherines), 3 Infants and Juniors Schools (Colebrook, Grange and Beechcroft and Ruskin).

There are two secondary academies in the East (Dorcan Academy and Kingsdown School).

### 15.2 East Primary Schools

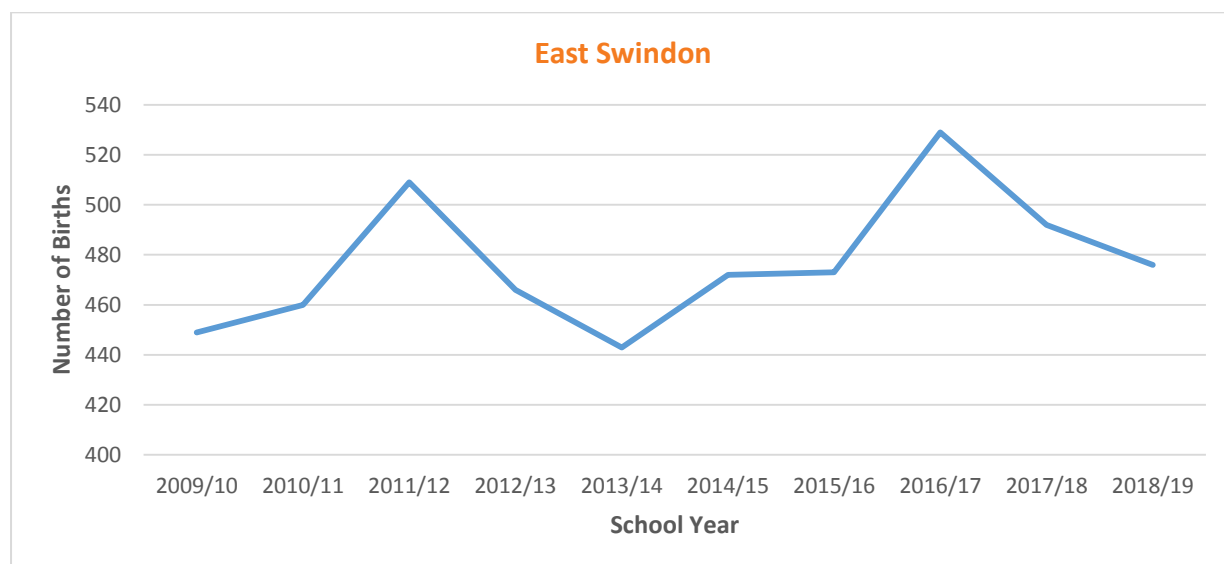
Primary School	Forms of Entry
Badbury Park Primary School	2
Covingham Park Primary School	2
Eldene Primary School	2
Goddard Park Primary School	3
Holy Family Catholic Primary School	1.5
Liden Primary School	2
Nythe Primary School	1
Beechcroft Infants School / Ruskin Junior School	3
Colebrook Infants School / Colebrook Junior School	1.66
Grange Infants / Grange Juniors	3
South Marston CE Primary School	0.5
St Catherines Catholic Primary School	1
Total Existing Capacity	22.7

### 15.3 East Secondary Schools

Secondary School	Forms of Entry
Dorcan Academy	6.33
Kingsdown School	7.73
Total Existing Capacity	14.1

### 15.4 Births in East Swindon

The graph below shows the number of births in East Swindon each academic year:



Data provided by Primary Care Trust (PCT) shows that births in East Swindon have fluctuated for some years. Births in East Swindon reached a low point in 2013/14, steadily rising to a peak in 2016/17 and has declined since then. Birth rates in the coming years will be affected by the Badbury Park development.

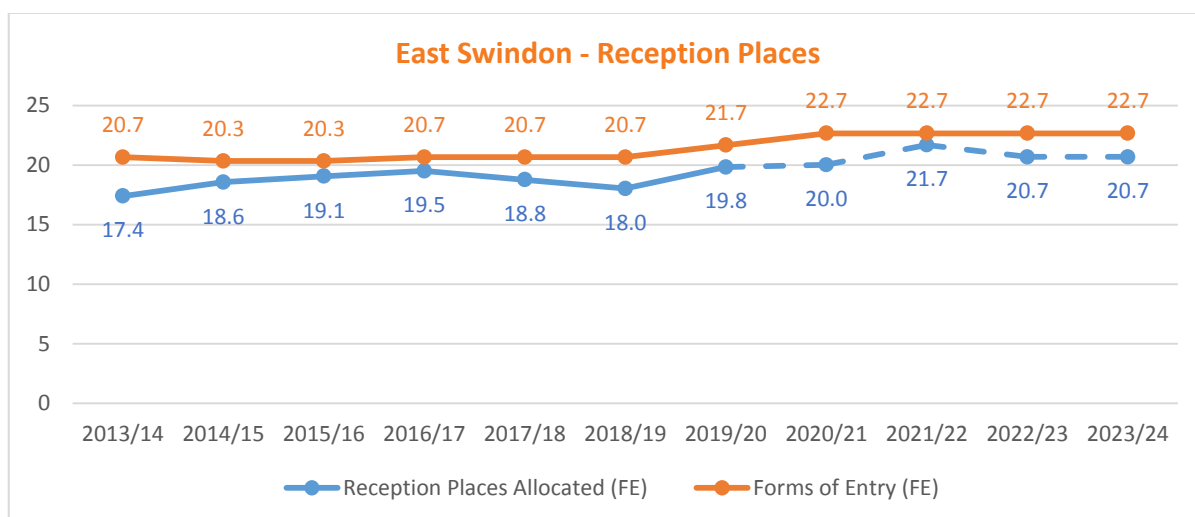
### 15.5 How accurate were our primary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, it was forecast that there would be 613 children on roll at East Swindon primary schools in reception. The school census from October 2019 showed that there were actually 595 children on roll, giving an over-estimation of 3%.

### 15.6 Existing East Primary Place Pressure

The graph below shows the number of pupils starting school in East Swindon in each of the academic years 2013/14 to 2019/20, and then estimates the number of pupils that will require a reception place in a primary school in East Swindon between 2020/21 and 2023/24:





Demand for reception places in East Swindon steadily increased between 2013/14 and 2016/17 before reducing slightly over the next 2 years. Demand then increased again to 2019/20 and is predicted to continue increasing up to 2021/22 before stabilising. As plans for the New Eastern Villages are delivered, an increase in demand for receptions places will be expected.

The principle issues for the East Area concern the proposed housing developments to the New Eastern Villages, at Commonhead, at Kingsdown and the South Marston brownfield sites.

### 15.7 What have we done previously?

Badbury Park Primary School opening in September 2019 in the East area.

### 15.8 Growth from housing development

The New Eastern Villages will form part of the East planning area for schools and the 8936 houses that are scheduled to be built in this development will require 15.74 FE for Primary, and 0.77 from South Marston Brownfield sites. There is also 1650 houses at Kingsdown development which equates to 2.91FE for Primary, along with the remainder of houses, 427, to be built at Badbury Park, 0.75 FE.

### 15.9 Total Demand

The table below calculates the total demand for additional school places in the East area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Primary	22.7 FE	-1 FE	0.75 + 15.74 + 2.91 + 0.77= 20.17FE	19.17FE	41.87Fe

\*Above capacity (taking existing surplus into account)

### 15.10 What are we doing?

In order to meet the additional 19.17FE that is required for the East area, the following are planned for the New Eastern Villages area and Kingsdown:

- 7 new primary schools will be provided in the New Eastern Villages, 5 x 2FE and 2 x 3FE.
- South Marston primary school will be expanded by 1FE.
- A new 3FE primary school will be provided at the Kingsdown housing development.

The proposed primary school building programme is needed and justified as the housing developments are geographically dispersed with major road infrastructure dividing communities. The major roads form natural barriers to the movement of children. The Borough has a 'local children to local schools' policy and will therefore build primary schools at the centre of the new communities.

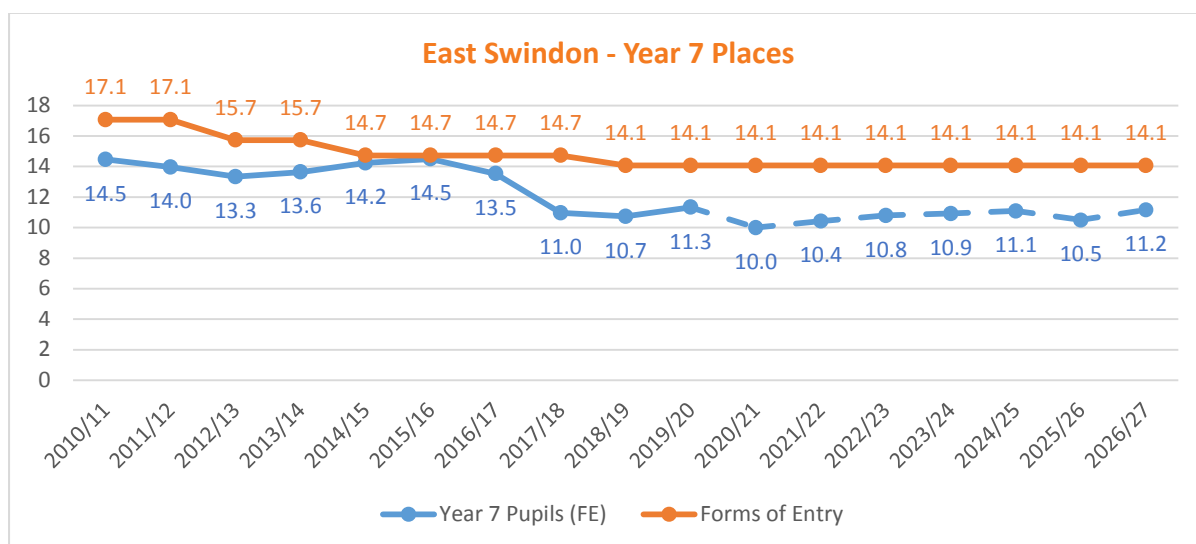
There are some surplus places to the west of the A419 road. It would be difficult to use the existing surplus places in the East to meet some of the need for new places generated by the new developments at the New Eastern Villages, the Commonhead and Kingsdown developments as they are the other side of the A419 and Marlborough Road.

The dates for building the additional schools need to be carefully managed and planned to be in alignment with the house building programme in each of the major housing developments. There are no easily accessed primary schools to temporarily expand whilst the houses are built. Both Commonhead and East of Swindon developments are geographically separate from the rest of the urban area.

### 15.11 Secondary in East Swindon

The need for secondary school places is based on the number of pupils coming up to year 6 and estimated shares from feeder primary schools (based on historical data). In addition, a modifier accounting for new pupils to the areas (i.e. moved into new houses) is taken into account.

The graph below shows the number of pupils starting secondary school in East Swindon in each of the academic years 2010/11 to 2019/20, and then estimates the number of pupils that will require a Year 7 place in a secondary school in East Swindon between 2020/21 and 2026/27.



The number of students requiring a year 7 place in East Swindon has declined overall since 2010/11.

There was a marginal increase in student demand for places between 2012/13 and 2015/16. Following this demand then dropped sharply over the following 2 years. Barring a predicted decrease in demand in 2020/21, the number of students requiring year 7 places is predicted to remain fairly consistent for the foreseeable future.

### 15.12 How accurate were our secondary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, it was forecast that there would be 356 children on roll in East Swindon secondary schools in Year 7. The school census from October 2019 showed that there were actually 340 children on roll, giving an over-estimation of 4.7%.

### 15.13 Growth from housing development

The New Eastern Villages will form part of the East planning area for schools and the 8936 houses that are scheduled to be built in this development will require 8.34 FE Secondary, and 0.15FE from South Marston Brownfield sites. There is also 1650 houses at Kingsdown development which equates to 1.54FE for Primary, along with the remainder of houses, 427, to be built at Badbury Park, 0.40 FE.

### 15.14 Total Demand

The table below calculates the total demand for additional school places in the East area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Secondary	14.1 FE	-2.8	8.34 +0.15 +1.54 +0.40 = 10.43	7.63	21.73

\*Above capacity (taking existing surplus into account)

### 15.15 What are we doing?

In order to meet the demand in the New Eastern Villages a 10FE Secondary School is required.

A new school in the east of Swindon associated with development would deliver a learning campus in the heart of the community, with all the advantages that brings. The school would, with planning, be capable of managing the area school place pressures as well as temporary expansion as a result of the peak onsite

Dorcan has some surplus capacity at present and an element of the strategy for managing pressure in the east in the short term could involve transportation of pupils to Dorcan to taking up that surplus

## 16 West Swindon

### 16.1 Schools in West Swindon



West Swindon encompasses a single secondary planning area (see maps). There are 8 primary phase schools in West Swindon (Brookfield, Oliver Tomkins Infants and Junior School, Westlea, Shaw, Hazelwood, Peatmoor Tregoze and Millbrook).

There is one secondary academy in West Swindon, Lydiard Park Academy.

### 16.2 West Primary Schools

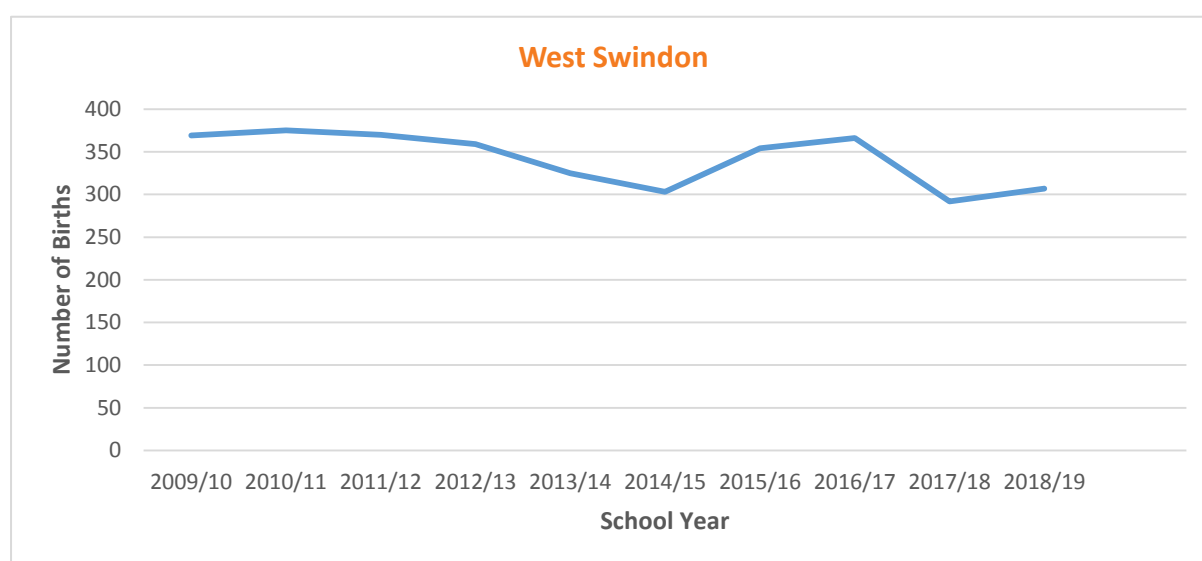
Primary School	Forms of Entry
Brookfield Primary School	2
Millbrook Primary School	1.5
Oliver Tomkins	2
Peatmoor Primary School	1
Shaw Ridge Primary School	2
Hazelwood Primary School	1
Tregoze Primary School	1
Westlea Primary School	1.5
Total Existing Capacity	12 FE

### 16.3 Central Secondary Schools

Secondary School	Forms of Entry
Lydiard Park Academy	7.4
Bradon Forest (in Wiltshire)	0.4FE
Wootton Bassett (in Wiltshire)	1.6FE
Total Existing Capacity	9.4 FE

### 16.4 Births in West Swindon

The graph below shows the number of births in West Swindon each academic year:



Data provided by Primary Care Trust (PCT) shows that births in West Swindon steadily declined between 2010/11 and 2014/14. The number of births increased for the following 2 years before reaching a low point in 2017/18. There was a slight increase in the birth rate for 2018/19.

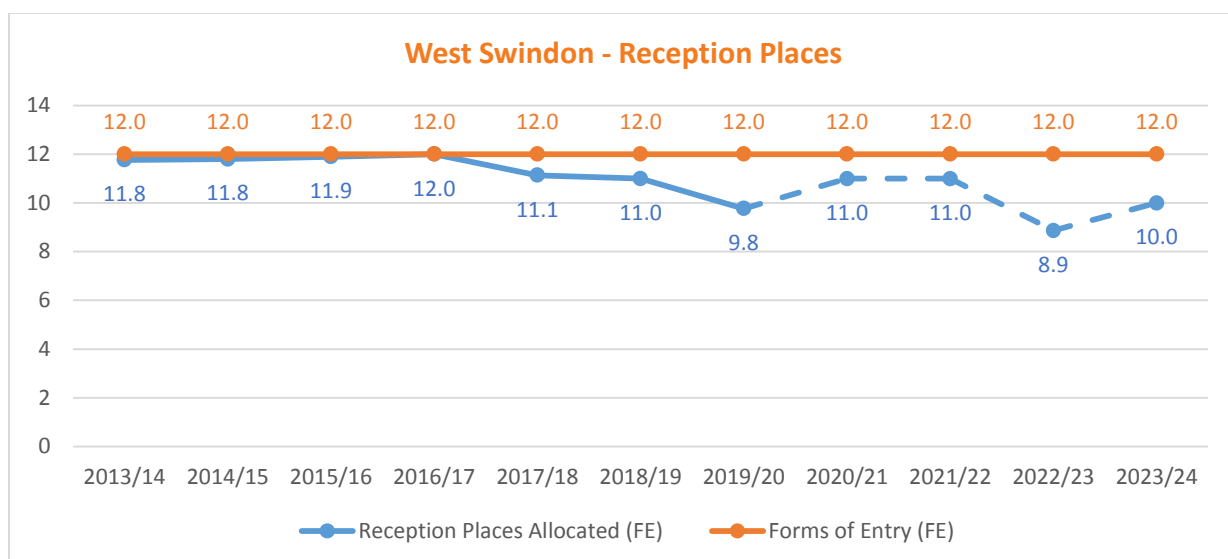
### 16.5 How accurate were our primary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, it was forecast that there would be 304 children on roll at West Swindon schools in Reception year. The school census from October 2019 showed that there were actually 293 children on roll, giving an over-estimation of 3.8%.

### 16.6 Existing West Primary Pressure

The need for primary school places largely depends on the local child population and, to a much less extent, on pupils coming into the borough from adjacent areas.

The graph shows the number of pupils that started school in West Swindon in the academic years 2013/14 – 2019/20. It then forecasts the number of pupils that will require a Reception place in a primary school in North Swindon between 2020/21 and 2023/24.



The number of reception places required in West Swindon has initially been consistent but 2016/17 to 2019/20 has seen a significant decline. This decline in demand can be attributed to a downward trend in the birth rate.

A short recovery of the birth rate is forecast to increase demand for reception places over the following 2 years.

After this increase in demand, the year 2022/23 is predicted to see a sharp drop in required reception places in West Swindon, again a result of the falling birth rate.

### 16.7 Growth from housing development

There is little housing to be built in West Swindon. However there is some small infill with 35 houses are due to be built at the Windmill Hill site, which equates 0.062 FE for primary.

### 16.8 Total Demand

The table below calculates the total demand for additional school places in the West area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Primary	12 FE	-1 FE	0.06	-0.94	11.91

\*Above capacity (taking existing surplus into account)

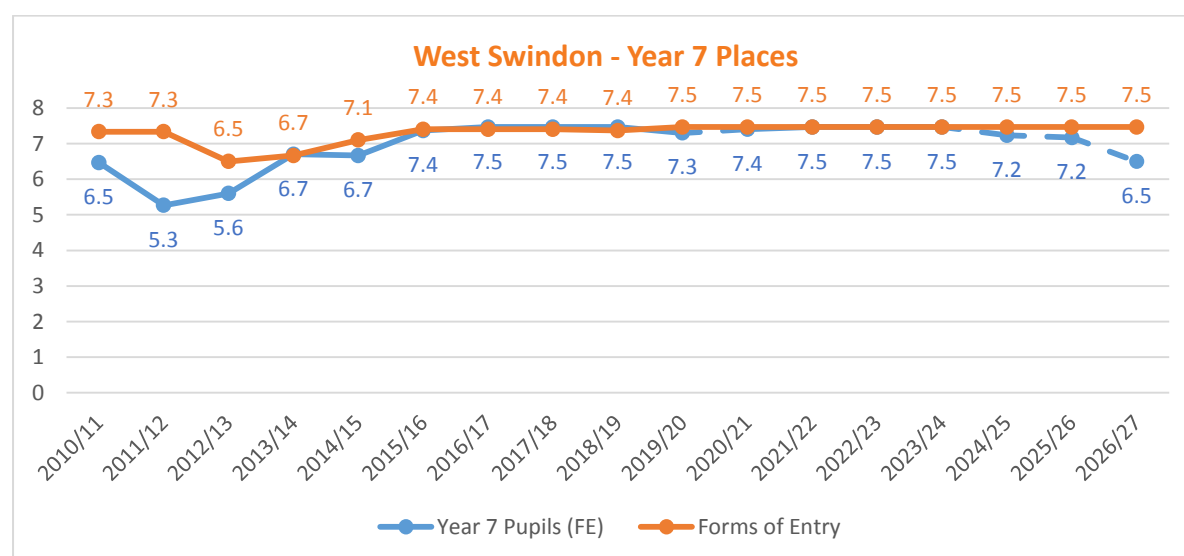
### 16.9 What are we doing?

There is enough capacity in West Swindon for children living in the area and there is little impact from any planned housing growth. From 2022 there is predicted to be a decline in the birth rate in the area, and as such the LA has engaged in discussions with those schools affected in the area to discuss the their PAN to manage the forecast decline.

## 16.10 Secondary in West Swindon

The need for secondary school places is based on the number of pupils coming up to year 6 and estimated shares from feeder primary schools (based on historical data). In addition, a modifier accounting for new pupils to the areas (i.e. moved into new houses) is taken into account.

The graph shows the number of year 7 pupils that started school in West Swindon in the academic years 2010/11 – 2019/20. It then forecasts the number of pupils that will require a year 7 place in a secondary school in West Swindon between 2020/21 and 2026/27.



In West Swindon, the number of students requiring a year 7 place has seen a large increase between the academic years 2011/12 and 2015/16.

The demand has been consistent since 2015/16 and is predicted to remain so until 2025/26 when it is expected to decline at a faster rate.

Historically, West Swindon has had connections with Wiltshire secondary schools due to parental and pupil preference for alternative schools. The pupils have traditionally chosen Bradon Forest in Purton and Wootton Bassett. Over time at least 0.4FE have accessed Bradon Forest and 1.6FE has gone to Wootton Bassett. Whilst these schools are not formally part of Swindon's school place infrastructure, they play an important role, which must be reflected in this plan.

The major pressure on school places in this area relates to the knock-on impact of housing developments elsewhere. There is potential movement of pupils into Lydiard Park from the North as well as the Central. Additionally, housing development west of Swindon in Wiltshire has the potential to increase the number of pupils seeking places at Bradon Forest and Wootton Bassett and restricting the number of places available to, and currently taken by, Swindon pupils.

### 16.11 How accurate were our secondary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, the number of Year 7 pupils forecast to require a school place in the borough was 224, whereas the number on roll at West Swindon secondary schools in October 2019 was 219. This shows an over-estimation of 2.3%.

### 16.12 Growth from housing development

There is little housing to be built in West Swindon. However there is some small infill with 35 houses are due to be built at the Windmill Hill site, which equates 0.033 FE for Secondary.

### 16.13 Total Demand

The table below calculates the total demand for additional school places in the West area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Secondary	9.4 FE (including 2 FE to Wiltshire schools)	- 2 FE	0.03	- 1.97	7.43

\*Above capacity (taking existing surplus into account)

### 16.14 What are we doing?

Due to the historic links with Wiltshire providing school places for Swindon pupils (2FE in 2020) there is no surplus capacity for pupils from the West area at the present.



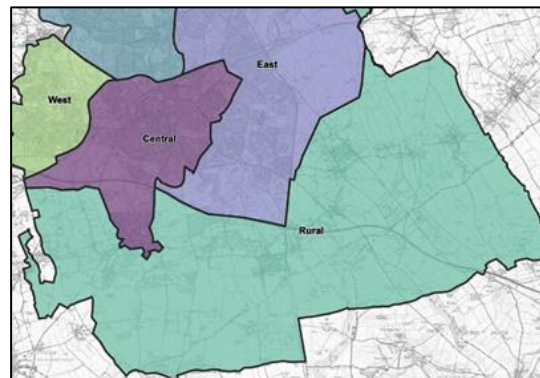
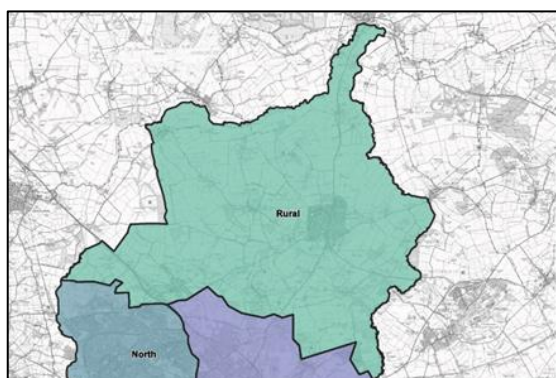
## 17 Rural Swindon

### 17.1 Schools in Rural Swindon

The Rural area consists of the two distinct areas of the Ridgeway Cluster, and Highworth. In the Highworth cluster there are 4 Primary / Infant / Junior schools; Eastrop Infants, Southfield Junior, St. Leonard's, and Westrop. In the Ridgeway cluster there are 5 Primary / Infant / Junior schools; Bishopstone, Chiseldon, Wanborough, Wroughton Infants, and Wroughton Juniors.

There are two secondary academies for the Rural area (The Ridgeway and Highworth Warneford).

Please note that although Badbury Park sits in the Ridgeway catchment area, it is not included in the Ridgeway cluster as its closest proximity is to the East of Swindon.



### Rural Primary Schools

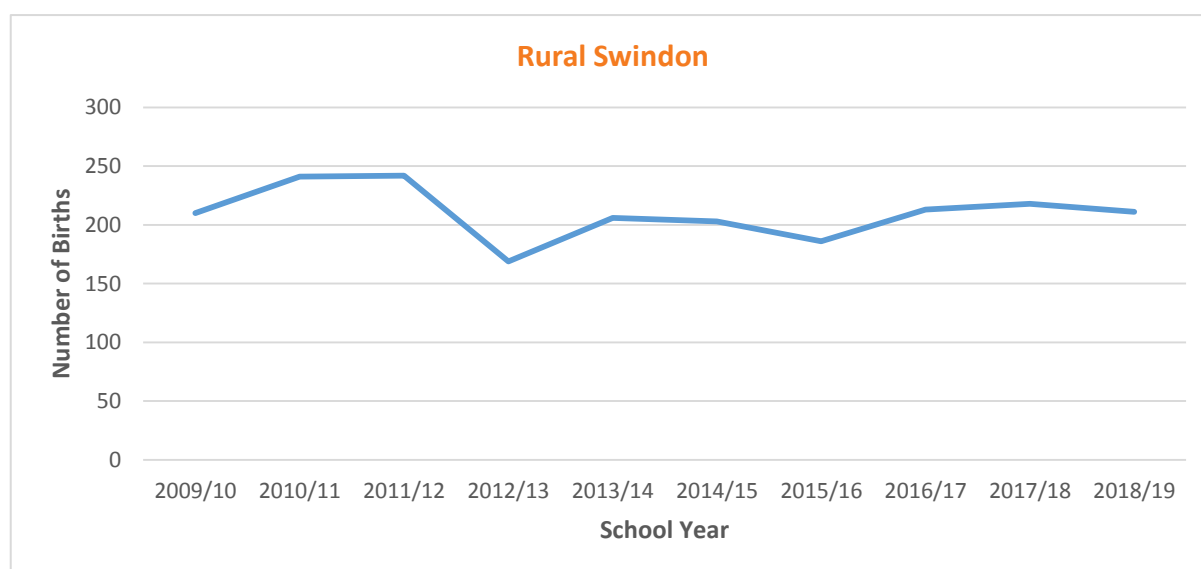
Primary School	Forms of Entry
Highworth Cluster	
Eastrop Infants / Southfield Junior School	2
Westrop Primary School	1.5
St Leonard CE Primary School	1
Total	4.5
Ridgeway Cluster	
Bishopstone Primary School	0.3
Chiseldon Primary School	1
Wanborough Primary School	1
Wroughton Infants / Wroughton Juniors	3
Total	5.3
Total Existing Capacity	9.8

## 17.2 Rural Secondary Schools

Secondary School	Forms of Entry
Ridgeway School	9
Highworth Warneford School	6
Total Existing Capacity	15 FE

## 17.3 Births in Rural Swindon

The graph below shows the number of births in Rural Swindon primary planning area each academic year.



Data provided by the Primary Care Trust (PCT) shows that the number of births in the North Swindon planning area has remained fairly consistent since a low point in 2012/13 which saw a dip of 73 births from the previous year before rising again in 2013/14.

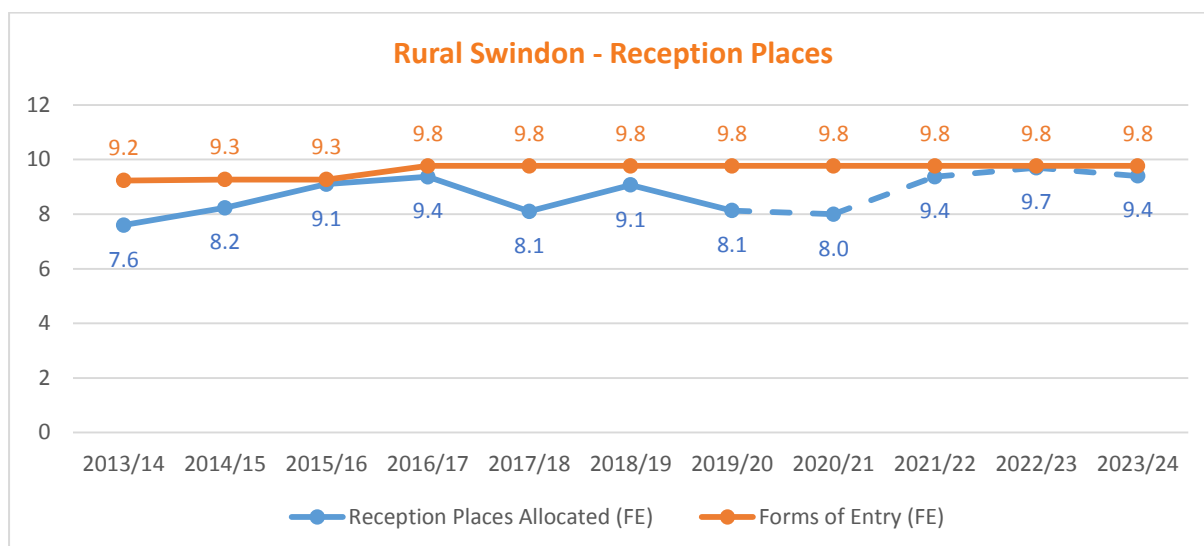
## 17.4 How accurate were our primary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, it was forecast that there would be 262 children on roll at schools in Rural Swindon in Reception year. The school census from October 2019 showed that there were actually 244 children on roll, giving an over-estimation of 7.4%.

## 17.5 Existing Rural Primary Place Pressure

The need for primary school places largely depends on the local child population.

The graph shows the number of pupils that started school in Rural Swindon in the academic years 2013/14 – 2019/20. It then forecasts the number of pupils that will require a Reception place in a primary school in Rural Swindon between 2020/21 and 2023/24.



Demand for reception places in rural Swindon consistently rose between the academic years 2013/14 and 2016/17 due to an increase in the number of births. A short lived decrease in the birth rate saw a dip in demand for reception places in 2017/18.

Following this dip, demand returned to pre 2017/18 levels before falling again in 2019/20 and a further predicted decrease up to 2020/21, again a result of a fall in the number of births.

Following this decline, as a result of an increase in the birth rate, forecasts see a gradual increase in demand between 2020/21 and 2022/23.

### 17.6 Growth from housing development

There is housing that is planned to be built in both the Ridgeway and Highworth clusters. In Highworth there is 558 houses to be built, which equates to 0.98 FE for Primary. In The Ridgeway cluster there is 608 houses planned in Wroughton which equates to 1.1FE, and then 152 in the clusters villages, which equates to 0.3 FE.

### 17.7 Total Demand

The table below calculates the total demand for additional school places in the Rural area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Primary Highworth	4.5	- 1 FE	0.98	-0.02	4.5
Primary Ridgeway	5.3	- 1 FE	1.1 + 0.3 = 1.4	0.4	5.7
Total					

\*Above capacity (taking existing surplus into account)

## 17.8 What are we doing?

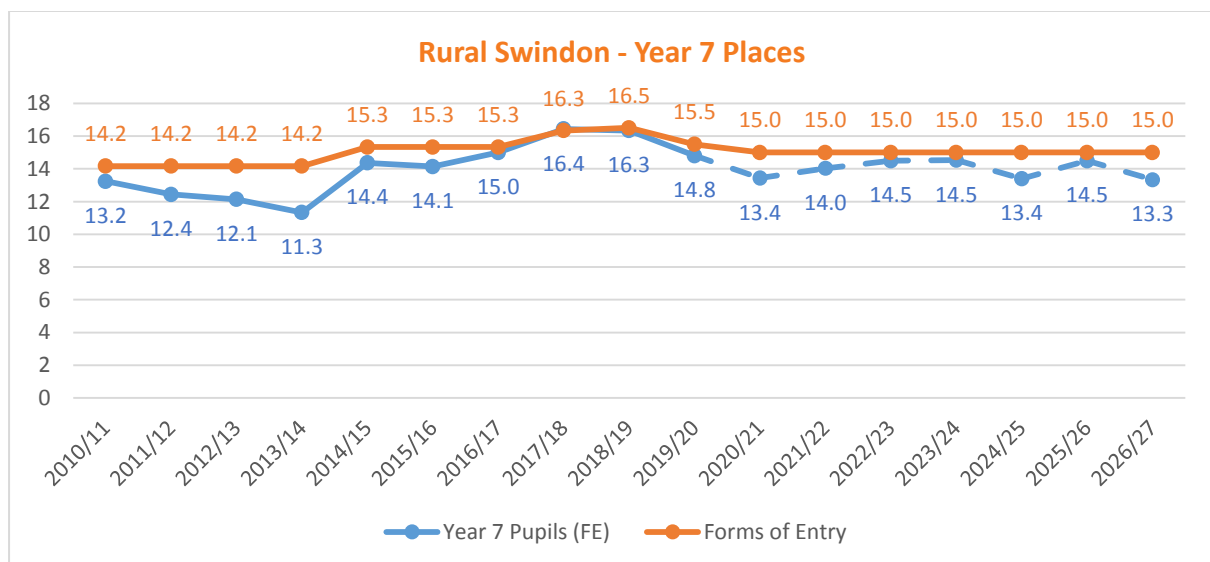
The predicted housing in Highworth brings the required FE to the capacity in the area, or just over, and due to this the LA will investigate schools in the area with regards to going over their PAN, to put in place bulge classes when they are necessary, or to re-opening Northview if necessary. These options will need to be thoroughly examined and the timing of the house building will need to be taken into account as not all the houses will be built at once, and when they are built the birth rate may be lower allowing for the 0.98FE the houses will generate, negating the need to add capacity.

The housing growth in the Ridgeway cluster shows that there could be a need for an additional 0.4 FE in the area. In order to meet this the LA would have individual discussions with schools in the cluster to meet that demand by adjusting the PANs of schools.

## 17.9 Secondary in Rural Swindon

The need for secondary school places is based on the number of pupils coming up to year 6 and estimated shares from feeder primary schools (based on historical data). In addition, a modifier accounting for new pupils to the areas (i.e. moved into new houses) is taken into account.

The graph shows the number of year 7 pupils that started school in Rural Swindon in the academic years 2010/11 – 2019/20. It then forecasts the number of pupils that will require a year 7 place in a secondary school in Rural between 2020/21 and 2026/27.



Except for a slight dip in demand in 2015/16, demand rose significantly over the academic years 2013/14 to 2017/18. Following this increase, the number of students requiring year 7 places in rural Swindon decreased over the following 2 years, to 2019/20 and is predicted to fall further still in the year 2020/21. Forecasts then show that demand will steadily increase up until 2023/24 before fluctuating slightly in the subsequent years.

It must be noted that The Ridgeway School has, over the last 5 years, been popular as a choice from the Central area. This has increased from 2FE in 2015 to 3FE of pupils from the Central area attending The Ridgeway in 2019.

It must also be noted that around 1FE of children from North Swindon choose to attend Warneford (September 2019). This has decreased over the last 5 years, and was at 1.6FE at its highest point.

#### 17.10 How accurate were our secondary numbers?

It is useful to understand how accurate the forecasts are year on year. In 2019, the number of Year 7 pupils forecast to require a school place in Rural Swindon secondary schools was 452, whereas the number on roll at Rural Swindon secondary schools in October 2019 was 444. This shows an over-estimation of 1.8%.

#### 17.11 What have we done previously?

Both The Ridgeway and Highworth Warneford Schools are Academies and as such, both varied their PAN over the previous years based on the available capacity in the school and parental choice at the time.

#### 17.12 Growth from housing development

There is housing that is planned to be built in both the Ridgeway and Highworth clusters. In Highworth there is 558 houses to be built, which equates to 0.52 FE for Secondary. In The Ridgeway cluster there is 608 houses planned in Wroughton which equates to 0.57FE, and then 152 in the clusters villages, which equates to 0.14 FE for Secondary.

#### 17.13 Total Demand

The table below calculates the total demand for additional school places in the Rural area as a result of the current school capacity, existing pressure on places, and growth.

	Capacity	Existing Pressure*	Demand from new housing growth	Demand for places	Total Demand for places
Secondary Highworth	6	- 0.5 FE	0.52	0.02	6.02FE
Secondary Ridgeway	9	- 0.5 FE	0.57 + 0.14 = 0.71	0.21	9.21FE

\*Above capacity (taking existing surplus into account)

#### 17.14 What are we doing?

From the information above, the growth from housing in the rural area means that the capacity at the secondary schools is sufficient. It is important to note that currently both secondary school admit pupils from outside of their planning area; Ridgeway draws 3FE from the Central area, and Warneford draws 1 FE from North Swindon. If there are more children within their own cluster, then this would result in both schools taking more children from their own clusters, rather than other planning areas. The net result is that there would be sufficient capacity in the rural secondary schools.

## 18 School Places Strategy 2021 – 2023: Implementation Plan

<b>Area</b>	<b>Short Term – 1 to 2 years</b>	<b>Medium Term – 3 to 5 years</b>	<b>Long Term – 3 to 5 years</b>
	<b>Academic Years 2021/22 – 2022/23</b>	<b>Academic Years 2023/24 – 2025/26</b>	<b>Academic Years 2025/26 – 2030/31</b>
East Swindon.	<u>2022</u> <ul style="list-style-type: none"> <li>1FE expansion at South Marston school (currently 0.5FE) to serve development in South Marston and early stages of the new eastern village expansion.</li> </ul> <u>2022/2023</u> <ul style="list-style-type: none"> <li>A new 2FE Primary school at Redlands in the New Eastern Villages</li> </ul>	<u>2023/24</u> <ul style="list-style-type: none"> <li>A new 2FE Primary School at Rowborough in the New Eastern Villages.</li> </ul>	<u>2025/26</u> <ul style="list-style-type: none"> <li>A new 3FE Primary school at Lotmead</li> <li>A new 2FE Primary School at Upper Lotmead</li> </ul> <u>2026/27</u> <ul style="list-style-type: none"> <li>A new 10FE secondary school with 6<sup>th</sup> Form at Great Stall East</li> </ul> <u>2027/28</u> <ul style="list-style-type: none"> <li>A new 3FE primary school at Great Stall East in the new eastern villages</li> </ul> <u>2029/30</u> <ul style="list-style-type: none"> <li>A new 2FE Primary school at Foxbridge in the new eastern villages.</li> </ul> <u>2030/31</u> <ul style="list-style-type: none"> <li>A new 2FE Primary school at Lower Lotmead in the new eastern villages.</li> </ul>
Central Swindon	<u>2021</u> <ul style="list-style-type: none"> <li>New Kingfisher Primary School 2FE at Wichelstowe.</li> </ul>		
North Swindon	<u>2022/23</u> <ul style="list-style-type: none"> <li>New 2FE Abbey Farm Primary School in Blunsdon.</li> </ul>		New 3FE primary school in Kingsdown. Exact timing of opening yet to be confirmed.
Central South			New 2FE primary school in West Wichel. Exact timing of opening yet to be confirmed.



This page is intentionally left blank