



**SWINDON BOROUGH COUNCIL**  
**Municipal Year 2020/21**

**Thursday, 19 November 2020**

**COUNCIL CHAMBER  
CIVIC OFFICES  
SWINDON**

11 November 2020

Dear Councillor,

**Summons to attend Council Meeting**

A MEETING of the **Council**, which you are requested to attend, is to be held at the CIVIC OFFICES, SWINDON, on **Thursday, 19 November 2020 at 7.00 p.m.**

The business to be transacted will be as follows:-

**AGENDA**

**NOTE:**

You may view the meeting here:

[Public and Press Access - Council](#)

**1. Apologies for Absence**

**2. Communications**

To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.

**3. Minutes (Pages 7 - 12)**

To receive the minutes of the previous meeting.

**4. 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.

**5. Public Question Time**

See explanatory note below.

**6. Motions**

**(a) Motion - Fireworks**

**Councillor Steve Heyes will move and Councillor Cllr Bazil Solomon will second:**

“This Council fully supports the current RSPCA campaign that recognises that whilst fireworks are exciting and fun for many of us, they can also pose significant problems for other people and animals. “Fireworks can be a source of fear and distress for many animals (including pet animals, farm livestock and wildlife). Animals affected not only suffer psychological distress but can also cause themselves injuries – sometimes very serious ones – as they attempt to run away or hide from the noise”.

This Council resolves:

Continue to require all public firework displays within the local authority boundaries to be advertised in advance of the event, allowing residents to take precautions for their animals and vulnerable people.

To actively promote a public awareness campaign about the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks.

To encourage local suppliers of fireworks to stock ‘quieter’ fireworks for public display.

This Council Further Requests that:

That the Cabinet Member for Housing and Public Safety will write to the Minister with Responsibility for Fireworks at the Department for Business Energy and Industrial Strategy, urging them to introduce legislation to limit the maximum noise level of fireworks to 90dB for those sold to the public for private display.”

**(b) Motion - Speed Limits**

**Councillor Claire Crilly will move:**

“This Council recognises that:

- Lower speeds lead to safer streets which are easier for cycling and

walking. Reducing the speed limit to 20 mph is recognised as one of the simplest ways to reduce road casualties and make streets feel safer.

- The risk of serious injury or death to pedestrians or cyclists increases disproportionately as speeds increase. At an impact speed of 30 km/h (18.5 mph) more than 95% of the pedestrians survive a crash with a passenger car; at an impact speed of 50 km/h (31.1 mph) approximately 85% of the pedestrians survive such a crash<sup>1</sup>.
- 20 mph is a much safer speed — a study into 20 mph zones in London found that casualties fell by an average of 42%<sup>2</sup>.
- Lower speed limits are also linked with increased cycling and walking. In the Netherlands 30 km/h (18.5 mph) covers 70%<sup>3</sup> of the residential street network and is deemed a safe speed for cyclists, pedestrians and light vehicles to mix.
- 20mph as the standard urban speed limit has become more and more widespread in recent years, with many towns and cities adopting this approach. Bristol, Oxford and Newcastle are just a few of the areas that are returning speeds to 20mph.
- Potential non-compliance with the limit from a proportion of road users is not a sufficient reason for inaction and that lower average speeds will represent an important step in encouraging sustainable and healthier transport options in the town.

This Council calls upon the Cabinet Member for Transport to take a lead and ensure that 20mph should become the standard speed for most streets in the built-up areas of Swindon. Exceptions would only be permitted where there is a strategic traffic function requiring higher speeds.”

(c) **Motion - Free School Meals**  
**Councillor Carol Shelly will move:**

“The Council agrees to ask the Cabinet to consider finding the resources needed, so that the council can provide food vouchers for children on free school meals during the Christmas school holidays. “

(d) **Motion - Motions to Council**  
**Councillor Oliver Donachie will move:**

“This council requires the leader of the council to report to all members of the Council within 90 days confirmation that any action agreed by a motion to council has been complied with and providing evidence of this compliance.

Where compliance has not taken place the leader of the council will be required to produce a report for the next council meeting outlining the reasons for non-compliance so members can debate the progress of the motion and resolve if any new action is required. “

(e) **Motion - Member Training**  
**Councillor Oliver Donachie will move:**

“The council wishes the cabinet to consider as part of the budget process, ongoing funding to enable on an annual basis, member training on how to deal with, and the options open to them, when they experience undue influence or intimidation of any kind in relation to their role as a Councillor and the decision they have to make.”

(f) **Motion - Digital Services**  
**Councillor Paul Dixon will move:**

This council notes:

- That the council is making increased efforts to drive to the provision of digital services to improve efficiency and to save costs, and that the Covid19 outbreak has increased challenges for the council's service provision.
- However, it also recognises that a significant number of residents do not have access to the technology to access services online or lack the skills and support to do this, and that consequently some residents are struggling to access basic council services.
- That although it is still possible for residents to book slots at Household Waste Recycling Centre (HWRC) by phone the council is not advising residents of this option unless pressed.
- That council communications state that non-emergency housing repairs requests can only be made online through the 'My Housing Tenancy' portal, and that there have been cases of vulnerable residents struggling to be allowed to report repairs by phone.

This Council agrees:

- That whilst it continues to strive for increased efficiency and performance through its digitalisation drive it has an obligation to provide access to services to the same level of efficiency to those residents who cannot access them digitally.
- To amend and improve its communications to residents to make it clear that its services can still be accessed by non-digital means either over the phone or in writing.
- To invest in its phone and in-person customer services operations to ensure it is resident-focussed and efficient and that staff are properly trained to advise customers of the services available to them.
- To ensure council tenants are made aware that they are still able to

report housing repairs by means other than the online 'My Housing Tenancy' portal."

- 7. Use of Exemption from Call-In power** (Pages 13 - 16)
- 8. Indicative Calendars of Meetings 2021-2022** (Pages 17 - 22)
- 9. Minutes of Cabinet and Decisions Delegated to Cabinet Members**  
(Pages 23 - 34)  
Members have the opportunity to raise questions with the relevant Cabinet Member in respect of Cabinet minutes (which are not reserved for Council for decision) and in respect of individual Cabinet Member delegated decisions.
- 10. Minutes of other Council Bodies**  
Members have the opportunity to raise questions with the relevant Chair in respect of all other Committee minutes (not reserved to Council for decision), as set out in the Minute Book circulated separately.
- 11. Councillors Question Time**  
Questions (if any) of which notice has been given by Councillors in accordance with Standing Order 15.

Yours faithfully

Lisa Hall

Chief Legal Officer

### **Questions by Members of the Public in accordance with Standing Order 11**

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.

During Covid-19, you must submit your question in writing to [CommitteeServices@swindon.gov.uk](mailto:CommitteeServices@swindon.gov.uk) with your contact details 48 hours before the meeting so the committee officer can send you details about how to participate. The deadline is 15:00 on Tuesday 17<sup>th</sup> November 2020. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website ([Public Question Time at Council Meetings Protocol and Guidance](#)) or from the Committee Officer.

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**COUNCIL**

**THURSDAY, 1 OCTOBER 2020**

PRESENT:- The Worshipful The Mayor in the Chair; Councillors Junab Ali, Steve Allsopp, Abdul Amin, John Ballman, Ray Ballman, Alan Bishop, Nick Burns-Howell, Emma Bushell, Matthew Courtliff, Claire Crilly, Malcolm Davies, Mark Dempsey, Paul Dixon, Oliver Donachie, Steph Exell, Emma Faramarzi, Brian Ford, Jim Grant, Dale Heenan, Steve Heyes, Russell Holland, Fay Howard, Janine Howarth, Oladapo Ibitoye, Robert Jandy, Jenny Jefferies, Vinay Manro, Mary Martin, Nick Martin, Cathy Martyn, Jane Milner-Barry, Stan Pajak, Barbara Parry, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, James Robbins, Adorabelle Shaikh, Imtiyaz Shaikh, Carol Shelley, Kevin Small, Roger Smith, Bazil Solomon, Andy Spry, Gary Sumner, Timothy Swinyard, Caryl Sydney-Smith, Rahul Tarar, Vera Tomlinson, Nadine Watts, Peter Watts, Steve Weisinger, Keith Williams and Robert Wright.

**32. Minutes Silence**

The Council held a minutes silence in respect of Gordon Thomas Law, former Mayor of the Borough who died on 2<sup>nd</sup> September 2020 and Nic Newland, the Council's Head of Architecture and Construction Management, who died on 1<sup>st</sup> September 2020.

**33. Appointment of Vice-Chair**

In the absence of the Deputy Mayor, The Worship The Mayor, called for a nomination for a vice chair for the meeting, to provide continuity in the event that he experienced Information Technology issues.

It was agreed – That Councillor Kevin Parry be Vice-Chair of the meeting.

**34. Apologies for Absence**

An apology for absence was received from Councillor Brian Mattock.

**35. Communications**

The Chief Executive reported that no communications had been received.

**36. Minutes**

Resolved – (1) That the minutes of the meeting held on 9<sup>th</sup> July 2020, be confirmed and signed.

(2) That, further to Minute 19(4), it was agreed that Councillor Kevin Small replace Councillor Abdul Amin as a Council representative on the Dorset and Wiltshire Fire Authority.

**37. Declarations of Interest**

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

made.

### **38. Public Question Time**

No public questions were received during the meeting.

The Worshipful The Mayor reported that a communication has been received from a member of the public relating to a planning application and this has been forwarded to Planning Officers for a response.

### **39. Motion - Covid Task Group**

At the request of the mover of the Motion, and with the agreement of the Council, an amended Motion was tabled.

Councillor Bob Wright moved and Councillor Brian Ford seconded:

“This council thanks all of its officers, members of the voluntary sector, including members of the public, for their efforts during the Covid crisis in Swindon. Your efforts have made a difference however the virus has not gone away and we need to be best placed for the possible challenge of a second wave. This council recognises with winter coming this increases the possibility of a second wave however our resilience and continuous learning is our best chance of reducing risk.

In light of this, we call upon the Cabinet Member for Adults and Health to create a Covid Cabinet Member Advisory Group (CMAG). This CMAG will monitor such things as - community engagement - relevant powers that officers can use - the threat that is posed to the wider community if lockdown continues for an extended time – any potential reduction in services - transfer of responsibility for someone in care - ensuring there is sufficient quality PPE for all those who requiring it etc.

The CMAG will comprise of cross-party Councillors along with members of our diverse communities, agencies and representatives. It will use a constructive evidence based approach to monitor the council's performance and will report back to the Adults' Health, Adults' Care and Housing Overview and Scrutiny Committee as requested.”

The Motion as amended was put to the vote and declared carried.

### **40. Motion - Planning White Paper**

At the request of the mover of the Motion, and with the agreement of the Council, an amended Motion was tabled.

Councillor Jane Milner-Barry moved and Councillor Tim Swinyard seconded:

“This Council recognises:

- Swindon is a town that already plans to deliver substantial growth. We are already granting 90% of Planning Applications, principally on allocated



development sites. This has brought consents for thousands of new homes and land for thousands of new jobs.

- The Cabinet Member for Strategic Infrastructure, Transport & Planning has spoken with and written to Government Ministers to express some of our concerns on the proposed changes and offer some well-thought-out ideas to improve the outcomes which are sought by Government.

This Council has concerns about:

1. The absence of any mechanism to deal with the climate crisis and we call on Government to ensure that the Future Homes Standard addresses the climate crisis.
2. The reduction of any future Local Plans to a map showing the three development zones.
3. Front-loading of the planning system and reliance on national datasets will weaken the environmental assessment process at the site-specific level.
4. The restriction of the democratic right of residents to have their say on applications in their communities to comments made at the initial plan-making stage.
5. As notified in the Council's recent letter to the Secretary of State, there is currently no obligation on developers to build out consented sites in a timely fashion. We have called for a levy on the land value to capture a portion of the land value uplift to enable the council to fund upfront, the necessary infrastructure.

This Council notes:

- The content of the Government's White Paper 'Planning for the Future' and is supportive of the principle that 'everyone deserves a home'.
- The Planning system is complex, but any proposed reforms should not be at the expense of public engagement, the delivery of quality housing, environmental protections, and measures to meet our climate change targets.
- An all member briefing has been arranged for 13th October and that we are submitting a detailed response to both Government Planning Consultations.

This Council Requests that:

- The Cabinet Member for Infrastructure, Transport & Strategic Planning submits our response to the White Papers including our concerns 1 to 5 as listed above and having shared his draft with all council members.
- The Leader of the Council uses his considerable influence within the LGA to support & endorse that response on behalf of Swindon."

The Motion as amended was put to the vote and declared carried.

#### **41. Motion - Empty Homes**

At the request of the mover and seconder of the Motion, and with the agreement of the Council, an amended Motion was tabled.

Councillor Roger Smith moved and Councillor Paul Dixon seconded:

This Council Notes that:

- There are around 540 homes in Swindon which have been empty for at least six months - according to the Internal Audit Report of January 2020.
- Due to the socio-economic impact of empty homes on local communities, great priority needs to be given to the issue including consideration of the use of enforcement powers such as Section 215 notices, compulsory purchase powers and Empty Dwelling Management Orders

This Council also:

- Welcomes the recognition from the Internal Audit Report of the ongoing work to promote empty homes being brought back into occupancy and wishes to develop this work.
- Notes that The Local Government Finance Act 1992 has allowed the Council to charge 100% premium (200% Council Tax) from April 2019 on properties which have been empty for longer than two years, and from April 2020 to charge up to 200% premium (300% Council Tax) on properties that have been empty for more than five years.

This Council Requests that the Cabinet Member for Housing & Public Safety:

- Carries out a Business Case for giving greater priority to this issue, to include the socio-economic impact of empty homes on local communities, together with the use of enforcement powers including Section 215 notices, compulsory purchase powers and Empty Dwelling Management Orders. Such powers in part, lie outside the current remit of the Cabinet Member and I ask that it be considered whether the management of empty homes could be brought under the control of a single service area in Housing.
- Reviews the Empty Homes Policy in the light of that business case and to standardise the process to ensure consistency of approach
- Brings a report on the Business Case and the draft of the reviewed policy to Adults' Health, Adults' Care and Housing and Overview and Scrutiny Committee on 22nd April 2021, consistent with the agreed work programme."

The Motion, as amended, was put to the vote and declared carried.

#### **42. Motion - Vote of Confidence**

At the request of the mover of the Motion, and with the agreement of the Council, this Motion was withdrawn.

**43. Minutes of Cabinet and Decisions Delegated to Cabinet Members**

The Council considered (a) the minutes of the meetings of the Cabinet held on 1<sup>st</sup> July and 9<sup>th</sup> September 2020, (b) questions to the Cabinet Members regarding their portfolio responsibilities and answers received, and (c) Cabinet Member Decision Notices.

**44. Minutes of other Council Bodies**

The Council (a) received the minutes set out in the “Minutes of Other Council Bodies” circulated with the Agenda, and (b) considered questions to Chairs relating to the work of their Committees and other bodies and answers received.

**45. Councillors Question Time**

The Chief Legal Officer reported that a Standing Order 15 Questions had been received from Councillors Steve Allsopp, Ray Ballman, Matthew Courtliff, Claire Crilly, Emma Faramarzi, Steve Heyes, Vinay Manro, Jane Milner-Barry and Bob Wright.

Councillor Matthew Courtliff asked a supplemental question regarding the measurement of the Council’s carbon dioxide emission savings. The Cabinet for the Cabinet Member for Climate Change responded at the meeting.

Councillor Bob Wright asked supplemental questions regarding (i) the number of pupils sent home who were short of protective equipment, and (ii) the identification of broader symptoms in preventing the transfer of the Covid 19 virus.

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## Use of Exemption from Call-In power

**Council**

**Date: 19<sup>th</sup> November 2020**

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Author: Chief Legal Officer (Monitoring Officer)

Wards: All

Parishes Affected: All

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

- 1.1 This report informs the Council about any uses of special or urgency decision-making powers in the Constitution in the Municipal Year 2020/21 since the last report to Council on 9<sup>th</sup> July 2020 (Council Minute 26, 2020/21 refers).
- 1.2 The Constitution requires that the Chief Legal Officer should submit report on the exercise of any special urgency requests or exemptions from call-in (Paragraph 16(i). Rules of Procedure and Terms of Reference Overview and Scrutiny Committees, Part 4 of the Constitution).

### **2. Recommendations**

Council is recommended to:

- 2.1 Note the single use of an exemption from call-in for the Test and Trace Payment Cabinet Member Delegated decision on 5<sup>th</sup> October 2020.

### **3. Detail**

Background

- 3.1 Under paragraph 16(h) of the Overview and Scrutiny Procedure rules, the Mayor must consent that a decision is so urgent that the call-in process shall not apply. That paragraph also requires that any such decision and the reason for its urgency be reported to the next meeting of council.

Single Use of Exemption from Call-in

- 3.2 On 25<sup>th</sup> September 2020, the Department of Health and Social Care issued guidance regarding the eligibility criteria for making Test and Trace Support payments to those who were required to self-isolate. Local Authorities were required to put in place systems to enable local residents to make applications and for payments of £500 to be made by 12th October 2020.
- 3.3 In order to secure funding it was necessary to proceed with a delegated decision. To ensure there was absolutely no risk of delay in paying those who were entitled to the payment, the Cabinet Member requested that the His Worship the Mayor agree that the decision be exempt from call-in. This was granted. As well as seeking the Mayor's consent, the decision was only made after consultation with the two spokespersons

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Further information on the subject of this report can be obtained from Douglas Campbell, 07779 413886 or docampbell@swindon.gov.uk

## Use of Exemption from Call-In power

**Council**

**Date: 19<sup>th</sup> November 2020**

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from the Opposition Group and both Minority Group Leaders. There was no opposition to the proposals from any of the consultees.

- 3.4 This use of an exemption will also be contained in the annual report to Council to be submitted at the start of the 2021/22 Municipal Year, in accordance with paragraph 16(i) of the Overview and Scrutiny Procedure Rules in Part Four of the Constitution.

#### **4. Alternative Options**

- 4.1 No alternative options are proposed at this time.

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

##### Financial and Procurement Implications

- 5.1 There are no financial implications for this report as it covers the manner in which decisions were taken. Each Cabinet report or Cabinet Member Decision Note addressed the necessary financial and procurement implications.

##### Legal and Human Rights Implications

- 5.2 Legal and human rights considerations were taken into account in drafting this report. It is considered that the recommendations 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) was undertaken as this report addresses the manner in which decisions were taken rather than any change in service delivery.

##### Risk Management

- 5.5 None

#### **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

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Further information on the subject of this report can be obtained from Douglas Campbell, 07779 413886 or docampbell@swindon.gov.uk

## Use of Exemption from Call-In power

Council

Date: 19<sup>th</sup> November 2020

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### 8. Appendices

8.1 None

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## Indicative Calendars of Meetings 2021-2022

**Council**

**Date: 19<sup>th</sup> November 2020**

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Author:	Leader of the Council and Chief Legal Officer (Monitoring Officer)
Wards:	All
Parishes Affected:	All

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

- 1.1 To consider and agree indicative dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies for the 2021-2022 Municipal Year.
- 1.2 The Council Constitution requires the formal confirmation of the dates of Council meetings at its Annual Meeting. To enable appropriate planning of meetings and nominations to Committees of the Council to take place, and to assist Members in planning their work and family commitments, the Council is asked to approve provisionally the full calendar of meetings for 2021-2022 in advance of the Annual Council meeting.

### **2. Recommendations**

Council is recommended to:

- 2.1 Agree that the Indicative Timetable of Meetings for 2021-22 and as set out in Appendix 1 be approved for formal adoption by Annual Council in May 2021, with the provisions that:
  - 2.1.1 The dates for Audit, Council, Cabinet, Licensing, Planning and Scrutiny shall not be changed as far as is practicable.
  - 2.1.2 In accordance with current practice, Annual Council will be asked to authorise the Chief Legal Officer (Monitoring Officer), in consultation with the Leader of the Council, to vary the dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies should this prove necessary for the efficient discharge of Council business.

### **3. Detail**

- 3.1 It is good practice to assist Members that the Council publishes a draft timetable for the subsequent Municipal Year as early as is practicable. Furthermore, some Members have requested via the Leader of the Council that the indicative timetable be brought to Members' attention before Christmas. This is to assist those who need to plan their work, family, or care commitments alongside their Council commitments.
- 3.2 To allow greater time for their own agenda planning, Members are invited to consider the draft calendar attached at Appendix One. It is recommended that Officers make as

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Further information on the subject of this report can be obtained from Douglas Campbell, 07779 413886 docampbell@swindon.gov.uk

# Indicative Calendars of Meetings 2021-2022

**Council**

**Date: 19<sup>th</sup> November 2020**

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few changes to the core meetings to which either all Members are required to attend or for which substitutes are not permitted. These are Full Council, Licensing Committee, and Planning Committee.

- 3.3 In addition to these, it is recommended that Officers also seek to make as few changes as possible to Cabinet and Scrutiny meeting dates. Having these known further in advance can assist Cabinet Members and Officers in making better use of Overview and Scrutiny Committees to permit non-executive Members a greater role in policy development (Corporate Governance Review Working Group Minute 8, 2015/16 refers). Since the Audit Committee has consider business to meet statutory deadlines, it is suggested that this also be included as one of the core committees.
- 3.4 Dates are included in these appendices for Wiltshire Police and Crime Panel, Dorset and Wiltshire Fire Authority and Safeguarding Boards for information only, as these meeting dates are arranged separately.

## Possible Changes to the Timetables

- 3.5 Members are invited to note that these proposed timetables are still liable to variation, especially with the on-going Covid-19 pandemic. In addition, Members may request changes to the number of Overview and Scrutiny Committees or the frequency with which they meet.
- 3.6 There are also the existing external factors that can alter schedules, for example, additional General Elections, a public health issues, or the need to hold days of public days of mourning. These could alter the dates for elections as well as any meetings in public that are scheduled. Members are also reminded that the current regulations allowing 'virtual' meetings are due to cease to operate in May 2021.

## **4. Alternative Options**

- 4.1 Council could return to considering the draft timetable for just a single year at the February Council meeting prior to the Annual Meeting at which the timetable would be adopted. However, this would impede Members' ability to plan, especially those with work, caring, or other duties.

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

### Financial and Procurement Implications

- 5.1 There are no financial or procurement implications as the costs of meetings is met from within existing departmental budgets.

# Indicative Calendars of Meetings 2021-2022

**Council**

**Date: 19<sup>th</sup> November 2020**

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## Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been taken fully into account in compiling this report.

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

- 5.3 There are no specific implications that relate to staff, sustainability, health, rural, crime and disorder within this report.

## Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment has not been completed for this report as no changes to services are proposed.

## Risk Management

- 5.5 Members are reminded that any early draft timetable can only be indicative and that the final version will not be determined until the Annual Council meeting at the start of the Municipal Year.

## **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 - Proposed Council timetable 2021 - 2022

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Swindon Borough Council Calendar of Meetings 2021 - 2022																	
				2021								2022					
				May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	
Executive & Regulatory	Council (normally preceded by Group meetings)	SB	Th	19:00			8		23		4		20	17 Budget (21R)		7	20 (F)
	Cabinet (Open Forum at 18:00, Cabinet will start at the end of open forum)	DC	W	18:00			7		8	13		1		2	16		
	Cabinet briefing meetings (as required)	DC	M	17:00			5		6	11	29		31		14		
	Cabinet Agenda Review	DC	Tu	16:00		15		17	21		9		11	22			
	Health and Care Board (Cabinet Sub-Committee)	DC	W	12:00			7					1			16		
	Cabinet Panel on School Organisation	DC	-	-	Meetings arranged as required												
	Standards Committee	VY	M	17:00			19				22		24		14		
	Audit Committee	DC	Tu	18:00		1	27			19				1	22		
	Planning Committee	SB	Tu	18:00		8	13	10	14	12	9	14		8	8		
	Licensing Committee	SB	Var	18:00		10			16			15			10		20 (F)
	Licensing Panel	SB	-	-	Meetings arranged as required												
	Appeals Committee	SB	-	-	Meetings arranged as required												
	Appointments Committee	SB	-	-	Meetings arranged as required												
Overview & Scrutin	Scrutiny Committee	VY	M	18:00		7	12		13	4, 18	15	6	17	7	21	4	
	Adults' Health, Adults' Care and Housing	RGG	Th	18:00		17			2		11		27		17		
	Children's Health, Social Care and Education	SB	W	18:00		9			15		24		19		9		
	Communities and Place	SB	W	18:00		23			29		17		12		30		
	Growing the Economy	SB	W	18:00		16			22		3		26		23		
	Resources and Corporate	VY	M	18:00		14			27		8	20		28			
	Local Safeguarding Adults Board	Lead	M	13:30			19			11			10				
	Children Safeguarding Partnership	Lead	M	09:30			19			11			10				
	Council Joint Consultative Committee	RGG	Th	14:00			8			7			20		3		
	Dorset & Wiltshire Fire & Rescue Authority	-	Var	10:00													
	Health and Wellbeing Board	SB	T	14:30	25		20			19		7			1		24
	Joint Safety Committee	RGG	Tu	13:00		22				5			25				
	Schools Forum	RGG	Tu	16:00			6			12			18		1		
	Standing Advisory Council on Religious Education (SACRE)	RGG	Tu	18:00			13				23				15		
	Wiltshire & Swindon Police & Crime Panel	-	Var	10:00													
Key: (M)=Monday, (Tu)=Tuesday, (W)=Wednesday, (Th)=Thursday, (F)=Friday, (B)= budget meeting, (R)=reserve date, (A)=Annual Council																	
Committee Officer Column: DC=Douglas Campbell, SB = Shaun Banks, VY = Vicki Yull, RGG = Rita Glen-Gallo, CR = Caroline Ramsey, AH - Alex Heatley, Cllr SP = Cllr Stan Pajak.																	

Swindon Borough Council Calendar of Meetings 2021 - 2022																	
Meeting		Ctte Officer	Day	Time	2021								2022				
					May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Advisory	Archaeological Advisory Body	RGG	Th	15:00			15			14				3			
	Climate Change Working Group	DC	var	18:00	Meetings arranged as required												
	Corporate Parenting Advisory Board	SB	M	17:00		28			13					28			
	Equality Advisory Group CMAG	RGG	W	12:45		2			8			15			2		
	Housing Management CMAG	SB	T	18:00			5			5			25		1		
	Member Development Advisory Group	VY	Var	18:00					29						1		
	Shareholder Panel CMAG	DC	Tu	18:00			6					7					
	Town Twinning Network	SB	W	18:00		2			29			8				6	
Groups	Conservative Group Meetings	CR	M, Th	18:00		21	5, 8	2	6, 20	11	1, 29		17	14	7, 28		9, 16
	Labour Group Meetings	AH	M, Th	18:00		21	5, 8	2	6, 20	11	1, 29		17	14	7, 28		9, 16
	Liberal Democrat Group Meetings	Cllr SP	-	-	Meetings arranged as required												
	Member Training	VY	Var	Var	25, 26, 27	22, 29, 30	21		21,27	5, 25	16, 30		4	22,23			9, 11, 24, 25, 26
Dates	Bank Holidays	-	-	-	3. 31			30				27, 28	1			15, 18	2, 30
	Swindon School Holidays	-	-	-		1-4	26-30	1-31		25-29		20-31	1-3	14-18		4-18	
	Election	-	-	-													5
<b>Key:</b> (M)=Monday, (Tu)=Tuesday, (W)=Wednesday, (Th)=Thursday, (F)=Friday, (B)= budget meeting, (R)=reserve date, (A)=Annual Council																	
<b>Committee Officer Column:</b> DC=Douglas Campbell, SB = Shaun Banks, VY = Vicki Yull, RGG = Rita Glen-Gallo, CR = Caroline Ramsey, AH = Alex Heatley, Cllr SP = Cllr Stan Pajak.																	

## CABINET

**WEDNESDAY, 21 OCTOBER 2020**

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

Apologies for absence were received from Councillor Mary Martin

Councillor Jim Grant attended the meeting in respect of Minutes 25 and 28. Councillor Jane Milner-Barry attended the meeting in respect of Minutes 28 and 29.

### **22. Declarations of Interest.**

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. The following declarations were made:

Councillor Russell Holland made a personal but non-prejudicial declaration regarding Minute 28 – The Future of Swindon's Cultural Offer- in that his wife was a Trustee of Swindon Dance.

Councillor Robert Jandy made a personal but non-prejudicial declaration of interest regarding Minute 28 - The Future of Swindon's Cultural Offer - in that he is Chair of Swindon Dance.

### **23. Minutes.**

Resolved – That the minutes of the meeting held on 9<sup>th</sup> September 2020 be confirmed and signed as a correct record.

At the Chair's invitation, the Director of Public Health informed Cabinet about the latest local outbreak and the steps the Council and its partners were taking to manage it. Councillor Brian Ford, the Cabinet Member for Adults and Health, reported how officers briefed him on a daily basis. In response to a question from Councillor Grant, the Director of Public Health confirmed how the Council was accounting for cases in its data.

### **24. Public Question Time.**

Mr Roy Worman, Swindon resident, submitted a question about the response to questions at September's meeting. The Leader and Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety had provided written responses. Mr Worman asked supplementary questions regarding which officers had Covid-19 related enforcement powers, which source of statistics was the Council using, and if the government funding for Covid-19 was not sufficient, how this would affect the Council's finances. The Leader, Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Commercialisation, Education, and Skills along with the Director of Public Health responded at the meeting.

The Director of Public Health undertook to provide a written response to Mr Worman with a) the public link to the government data source and b) further details of which Council officers had enforcement powers.

Luke Tremblin submitted a question about the benefits in reducing carbon emissions from the provision of dedicated cycle path from Highworth to Swindon. Councillor Keith Williams, Cabinet Member for Climate Change, had provided a written response. Luke Tremblin asked a supplementary question about how to be involved in the consultation on any cycle route from an early stage and a request for information as well as how the Council accounted for the carbon impact of incinerating waste. Councillor Williams responded at the meeting and invited Luke Tremblin to send his question about where to find information by email as the internet connection had not been clear.

## **25. Budget Management Update (October)**

Councillor Russell Holland, 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 providing Cabinet with the 2020/21 revenue budget forecast out-turn. Councillor Holland reminded Cabinet that while the gap had reduced slightly for 2020/21, there was still uncertainty about future financial years and the Council would still have to make some difficult decisions.

Councillor Jim Grant asked a number of questions to which the Leader, Councillor Holland and the Corporate Director of Finance and Assets responded at the meeting covering:

- Had the Secretary of State responded to the letter the Leader had sent subsequent to July's Council Resolution (Council Minute 24, 2020/21)? The Leader had not received a reply.
- Was the government's funding in-line with the projected income shortfall and how would the finances be affected by a second wave? The shortfall projections had been accurate so far but the process was to claim lost income a quarter in arrears. There would be additional loss of income and increased spending for the Council to manage as well as seeking additional support from government.
- Would there still be a draft Council budget in December 2020? That was the intention, as well as awaiting the outcome of the government's comprehensive spending review.

Resolved: (1) That the 2020/21 revenue budget forecast out-turn for each service area set out in Table 1 and Appendix 1 to the main report be noted;

(2) That it be noted that the Corporate Management Team will continue to mitigate the current forecast overspend;

(3) That the update on the financial outlook for future years be noted;

(4) That the virements set out in Appendix 2 to the main report be noted; and

(5) That the allocation of section 106 funding as set out in paragraph 3.16 be approved.

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

## **26. Housing Revenue Account Medium Term Financial Plan**



The Councillor Cathy Martyn, Cabinet Member Housing and Public Safety along with the Director of Housing submitted a joint report setting out the Housing Revenue Account Medium Term Financial Plan 'MTFP' over the next 30 years. Councillor Martyn drew Cabinet's attention to the details in the report, in particular the £104m remaining debt, the impact of the government's four-year rent reductions, the projected shortfall over five years for capital works and the borrowing requirement to fund the affordable development programme.

Resolved: (1) That the Medium Term Financial Plan set out at Appendix 1 to the main report be endorsed and.

(2) That it be noted that the plan will be updated annually to take into account Central Government policies that have an impact of the Housing Revenue Account as well as the Council's annual budget setting process.

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

## **27. Annual Review of Local Ombudsman Complaints**

The Leader of the Council and the Chief Legal Officer (Monitoring Officer) submitted a joint report following the receipt of the Local Government and Social Care Ombudsman's (LGO) Annual Review for 2019/20, which gives the total number of complaints and enquiries received by the LGO with regard to Swindon Borough Council. The joint report also highlighted the annual summary of statistics on the complaints made to the LGO regarding the Authority for the year ended 31st March 2020.

Councillor Renard informed Cabinet of the Council's performance in relation to some other unitary councils as well as the measures set out in the report that the Council was taking to ensure ongoing improvement to ensure the Authority addresses complaints effectively. The Leader highlighted the greater role that the Corporate Management Team would be taking while Councillor Brian Ford, Cabinet Member for Adults and Health, set out the steps officers in his service area had taken to address complaints.

Resolved: (1) That the LGO's Annual Review 2019/20, including the summary of National Statistics and the trends across service areas in Swindon 2010-2020, attached at Appendix 1 to the main report be noted.

(2) That Cabinet's thanks to all officers for their efforts in dealing with complaints effectively be recorded.

(3) That the Chief Executive, Corporate Directors, Directors and Heads of Service be authorised to take appropriate actions to continue to ensure that, where possible, complaints are resolved internally before such matters are referred to the LGO and that requests for information from the LGO are dealt with promptly.

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

## **28. The Future of Swindon's Cultural Offer**

Councillor Dale Heenan, the Cabinet Member for the Town Centre, Heritage, and Culture,

along with the Director for the Economy, Growth and Place submitted a joint report to update Cabinet on the progress being made on the Cultural Quarter feasibility study and to see support for the recommendations for taking the project forward. The report also seeks Cabinet's support for recommendations on the location of cultural assets to maximise the social and economic benefit of the project. Councillor Heenan summarised the proposal and emphasised to Cabinet that, if approved, this would be the basis to seek the funding.

Councillors Jim Grant and Jane Milner-Barry spoke or asked questions, to which the Leader, Councillor Heenan, and Councillor Gary Sumner – Cabinet Member for Strategic Initiatives, Transport and Planning - responded, covering:

- What is the plan for the Regents Street/Princess Street site? It will be a modular plan to allow for a new theatre and other elements to be added as funding is available.
- Would the projects be delivered and how? The emphasis was on securing private and public partners along with government grants and examples were given of existing work including the new Zurich Office and the plans for Signal Point and the Tri-Centre.
- How does this related to the 2013 Town Centre Masterplan? This is currently being refreshed alongside the Local Plan Review, with a significant programme of stakeholder engagement including developers and landowners.
- How bids for funding were better with cross-party support and how would Cabinet seek to engage with the Opposition group as it did for the 2013 Masterplan? The Cabinet would engage with the other party political groups.

Resolved: (1) That the preferred approach of pursuing four cultural projects consisting of a new theatre, a renewed Swindon Museum and Art Gallery, Media Production Centre and Dance Centre as set out in the Feasibility Study and 3.25 in the main body of the report to enhance cultural provision in the town centre be approved.

(2) That the preferred location of the new cultural quarter offer to be Kimmerfields, a mixed-use area of office, residential and culture, be approved.

(3) That it be approved that the preferred option for a new build theatre rather than a refurbishment of the existing Wyvern Theatre as set out in the Feasibility Study.

(4) That the delivery of an Investment Prospectus by March 2021 to set out potential funding options as detailed at 3.43 in the main body of the report be approved.

(5) That it be approved that the Swindon Museum & Art Gallery remain closed until social distancing is no longer required and that re-provision options are developed during the time that it is closed, noting that this is whilst work on the longer-term potential for relocation to a new venue is pursued.

(6) That the work on a masterplanning exercise for Princes Street be approved.

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

## **29. Carbon Neutral Strategy**

Councillor Keith Williams, the Cabinet Member for Climate Change and the Director of Economy, Growth, and Place submitted a joint report setting out Swindon Borough Council's draft Carbon Reduction Strategy and seeking support for the measures proposed to reduce SBC's carbon emissions and to influence those of the wider borough. Councillor

Williams set out the cross-party approach that had been used to produce this draft, which would enter an extended consultation period and he welcomed contributions to help improve or strengthen it. The Director of Economy, Growth, and Place added how officers would be developing an implementation plan incorporating contributions from the consultation.

Councillor Jane Milner-Barry asked a series of questions, to which the Leader and Councillor Williams and officers responded, concerning:

- How could the proposals support the ambition for carbon reduction across the whole Borough for 2030, as set out in Council's January 2020 resolution (Council Minute 67, 2019/20)? Officers would be asked to examine the viability of the wider target. The Council was supporting the bus companies with electric vehicles as well as securing money for new charging points for residential areas in the town centre wards.
- How does the data account for the whole borough as well vehicles leased to parish councils? The Council's share of the borough carbon is quite low and the data only took into account vehicles based at the Waterside facility.
- Could there be a clear, early deadline for bringing the implementation plan to Members for approval? The intention was to bring the item for decision in January or February 2021.

Resolved: (1) That the objectives and content of the draft Carbon Reduction Strategy be approved for release for wider consultation. The draft strategy is summarised in the body of the report and contained in full in appendix 1.

(2) That the Cabinet Member be requested to bring back the amended Strategy for approval by Cabinet and Council in February 2021.

(3) That the Director of Economy, Growth and Place be authorised to be the lead officer for the delivery of this strategy.

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

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# Notice of Decisions Made

**Decision Maker:** Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety

**Subject:** Tenant Academy-incentive scheme

**Decision(s):** Agreed: That the Allocations policy is amended and the Director of Housing enabled to backdate the banding date of an application by 3 months provided the applicant has completed the full Tenant Academy Greenlight to Housing Pre-Tenancy course.

**Consultation:** All Opposition Spokespersons have been consulted on the recommendations of the report and their responses are set out below and in the Cabinet Member Decision Note.

Councillor Pajak - 'Very much support this training course. Knowledge of the housing system is so useful and more so for vulnerable tenants.'

Councillor Donachie – No comment received

Councillor Dixon – No comment received

**Date of Publication:** Thursday 8<sup>th</sup> October 2020

**Date for receipt of requests for call-in:** 16:00, Thursday 15<sup>th</sup> October 2020

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Lynn Jarvie, 07899 965802, [ljjarvie@swindon.gov.uk](mailto:ljjarvie@swindon.gov.uk) or Douglas Campbell, Committee Services, Mobile: 07779 413886 or Email [committeeservices@swindon.gov.uk](mailto:committeeservices@swindon.gov.uk).

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available on the Council's website in the [Cabinet Forward Plan](#) for the call-in period.

# Notice of Decisions Made

**Decision Maker:** Cabinet Member for Adults & Health & Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills

**Subject:** Covid-19 Response – Urgent Decision- Test & Trace Support Payments

**Decision(s):** That (1) the Director of Public Health & the Head of Revenues & Benefits are authorised to:

(a) Adopt and publicise a Swindon Scheme to enable test and trace payments be made to low income individuals who have to isolate.

(b) Assess applications against the eligibility criteria as set out by the Government guidance and to produce eligibility criteria for a Swindon Discretionary Fund as soon as practicable.

(2) The Corporate Director of Finance and Assets is authorised to make the payments as assessed using the funding provided by Central Government.

**Consultation:** All Opposition Spokespersons have been consulted on the recommendations of the report and their responses are set out below and in the Cabinet Member Decision Note.

Councillor Ray Ballman, Labour (Opposition) Group spokesperson – ‘I fully support the scheme and hope it will commence as soon as possible.’

Councillor Kevin Small, Labour (Opposition) Group spokesperson – ‘I am happy to support the proposals, but would also like to see included urgent action for the setting up of a discretionary scheme so people do not lose out. Hopefully the Government will not end a claimant’s Job Seekers Allowance if they cannot work, but if this happens can the Discretionary scheme support them please.’

Councillor Stan Pajak, Liberal Democrat (Minority) Group spokesperson– ‘Very supportive of the decision note on making test and trace payments to low income residents. This is essential if we are to succeed in the battle against coronavirus and its terrible consequences for the residents of Swindon.’

Councillor Oliver Donachie, Independent Tories (Minority) Group spokesperson – ‘I have no objection to the proposal as laid out in the covering documents.’

**Date of Publication:** Thursday 8<sup>th</sup> October 2020

**Date for receipt of requests for call-in:** In accordance with Paragraph 16(h) of Rules of Procedure and Terms of Reference Overview and Scrutiny Committees (Part 4 of the Constitution) Call-in Procedure, His Worship the Mayor Councillor Perkins has agreed that this issue be treated as urgent as any delay likely to be caused by the call-in process would seriously prejudice the Council’s or the public interests.

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Andy Stevens on telephone 01793 464607 or via email [Astevens3@swindon.gov.uk](mailto:Astevens3@swindon.gov.uk) or Douglas Campbell, Committee Services, Mobile: 07779 413886 or Email [committeeservices@swindon.gov.uk](mailto:committeeservices@swindon.gov.uk).

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available on the Council's website in the [Cabinet Forward Plan](#) for the equivalent of a call-in period.

# Notice of Decisions Made

**Decision Maker:** Deputy Leader and Cabinet Member for Commercialisation, Education and Skills

**Subject:** Land at Harding Street, Town Centre, Swindon – Proposed Disposal

**Decision(s):** That the Head of Property Assets in consultation with the Director of Housing is authorised to dispose of the land at Harding Street, Swindon shown edged red on the plan attached as Appendix 1 by way of a long lease at nil consideration, with a peppercorn ground rent to the Sanctuary Housing Association for specialist homeless accommodation. This disposal is to be on such detailed terms and conditions as are determined by the Director of Housing and Head of Property Assets in consultation with the Chief Legal Officer as are considered necessary in order to protect the Council's interests.

**Consultation:** All Opposition Spokespersons have been consulted on the recommendations of the report and their responses are set out below and in the Cabinet Member Decision Note.

Councillor Paul Dixon – I'm happy to support this proposal, as suggested, can the comments of local councillors be noted and incorporated into the report. Also I would like to see that local residents have the opportunity to feed in comments to the proposals as the scheme develops as Councillor Wright suggests so that their needs can be considered

Councillor Adorabelle Shaikh - No comments

Councillor Junab Ali – No comments

Councillor Bob Wright - I support the decision however I think the design needs to account for both the needs of the user and the local residents who have invested in property nearby. There needs to be street controls in place for day and night due to part of our main economic activity being in the area. I have never received any negative feedback about the existing provision or controls. We have had negative feedback on Alcohol and Drug use in the area and on the main shopping streets. Whilst the Alcohol activity has moved on we have had issues with drugs on the adjoining streets. Drug suppliers target the vulnerable. Previously two property owners have previously raised concerns about Alcohol related behaviour in the area.

Councillor Stan Pajak - Totally support this recommendation which gives recognition to the importance of dealing with the issue of homelessness in Swindon.

Councillor Oliver Donachie – I know the provision is to help those with difficulty however there also needs to be appreciation of local community needs.

**Date of Publication:** 26<sup>th</sup> October 2020

**Date for receipt of requests for call-in:** 16:00, Thursday 5<sup>th</sup> November 2020.

For more details on the subject of the Decision or for a copy of the Decision Note please contact:  
Nick Kemmett, Direct Dial Telephone Number 07976 602002, [nkemmett@swindon.gov.uk](mailto:nkemmett@swindon.gov.uk) or



Douglas Campbell, Committee Services, Mobile: 07779 413886 or Email [committeeservices@swindon.gov.uk](mailto:committeeservices@swindon.gov.uk).

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available on the Council's website in the [Cabinet Forward Plan](#) for the equivalent of a call-in period.

# Notice of Decisions Made

**Decision Maker:** The Leader of the Council

**Subject:** Business unit – variation of lease

**Decision(s):** That the Director of Economy, Growth, and Place, in consultation with the Chief Legal Officer and the Head of Property Assets, be authorised to negotiate a variation of the terms of the lease agreement with Wiltshire Council for the final year of its business unit operator contract.

**Consultation:** All Opposition Spokespersons have been consulted on the recommendations of the report and their responses are set out in the Cabinet Member Decision Note. The comments are not reported here, as the Cabinet Member Decision Note is exempt from publication under Paragraph 3, Schedule 12A, of the Local Government Act 1972.

Councillor Kevin Small – Oppositions Group spokesperson

Councillor Oliver Donachie – Minority Group Leader

Councillor Stan Pajak - Minority Group Leader

Councillor Junab Ali – Ward Councillor

Councillor Adorabelle Sheikh – Ward Councillor

Councillor Bob Wright - Ward Councillor

**Date of Publication:** 27<sup>th</sup> October 2020

**Date for receipt of requests for call-in:** 16:00, Thursday 5<sup>th</sup> November 2020.

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Julia Stuckey, 07823 525460, [jstuckey@swindon.gov.uk](mailto:jstuckey@swindon.gov.uk) or Douglas Campbell, Committee Services, Mobile: 07779 413886 or Email [committeeservices@swindon.gov.uk](mailto:committeeservices@swindon.gov.uk).

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available on the Council's website in the [Cabinet Forward Plan](#) for the equivalent of a call-in period.