

Swindon Borough Council

Scrutiny Committee

Tuesday, 7 July 2020

In Public Virtual Meeting - LiveStream

At 6.00 p.m.

Conservative Councillors

Steve Weisinger (Vice-Chair)
Matthew Courtliff
Brian Mattock
Barbara Parry
Kevin Parry
Roger Smith
Timothy Swinyard

Labour Councillors

Robert Wright (Chair)
Steve Allsopp
Emma Bushell
Jim Grant
James Robbins
Carol Shelley

Committee Officer: Vicki Yull, 07980 752043, CommitteeServices@swindon.gov.uk

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

AGENDA

NOTE

The link for the public session of the meeting is here:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MWlxMTE1NTgtMWI1Ny00MzYwLTk5MzYtNzZINTYzZWYxNmQ3%40thread.v2/0?context=%7b%22Tid%22%3a%22c14bbb5a-1d56-4698-b344-1b99964f6878%22%2c%22Oid%22%3a%2231584cf6-c444-4fc3-8bfc-bbdfc5b16855%22%2c%22IsBroadcastMeeting%22%3atrue%7d

This link will only work from 6.00pm on 7th July 2020. For help on viewing the meeting, please visit: <https://support.office.com/en-us/article/Attend-a-live-event-in-Teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>.

Please note that if Members resolve to go in to a private and confidential discussion the public link will be closed.

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 - 20)

To receive the minutes of the meetings held on 27th April and 12th May 2020.

4. Public Question Time

For this meeting, any questions must be sent in writing to committeeservices@swindon.gov.uk by no later than 4.00pm on Friday 3rd July 2020.

5. Consideration of Cabinet Decisions (Pages 21 - 22)

6. Leader of the Council: Annual Report (To Follow)

7. Work Programme 2020/2021 (Pages 23 - 40)

8. Status of Requests for Action and / or Information (Pages 41 - 44)

Date of Despatch: 29 June 2020

Access Arrangements: If you would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

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). Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on this agenda by the deadline date set out above.

A privacy note about how we record Public Questions is available here:

https://www.swindon.gov.uk/directory_record/23533/publication_of_public_questions_and_questioners_privacy_notice.

Terms of Reference:

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member and Officer decision making and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for “Call-in” as defined in the Council’s “Call-in” Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet and Cabinet Member decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council’s priorities for the coming year and on the Council’s performance in the previous year;
- To oversee the arrangements for Overview and Scrutiny within the Council,

including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration are managed efficiently and do not exceed any limits set out in the Council's Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.

- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions.
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- the review, scrutiny and development of policy recommendations;
- the management of performance,
- the monitoring of progress against corporate priorities and
- the formulation of advice for the Cabinet, Council and other partners and stakeholders.

To have specific responsibility (but not limited to)

- Good governance
- The Budget Scrutiny function.

Quorum: The quorum for this meeting is at least one quarter of the whole number of the Committee.

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SCRUTINY COMMITTEE

MONDAY, 27 APRIL 2020

PRESENT: Councillors Robert Wright (Chair), Emma Faramarzi (Vice-Chair), Steve Allsopp, Emma Bushell, Matthew Courtliff, Jim Grant, Steve Heyes, Vinay Manro, Barbara Parry, James Robbins, Carol Shelley, Roger Smith and Timothy Swinyard.

Also in attendance were: Councillors David Renard (Leader of the Council), Russell Holland (Deputy Leader and Cabinet Member for Commercialisation, Education and Skills), Oliver Donachie (Cabinet Member for Economy and Place), Dale Heenan (Cabinet Member for the Town Centre), Mary Martin (Cabinet Member for Children's Services), Cathy Martyn (Cabinet Member for Housing and Public Safety), Maureen Penny (Cabinet Member for Highways and the Environment), Gary Sumner (Cabinet Member for Strategic Planning) and Keith Williams (Cabinet Member for Corporate Services and Operational Excellence).

Apologies for absence were received from: Councillors Brian Mattock and Vera Tomlinson.

68. Declarations of Interest

Members were reminded of the need to declare any known interests in any matters to be considered at the meeting.

The Chair made a personal, non-prejudicial declaration of interest in respect of agenda item 6 (Response to Covid-19 – an update) as his stepfather currently resides in a care home in Swindon.

69. Minutes

Resolved – That the minutes of the meeting held on 10th February 2020 be confirmed and signed as a correct record.

70. Public Question Time

Mr Colin Finch, a resident of Swindon, asked the following:

The total number testing positive for Covid-19 in the UK from the start is now over 138,000. The total number to die in hospital who tested positive by today (23/04/20) is 18,786. That is roughly 1 in 7 tested die. The number in Swindon testing positive has now gone over 300 (307 in fact) and so far there has now been 71 of those that have died. That is roughly 1 in 4 tested die. Comparing Swindon to national figures, almost twice as many die in Swindon as the national average. Yet less die in the South West, as the charts say we have a relatively low number of cases. Can these figures be explained?

The Chair invited the Clerk, in the absence of Councillor Brian Ford, the Cabinet Member for Adults and Health, to read out the response to the question at the meeting. The question and the response would be added to the Council's website as an Annex to the Minutes.

The Committee considered a report introducing decisions arising from the Cabinet meeting held on 22nd April 2020.

Minute 77. Budget Management Update (March)

Councillor Russell Holland, Deputy Leader and Cabinet Member for Commercialisation, Education and Skills, responded to a question put by Councillor Steve Allsopp regarding the timeline for bringing to Members attention any additional financial costs incurred from responding to Covid-19.

Resolved – That Minute 77 of the Cabinet be noted.

Minute 78. Capital Programme Monitoring 3rd Quarter 2019/20

Councillors Holland, Maureen Penny, Cabinet Member for Highways and the Environment, and Gary Sumner, Cabinet Member for Strategic Planning, were asked questions by the Chair on the following matters:

- Reviewing capital spend as a result of the Covid-19 disruption, and extensions beyond the 2020 deadline.
- Increases in the projected overspend for the Wellington Street Improvement Scheme.
- Proposals regarding local sports pitch provision for Badbury Park residents.

Resolved – (1) That Minute 78 of the Cabinet be noted.

(2) That written responses containing the information requested by the Chair during consideration of this item be circulated by the Committee Clerk subsequent to the meeting.

Minute 79. Affordable Housing Programme

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, responded to questions put by Councillor Emma Bushell on the following matters:

- Revised timescales and costs of the projects set out in the Cabinet report.
- The number of units proposed for lower social rent across the Windmill Hill and Queens Drive developments addressing the housing need of those in low paid or temporary work, and whom are most likely to be financially adversely affected by Covid-19.

Resolved – That Minute 79 of the Cabinet be noted.

Minute 80. Town Centre Movement Strategy

Councillor Penny responded to questions put by Councillors Jim Grant, James Robbins and the Chair on the following matters:

- Expectations as to the result from future spend on Bruce Street Bridges, particularly with regards to behaviour changes.
- Opportunities that will be provided for multi-Ward member consultation / involvement prior to any intervention work on Bruce Street Bridges commencing, including the possible creation of advisory groups to assist with development.

- Anticipated timescales for the intervention work on Bruce Street Bridges following the allocation of funds.
- The improvement works planned to Rodbourne Road feeding in to any future intervention work for Bruce Street Bridges.
- Revised timescales for the improvement work to Rodbourne Road, incorporating delays caused by Covid-19.
- Stronger emphasis being placed on walking, cycling and public transport options within proposals for the area with supplementary measures, such as a park and ride, continuing to be considered alongside the Town Centre Strategy.

Resolved – That Minute 80 of the Cabinet be noted.

Minute 81. Swindon Local Transport Plan Implementation Plan 2020/21

Councillor Penny responded to questions put by Councillor Timothy Swinyard and the Chair on the following matters:

- Proposed revisions to the Local Transport Plan, including budget adjustments from central government, as a result of the Covid-19 crisis.
- The revised timescale for the conversion of streetlights to LED (for which the contract and funding are already in place) given the current import restrictions.

Resolved – That Minute 81 of the Cabinet be noted.

Minute 82. Heritage Action Zone

Councillor Dale Heenan, Cabinet Member for the Town Centre, responded to questions put by Councillor James Robbins and the Chair on the following matters:

- The expected timeframe within which a third party, with the necessary capacity and capabilities to restore the Mechanics Institute, will be identified.
- The financial risks for the Council associated with pursuing a Compulsory Purchase Order for the Mechanics Institute.
- Funding expectations that may be placed upon any third party identified, and the Council's role in fulfilling those obligations.
- Opportunities for the relevant councillors to be involved, via a Cabinet Member Advisory Group or Task Group, to assist in identifying a suitable third party to oversee restoration of the building.

Resolved – That Minute 82 of the Cabinet be noted.

Minute 83. Reference from the Health and Wellbeing Board - Homeless Prevention and Reduction Strategy (Minute for Confirmation)

Councillor Martyn responded to questions put by Councillor Emma Bushell regarding the recently refreshed Rough Sleeping Strategy and Homelessness Strategy, and the personal housing plans in place to assure continued accommodation for rough sleepers following the Covid-19 crisis.

Resolved – That Minute 83 of the Cabinet be noted.

Minute 84. Amendments to the Constitution and Delegated Decision-making

Resolved – That Minute 84 of the Cabinet be noted.

72. Response to Covid-19 - an update

The Committee considered a report setting out information relating to the Council's response to the coronavirus pandemic, particularly the context and structure of the Gold, Silver and Bronze Groups set up to respond to the crisis.

Susie Kemp, Chief Executive at Swindon Borough Council, introduced the report and indicated her pride in officer colleagues for their response to Covid-19, and expressed her gratitude to Members for their support and encouragement.

Ms Kemp referred to the written questions submitted by Members prior to the meeting which had been grouped into themed topics. The details of those questions, along with the responses and supplementary questions asked during the course of the meeting, are set out in the Annex to these Minutes.

Resolved – To note the report.

SCRUTINY COMMITTEE

MONDAY, 27 APRIL 2020

70. Public Question Time

This Annex contains the details of the questions submitted under this agenda item by members of the public in advance of the meeting, and the responses provided at the meeting.

Mr Colin Finch, a resident of Swindon, asked the following:

The total number testing positive for Covid-19 in the UK from the start is now over 138,000. The total number to die in hospital who tested positive by today (23/04/20) is 18,786. That is roughly 1 in 7 tested die. The number in Swindon testing positive has now gone over 300 (307 in fact) and so far there has now been 71 of those that have died. That is roughly 1 in 4 tested die. Comparing Swindon to national figures, almost twice as many die in Swindon as the national average. Yet less die in the South West, as the charts say we have a relatively low number of cases. Can these figures be explained?

The Chair invited the Clerk, in the absence of Councillor Brian Ford, the Cabinet Member for Adults and Health, to read out the response to the question at the meeting as follows:

As of 27 April 2020, 337 people have been tested positive for Coronavirus (Covid-19) and 74 people have died in hospital of Covid-19.

The South West is noted for having the lowest cases and deaths in comparison to the rest of England as the enquirer has noted and reasoning for this is still be explored. Also as noted by the enquirer that Swindon has a higher level of prevalence of Covid-19 in comparison to other local authority areas in the region. The rural nature of the South West is a possible explanation for why cases and deaths are lower compared to England. It would therefore be suggested because Swindon is a densely populated urban area that the number of cases and deaths would be higher.

It should be highlighted that death data doesn't accurately reflect the Swindon situation. Death data is based place of death not residence so for the figures recorded (74) from Great Western Hospital (GWH) and it should be noted that these figures will also include some non-Swindon residents as the hospital also provides services to other local authority areas including Wiltshire. Currently 60% of those that pass away due to Covid-19 at GWH are Swindon residents.

New data is available weekly which will allow us to build a better picture of how Covid-19 is impacting on our communities. We can use the data to understand our most vulnerable communities better and how best we can protect and support them.

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SCRUTINY COMMITTEE**MONDAY, 27 APRIL 2020****72. Response to Covid-19 - an update**

This Annex contains the details of the questions submitted under this agenda item by members in advance of the meeting (and which have been grouped into themed topics), supplementary questions asked by Members during the course of the meeting, and all responses provided at the meeting.

Theme:	Finance
Questions:	
How much have we spent over and above the government's allocation?	
How much did we get from government?	
Are we able to claim back from central government any money we spent on Covid-19 in excess of central government funding?	
How are we spending the money allocated to us by central government?	
Are we being reimbursed now for the lack of business rates receipts?	
Do we know what the scale of income loss is likely to be once we get back to something like normality?	
What effect is the lockdown having on our investment assets? Are we still receiving rents from properties we own?	
Will there be an emergency budget in the autumn or sooner?	
Response:	
<p>Mr Mick Bowden, Corporate Director of Finance and Assets (Section 151 Officer), provided a response to these questions as follows:</p> <ul style="list-style-type: none"> • The Council's net budget is around £150m. Of the funding the Council has received from central government: <ul style="list-style-type: none"> ○ £48m relates to provided business rates relief. ○ £31m relates to business rate support grants to be distributed to businesses across the Borough. ○ £1.3m relates to hardship funding. ○ £5m already announced for emergency funding (a share of the first £1.6b announced by central government early on in the crisis). ○ A subsequent £1.6b was announced a week ago, from which the Council will also receive a share. • Information on what the total result from pressures will be for the Council is not yet available as it is too soon in the process. • Issues such as income generation, pressures in terms of social care, Council Tax collection, and the impact on the welfare and financial resilience of residents will be kept under review. • Officers will be working with other local authorities and reporting the up-to-date position to the Treasury. Reviews will also be subject to future reporting to Cabinet. <p>Councillor David Renard, Leader of the Council, and Councillor Russell Holland, Cabinet Member for Finance, Education and Skills, responded to questions put by Councillor Jim Grant on the following matters:</p>	

- The lobbying to central government to ensure that Swindon Borough Council is not adversely affected by the crisis, and is reimbursed in full for any funds spent in responding to the crisis.
- Assurances that accurate records are being kept on additional spend incurred by the Council.

Theme:	Business Rates / Council Tax
Questions:	
Have companies simply been told not to pay and, if any have, are we giving them rebates now?	
How many businesses have taken up the offer of support and how many have received that support so far?	
How many people have applied for council tax support?	
How many have received council tax support?	
How are we informing them that council tax support is available?	
Response:	
<p>Mr Bowden provided a response to these questions as follows:</p> <ul style="list-style-type: none"> • In late January 2020, government published an increase to 50% for retail relief and the billing for businesses went out in early March on that basis. A number of subsequent changes to the scheme have taken place (starting with the Chancellor's budget statement on 11th March 2020) which has increased the relief to 100% and expanded it to include leisure and hospitality. • Direct debit payments from businesses were suppressed. The government is working with the software suppliers to do a re-billing and this will reflect that a number of businesses will not now need to pay business rates (for which £8m of funding has been provided for reimbursement). • The Council has received £31.1m for business support grants and, to date, £21.8m has been distributed to over 1700 businesses. Contact is being made as widely as possible to ensure all eligible businesses apply. • Around 90 residents per week normally apply for council tax support. Over the last 4 weeks 760 residents have applied and these applications are being processed in the usual manner. • With regards to raising awareness amongst residents and businesses of the financial support available, there have been multiple media releases from the Council as well as information placed in Swindon newsletters and Tenants Focus, and radio interviews with the Leader and Deputy Leader of Council. <p>Councillor Holland spoke in support of the work undertaken by officers and referred to the communications strategy that was put in place before the scheme had officially started. Cllr Holland advised that it is taking an average of three working days for funds to be released to businesses, with positive feedback being received on Council performance from the Federation of Small Businesses.</p>	

Theme:	Social Care
Questions:	

What is the situation in care homes? Have workers in care homes and care workers in general received PPE? If so, how many have and how many have not?

Whilst some care homes acted quickly even the best have found themselves short of PPE equipment. Has any action taken place locally to manufacture and source PPE (PPE is still being shipped abroad)?

What plans are in place to to obtain PPE for those staff currently without it?

How are children in care coping?

How many care / nursing homes are in the Borough, how many have reported staff / residents with Covid-19, how many have gone to hospital, how many have returned, how many have died in Hospital, how many have died in the home, and have any care staff lost their lives?

How are safety plans being checked during this period, has loss of lives increased (suicides) through lack of support, suitable home life or increased anxiety?

Response:

Ms Sue Wald, Corporate Director for Adult Social Services, Health and Housing, and Mr David Haley, Corporate Director for Children's Services, provided a response to these questions as follows:

- There is a care home support cell in place, containing four members of staff from the NHS Swindon Clinical Commissioning Group (CCG) and the Council, each supporting four to six care homes.
- All care homes and providers are being briefed weekly via a conference call, and there is a dedicated email address for urgent enquiries.
- All care homes have been issued with the appropriate infection control guidance. Any care home that experiences two or more suspected cases within 48 hours must inform their local Health Protection Team at Public Health England (PHE). PHE then offers support and advice to the home, as well as seeking assurance that the appropriate infection control measures are in place.
- Personal Protective Equipment (PPE) has been received via the Local Resilience Forum and has been distributed to care homes. The Procurement Team is working with suppliers to source PPE on a regular basis.
- All care homes and home care providers are receiving updated information about PPE. Intelligence is also being gathered from care homes multiple times throughout the week on PPE shortages. There is a national escalation process for any social care provider that has less than 72 hours of PPE and cannot source it locally.
- Any hospital discharge is coming with seven days' supply of PPE where a provider does not have sufficient PPE in place.
- Additional support has been sourced for staff in care homes to demonstrate how to correctly use PPE.
- Honda has produced visors for the Great Western Hospital (GWH), and there have been other local initiatives using 3D printers. The Procurement Team is working with any local providers that come forward and offer assistance.
- All staff who need PPE according to the national Covid-19 guidance are being issued with the necessary equipment, and there is a daily escalation process with the CCG. The Council secured 100,000 masks early on in the process but there is an on-going need for aprons and gloves.

- The Council does not hold information on the number of care home residents that have been admitted to hospital, nor does it hold officially verified data on the number of deaths in care homes. The Care Quality Commission will be gathering and publishing data on the deaths in care homes shortly. The Office for National Statistics also publishes data each Tuesday, but this is based on data registered formally and so there is a time delay. Informally, officers are aware of two members of staff who have lost their lives but this data is un-validated.
- The CCG has established a 24/7 helpline, supported by voluntary sector colleagues, to help residents and staff with the impact on their mental health from the lock down and the challenging work in care professions. MIND will be starting additional counselling for people who have contacted them to say they are at risk of self-harm.
- A remote children in care council meeting was recently held where twelve or so young people reflected on their experiences and feelings during the lockdown. They also provided feedback on how they could be helped further.
- Over 90% of the planned visits / contact had taken place by the end of last week. Daily monitoring is in place to ensure that the support for children continues.
- Support is in place for the 300+ children looked after in Swindon which has resulted in only 15 placement changes / extensions during this period.
- An enhanced package is in place for the children in care leaver's team as they will need further intensive support during this time. Extra support is also being provided for foster carers.

Ms Wald and Mr Haley responded to questions put by Councillor Carol Shelley and the Chair on the following matters:

- The measures taken by care homes to ensure that there is sufficient capacity for the work required, which have included appointing agency staff and refusing new admissions.
- How concerns are being addressed that care homes are being over-charged by providers to purchase PPE.
- The actions being taken by officers to ensure that the 3500+ vulnerable children in Swindon are receiving quality assured risk assessments in line with the government expectation that all looked after children who have an education health and care plan or a social worker will have a risk assessment completed.

Theme:	Health
Questions:	
The virus manifests in various ways, Doctors have revealed both bowel and heart problems are possible as well as respiratory issues. What has been the increase in heart associated deaths in care homes and within Swindon as a whole?	
It looks like the confusing messages on mask use is to protect the supply to the NHS / Care / Essential workers (also to use social distancing as the main way of reducing risk). The work by MIT in the United States has shown the actual spread through coughing and sneezing can exceed 2 metres and masks can reduce risk	

in two different two ways. Have you looked at local sourcing of masks to reduce risk both now and after the lockdown?

Response:

Mr David Freeman, Chief Operating Officer at NHS Swindon Clinical Commissioning Group, provided a response to these questions as follows:

- As this is a new virus, information is constantly being gathered regarding its impact on a person's health and how quickly someone can deteriorate once they have contracted it. Global data on long term implications is also being worked through.
- Expertise and specialisms already exist in terms of respiratory conditions and re-ablement / support etc. Issues exist around the capacity and recovery from serious Covid-19 exposure as this is the unknown.
- Advice on the use of masks is provided in line with evidence-based guidelines from PHE to ensure consistency. The advice is reviewed as the evidence-base broadens, and national level advice will continue to be implemented and promoted.
- The CCG is ensuring that clinical staff and health / care providers have access to masks and other PPE, with continual checks on the flow of supply in to care homes, GWH and GP primary care services.
- In terms of using masks as a preventative tool, the use of masks by the general population currently offers little protection to the wearer but possibly more protection to those around them. Priority must be given to frontline carers and health staff regarding the supply of masks, with any adjustments to supplies for general public use being made following national clinical advice.

Mr Freeman responded to a question put by the Chair concerning the monitoring of information regarding the numbers of confirmed cases and deaths from the virus. He also advised that arrangements are in place to ensure plans are robust, and that the excellent medical and care response provided so far in Swindon will continue.

Theme:	Community / Community Safety
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Questions:

Is anyone collating the whereabouts of community and neighbour groups which have sprung up in light of lockdown? These could be very useful in the long term in helping with care for the elderly and vulnerable?

Are all the parishes playing the same role in the fight against coronavirus and are all their activities being directed by Gold / Silver?

It is known that domestic violence needs have risen by 80%. How have these needs been addressed? Is there a need to use a hotel in a similar way to the Great Western, with security, until long term solutions can be found?

Response:

Ms Wald and Mr Haley provided a response to these questions as follows:

- A member of staff has been identified to collate all information about offers in the community, much of which is published on the Local Offer Covid-19 web page.
- Around 40 members of staff have been redeployed, and around 300

volunteers have been recruited, to work on community resilience via the Live Well Hub. They have delivered over 600 food parcels and have spoken to thousands of residents to provide reassurance.

- All requests for support come via Customer Services and are then diverted to those teams doing food / medication delivery and social support.
- Excellent support is being received from community groups and Parish Councils, offering meals to local residents, shopping and medication support.
- A community wellbeing Bronze Group has been set up to bring together voluntary sector colleagues twice a week. A weekly phone call also takes place with all voluntary sector organisations and Parish Councils to share ideas of supporting residents and provide feedback to each other.
- Intelligence is also gathered from these organisations about the demand they are seeing. Voluntary sector groups are reporting a significant increase in demand for welfare and mental health support which has been successfully responded to.
- Contacts to the Swindon domestic abuse service have increased by 80% across its full range of services, not just in referrals or requests for refuge accommodation. A co-ordinated approach is in place via a multi-agency task group which mobilises quickly, provides a rapid response, and continues to monitor the situation.
- The housing options team has had a modest increase in requests for accommodation which can be met within current capacity. A contingency plan is in place if numbers do escalate, and an offer of support has been received from the hotel sector.

Theme:	Staff / Services
Questions:	
What preparation is being made for PTS / Mental Health outcomes after the virus is controlled?	
Have you thought of using local groups who are expert in grief or moving on from anxiety and stress?	
What services are we currently not providing?	
Of the services we are providing how much have they been scaled back?	
Response:	
Ms Sam Mowbray, Chief Operating Officer, provided a response to these questions as follows:	
<ul style="list-style-type: none"> • Work had already taken place prior to the pandemic on creating Mental Health Support Champions across the organisation. Those Champions, in conjunction with the Public Health Team, have begun a mental health support campaign, and are also working with CCG colleagues to get Post Traumatic Stress Disorder support lined up for colleagues and residents. • Conversations have taken place at the Silver Group on how the Child and Adolescent Mental Health Services can be enhanced. • Care First provides counselling and bereavement support for staff. Work is being done with the CCG on identifying other providers for residents and staff to make use of. • Services were scaled back due to the inability to remain within social 	

distancing rules and guidance. Risk assessments have now been undertaken and some services can be reintroduced such as grass cutting and housing maintenance.

Theme:	Streetsmart
Questions:	
Has household waste recycling increased during the lockdown?	
If so, how are we coping with this increase?	
Is incineration of waste being considered as it is elsewhere in the country?	
Has there been an increase in fly tipping since lock down?	
When is the recycling centre likely to re-open?	
Are refuse and waste workers being issued with PPE and how are they managing with social distancing?	
Response:	
Mr Tony Galloway, Corporate Director for Communities and Housing, provided a response to these questions as follows:	
<ul style="list-style-type: none"> • There has been around a 6% increase in household waste recycling during the lockdown period which has not had a significant effect on the running of the service. Staff have been redeployed from non-essential areas to deal with waste recycling, so the service has continued with minimal disruption. • All alternative outlets for waste are being considered, including incineration, as the normal outlets are suffering operationally. • Fly-tipping has increased by 30% since lockdown began, with 48 reported instances, and there is a mixed picture of reporting rates across the south west. Attention has mainly been focussed on priority A services in waste, with staff diverted from other areas, but resources will now be made available to focus on priority B areas such as fly-tipping. • The re-opening of recycling centres is being discussed amongst a number of agencies including the Department for Environment, Food and Rural Affairs, the Local Government Association, and the County Council Network. There are a number of key considerations which will have to be taken into account before the centres are re-opened including: <ul style="list-style-type: none"> ○ Any government update on what constitutes essential travel. ○ Sourcing enough people to staff the centres. ○ The availability of PPE equipment for those staff. ○ Obtaining Police support to monitor and manage the visitors to the sites. ○ Traffic management at the sites. ○ Sourcing companies to take the waste offsite. • Waste and refuse officers already have PPE issued to them under normal circumstances. Staff are adhering to the government guidance on social distancing by reducing the numbers travelling in the freighters and improving hygiene. 	

Theme:	Enforcement
Questions:	

Messaging still appears to be confusing. One example is an Ice Cream van with an hour queue is okay even though it is not an essential food. This could lead to pressures on family members to leave their homes and make an unnecessary journey, could lead to parental control issues. This has left some councillors and members of the public bewildered.

Response:

Ms Susie Kemp, Chief Executive of Swindon Borough Council, acknowledged that occasionally confused messages may be circulated but she confirmed that officers will continue to make advice on the website as clear as possible following government guidance.

Theme:	Recovery
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Questions:

Does the council have an exit strategy following the end of lockdown? What does it look like?

When are staff likely to back at work? Are they all still going to have a job?

When will council meetings re-start?

Response:

Ms Kemp provided a response to these questions as follows:

- Officers will be working with the Local Enterprise Partnership, Police and health colleagues to create a recovery plan which will encompass the economy, health and wellbeing, community, and how the Council operates as an organisation. This in the early stages of development, and will be shared more widely when in a position to do so.
- The majority of staff are working remotely at home with effective IT provision, and a number have been redeployed to priority services. It is currently unknown when staff will return to the Civic Campus.
- Council meetings are beginning again and taking place virtually.

Councillor Renard advised that he had spoken to his fellow Group Leaders on this matter, and that a Special Committee will be held shortly to consider constitutional and governance issues. Planning and licensing will also resume in the near future, with a view on other meetings to be taken in due course.

Ms Kemp responded to a question from Councillor Timothy Swinyard regarding the plans to include those Members who are unable to participate electronically in Committee meetings.

Following the conclusion of the consideration of the themed questions submitted in advance by Members, Ms Kemp responded to a question from the Chair regarding the strength of the Local Resilience Forum plans for dealing with the Covid-19 outbreak. The Chair also commented on the potential for Remembrance Sunday to be expanded to include those who have given their lives in service during the pandemic (should another day not formally be created).

SCRUTINY COMMITTEE

TUESDAY, 12 MAY 2020

PRESENT: Councillors Robert Wright (Chair), Emma Faramarzi (Vice-Chair), Steve Allsopp, Matthew Courtliff, Jim Grant, Steve Heyes, Jenny Jefferies, Barbara Parry, James Robbins, Carol Shelley, Kevin Small, Roger Smith and Timothy Swinyard.

Also in attendance were: Councillors David Renard (Leader of the Council), Russell Holland (Deputy Leader and Cabinet Member for Finance, Education and Skills), Oliver Donachie (Cabinet Member for Economy and Place), Brian Ford (Cabinet Member for Adults and Health), Dale Heenan (Cabinet Member for the Town Centre), Mary Martin (Cabinet Member for Children's Services), Cathy Martyn (Cabinet Member for Housing and Public Safety), Maureen Penny (Cabinet Member for Transport and the Environment), Gary Sumner (Cabinet Member for Strategic Planning) and Keith Williams (Cabinet Member for Corporate Services and Operational Excellence).

Apologies for absence were received from: Councillors Emma Bushell, Brian Mattock and Vera Tomlinson.

73. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations of interest were made.

74. Public Question Time

There were no questions submitted under this item.

75. Exempt Items - Exclusion of Press and Public

The Chair advised the Committee that Agenda Item 5 (Consideration of Cabinet Decisions) was expected to include the consideration of exempt information.

Resolved - That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in Agenda Item 5, on the grounds that they involve the likely disclosure of exempt information, as defined in paragraph 3 of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

76. Consideration of Cabinet Decisions

The Committee moved in to exempt session and considered a report introducing decisions arising from the Cabinet meeting held on 7th May 2020.

Minute 89. Kimmerfields Office Purchase

Councillors Russell Holland (Deputy Leader and Cabinet Member for Finance, Education and Skills), Oliver Donachie (Cabinet Member for Economy and Place), Dale Heenan (Cabinet Member for the Town Centre), with assistance from the

Corporate Director of Finance and Assets (Section 151 Officer) and the Head of Property Assets, responded to questions put by Councillors Steve Allsopp, Jim Grant, Jenny Jefferies, James Robbins, Kevin Small and the Chair on matters pertaining to information set out in the private and confidential report considered by Cabinet at its meeting on 7th May 2020.

Resolved – That Minute 89 of the Cabinet be noted.

Consideration of Cabinet Decisions

Scrutiny Committee

Date: 7th July 2020

Author: Chief Legal Officer

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 To allow the Scrutiny Committee to consider the decisions arising from the meeting of the Cabinet on the 1st July 2020.
- 1.2 The Scrutiny Committee's Terms of Reference include the review of the Cabinet decision making process and the way in which Cabinet decisions are made. As part of the Scrutiny function the Scrutiny Committee is able:
 - 1.2.1 To refer decisions back to Cabinet for reconsideration. It may do this once for any individual decision, after which, if there is no agreement, the decision will be referred to the full Council for determination.
 - 1.2.2 To refer Cabinet decisions to the relevant Overview and Scrutiny Committee.

2. Recommendations

The Committee is recommended to:

- 2.1 Review the process of Cabinet decision-making and the decisions made.

3. Detail

- 3.1 The Scrutiny Committee is invited to review the decisions of the Cabinet to be held on the 1st July 2020. The minutes of the meeting will be forwarded to Members as soon as they become available.

4. Alternative Options

- 4.1 None.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications. Such implications are set out in the original reports previously circulated to all Councillors with the Cabinet Agenda.

Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

Consideration of Cabinet Decisions

Scrutiny Committee

Date: 7th July 2020

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been fully taken 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)

- 5.3 None.

Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) is required at this stage. Any DIA that is required during review of topics included within the Work Programme will be identified at the appropriate stage.

Risk Management

- 5.5 No risk management issues have been identified at this stage. Any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any recommendations.

6. Consultees

- 6.1 None.

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 Appendix 1 – Draft minutes of the meeting of Cabinet to be held on 1st July 2020 (to follow).

Work Programme 2020/2021

Scrutiny Committee

Date: 7th July 2020

Author: Chief Legal Officer

Wards: All Wards

Parishes Affected: All Parish Areas

1. Purpose and Reasons

- 1.1 This report sets out details of the topics for the Scrutiny Committee Work Programme for 2020/2021.
- 1.2 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 1.3 The Work Programme details the various topics and issues that each Committee intends to look into during the coming year with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies / bodies to consider.
- 1.4 This report is required in order to provide members of the Scrutiny Committee with details of what will occur in regards to work programme development at the first meeting of the Municipal Year.

2. Recommendations

The Committee is recommended to:

- 2.1 Approve a Work Programme for the Scrutiny Committee for the 2020/2021 Municipal Year, ensuring that any priorities and suggestions from Cabinet Members have been taken into account.
- 2.2 Authorise the Committee Officer to make the necessary arrangements for the Work Programme to be carried out.

3. Detail

The Work Programme

- 3.1 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 3.2 Under the Council's Constitution, Overview and Scrutiny Committees are required to agree a Work Programme at the start of the Municipal Year outlining their priorities and likely outcomes of considering these issues.
- 3.3 The Work Programme is developed taking into account:
 - 3.3.1 Corporate priorities and objectives, including the Cabinet Forward Plan.

Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), Telephone Number 07980 752043, VYull@swindon.gov.uk.

Work Programme 2020/2021

Scrutiny Committee

Date: 7th July 2020

- 3.3.2 Partnership strategic priorities and objectives.
- 3.3.3 The interests and concerns of Members, Council officers, members of the public, and other stakeholders such as community and voluntary groups and local businesses.
- 3.4 Committees are encouraged to review the Work Programme on a regular basis to ensure it remains relevant and to prioritise the workload of the Committee.
- 3.5 Members are reminded that the Work Programme must also take into account:
 - 3.5.1 The workload of the Committee and of individual members.
 - 3.5.2 The capacity of officers to support a review.
 - 3.5.3 The resource implications of carrying out a review.
 - 3.5.4 The timescales for a review.
 - 3.5.5 The most appropriate method of carrying out a review e.g. Committee meeting, Task Group, Member Champion review.

Developing the Work Programme – The Executive

- 3.6 It is important that Overview and Scrutiny adds value to the work of the Council and its partner agencies, and produces tangible outcomes for local people that result in real service improvements. Selecting the right topics is crucial to ensure that scrutiny will be effective.
- 3.7 Members of the Scrutiny Committee are encouraged to work with Cabinet in the best interests of the Borough and to take into account the priorities and suggestions of Cabinet as detailed in the Cabinet Work Programme and Forward plan, attached at Appendix 2, when considering the contents for the Work Programme.
- 3.8 In addition, Members attention is drawn to the Scrutiny Process Flowchart, attached at Appendix 3, which is aimed at assisting Members in identifying how they could influence policy development.

Standard Work Programme items

- 3.9 In addition to selecting various topics and issues for inclusion in the Work Programme, the Scrutiny Committee has a number of additional items that it has incorporated into its Work Programme, such as:
 - 3.9.1 Lead Member Question and Answer Sessions. Each Cabinet Member will be expected to appear before the Scrutiny Committee to answer questions relating to their portfolio responsibilities, performance and future plans.

Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), Telephone Number 07980 752043, VYull@swindon.gov.uk.

Work Programme 2020/2021

Scrutiny Committee

Date: 7th July 2020

3.9.2 Review of Cabinet Decisions. The Scrutiny Committee will be required to review the decisions taken by Cabinet.

3.9.3 Leaders Report. The Scrutiny Committee will receive an annual presentation and a six monthly update from the Leader of the Council on the administrations priorities for the year and performance.

4. Alternative Options

4.1 The Committee can choose not to have a detailed Work Programme although it is recommended that it is best practice to do so.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

5.1 There are no financial or procurement implications arising as a result of this report. Any expenditure arising as a result of an item on the Committee's Work Programme will be met by the Overview and Scrutiny Support budget, subject to the approval of the Committee.

Legal and Human Rights Implications

5.2 Section 21 of the Local Government Act requires every local authority to establish an overview and scrutiny function to hold the Executive to account, undertake policy development and review, monitor and improve performance.

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

5.3 There are no other direct implications arising as a result of this report. Any further implications will be identified when a topic is reviewed by the Scrutiny Committee and in any recommendations made by the Scrutiny Committee.

Diversity Impact Assessment

5.4 No Diversity Impact Assessment (DIA) is required at this stage. Any DIA that is required during review of topics included within the Work Programme will be identified at the appropriate stage.

Risk Management

5.5 No risk management issues have been identified at this stage. Any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any recommendations.

Work Programme 2020/2021

Scrutiny Committee

Date: 7th July 2020

6. Consultees

- 6.1 The author has consulted, where appropriate, with Corporate Directors, Directors, Heads of Service, other officers, and relevant partners on the purpose, content, and recommendations of the report.

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 Appendix 1 – Draft Scrutiny Committee Work Programme 2020/2021.
- 8.2 Appendix 2 – Current Cabinet Work Forward Plan.
- 8.3 Appendix 3 – Scrutiny Process Flowchart.

Draft Scrutiny Committee Work Programme 2020-2021

Terms of Reference of the Committee

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member and Officer decision making, and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for “Call-in” as defined in the Council’s “Call-in” Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet and Cabinet Member decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council’s priorities for the coming year, and on the Council’s performance in the previous year;
- To oversee the arrangements for Overview and Scrutiny within the Council, including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration, are managed efficiently and do not exceed any limits set out in the Council’s Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in the Constitution, or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made;
- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions; and
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- The review, scrutiny and development of policy recommendations,
- The management of performance,
- The monitoring of progress towards delivering corporate priorities,
- The formulation of advice for the Cabinet, Council and other partners and stakeholders, and
- Strategies to reduce or prevent Crime and Disorder.

To have specific responsibility (but not limited to)

- Good governance.
- The Budget Scrutiny function.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

To assist members in developing the Committee’s work programme, a copy of the current Cabinet Work Programme and Forward Plan is attached at Appendix 2 to the covering report.

Contact details

Committee Officer: Vicki Yull
Email: vyull@swindon.gov.uk
Tel: 07980 752043

7th July 2020		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Work Programme 2020/21	To discuss and agree a rolling work programme for the 2020/21 Municipal Year and review the Overview Task Groups	n/a

10th August 2020		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Adults and Health	To review the portfolio and performance of the Cabinet Member for Adults and Health.	Councillor Brian Ford

14th September 2020		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Safer Communities	To review the portfolio and performance of the Cabinet Member for Safer Communities.	Councillor Cathy Martyn

26th October 2020		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Children's Services	To review the portfolio and performance of the Cabinet Member for Children's Services.	Councillor Mary Martin

9th November 2020		
Item	Objectives	Witnesses
Review of the 2019/20 Municipal Year	To receive the Scrutiny Committee Annual Report.	Chief Legal Officer
Cabinet Member Q&A – Cabinet Member for Organisational Excellence	To review the portfolio and performance of the Cabinet Member for Organisational Excellence.	Councillor Rob Jandy

7th December 2020		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

11th January 2021

11th January 2021		
Item	Objectives	Witnesses
Budget Scrutiny	To review the Budget proposals for 2021-2022.	Councillor Russell Holland
Cabinet Member Q&A – Cabinet Member for Strategic Infrastructure, Transport & Planning	To review the portfolio and performance of the Cabinet Member for Strategic Infrastructure, Transport & Planning.	Councillor Gary Sumner

8th February 2021		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Highways, Maintenance and Waste Services	To review the portfolio and performance of the Cabinet Member for Highways, Maintenance and Waste Services.	Councillor Maureen Penny

29th March 2021		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Commercialisation, Education and Skills	To review the portfolio and performance of Commercialisation, Education and Skills.	Councillor Russell Holland

26th April 2021		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for the Town Centre, Culture and Heritage	To review the portfolio and performance of the Cabinet Member for the Town Centre, Culture and Heritage.	Councillor Dale Heenan
Cabinet Member Q&A – Cabinet Member for Climate Change	To review the portfolio and performance of the Cabinet Member for Climate Change	Councillor Keith Williams

Other issues for Scrutiny Committee to consider		
Item	Objectives	Witnesses
Averies Task Group Final Report	To receive the final report of the Task Group and make appropriate recommendations to the Cabinet and Council.	Task Group Members
Review of Scrutiny Process	To review the scrutiny procedures at Swindon Borough Council	Task Group Members

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Swindon Borough Council

CABINET WORK PROGRAMME AND FORWARD PLAN

1 June 2020 - 31 May 2021 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 05/06/20)

Key Decisions are defined as:

decisions that are likely to be significant in terms of spending or savings having had regard to the Council's budget for that particular service or function, and decisions that are likely to have a significant impact on two or more Council wards.

If you wish to make your views known on any matter set out in this work-plan, please contact the relevant Cabinet Member or the contact officer identified.

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

Cabinet Member Delegated Decisions June 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
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Cabinet Meeting Date - 1st July 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Swindon Borough Council Covid-19 Response	Yes	Leader of the Council and Chair of Cabinet	Cabinet	Date of Notice: 18th May 2020	Chief Executive Chief Operating Officer	
Budget Management Update (July)	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Capital Monitoring - Outturn	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Treasury Management outturn report	Yes	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	

Food Waste collection service - Borough rollout	Yes	Cabinet Member for Highways, Maintenance and Waste Services, Director of Operations	Cabinet	N/A Date of Notice: 10th December 2019	Director of Operations Rachel Ind rind@swindon.gov.uk	Food waste tracker
Changes to collections methodologies of dry recycling to a semi-comingled collection	Yes	Cabinet Member for Highways, Maintenance and Waste Services	Cabinet	N/A Date of Notice: 4th May 2020	Director of Operations Head of StreetSmart	Cabinet Work Programme Report Tracker v4 - comingled recycling
SEND Home to School Transport Policy 2021/22	Yes	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	N/A Date of Notice: 4th May 2020	Corporate Director of Children's Services Jo Godwin, Deputy Head of SEND jgodwin@swindon.gov.uk	SEND Transport Policy Cabinet Work Programme Report Tracker v4
Recommendations from the Independent Remuneration Panel (Minute for	No	Leader of the Council and Chair of Cabinet	Cabinet	N/A Date of Notice: 2nd March 2020	Chief Legal Officer (Monitoring Officer) Chief Legal Officer (Monitoring Officer)	00 IRP Recommendations Cabinet Work programme

Confirmation)						tracker
School Safe Environment Zone Response to Council Minute 32, 19 th September 2019	Yes	Cabinet Member for Highways, Maintenance and Waste Services	Cabinet	N/A Date of Notice: 20th May 2020	Head of Highways and Transport Head of Highways and Transport	00 School Safe Environment Zone Cabinet Work Programme Report Tracker

Cabinet Meeting Date - 9th September 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update (September)	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Capital Monitoring Quarter 1 update	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	N/A Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
School Place	Yes	Deputy Leader of	Cabinet		Corporate Director of	00 School

Planning Study 2020		the Council and Cabinet Member for Commercialisation, Education and Skills		Date of Notice: 1st June 2020	Children's Services Commissioner Education Place Planning and Admissions	Place Planning Study 2020 tracker
Housing Revenue Account Medium Term Financial Plan	Yes	Cabinet Member for Safer Communities	Cabinet	N/A Date of Notice: 1st June 2020	Director of Housing Karl Read ksread@swindon.gov.uk	00 Shool Place Planning Study 2020 tracker

Cabinet Meeting Date - 21st October 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update (October)	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	

Cabinet Meeting Date - 2nd December 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget	No	Deputy Leader of	Cabinet		Corporate Director of	

Management Update (December)		the Council and Cabinet Member for Commercialisation, Education and Skills		Date of Notice: 13th February 2020	Finance and Assets Corporate Director of Finance and Assets	
Capital Monitoring Quarter 2 Update	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	N/A Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Treasury Management - mid-year update report	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	

Cabinet Meeting Date - 3rd February 2021

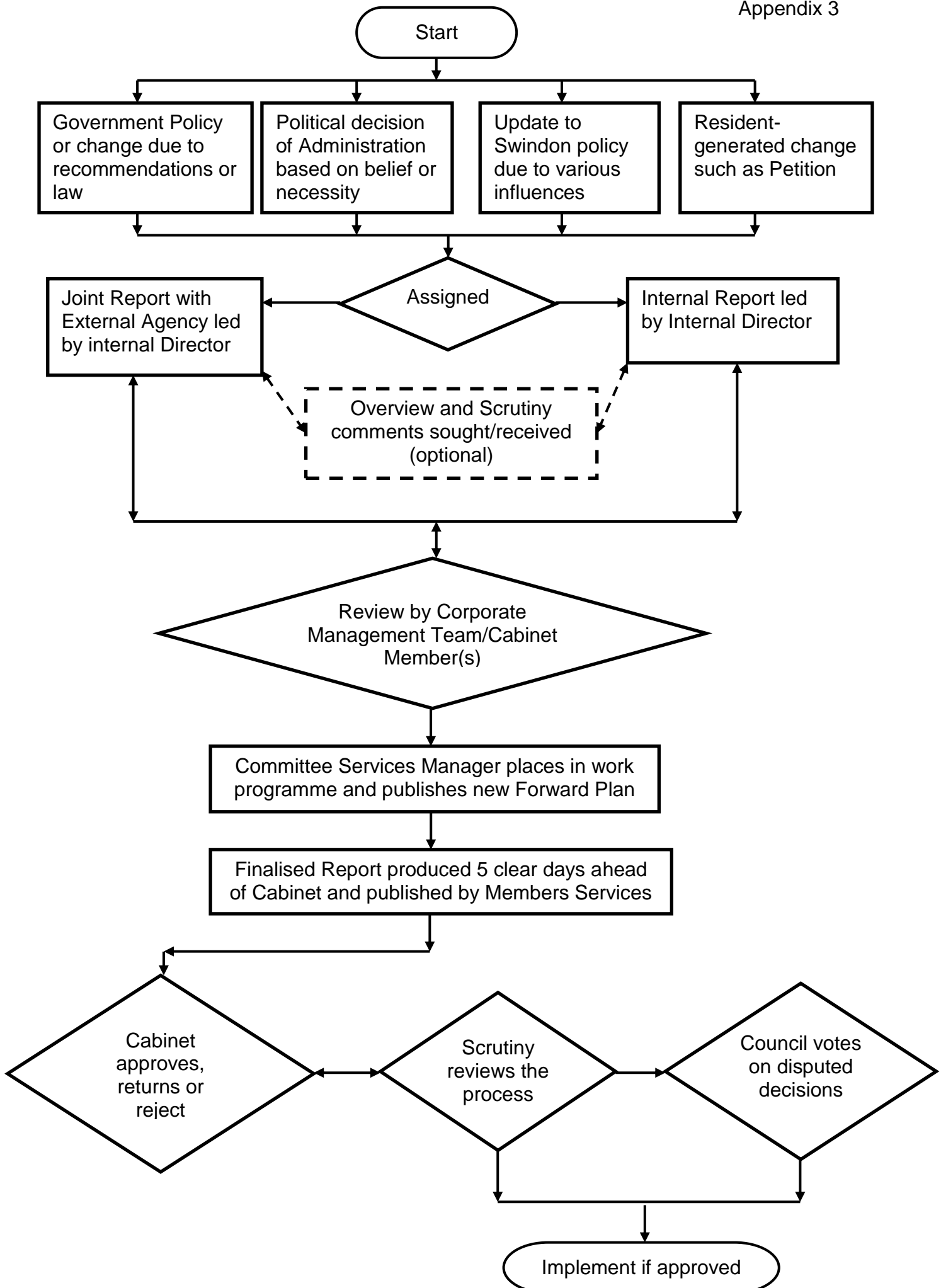
Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update (February)	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
New Capital Programme,	No	Deputy Leader of the Council and	Cabinet	Date of Notice: 13th	Corporate Director of Finance and Assets	

including capital management strategy		Cabinet Member for Commercialisation, Education and Skills		February 2020	Corporate Director of Finance and Assets	
Treasury management strategy statement	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	

Cabinet Meeting Date - 24th March 2021

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update (March)	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	N/A Date of Notice: 13th February 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Capital Monitoring Quarter 3 Update	No	Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills	Cabinet	Date of Notice: 4th may 2020	Corporate Director of Finance and Assets Corporate Director of Finance and Assets	
Public Open Space and Parish Asset	Yes	Leader of the Council	Cabinet	N/A Date of Notice: 2nd June 2020	Head of Property Assets Head of Property Assets	Public Open Space and Parish Asset

Transfers - Response to Council motion						Transfers Cabinet Report Tracker
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Status of requests for action and / or information

Scrutiny Committee

Date: 7th July 2020

Author: Chief Legal Officer

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 To advise the Committee of the status of requests for action to be taken or information to be provided.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the contents of the report.
- 2.2 Consider the responses provided by officers, and actions taken in relation to each issue, and determine if any further action is required.
- 2.3 Agree that, subject to the Committee's requests for further action to be taken, issues shown as being completed be removed from the status report.

3. Detail

- 3.1 The Scrutiny Committee has requested that a report be submitted to each meeting on the status of its earlier decisions, allowing members to consider if any further action is required.

4. Alternative Options

- 4.1 None.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications.

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been fully taken 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)

- 5.3 None.
-

Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

Status of requests for action and / or information

Scrutiny Committee

Date: 7th July 2020

Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) is required at this stage. Any DIA that is required during review of topics included within the Work Programme will be identified at the appropriate stage.

Risk Management

- 5.5 No risk management issues have been identified at this stage. Any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any recommendations.

6. Consultees

- 6.1 None.

7. Background Papers

- 7.1 The Minutes of previous meetings of the Committee.

8. Appendices

- 8.1 Appendix 1 – Schedule of the status of requests for action to be taken or information to be provided.

SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE AND MEMBER REQUESTS FOR INFORMATION 27 April 2020		
Minute No. 71	Consideration of Cabinet Decisions	Outcome
Councillor Bob Wright asked questions on the following matters:		
Whether capital spend needs to be reviewed due to the Covid-19 disruption and extended beyond the 2020 deadline.	The following response was provided: This will have to be assessed on a case by case basis. For fully funded capital schemes then these will proceed. These will be kept under review in the usual way and any changes reported in the usual way.	Completed
Whether an explanation can be provided for the increase in the projected overspend for the Wellington Street Improvement Scheme.	The following response was provided: The budget overspend was as a result of construction delay due to: <ul style="list-style-type: none"> • paving design issues resulting in a 5 week delay to construction completion; • lack of Pavement design on Wellington Street and Milford Street resulting in a re-design while onsite; • extra surfacing requested by Members on Milford Street; • delays due to Thames Water's poor infrastructure; • inconclusive drainage design; and extra works due to resident's complaints (Corduroy paving removal and lighting column shields). 	Completed
The local sports pitch provision proposed for the Badbury Park residents.	The following response was provided: There is no proposed formal sports provision at Badbury Park itself as the development is too small to generate a requirement for a sustainable free standing local sports hub in line with the recent playing pitch strategy (PPS), although there will be a junior pitch at the school and a kick about/MUGA within the normal open space provision. The original s106 contribution for 'offsite sports provision' was sought in this instance for provision accessible to Badbury	Completed

	<p>Park residents in line with the PPS requirements. Allocation of this contribution to the Moredon Recreation Grounds project meets this conditionality.</p> <p>The capital originally allocated to deliver the Moredon Recreation Grounds project was funded out of a capital receipt from the proposed sale of adjacent enabling development land. The utilisation of the s106 contribution at Moredon Recreation Grounds instead will enable the equivalent capital receipt from the proposed sale of the enabling development land to be used in the vicinity of Badbury Park / Coate.</p> <p>An exercise of options for this equivalent sum of capital spend including enhanced leisure/sports facilities within Coate Water can now be considered unfettered from the s106 conditionality and/or time constraints, under the lead of the Head of Streetsmart. A future options appraisal would outline any future recommendations to be brought back to Cabinet for approval.</p>	
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