

Swindon Borough Council

Growing the Economy Overview and Scrutiny Committee

Wednesday, 27 September 2017

Committee Room 6, Civic Offices

At 6.00 p.m.

Conservative Councillors

Emma Faramarzi (Chair)
Wayne Crabbe
Dale Heenan (Vice-Chair)
Gemma McCracken
Gary Sumner

Labour Councillors

Mark Dempsey
Paul Dixon
Jane Milner-Barry
Chris Watts

Committee Officer: Stuart Figini - Telephone 01793 463612 or email sfigini@swindon.gov.uk

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

Access Arrangements - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or 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.

AGENDA

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. Public Question Time

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

4. Minutes (Pages 3 - 4)

To receive the minutes of the meeting held on 21st June 2017.

5. **Update on Swindon's Economic Development (Town Centre Regeneration)**
(Pages 5 - 14)
6. **Work Programme 2017/18** (Pages 15 - 38)

Date of Despatch: 14 September 2017

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

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website.

(<http://www5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

GROWING THE ECONOMY OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 21 JUNE 2017

PRESENT:- Councillors Emma Famarzi (Chair), Wayne Crabbe, Dale Heenan (Vice-Chair), Gemma McCracken, Gary Sumner and Chris Watts

Apologies for absence were received from Councillor Jane Milner-Barry.

1. Appointment of Vice-Chair

Resolved - That Councillor Heenan be appointed Vice-Chair of the Growing the Economy Overview and Scrutiny Committee for the 2017/18 Municipal Year.

2. Declarations of Interest

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

Councillor Gemma McCracken made a personal, non-prejudicial declaration of interest in respect of Agenda Item 5 “Work Programme – Draft Economic Strategy”, on the grounds that her husband is a tenant of a commercial unit in the Town Centre.

3. Minutes

Resolved – That the minutes of the meeting held on 22nd March 2017, be confirmed and signed as a correct record.

4. Work Programme 2017/18

The Committee received the report of the Director of Law and Democratic Services setting out suggested items for inclusion in the Committee’s Work Programme 2017/18.

The Committee considered the proposed draft Work Programme items and made the following amendments:

- To include a standing item at each meeting on the latest position regarding the Governments position on Business Rates.
- To include an update on Kimmerfields at the meeting scheduled for 27th September 2017.
- To undertake a field trip to neighbouring towns and cities to view recent developments and consider how to encourage similar developments in Swindon. Suggestions included Cribbs Causeway in Bristol and the Docks in Gloucester.
- To invite various large businesses based in Swindon to attend the Committee at the meeting scheduled for 8th November.

Resolved - That the proposed draft Work Programme 2017/18 be agreed, subject to the inclusion of suggestions detailed above.

5. Draft Economic Strategy to 2026

The Committee received a copy of the Councils revised Economic Strategy up to 2026.

The Corporate Director, Economy, Regeneration and Skills, explained that Swindon is already one of the UK's fastest growing towns and the revised Strategy sets out a vision to build on this over the next 10 years. The Committee noted that the Strategy was currently out for public consultation until 10th July and a number of good responses had been received from businesses in the town. All responses would be considered and a final report made to Cabinet on 6th September 2017.

The Corporate Director responded to a number of questions and issues raised by Members on the following matters:

- The purpose of the Strategy and how it interacts with the Town Centre Masterplan.
- The deliverability of various elements of the Strategy.
- Importance of the Strategy for the economy, the regeneration of the town centre and future Local Enterprise Partnership bids.
- The need for ambitious targets within the Strategy.
- Attracting large business and well paid jobs to the town.
- Young people attending universities outside of Swindon and then not returning to the town for work purposes.
- Support for small businesses by Switch On Swindon and In Swindon.
- The future of the UTC and how it has been received by other educational establishments.

Resolved – (1) That the Corporate Director, Economy, Regeneration and Skills, comments on the Draft Economic Strategy be noted.

(2) That members be invited to submit any comments they might have on the Draft Economic Strategy directly to the Corporate Director before the deadline of 10th July 2017.

Update on Swindon's Economic Development

Growing the Economy Overview & Scrutiny Committee

Date: 27th September 2017

Author: Corporate Director, Resources and Growth

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report is in response to a request from the Growing the Economy Overview and Scrutiny Committee for officers to report on progress against areas of the Work Programme which promote growth in Swindon's economy;

2. Recommendations

- 2.1 The Committee is asked to consider and feed back on the progress set out in the report.

3. Detail

Forward Swindon Limited (FSL)'s areas of focus and delivery

- 3.1 FSL has a number of priority projects comprising Kimmerfields business district, Great Western Works and the Carriage Works Innovation Centre, 1& 3 Faringdon Road, Aspen House and Railway Station Arrival. These are identified on the Forward Swindon Ltd website <http://forwardswindon.co.uk/development/>. These projects are explained in more detail in the following paragraphs.
- 3.2 The focus of FSL is on delivery of town centre regeneration projects and to assist with this, a rigorous system of programme and project management has been introduced and status reports have been developed which ensure delivery and hold FSL to account.

Town Centre Parking Strategy

- 3.3 A review of the Council's Town Centre Parking Strategy was carried out during 2016/17, and the output from this will be considered by Cabinet this autumn. The scope of the review included the planned changes to the Council's car parking assets within the town centre, and whether there will be sufficient car parking capacity to satisfactorily manage future demand for parking within the town. Other topics covered include the management regime, including charging levels, how the quality of the car park facilities within the town centre can be improved, and the ways in which car parking can support town centre regeneration. An action plan has been developed to implement the new Parking Strategy, and more details of this will be available when the report is brought forward to Cabinet.

Further information on the subject of this report can be obtained from Philippa Venables, 07824 550469, pvenables@swindon.gov.uk.

Update on Swindon's Economic Development

Growing the Economy Overview & Scrutiny Committee

Date: 27th September 2017

Town Centre Movement Strategy

- 3.4 A high level review of how people travel across and within the town centre has previously been commissioned by Forward Swindon Limited. This has been co-ordinated with the Parking Strategy, and both will be brought forward for formal consultation as part of the wider Transport Strategy Review. Integral to this work is the improvement of pedestrian and cycle routes within the town centre, and ensuring that traffic management systems operate to allow motor vehicles to access the town centre car parks by the most suitable route. Funding has already been secured to deliver the Wellington Street Improvement Scheme during 2018, which will result in an enhanced pedestrian route linking the Railway Station and the Town Centre.

Railway Station Regeneration Project

- 3.5 Using grant funding secured through the One Public Estate programme, a feasibility study to review options for the re-development of Swindon Railway Station has been commissioned. This work is being progressed in partnership with Network Rail, Great Western Railway, and the Homes and Communities Agency. The scope of the study includes the re-modelling of the station to ensure that it has the operational capacity to handle the additional rail services and passengers that are forecast once the electrification of the Great Western Main Line is completed and the new IEP trains are introduced, as well as additional rail services that the Council would wish to see considered connecting Swindon with other destinations such as Oxford, Milton Keynes and Cambridge.
- 3.6 The study also covers the improvement of access arrangements for the station, including a new access from the North Star site, better connectivity across the railway line linking North Star with the town centre, the consolidation of car parking arrangements to free up existing surface car parks for re-development, improved interchange facilities for buses and taxis, and enhanced cycle parking.
- 3.7 The aim is that by the conclusion of the study, the Council and its partners will have a clear vision for the re-development of Swindon Railway Station, including a concept design and an initial cost estimate. This can then form the basis for the development of a Business Case for investment in the Railway Station to kick-start regeneration of this critical area of the town centre.

North Star

- 3.8 Seven Capital took over the North Star scheme in June 2017 and the company is working on the outline planning application for the development of
- 3.8.1 An indoor snow ski slope of c170,000 sq ft NIA (170m main ski slope, 75m nursery slope, and snow play area)

Update on Swindon's Economic Development

Growing the Economy Overview & Scrutiny Committee

Date: 27th September 2017

- 3.8.2 13 screen cinema of 30,000 sq ft NIA
- 3.8.3 Ten Pin Bowling operation of 26,000 sq ft GIA
- 3.8.4 Ground and First Floor sport related A1 retail and other destination "Experience Users"
- 3.8.5 Ground and First Floor restaurant users
- 3.8.6 Car Parking for c750 cars (excluding the car parking provision for the existing Oasis Leisure Centre)
- 3.8.7 Hotel at the entrance to the scheme of c100-150 bedrooms with allocated car parking provision
- 3.9 Seven Capital has confirmed it is aiming for November 2017 Planning Committee for consideration of the application. It would then aim to submit a reserved matters application covering the detailed proposals relating to the leisure development by early Spring 2018.

Swindon Museum and Art Gallery

- 3.10 The Borough Council has asked the Swindon Museum and Art Gallery Trustees to deliver our joint vision of moving the museum from its current location to a bespoke built culturally significant venue with expectations of increasing visitor numbers tenfold to c.100,000 per annum. The new museum and art gallery would provide the catalyst not only for the regeneration of a much wider area of the town centre, but also for social and community development as a cultural, learning and conferencing facility.
- 3.11 With the support of the Council, as well as a range of stakeholders, the Trust is preparing to submit a Heritage Lottery Fund (HLF) bid for Phase 1 funding to work up a detailed business case for the new facility, which will be built on the Wyvern car park site. This bid has to be with the HLF by the end of November 2017.
- 3.12 The Borough Council has not only cleared the site for the new museum and art gallery, but has also agreed to contribute a capital contribution of up to £5m to support the bid, the salary of the Director and also towards construction costs of the new building. It is also anticipated that the operational budget from the existing museum will be transferred to the Trust once it is replaced by the new facility. In addition, the uplift created by the new museum and art gallery is expected to increase land values in the vicinity of the site.
- 3.13 The Trustees are accountable to Members for their use of the Council's subsidy. A successful HLF bid would require more detailed governance structures to be

Further information on the subject of this report can be obtained from Philippa Venables, 07824 550469, pvenables@swindon.gov.uk.

Update on Swindon's Economic Development

Growing the Economy Overview & Scrutiny Committee

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put in place to monitor and scrutinise the Council's contributions to the project to ensure that we are achieving value for money.

Kimmerfields Business District

- 3.14 The vision for the Kimmerfields site is that of a new commercial district in the heart of Swindon and outline Planning Consent exists for new development comprising: 600,000 square feet of offices, 150,000 square feet of ancillary retail, a new hotel, 450 residential units with up to 25% affordable, 850 space Multi-Storey Car Park, a new Bus Exchange and Primary Health Care Facility. The Gross Development Value of the scheme is approximately £350 million.
- 3.15 The site has potential to create 4,000 new jobs, generate up to £5 million of capital receipts for the Council, and raise £5 million in business rates each year, in addition to council tax revenues and new homes bonus generated by the residential part of the development. Kimmerfields also has importance as a gateway project for the wider regeneration of Swindon Town Centre due to its pivotal position between the railway station (which has been identified as an investment priority for Network Rail), Swindon's central business district, the proposed cultural quarter, and the town centre.
- 3.16 Swindon Borough Council (SBC) the Homes & Community Agency (HCA) and Muse (a national mixed use and urban regeneration developer) entered into a Development Agreement in 2008 to deliver the Kimmerfields project as set out in the approved town centre masterplan. Phase 1 has been ongoing for a number of years and has now been completed, including the Whalebridge multi-storey car park, 45 sheltered housing units and, most recently, the Primary Care Trust Building.
- 3.17 Large regeneration projects like this are extremely complex and involve a number of third parties and landowners to complete the land assembly and therefore can take several years to come to fruition. Recognising that Phase 1 has been completed and the Development Agreement with the Council now has only a few months left to run we have mutually agreed to bring forward the end of the development agreement. On 6th September 2017, with a private and confidential report, Cabinet authorised Officers to agree the termination of the Development Agreement with Muse and HCA and to develop options to bring forward development on the Kimmerfields site and report back to the December 2017 Cabinet meeting.
- 3.18 Recognising that the Development Agreement is to be mutually terminated FSL and SBC have commissioned design options in order to progress the Bus Exchange and Fleming Way scheme and secure the £3 million of Local Growth Fund grant offered by SWLEP

Further information on the subject of this report can be obtained from Philippa Venables, 07824 550469, pvenables@swindon.gov.uk.

Update on Swindon's Economic Development

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Bus Exchange and Fleming Way

- 3.19 A key element of the Kimmerfields development is the construction of a new Bus Exchange and the re-modelling of Fleming Way. The concept designs that were included in the previous Kimmerfields Masterplan have been reviewed and further developed, and updated designs have been prepared. These will be subject to further consultation before being taken forward through the detailed design process. It is expected that the resulting scheme will be constructed by the end of 2020/21.

Great Western Works and the Carriage Works Innovation Centre

- 3.20 Great Western Works has been developed as a brand to identify the railway heritage quarter and includes: the Outlet Centre and STEAM, the National Trust, and Carriage Works more broadly. FSL have developed a brochure in conjunction with other partners to brand the Great Western Works as a destination.
- 3.21 The vision for the Carriage Works is a business innovation centre for high value, knowledge based businesses supported with a higher education and research presence, complemented by ancillary retail and hospitality businesses to give a "campus like" feel. A business incubation centre, to help increase the rate of start-up businesses and improve their life expectancy, constitutes the first phase of the development. Swindon's Economic Strategy to 2026 identifies the need for an incubation centre in Swindon in order to address the issues identified in the associated evidence base, namely a relatively low number of start-up businesses and a high rate of business failure, particularly by year 3 of trading. This will also help to diversify the business base, thus directly addressing an identified weakness in Swindon's economy.
- 3.22 Siena Contractors Ltd has been appointed as the site contractors, and commenced on site in July 2017 to refurbish unit 3 of the Carriage Works to create the initial phase of the business incubation centre (with 80 workspaces). Works are progressing well and expect to be complete by December 2017.
- 3.23 A branding and marketing brochure - to promote the heritage assets as the 'Great Western Works' and to attract business occupiers - has now been completed and expressions of interest for around 80 desks has been identified so far. The procurement process to secure a site operator to manage the business incubator centre on our behalf has commenced and the next step is to assess applications with a view to appointing in October 2017.

Update on Swindon's Economic Development

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- 3.24 FSL is continuing to negotiate with potential anchor tenants to firm up investment, which will allow progression to additional phases of regeneration on the Carriage Works site. A business case is being prepared for the Commercial Investment Strategy Board regarding future phases of the project.
 - 3.25 SBC is negotiating with Network Rail to conclude a land swap (the Bristol Street car park and Carriage Works which are owned by Network Rail) is being exchanged for two car parks - the car park north of the station and Sheppard Street car park - that are owned by SBC). The land swap is expected to complete by the end of 2017/18.

Falcon House

- 3.26 Falcon House is owned by Standard Life Investments and is in a prominent location above the Debenhams department store in Fleming Way and opposite Kimmerfields Business District. Over time the building has deteriorated and although it is a significant example of 'brutalist' architecture, at present, Falcon House requires attention, having been vacant for around 12 years.
- 3.27 SBC and Standard Life are working on a joint proposal that will result in the refurbishment of Falcon House and create the appearance of a brand-new building where all main internal and external elements will be replaced (apart from the concrete frame). On completion, Falcon House will contribute towards the Council's Vision and the ambition to be a model of well-managed housing growth that supports and improves new and existing communities.
- 3.28 The development will create 90 flats for rent and, it is proposed that Standard Life will fund 50% of the development cost in return for SBC entering a 47-year lease, and net rental income will be shared 50/50. This will enable SBC to cover its costs of funding, and Standard Life will fund its cost of capital from the lease proceeds.
- 3.29 A condition of carrying out the scheme is that Standard Life also undertake a scheme with Debenhams to improve the appearance of their building, to maximise the opportunity of a significant enhancement to this end of the Parade. In this regard, it is understood that terms for this scheme have been agreed
- 3.30 A business case for investment has been prepared for the Commercial Investment Strategic Board in September 2017, and subject to agreement of the Board, a formal request for funding will follow.

Update on Swindon's Economic Development

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Corn Exchange (Locarno)

- 3.31 Forward Swindon and the Council have completed a Development Agreement with the owner of Swindon Old Town's most iconic building to create an exemplar mixed-use heritage development, including 80 homes and other uses. Under the Development Agreement a planning application should be made by mid-September, but it is unlikely that the Developer will achieve this timescale.
- 3.32 The security of the site has been an ongoing problem. FSL has advised the developer and landowner that they have requested that the SBC Building control team write to the land owner highlighting a dangerous structure. The landowner and developer have responded stating that this will be made good and security to the site will be improved.
- 3.33 Regular liaison meetings with the developer are scheduled to encourage and monitor progress.

1&3 Faringdon Road

- 3.34 The sympathetic restoration of two heritage buildings on the corner of Faringdon Road and Catherine Street (at 1-3 Faringdon Road) will help to bring economic uses into a vacant property that is a prominent site on a key route through the town centre adjacent to the railway village. This will help create a sense of arrival to the Railway Heritage Quarter and demonstrate the Council's commitment to improving the town centre environment. It will also create 7,500 sq ft of refurbished space, including apartments and two retail units that will boost activity on Faringdon Road.
- 3.35 A local contractor (SAS Build Ltd) have been awarded the contract to develop the site, and the works are expected to complete in early 2018.

Business Rates

- 3.36 In terms of Business Rates retention as at the end of June the monitoring showed that rate collection was on track, however since then the rateable value in Swindon has reduced following the conversion of one large business rating assessment from offices to flats. However, we are currently awaiting further rating assessments. 3.37 The rateable value of the building converted into flats was £695,000 (The Quadrant, Stonehill Green). The total rateable value on the rating list as at 6th September is £253.2 million, it was £253.9 million at the start of year. The rates payable has reduced from £114.5 million at the start of the year to £113.8 million. A provision is made in respect of successful appeals against rateable values that businesses will make.
- 3.37 Properties are assessed for rating purposes by the HMRC (Valuation Office). The values are bases on estimates of rental values. A revaluation of all properties

Further information on the subject of this report can be obtained from Philippa Venables, 07824 550469, pvenables@swindon.gov.uk.

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takes place every 5 years and traditionally businesses (and their rating agents) have been able to successfully appeal against the values. The DCLG have confirmed it is prudent to have a provision for successful appeals. The latest revaluation date was 1st April 2017 and we have not yet been advised who has appealed, but have a provision of approximately 6%, which is the historic reduction in values during a rating list. We can also estimate and predict for growth.

- 3.38 As regards any changes to Rates Retention and Local Government Finance, we are still awaiting details from Central Government following the demise of the Local Government Finance bill, which has been omitted from the current parliamentary timetable.

4. Alternative Options

- 4.1 No alternative options are proposed as this report is a response to a specific request from the Overview and Scrutiny Committee.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial implications arising directly from this report.

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention Rights.

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

- 5.3 There are no other implications arising from this report,

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment has not been completed for this report, as it is an annual summary of actions taken. Diversity Impact Assessments have, where appropriate, been undertaken within the service areas responsible for the schemes set out in this report.

Risk Management

- 5.5 Risk Assessments have, where appropriate, been undertaken within the service areas responsible for the schemes set out in this report.

Further information on the subject of this report can be obtained from Philippa Venables, 07824 550469, pvenables@swindon.gov.uk.

Update on Swindon's Economic Development

Growing the Economy Overview & Scrutiny Committee

Date: 27th September 2017

6. Consultees

- 6.1 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 None

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Work Programme 2017/18

Growing the Economy

Overview & Scrutiny Committee

Date: 27th September 2017

Author: Director of Law & Democratic Services

Wards: All Wards

Parishes Affected: All Parish Areas

1. Purpose and Reasons

- 1.1 To assist Members in developing the Committee's Work Programme, a copy of the current Cabinet Work Programme and Forward Plan, for the period 11th September 2017 to 11th September 2018, is attached as Appendix 2.
- 1.2 Each Overview and Scrutiny Committee is requested 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 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.

The work programme is developed taking into account:

- Corporate priorities and objectives, including the Cabinet Forward Plan
 - Partnership strategic priorities and objectives
 - The interests and concerns of Members, Council officers, members of the public and other stakeholders such as community and voluntary groups and local businesses
- 1.5 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.
 - 1.6 Members are reminded that the work programme must also take into account:
 - The workload of the Committee and of individual members
 - The capacity of officers to support a review
 - The resource implications of carrying out a review
 - The timescales for a review
 - The most appropriate method of carrying out a review e.g. Committee meeting, Task Group, Member Champion review

Further information on the subject of this report can be obtained from Contact Stuart Figini, 01793 463612, sfigini@swindon.gov.uk

Work Programme 2017/18

Growing the Economy

Overview & Scrutiny Committee

Date: 27th September 2017

- 1.6 The Growing the Economy Overview and Scrutiny Committee is encouraged to be mindful of its role and remit when considering a work programme for the 2017/18 Municipal Year.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the Work Programme for the 2017/18 municipal year
- 2.2 Appoint Members to any Task Groups agreed by the Committee

3. Detail

- 3.1 It is important that Overview and Scrutiny adds value to the work of the Council and the Borough and produces tangible outcomes for local people that result in real service improvements. Selecting the right topics is crucial to ensure that Overview and Scrutiny will be effective.

Task Group Reviews

- 3.2 The Committee is able to undertake individual reviews throughout the municipal year and proposals for reviews should be proposed and discussed at the Committee meeting.

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.

Work Programme 2017/18

Growing the Economy

Overview & Scrutiny Committee

Date: 27th September 2017

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 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 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

7. Background Papers

- 7.1 None

8. Appendices

Appendix 1 – Growing the Economy O/S Committee Work Programme for 2017/18

Appendix 2 – Cabinet Work Programme and Forward Plan, for the period 11th September 2017 to 11th September 2018.

Appendix 3 – Scrutiny Process Flowchart

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Swindon Borough Council

CABINET WORK PROGRAMME AND FORWARD PLAN

11 September 2017 - 11 September 2018 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 14/09/17)

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 Finance and Commercialisation
Oliver Donachie	Cabinet Member for the Economy and Skills
Toby Elliott	Cabinet Member for Strategic Planning and Sustainability
Fionuala Foley	Cabinet Member for Children's Services and School Attainment
Brian Ford	Cabinet Member for Adults' Health and Social Care
Mary Martin	Cabinet Member for Communities and Place
Cathy Martyn	Cabinet Member for Housing and Public Safety
Garry Perkins	Cabinet Member for Regeneration
Keith Williams	Cabinet Member for Corporate Services and Digitalisation

Cabinet Member Decisions Proposed for September 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Former Rodbourne Farm North Allotment - Land appropriation for development and use of s203 Housing and Planning act 2016	No	Cabinet Member for Strategic Planning and Sustainability	Cabinet Member for Strategic Planning and Sustainability	Councillor Stan Pajak does not support the proposal. Councillors Kevin Small, James Robbins and Steph Exell were also consulted. No comments were received.	Corporate Director of Resources and Growth Head of Planning, Regulatory Services & Heritage, Head of Property Assets	Former Rodbourne Farm North Allotment Swindon Land Appropriation
Council Tax - refugees with No Income Disregarded	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Councillors Kevin Small and Stan Pajak (Opposition spokespersons) were consulted. No comments were received.	Corporate Director of Resources and Growth Head of Revenues and Benefits	Council Tax - Refugees with No Income Disregarded

Cabinet Meeting Date - 18th October 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Dorset and Wiltshire Fire and Rescue Service - A Review of the Merged Service	No	Cabinet Member for Housing and Public Safety	Cabinet	N/A Date of Notice: 23 rd August 2017	Chief Executive	N/A
Fire Safety in High Rise Council accommodation	No	Cabinet Member for Housing and Public Safety	Cabinet	Date of Notice: 24 th July 2017	Corporate Director of Communities and Housing Head of Housing Management & Community Safety	Cabinet Forward Plan Report Tracker Fire Safety
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 21 st October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Delivery of Town Centre Regeneration	No	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Resources and Growth	N/A

2020 Renewables target, the achievement of "subsidy free solar projects and the reduction of Council energy costs by at least 20%	Yes	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Resources and Growth	Cabinet Minute 60(9) 2016/17 refers
Lydiard House and Park - Business Transfer Agreement and Lease	Yes	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 21 st March 2017	Corporate Director of Communities and Housing	Cabinet Minute 107 (2016/17) refers
Swindon Museum and Art Gallery - Revenue Support	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 2 nd August 2017	Corporate Director of Resources and Growth Head of Planning, Regulatory Services & Heritage	N/A
County Ground Recreation Improvements	No	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 9 th August 2017	Corporate Director of Resources and Growth Kathy Sherratt	N/A

and Asset Transfer'					ksherratt@swindon.gov.uk	
Swindon - A Learning Town	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 15 th May 2017	Director, Children Services Head of Education	Cabinet Minute 120(3) refers
Council Tax Care Leavers Discounts	No	Cabinet Member for Children's Services and School Attainment, Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 24 th August 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	Cabinet Report tracker (to follow)
Reference from the Equalities Advisory Forum - Swindon Equality & Inclusion Charter	No	Cabinet Member for Corporate Services and Digitalisation	Cabinet	N/A Date of Notice: 21st August 2017	Corporate Director of Resources and Growth Nick Stephenson nstephenson@swindon.gov.uk	Minute 17 (2016/17 of the Equalities Advisory Forum refers)
Polling District and Places Review	No	Leader of the Council	Cabinet	N/A Date of Notice: 5 th October 2016	Director of Law & Democratic Services (Monitoring Officer) Sally Sprason ssprason@swindon.gov.uk	N/A

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Swindon Borough Local Plan Review - Regulation 18 (Issues & Options) Consultation	No	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice; 16 th August 2017	Corporate Director of Communities and Housing Head of Planning, Regulatory Services & Heritage	Local Plan Reg 18 Oct 2017 Tracker
Affordable Housing Programme	Yes	Cabinet Member for Housing and Public Safety	Cabinet	N/A	Corporate Director of Communities and Housing Head of Housing Management & Community Safety	affordable Housing Tracker
Site in South East Swindon - Proposed disposal and collaboration agreement	Yes	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice: 27 th July 2017 27th July 2017	Corporate Director of Resources and Growth Head of Property Assets	report to cabinet in July 2017 plus Site in South East Swindon Report Tracker
Wichelstowe Joint Venture	Yes	Cabinet Member for Strategic Planning and Sustainability	Cabinet		Corporate Director of Resources and Growth	N/A

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Cabinet Meeting Date - 6th December 2017

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 24 th October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Capital Programme Monitoring - Second Quarter and Treasury Management Performance 2017/18.	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Notice of Decision: 9 December 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Strategy Statement (Minimum Revenue Provision Policy)	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 26 th October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Libraries Strategy -	No	Cabinet Member for Communities and	Cabinet	N/A Date of Notice: 13 th	Corporate Director of Communities and	Cabinet Minute 125

Alternative Delivery Models		Place		February 2017	Housing Head of StreetSmart	2016/17 refers
School Organisational Changes 2018/19	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 19 th September 2016	Director, Children Services Head of Education	N/A
Children and Adult Social Care - Emergency Duty Service	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 19 th June 2017	Director, Children Services	N/A
Kimmerfields	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 16 th August 2017	Corporate Director of Resources and Growth Deborah Heenan	N/A

Cabinet Meeting Date - 7th February 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Strategy Statement 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Rents and Charges 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

Swindon Pay Policy Statement 2018	No	Leader of the Council	Cabinet	N/A Date of Notice: 20 th January 2017	Corporate Director of Resources and Growth	N/A
School Admission Arrangements	Yes	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 20 th January 2017	Director, Children Services Head of Education	N/A

Cabinet Meeting Date - 14th March 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 22 nd April 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme Monitoring 3rd Quarter 2017/18	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 22 nd April 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

Cabinet Meeting Date - 18th April 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 1 st February 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
School Transport	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 22 nd December 2016	Director, Children Services Gareth Cheal gcheal@swindon.gov.uk	N/A
Swindon Local Transport Plan - Implementation Plan 2017/18	Yes	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 6 th February 2017	Corporate Director of Communities and Housing Head of Highways and Transport	N/A

Cabinet Meeting Date - June 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Medium Term Financial Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme Monitoring Out-Turn 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Performance Management 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

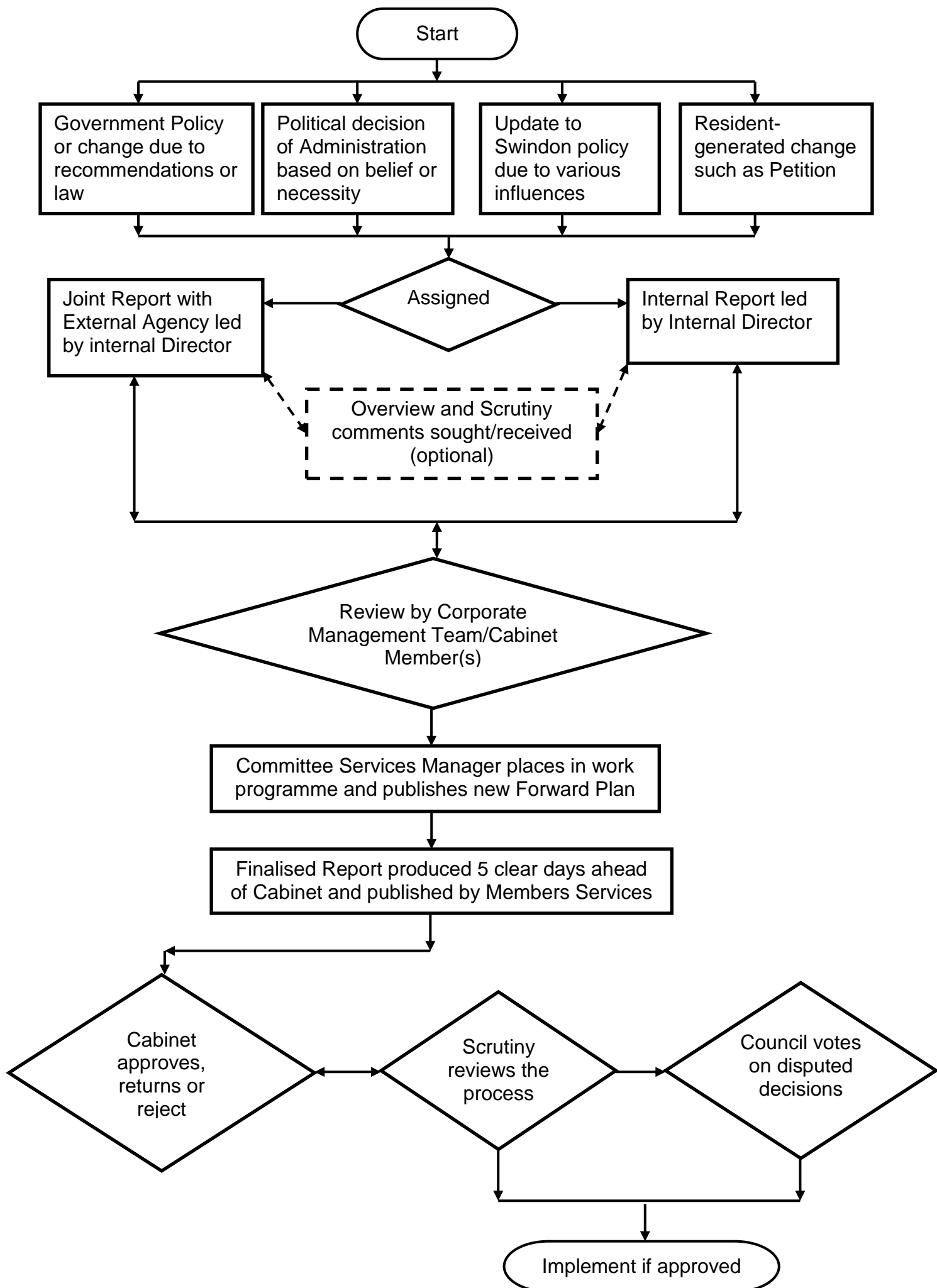
School Place Planning	Yes	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 20th June 2017	Director, Children Services Head of Education	N/A
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Cabinet Meeting Date - July 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Education Transport Policy 2019-20	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 7th June 2017	Director, Children Services Head of Education	
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	

Cabinet Meeting Date - September 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A 11th September 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Annual Review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A	Corporate Director of Resources and Growth Director of Law & Democratic Services (Monitoring Officer)	N/A



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