

# Swindon Borough Council

## Special Committee

**Thursday, 25 October 2018**

Committee Room 6, Civic Offices

At 4.00 p.m.

### **Conservative Councillors**

*David Renard (Chair)*  
*Oliver Donachie*  
*Brian Ford*  
*Russell Holland (Vice-Chair)*  
*Cathy Martyn*  
*Maureen Penny*

**Deputies:** *All other Cabinet Members*

### **Labour Councillors**

*Steve Allsopp*  
*Jim Grant*  
*Des Moffatt*  
*Kevin Small*

**Deputies:** *All other Labour Shadow Cabinet Members*

### **Liberal Democrat Councillors**

*Stan Pajak*

**Deputies:** *All other Liberal Democrat Members*

**Committee Officer:** Steve Jones (Telephone: 01793 463602)  
email: [stevejones@swindon.gov.uk](mailto:stevejones@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**

### **PART 1 (PUBLIC ITEMS)**

#### **1. Apologies for Absence**

#### **2. Declarations of Interest**

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

#### **3. Minutes (Pages 5 - 6)**

To receive the minutes of the meeting held on 27<sup>th</sup> November 2017.

**4. Public Question Time**

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

**5. Exempt Items - Exclusion of Press and Public**

*The following item is expected to include the consideration of exempt information and the Committee is, therefore, recommended to resolve "That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the item listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".*

Item No.	Paragraph No.
6	1 and 2

**PART 2 (TO BE CONSIDERED WITHOUT THE PRESS AND PUBLIC PRESENT)**

**6. Amendments to Chief Executive Structure**

*(Report to follow)*

**Date of Despatch:** 23 October 2018

**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://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

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://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

### **Special Committee - Terms of Reference**

The Special Committee shall have delegated to it the power to act for the Council on the advice of the Chief Executive on any policy decision or any particular matter that is urgent and necessary in the best interests of the Council.

The quorum of the Committee shall be three.

Deputy Members may be appointed at the Annual or any meeting of the Council.

Minutes of any proceedings of this Committee shall be submitted to the Council.

This page is intentionally left blank

**SPECIAL COMMITTEE**

**MONDAY, 27 NOVEMBER 2017**

PRESENT:- Councillors David Renard (Chair), Steve Allsopp, Fionuala Foley, Jim Grant, Cathy Martyn, Des Moffatt, Stan Pajak, Garry Perkins, Kevin Small, Oliver Donachie and Mary Martin.

Apologies for absence were received from Councillors Brian Ford and Russell Holland (Vice-Chair).

**8. Declarations of Interest**

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

**9. Minutes**

Resolved –That the minutes of the meeting held on 19<sup>th</sup> July 2017 be confirmed and signed as a correct record.

**10. Public Question Time**

There were no public questions.

**11. Wichelstowe Joint Venture - Governance Arrangements**

Further to Minute 54 of the Cabinet, and Minute 59 of the Council, both regarding the proposed governance arrangements for the Wichelstowe Joint Venture, the Special Committee received a report inviting consideration of the appointment of Council representatives to the Wichelstowe Joint Venture Board.

It was noted that this matter had been the subject of a motion at Council which had proposed that the Council's representatives on the Joint Venture Board should be the Chief Executive, the Corporate Director, Resources and Growth, and the Director of Finance (S151 Officer). However, in response to concerns raised by the Labour Group at the meeting regarding the appointment of only non-elected representatives to the Board, and, in particular, matters of oversight and the potential for conflict of interest, Council agreed that, in order to allow for a more considered discussion of the proposal, and given the time constraints for the establishment of the Joint Venture Board, the matter of the appointment of representatives should be deferred for determination by the Special Committee.

The report offered additional explanation of the motion put at the Council meeting, advising that, since the work to be undertaken by the Board at this early stage would be of a, primarily, technical and professional nature, it was felt that officers would be better placed to respond. The meeting was also advised that there would be a significant time commitment during normal office hours, as with any commercial venture at commencement, and that it was felt this might place undue burdens on Councillors and their own employment commitments. Consequently, in order to expedite delivery of the Joint Venture, officer representation was considered to be most expedient and appropriate, at least in the initial stages. There was an

assurance in the report that this arrangement would be kept under review and that, in the interim, the responsible Cabinet Member would will retain political accountability and kept fully briefed.

Resolved – (1) That the Chief Executive, the Corporate Director, Resources and Growth, and the Director of Finance (S151 Officer) be appointed as the Council's representatives on the Wichelstowe Joint Venture Board,

(2) That, in response to members' comments at the meeting, arrangements be made for the Leader of the Council and the Leader of the Labour Group to attend a briefing meeting with the Cabinet Member for Strategic Planning and Sustainability on the detail of the draft Joint Venture Agreement and Business Plan.

(3) That the Council's representation on the Joint venture Board be reviewed at the Annual council meeting in May 2018.