



SWINDON BOROUGH COUNCIL
Municipal Year 2020/21

Friday, 22 May 2020

**COUNCIL CHAMBER
CIVIC OFFICES
SWINDON**

14 May 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 **Friday, 22 May 2020** at **2.30 p.m.**

The business to be transacted will be as follows:-

AGENDA

To view this meeting please click here (you do not need to log it or have a Microsoft account): https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGE3MDJmYTAZjNmYy00YTc0LTkxMTItMDU1ZjRIODEwYmM4%40thread.v2/0?context=%7b%22Tid%22%3a%22c14bbb5a-1d56-4698-b344-1b99964f6878%22%2c%22Oid%22%3a%22d985136a-0d28-40f4-99e5-3af0395a5da1%22%2c%22IsBroadcastMeeting%22%3atrue%7d

This link will only work from 2:30pm on 22nd May 2020. For help on viewing the meeting, please visit: <https://support.office.com/en-us/article/Attend-a-live-event-in-Teams-a1c7b989-ebb1-4479-b750-c86c9bc98d84>.

1. **Apologies for Absence**
2. **To elect a qualified person to be Mayor of the Borough for the Municipal Year 2020/21**
3. **To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year 2020/21**
4. **Communications**
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.
5. **Minutes** (Pages 3 - 12)
To receive the minutes of the previous meeting.
6. **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.
7. **Numbers to Serve on Committees, Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies** (Pages 13 - 38)
8. **Calendar of Meetings 2020 - 2021** (Pages 39 - 42)

Yours faithfully

Lisa Hall

Chief Legal Officer

COUNCIL

THURSDAY, 20 FEBRUARY 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, 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, Cathy Martyn, Brian Mattock, Jane Milner-Barry, Stan Pajak, Barbara 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, Steve Weisinger, Keith Williams and Robert Wright.

75. Apologies for Absence

Apologies for absence were received from Councillors Steph Exell, Nick Martin, Nadine Watts and Peter Watts.

76. Communications

The Chief Executive reported that no communications had been received.

77. Minutes

Resolved – That the minutes of the meeting held on 23rd January 2020 be confirmed and signed.

78. 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.

79. Public Question Time

Ms Stephanie Poyntz submitted a written question in respect of the oversight and possible banning of greyhound racing in Swindon. The Cabinet Member for Housing and Public Safety indicated that a written response had been tabled.

Ms Poyntz asked a supplemental question regarding the submission of a petition regarding greyhound racing in Swindon. The Leader of the Council responded at the meeting.

80. Council Budget 2020/21

The Council considered joint reports of the Cabinet Member for Finance, Education and Skills and the Corporate Director of Finance and Assets, considered by the Cabinet on 5th February 2020 relating to (i) Budget 2020/21 and Beyond, (ii) Capital Programme 2020/21, (iii) Treasury Strategy Statement 20120/21, and (iv) Minute 63

of the Cabinet (Budget 2020/21 and Beyond), Minute 64 of the Cabinet (Capital Programme 2020/21) and Minute 65 of the Cabinet (Treasury Statement 2020/21).

(1) Councillor Russell Holland moved and Councillor David Renard seconded that Minute 63(11) of the Cabinet (Budget 2020/21 and Beyond) be confirmed and adopted.

The resolution was put to the vote and declared carried.

In line with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the vote on Minute 63(11) of the Cabinet (Budget 2020/21 and Beyond) was recorded:

Councillors voting for the Motion were: Councillors Alan Bishop, Nick Burns-Howell, Matthew Courtliff, Malcolm Davies, Oliver Donachie, Emma Faramarzi, Brian Ford, Dale Heenan, Steve Heyes, Russell Holland, Oladapo Ibitoye, Rob Jandy, Jenny Jefferies, Vinay Manro, Mary Martin, Cathy Martyn, Brian Mattock, Barbara Parry, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, Roger Smith, Bazil Soloman, Gary Sumner, Tim Swinyard, Caryl Sydney-Smith, Rahul Tarar, Vera Tomlinson, Steve Weisinger and Keith Williams.

Councillors voting against the Motion were Councillors Junab Ali, Steve Allsopp, Abdul Amin, John Ballman, Ray Ballman, Emma Bushell, Claire Crilly, Mark Dempsey, Paul Dixon, Jim Grant, Fay Howard, Janine Howarth, Jane Milner-Barry, Stan Pajak, Jim Robbins, Adorabelle Shaikh, Imtiyaz Shaikh, Carol Shelley, Kevin Small, Andy Spry and Robert Wright.

There were no abstentions.

(2) Councillor Russell Holland moved and Councillor David Renard seconded that Minute 64(1) of the Cabinet (Capital Programme 2020/21) be confirmed and adopted.

The resolution was put to the vote and declared carried.

In line with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the vote on Minute 64(1) of the Cabinet (Budget 2020/21 and Beyond) was recorded:

Councillors voting for the Motion were: Councillors Alan Bishop, Nick Burns-Howell, Matthew Courtliff, Malcolm Davies, Oliver Donachie, Emma Faramarzi, Brian Ford, Dale Heenan, Steve Heyes, Russell Holland, Oladapo Ibitoye, Rob Jandy, Jenny Jefferies, Vinay Manro, Mary Martin, Cathy Martyn, Brian Mattock, Barbara Parry, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, Roger Smith, Bazil Soloman, Gary Sumner, Tim Swinyard, Caryl Sydney-Smith, Rahul Tarar, Vera Tomlinson, Steve Weisinger and Keith Williams.

Councillors voting against the Motion were Councillors Junab Ali, Steve Allsopp, Abdul Amin, John Ballman, Ray Ballman, Emma Bushell, Claire Crilly, Mark Dempsey, Paul Dixon, Jim Grant, Fay Howard, Janine Howarth, Jane Milner-Barry, Stan Pajak, Jim Robbins, Adorabelle Shaikh, Imtiyaz Shaikh, Carol Shelley, Kevin Small, Andy Spry and Robert Wright.

There were no abstentions.

(3) Councillor Russell Holland moved and Councillor David Renard seconded that Minute 65 of the Cabinet (Treasury Strategy Statement 2020/21) be confirmed and adopted.

The resolution was put to the vote and declared carried.

81. Council Tax Setting 2020/21

The Council considered a joint report of the Cabinet Member for Finance, Education and Skills and the Corporate Director of Finance and Assets, inviting members to formally resolve the Borough's Council Tax for 2020-21, recognising that Billing Authorities have a statutory requirement to set the annual Council Tax bills by 11th March.

Councillor Russell Holland moved and Councillor David Renard seconded and the Council agreed:

“(1) That it be recorded that the advice of the Chief Legal Officer (Monitoring Officer) has been taken into account in the setting of the level of Council Tax for 2020-21.

(2) That it be noted that the Council's revenue budget is £149,074,277 as recommended by the Cabinet to this Council on 5th February 2020.

(3) That it be recorded that the advice of the Corporate Director of Finance and Assets (Section 151 Officer) has been taken into account in the setting of the level of Council Tax for 2020-21.

(4) That it be noted that in accordance with Section 31B of the Local Government Finance Act 1992 (as amended) the Council's Tax Base for 2020-21 is 75,878.9 in total with the breakdown by Parish set out in Appendix 3 of the joint report.

(5) That the following amounts be calculated by the Council in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended by the Localism Act 2011:-

- (a) Borough / Parish Gross Expenditure £516,630,644 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the 1992 Act taking into account all precepts issued to it by Parish Councils.
- (b) Borough Gross Income plus Collection Fund Balance £400,129,059 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) Borough/Parish Net Expenditure £116,501,585 being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its COUNCIL TAX REQUIREMENT for the year.
- (d) Basic Amount of Tax (including average parish precepts) £1,659.52 being the amount at 4(c) above divided by the amount at 3 above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. In accordance with Schedule 5 of the Localism Act 2011, this sum is not considered to be excessive.
- (e) Special Items £8,703,467 being the aggregate of Parish Precepts and collectively known as special items and referred to in Section 34(1) of the Act.
- (f) Basic Amount of Tax⁽¹⁾ £1,420.66 being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by the amount at 3, calculated by the Council in accordance with Section 34(2) of the Act, as the

basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

- (g) Basic Amount of Tax (Special and Parished Areas) the amounts shown in Appendix 2 of the joint report, being the amounts given by adding to the amount at 4(f) above, the amounts of the special items relating to dwellings in the appropriate part of the Council's area - divided by the appropriate amount at 3 above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which a special item relates.
- (h) Borough/Parish Council Tax Rates the amounts shown in Appendix 1, being the amounts given by multiplying the amounts at 4(g) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

(6) Police and Crime Commissioner for Wiltshire and Swindon That it be noted that for the year 2020-21 the Police and Crime Commissioner has stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£144.18	£168.21	£192.24	£216.27	£264.33	£312.39	£360.45	£432.54

(7) Dorset and Wiltshire Fire and Rescue Authority That it be noted that for the year 2020-21 the Swindon and Wiltshire Joint Fire Authority has stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£50.91	£59.39	£67.88	£76.36	£93.33	£110.30	£127.27	£152.72

Note1: The Basic Amount of Tax of £1,420.66 comprises £1,296.50 for services generally plus £124.16 specifically relating to a 2% increase in the previous year's bill to contribute towards the increased cost of adult social care.

The resolution was put to the vote and declared carried.

In line with The Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, the vote on this resolution was recorded:

Councillors voting for the Motion were: 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, Emma Faramarzi, Brian Ford, Jim Grant, Dale Heenan, Steve Heyes, Russell Holland, Fay Howard, Janine Howarth, Oladapo Ibitoye, Rob Jandy, Jenny Jefferies, Vinay Manro, Mary Martin, Cathy Martyn, Brian Mattock, Jane Milner-Barry, Stan Pajak, Barbara Parry, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, Jim Robbins, Adorabelle Shaikh, Imtiyaz Shaikh, Carol Shelley, Kevin Small, Roger Smith, Basil Soloman, Andy Spry, Gary Sumner, Tim Swinyard, Caryl Sydney-Smith, Rahul Tarar, Vera Tomlinson, Steve Weisinger, Keith Williams and Robert Wright.

There were no abstentions or votes against the resolution.

82. Housing Revenue Account - Rents and Charges 2020/21

The Council considered (a) a joint report of the Cabinet Member for Housing and Public Safety and the Corporate Director, Communities and Housing, concerning the proposed Housing Revenue Account – Rents and Charges 2020/21, and (b) Minute 66 of the Cabinet (Housing Revenue Account – Rents and Charges 2020/21).

Councillor Cathy Martyn moved and Councillor Russell Holland seconded:

“That Council approves that:

- (1) That the proposed average social rent for Housing Revenue Account (HRA) dwellings for 2020/21 of £81.25 per week (52 week basis), which is an increase of 2.7%, be approved. This will be an average increase of £2.14 per week (on a 52 week basis). The range of increases are shown in paragraph 3.8 of the joint report.
- (2) That the Director of Housing be authorised to seek authority from the Secretary of State to extend permission to provide a budget of £200k within the HRA for payments to Council's tenants under the Discretionary Housing Payments scheme in 2020/21 as detailed at paragraphs 3.23 of the joint report.
- (3) That the housing related support charges for 2020/21 and service charges for 2020/21 as outlined in Appendix 2 be approved.
- (4) That the leaseholder service charges are set for 2020/21 as shown in Appendix 3 of the joint report be approved.
- (5) That based on the proposals within this report, the Housing Revenue Account (HRA) proposed budget 2020/21, shown in Appendix 4, be approved and that the HRA Capital Budget and Funding as shown in Appendix 5 of the joint report be approved.
- (6) That the draft 3 year capital projects and planned maintenance programme be approved at an indicative funding level of £15.5m (2019/20 prices) for 2020/21 Appendix 6 of the joint report.
- (7) That the Director of Housing be authorised to undertake a new acquisition programme and approve the acquisition programme budget of £4m for 2020/21 in accordance with paragraph 3.19 of the joint report, to include the purchase of 1-4 bedroom properties to help meet priority housing needs arising from homelessness and clients supported by Adult Social Care.
- (8) That rents charged on General Fund properties be increased in line with the Government's Direction on the Rent Standard 2019 also applied to Housing Revenue Account rents. This allows for rent increases of up to the CPI for the September of the preceding financial year, plus 1%. Increases for 2020/21 will therefore be capped at 2.7%. Service charges for General Fund properties, as shown in Appendix 7.
- (9) That the charges for Private Sector Leased (PSL) accommodation for those accepted as homeless once published by the Government and as set out in Appendix 7 be approved.
- (10) That any underspend or overspend on the 2019/20 Housing Revenue Account be managed through the general revenue reserves.”

The resolution was put to the vote and declared carried.

83.

Swindon Pay Policy Statement 2020/21

The Council considered (a) a joint report of the Cabinet Member for Corporate Services and Operational Excellence and the Director of Human Resources and Organisational Development, on the requirement, under Section 38 of the Localism Act 2011, for the Council to agree and publish a Pay Policy Statement by 1st April each year, and setting out the Council's proposed Pay Policy Statement for consideration, (b) Minute 68 of the Cabinet (Pay Policy Statement), and (c) the Council's draft Pay Policy Statement.

Councillor Keith Williams moved and Councillor Russell Holland seconded:

"That the Council's Pay Policy Statement for 2020/21, as set out in Appendix 1 of the joint report be approved and adopted."

The resolution was put to the vote and declared carried.

84. Update to the Council's Constitution Scheme of Delegations

The Council considered a report of the Council's Chief Legal Officer seeking approval for the restoration of delegated authorities omitted from the Council's Constitution in May 2019 but approved in previous years.

Councillor Keith Williams moved and Councillor Russell Holland seconded:

"That the Chief Legal Officer be authorised to amend Part 8 of the Council's Constitution to amend the delegated authorities to the Head of Planning, Regulatory Services and Heritage as set out in paragraph 3.2 of the report."

The resolution was put to the vote and declared carried.

85.

Motion - Fuel Poverty

With the agreement of the Council, and with the agreement of the mover and seconder of the Motion, the Motion was amended to read:

Councillor Paul Dixon moved and Councillor Bazil Soloman seconded:

This Council Recognises:

- The significant impact that fuel poverty can have on low income households.
- That Swindon has the 5th lowest rate of fuel poverty in the South West.
- That Swindon Borough Council currently has the joint 2nd lowest level of fuel poverty when compared to our 10 statistical neighbouring Local Authorities.

"This Council Further notes that:

- A Statement of Intent for the Energy Company Obligation Local Authority Flexible Eligibility scheme is in place for Swindon residents, enabling them to access this route into the funding. This has been in place since the inception

of this funding route, and will continue to be reviewed periodically to ensure the eligibility criteria is appropriate to reach those most in need.

- Information and support is currently provided through the Warm and Safe Wiltshire advice service, funded by Swindon Borough Council's Public Health Department. This service is being recommissioned for two further years to the end of March 2022. The service works with many partners to ensure the support reaches those that most need it
- Extensive work has been done by the Council's housing department to promote better energy efficiency including considerable work carried out on the council housing stock such as the majority of properties double glazed, cavity wall insulation applied where possible, loft insulation topped up on all housing. The External Wall insulation programme continues with recent work completed in Pinehurst and Stratton.
- The Council has no control over the housing association sector unless the properties are unfit. Housing Association stock profile is much younger than the council, in the main developed from 1970's onwards.

This Council requests that:

- The Cabinet Members for Adults and Health, and Housing and Public Safety produce a report for Cabinet to set out the work that has been done in respect of fuel poverty and to make further recommendations in respect of ending fuel poverty by 2030."

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

The Substantive Motion was put to the vote and declared carried.

86. Motion - Damaged Verges and Kerbs

Councillor Bob Wright moved and Junab Ali seconded:

"There is no area in Swindon which does not have damaged Kerbs or Verges caused by either vehicles mounting the kerb or parking on a verge. Persistent parking on grass verges not only reduces the verges to an unsightly state it can also obstruct the highway, prevent pedestrians and wheelchair users from accessing roads/footways (if there is no other pathway). Drivers parking on a grass verge can prevent grass cutting from taking place both underneath the vehicle and around it. Verge parking can also be a hazard to other motorists especially if the vehicle is parked on a bend, narrow road or junction.

In 2010 the Leader of the Council responded to a resident's question on damaged verges by stating he would apply recommended solutions across all affected areas. Good intentions however the reality is things have got worse. In 2010 it was not envisaged how the impact of e-commerce and home deliveries would affect our infrastructure and amenity. No doubt home deliveries have some benefits however it is based on an infrastructure not designed for this type of commercial activity.

In common law, drivers have the right to pass and re-pass along the road. There is no legal right to park on a road, verge or footway.

Where no parking controls (such as yellow line waiting restrictions) are present on the road next to the verge, parking on a grass verge is not illegal. However, a driver may be open to prosecution if their vehicle is persistently damaging a verge, parked dangerously or causing an obstruction.

Waiting restrictions apply to the entire width of the public highway from the centre of the road to the boundary on the same side of the road. Therefore, parking on a verge adjacent to a carriageway where a waiting restriction applies could result in a driver being issued parking ticket even though their vehicle is not encroaching onto any waiting restriction road markings.

Goods vehicles weighing 7.5 tonnes or over are prohibited from parking on grass verges, and Civil Enforcement Officers can issue Penalty Charge Notices (PCNs) to offending vehicles.

We could let a worsening situation continue by using our resident taxes to pay for the repairs or we can recover the repair costs to improve our kerbs and verges.

This Motion requests:

That this council investigates what powers are available to recover the costs for the damage done to kerbs and verges

That a report is produced for Council to consider:

- How to apply considered enforcement to prevent kerb mounting and verge parking.
- Ways of recovering costs of repair.
- Prevent vehicles and items being placed on grass verges.
- Substituting grass for alternative hard-standing or re-seed
- Increase signage to alert potential offending drivers.
- Use verges for environmental improvement once protected.

Notes that:

- This Council continues to receive complaints from local residents about inappropriate parking on verges and pavements, and is frustrated at the continued inability to enforce because of the law.
- Illegally parked vehicles cost thousands of pounds a year in damaged paving, grass verges and cause serious problems for residents living with a disability.
- The LGA has taken up the mantle of lobbying Government for a ban on pavement and grass verge parking to give extra flexibility to all councils to introduce bans in the same way as those already that have been in place in all London authorities for 40 years.

Requests that:

- Communities and Place Overview and Scrutiny Committee presents a report to Cabinet on how a byelaw can be introduced that could tackle this problem. The Overview and Scrutiny Committee is asked to present a costed proposal as soon as practicably possible, and consult with local communities to identify specific areas of concern to provide a consistent targeted approach. The report should include:
 - How to apply considered enforcement to prevent kerb mounting and verge parking.
 - Ways of recovering costs of repair.
 - Prevent vehicles and items being placed on grass verges.
 - Substituting grass for alternative hard-standing or re-seed.
 - Increase signage to alert potential offending drivers.
 - Use of verges for environmental improvement once protected.
- The Leader of the Council writes to the Police and Crime Commissioner asking for an action plan on how his officers will deal with this blight on residential areas.”

Councillor Matthew Courtliff moved and Councillor Bob Wright seconded that the Motion be amended to read:

“Council notes that:

- This Council continues to receive complaints from local residents about inappropriate parking on verges and pavements, and is frustrated at the continued inability to enforce because of the law.
- Illegally parked vehicles cost thousands of pounds a year in damaged paving, grass verges and cause serious problems for residents living with a disability.
- The LGA has taken up the mantle of lobbying Government for a ban on pavement and grass verge parking to give extra flexibility to all councils to introduce bans in the same way as those already that have been in place in all London authorities for 40 years.

Requests that:

- Communities and Place Overview and Scrutiny Committee presents a report to Cabinet on how a byelaw can be introduced that could tackle this problem. The Overview and Scrutiny Committee is asked to present a costed proposal as soon as practicably possible, and consult with local communities to identify specific areas of concern to provide a consistent targeted approach. The report should include:
 - How to apply considered enforcement to prevent kerb mounting and verge parking.
 - Ways of recovering costs of repair.
 - Prevent vehicles and items being placed on grass verges.
 - Substituting grass for alternative hard-standing or re-seed.
 - Increase signage to alert potential offending drivers.
 - Use of verges for environmental improvement once protected.

- The Leader of the Council writes to the Police and Crime Commissioner asking for an action plan on how his officers will deal with this blight on residential areas.”

The amendment was put to the voted and declared carried becoming the Substantive Motion.

The Substantive Motion was put to the vote and declared carried.

87. Councillors Question Time

The Chief Legal Officer reported that no Councillors’ Questions (Standing Order 15) had been received.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

Author: Chief Legal Officer

Wards: All Wards

Parishes Affected: All Parish Areas

1. Purpose and Reasons

- 1.1 Under Section 15 of the Local Government and Housing Act 1989 the Council must review the representation of the different political groups on Committees and other relevant Council bodies at the Annual Council meeting or as soon as practicable after that meeting. The Statutory provisions have been added to by the Local Government (Committees and Political Groups) Regulations 1990, as amended by the Local Government (Committees and Political Groups) (Amendment) Regulations 1991.
- 1.2 To establish the allocation of seats to political groups based on proportionality and to agree arrangements for making the necessary adjustments to proportionality based on appointments to individual Committees in order that it can be applied across Council bodies as a whole for the Municipal Year 2020/21.
- 1.3 The proportionality calculations take account of one councillor vacancy which was expected to be filled following the local government elections scheduled to be held on Thursday 7th May. As a result of the Coronavirus pandemic these elections were cancelled and those Councillors due to end their term of office were given a twelve month extension of office until May 2021
- 1.4 To make appointments to Committees, other Council bodies and Outside Bodies for the Municipal Year 2020/21.
- 1.5 To note the appointments to Member Project Boards and Cabinet Member Advisory Groups (not decision making).
- 1.6 The Delivery of effective, accountable and transparent decision making by the Council directly links to the delivery of the current Corporate Strategy and to its related Change Programme.

2. Recommendations

The Council is recommended to:

- 2.1 Determine that, having carried out a review under Section 15 of the Local Government and Housing Act 1989, the Council shall continue to apply the political balance provisions under the Act.

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047), sbanks@swindon.gov.uk.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

- 2.2 Remind Committees, and other relevant Council bodies, where appropriate, of their duty to carry out a review and recommend that having carried out that review they continue to apply the political balance provisions.
- 2.3 Confirm the waiving of Political Balance arrangements on the Standards Committee and the Special Committee.
- 2.4 Appoint Councillors to serve on the Council's Committees, other Council bodies and outside bodies for the Municipal Year 2020/21 as listed in Appendices 1 to 3 to the report.
- 2.5 To approve the proposals set out in paragraph 3.9 of the report.
- 2.6 To approve, that with the exception of the Licensing Committee, Councillor Kevin Parry be appointed to temporarily replace Councillors Garry Perkins or Brian Mattock on any committees they cannot sit on whilst in their civic / mayoral capacities as set out in the body of the report.
- 2.7 To note appointments to Member Project Boards and Cabinet Member Advisory Groups (not decision making) as listed in Appendix 4 of the report.
- 2.8 Appoint Chairs and Vice-Chairs for the Council's Committees and other Council bodies for the Municipal Year, 2020/21 as listed in Appendix 5.

3. Detail

- 3.1 It is a function of the Council under the provisions of the Local Government and Housing Act to review the allocation of seats to political groups based on proportionality and to agree arrangements for making the necessary adjustments to proportionality based on appointments to individual committees. The requirement is for representation to be proportional on each committee and across relevant committees as a whole.
- 3.2 The political balance on the Council is currently: Conservatives 32, Labour 22, Liberal Democrats 2 and 1 vacancy.
- 3.3 It is open to the Council or a Committee or other relevant Council body when carrying out a review to adopt some arrangement other than that prescribed by the Act and the Regulations. Notice of such a proposal would have to be given in the Council Summons, and a decision would have to be without any Member voting against the arrangements.
- 3.4 It is recommended that the Council, having carried out a review under Section 15 of the Local Government and Housing Act 1989, should continue to apply the political balance provisions under the Act. In turn the Committees and other relevant Council bodies must carry out a review and the Council is asked to recommend that, having carried out a review, Committees continue to apply the

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047), sbanks@swindon.gov.uk.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

political balance provisions in making appointments to Sub-Committees and other relevant task groups and working parties.

- 3.5 The remainder of this report assumes that the Council will not want an alternative arrangement to the political balance provisions set out in the Act and Regulations, with the exception of Special Committee and the Standards Committee.
- 3.6 The Act sets out four principles that must be followed. They are:
- 3.6.1 Not all the seats on the Committee may be allocated to the same political group;
 - 3.6.2 The majority of the seats on the Committee must be allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
 - 3.6.3 Subject to paragraphs (3.6.1) and (3.6.2) above, the number of seats on the ordinary committees (relevant bodies) of the Borough Council, which are allocated to each political group, must bear the same proportion to the total of all the seats on the ordinary committees of the Borough Council as is borne by the number of members of that group to the membership of the Borough Council; and
 - 3.6.4 Subject to paragraphs (3.6.1) to (3.6.4) above, the number of the seats on the committee which are allocated to each political group should bear the same proportion to the number of all the seats on that committee as is borne by the number of members of that group to the membership of the Borough Council.
- 3.7 The procedure adopted by the Council in appointing committees will apply equally to committees appointing sub-committees.

Appointments to Committees and other relevant Bodies –

- 3.8 Council is recommended to note the appointments to Cabinet by the Leader of the Council, and to make appointments to the Committees (Appendix 1), and other Council bodies (Appendix 2), Outside Bodies for the Municipal Year 2020/21 (Appendix 3) and note the appointments made to Member Project Groups and Cabinet Advisory Bodies by the relevant Cabinet Member (Appendix 4).
- 3.9 So far as the Standards Committee is concerned, it be noted that the Council has appointed Trevor Davies and David Dawson (Co-opted Lay Members for a term ending in 2021) and Independent Persons Paul Morris and Keith Strickland have been nominated for a 4 year term (term ending 2022) following an public

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047), sbanks@swindon.gov.uk.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

advertisement and interview process. The Parish Councils within the Borough will nominate 2 Co-opted Parish Councillor Members (currently Richard Hailstone and Mike Compton).

- 3.10 The Overview and Scrutiny Committee structure currently in place are reflected in this report.

Appointments of Chairs and Vice-Chairs of Committees –

- 3.10 The Council is recommended to appoint the Chairs and Vice-Chairs for the Committees set out in Appendix 5.

Minor Changes to reflect the election of Mayor and Deputy Mayor

- 3.11 The Conservative Group has requested the following changes to reflect the election of the new Mayor and Deputy Mayor for 2020/21 elsewhere on the Council agenda.

Committee	Current Member	New Member
Licensing	Garry Perkins	Kevin Parry
Communities and Place Overview and Scrutiny Committee	Garry Perkins	Kevin Parry
Archaeological Advisory Body Of the Swindon Development Trust	Garry Perkins	Kevin Parry
Governing Body of Swindon College	Garry Perkins	Cabinet Member for Children's Services - Mary Martin

Position	Current	Proposed
Vice Chair, Licensing Committee	Brian Mattock	Kevin Parry
Vice Chair, Communities and Place Overview and Scrutiny Committee	Garry Perkins	Kevin Parry

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047), sbanks@swindon.gov.uk.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

4. Alternative Options

- 4.1 No alternative options are proposed.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial or procurement implications.
- 5.2 Certain Committee Chairs receive Special Responsibility Allowances. These Allowances are for the Chair of Scrutiny Committee £13,085 (if Leader of the Opposition), Chair of Scrutiny (if not Leader of the Opposition) £6,542, Leader of the Opposition (if not Chair of Scrutiny) £6,542, Chairs of Overview Committees £6,542, Chair of Planning Committee £6,542, Chair of Licensing Committee £6,542, Chair of Standards Committee £6,542 and Chair of Audit Committee £6,542, Leader of the Minority Group £2,181. The Chair of the Health and Wellbeing Board receives an allowance of £6,542. The “Basic” Allowance for all Councillors in 2020/21 is £8,723. Co-opted Members of the Standards Committee receive a Special Responsibility Allowance of £1,308, Independent Persons receive an allowance of £1,308, and co-opted Health and Wellbeing Board Members Allowance is £1,308. The Chair of the Joint Swindon and Wiltshire Police and Crime Panel, if a Swindon Councillor, receives an allowance of £6,542 and the Vice-Chair of this Panel, if a Swindon Councillor, receives an allowance of £2,181.

Legal and Human Rights Implications

- 5.3 Legal and Human Rights considerations have been taken fully into account in compiling this report. The Council is required to comply with the requirements of the Local Government Acts 1972 and 2000 and associated Regulations and Statutory Instruments.

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

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

Diversity Impact Assessment

- 5.5 A Diversity Impact Assessment has not been completed for this report. This is because it relates to the allocation of seats to political groups and appointments to committees, with no changes to staffing, budget or service eligibility criteria.

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047), sbanks@swindon.gov.uk.

Allocations of Seats to Political Groups and Appointments to Committees, Other Council Bodies and Outside Bodies

Council

Date: 22nd May 2020

Risk Management

- 5.6 A risk assessment has not been completed as this report refers specifically to the appointment to committees and the allocation of seats to political group.

6. Consultees

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

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 Appendix 1 - List of Committees

- 8.2 Appendix 2 - List of Other Council Bodies

- 8.3 Appendix 3 - List of Outside Bodies

- 8.4 Appendix 4 - List of Cabinet Members and Member Project Boards and Cabinet Member Advisory Groups

- 8.5 Appendix 5 - Appointments of Chairs and Vice-Chairs of Committee 2020/21.

EXECUTIVE AND REGULATORY COMMITTEES:**APPEALS COMMITTEE (25 members)**

Conservative	Labour	Liberal Democrats
Rahul Tarar	Junab Ali	Stan Pajak
Alan Bishop	Steve Allsopp	
Malcolm Davies	Abdul Amin	
Emma Faramarzi	John Ballman	
Steve Heyes	Claire Crilly	
Jenny Jefferies	Steph Exell	
Nick Martin	Adorabelle Shaikh	
Brian Mattock	Carol Shelley	
Barbara Parry	Nadine Watts	
Roger Smith	Peter Watts	
Caryl Sydney-Smith	Bob Wright	
Vera Tomlinson		
Steve Weisinger		

APPOINTMENTS COMMITTEE (21 members)

Conservative	Labour	Liberal Democrats
David Renard	Steve Allsopp	Stan Pajak
Russell Holland	Ray Ballman	
Keith Williams	Emma Bushell	
Oliver Donachie	Jim Grant	
Gary Sumner	Bob Wright	
Dale Heenan	Jane Milner-Barry	
Maureen Penny	Jim Robbins	
Mary Martin	Carol Shelley	
Cathy Martyn	Kevin Small	
Brian Ford		
Tim Swinyard		

AUDIT COMMITTEE (7 Members)

Conservative	Labour	Liberal Democrats
Steve Weisinger	Claire Crilly	
Malcolm Davies	Steve Allsopp	
Nick Martin	Kevin Small	
Roger Smith		

LICENSING COMMITTEE (15 members)

Conservative	Labour	Liberal Democrats
Vera Tomlinson	Abdul Amin	
Brian Mattock	John Ballman	
Alan Bishop	Paul Dixon	
Malcolm Davies	Carol Shelley	
Steve Heyes	Imtiyaz Shaikh	
Nick Martin	Nadine Watts	
Kevin Parry	Peter Watts	
Caryl Sydney-Smith		

PLANNING COMMITTEE (15 members)

Conservative	Labour	Liberal Democrats
Alan Bishop	John Ballman	Stan Pajak
Nick Burns-Howell	Paul Dixon	
Malcolm Davies	Steph Exell	
Rob Jandy	Jane Milner-Barry	
Jenny Jefferies	Jim Robbins	
Nick Martin	Peter Watts	
Tim Swinyard		
Vera Tomlinson		

SPECIAL COMMITTEE (9 members) (Local Convention is that all parties are represented)

Conservative	Labour	Liberal Democrats
David Renard	Steve Allsopp	Stan Pajak
Russell Holland	Jim Grant	
Oliver Donachie	Ray Ballman	
Brian Ford		
Keith Williams		

(Usually Leader and Deputy Leader of the Council and of the largest Minority Group together with the Leader of the next largest Minority Group)

STANDARDS COMMITTEE (9 members + 2 Lay Members + 2 Parish Rep)

Conservative	Labour	Liberal Democrats
Caryl Sydney-Smith	Claire Crilly	
Alan Bishop	Steph Exell	
Roger Smith	Janine Howarth	
Vera Tomlinson	Jane Milner-Barry	
Steve Weisinger		

Deputy:

Co-opted Lay Members of the Standards Committee

Mr. Trevor Davies (2 year Term expires 2021)

Mr. David Dawson (2 year Term expires 2021)

Co-opted Parish Councillor Members of the Standards Committee

To be confirmed

Independent Persons

Mr. Paul Morris (4 year Term expires 2022)

Mr. Keith Strickland (4 year Term expires 2022)

SCRUTINY AND OVERVIEW COMMITTEES:

Any member appointed to serve on an Overview and Scrutiny body can serve as a deputy for their political group on, and/or can be appointed to any task group established by, any other Overview and Scrutiny Body.

SCRUTINY COMMITTEE (13 Members)

Conservative	Labour	Liberal Democrats
Matthew Courtliff	Steve Allsopp	
Emma Faramarzi	Jim Grant	
Brian Mattock	Emma Bushell	
Barbara Parry	Jim Robbins	
Tim Swinyard	Carol Shelley	
Roger Smith	Bob Wright	
Vera Tomlinson		

Averies Task Group of the Scrutiny Committee (5 Members)

Conservative	Labour	Liberal Democrats
Brian Mattock	Mark Dempsey	
Maureen Penny	Bob Wright	
Steve Weisinger		

ADULTS' HEALTH, ADULTS' CARE AND HOUSING OVERVIEW AND SCRUTINY COMMITTEE (9 members)

Conservative	Labour	Liberal Democrats
Malcolm Davies	Junab Ali	
Rob Jandy	Steph Exell	
Jenny Jefferies	Janine Howarth	
Nick Martin	Bob Wright	
Roger Smith		

CHILDREN'S HEALTH, SOCIAL CARE AND EDUCATION OVERVIEW AND SCRUTINY COMMITTEE (9 members)

Conservative	Labour	Liberal Democrats
Alan Bishop	Fay Howard	
Matthew Courtliff	Carol Shelley	
Oladapo Ibitoye	Abdul Amin	
Nick Martin	Nadine Watts	
Barbara Parry		

GROWING THE ECONOMY OVERVIEW AND SCRUTINY COMMITTEE
(9 members)

Conservative	Labour	Liberal Democrats
Emma Faramarzi	Paul Dixon	
Nick Burns-Howell	Mark Dempsey	
Jenny Jefferies	Jim Robbins	
Roger Smith	Imtiyaz Shaikh	
Rahul Tarar		

RESOURCES AND CORPORATE OVERVIEW AND SCRUTINY COMMITTEE
(9 members)

Conservative	Labour	Liberal Democrats
Brian Mattock	Steve Allsopp	
Vinay Manro	Claire Crilly	
Tim Swinyard	Jim Grant	
Rahul Tarar	Adorabelle Shaikh	
Steve Weisinger		

COMMUNITIES AND PLACE OVERVIEW AND SCRUTINY COMMITTEE
(9 members)

Conservative	Labour	Liberal Democrats
Matthew Courtliff	Steve Allsopp	
Steve Heyes	John Ballman	
Kevin Parry	Janine Howarth	
Roger Smith	vacant	
Vera Tomlinson		

OTHER COUNCIL BODIES

Where it is applicable, all members of a political group on the Council can serve as deputies for another member of their group on any relevant Council Bodies, including Consultative Bodies, Task Groups and Working Parties, as listed and where this is permissible under the relevant bodies Constitution or Terms of Reference.

BOROUGH/PARISH CONSULTATION MEETING (Cabinet Member)**DORSET AND WILTSHIRE FIRE AUTHORITY (3 members)**

Conservative	Labour	Liberal Democrats
Brian Mattock	Abdul Amin	
Garry Perkins		

HEALTH AND WELLBEING BOARD (Leader of the Council and Cabinet Members with Portfolio responsibility) (6)

Conservative (3)	Labour (2)	Liberal Democrats
Brian Ford	Ray Ballman	Andy Spry
Mary Martin	Jim Grant	
David Renard		

Deputies:

JOINT STRATEGIC PLANNING WORKING PARTY (7 members)

Conservative	Labour	Liberal Democrats
Oliver Donachie	Emma Bushell	
Cathy Martyn	Jane Milner-Barry	
Maureen Penny	Jim Robbins	
Gary Sumner		

WICHELSTOWE JOINT VENTURE PARTNERSHIP BOARD (Cabinet Member and 2 Officers)**WILTSHIRE & SWINDON POLICE AND CRIME PANEL (4 members)
(+ 7 Wiltshire Council members and two independent Members)**

Conservative	Labour	Liberal Democrats
Alan Bishop	Junab Ali	
Vinay Manro	Abdul Amin	

Deputies: Rob Jandy,
Nick Burns-Howell

LOCAL SAFEGUARDING ADULTS BOARD (preferably the Cabinet Members with portfolio responsibility for Adult Care and community safety)

Conservative	Labour	Liberal Democrats
Brian Ford	Ray Ballman	
Cathy Martyn		

SWINDON CHILDREN'S SAFEGUARDING BOARD (preferably the Cabinet Member with portfolio responsibility for Children's Services)

Councillor Mary Martin

EDUCATION RELATED BODIES:

LEARNING DISABILITY PARTNERSHIP BOARD (usually Cabinet Member or Opposition Group spokesperson)

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION (SACRE) (5 members)

(+ Representatives of Church of England, Teachers Organisations & Other Faiths groups)

Conservative	Labour	Liberal Democrats
Matthew Courtliff	Fay Howard	
Oladapo Ibitoye	Carol Sheley	
Garry Perkins		

SWINDON ADMISSIONS FORUM (2 members) (Usually Cabinet Member for Children's Services)

(+ School, Diocese and parent governor representatives)

Conservative	Labour	Liberal Democrats
Mary Martin	Carol Shelley	

Deputies:

David Renard

EMPLOYER / EMPLOYEE CONSULTATIVE BODIES

STAFF JOINT COMMITTEE (Leader, Deputy Leader, Cabinet Member with Portfolio responsibility, Opposition Group Leader, Opposition Group Spokesperson, Minority Group spokesperson)

(+ Union, GMB and Teachers Unions representatives)

Conservative	Labour	Liberal Democrats
David Renard	Steve Allsopp	
Russell Holland	Jim Grant	
Keith Williams		

Deputies:

Cabinet Members

JOINT SAFETY COMMITTEE (4 members)

(+ Union Representatives)

Conservative (3)	Labour (1)	Liberal Democrats
Keith Williams	Bob Wright	
Emma Faramarzi		
Nick Burns-Howell		

Deputies:

Cabinet Members

Appointments to Other Bodies 2019/2020**Archaeological Advisory Body Of the Swindon Development Trust
(6 members)**

Conservative	Labour	Liberal Democrats
Maureen Penny	Claire Crilly	
Kevin Parry	Peter Watts	
Gary Sumner		
Tim Swinyard		

Arts Council England South West (1 Member)

Conservative	Labour	Liberal Democrats
Dale Heenan		

Association of Public Service Excellence (1 member & 1 deputy)

Conservative	Labour	Liberal Democrats
Russell Holland		

Deputy:

Oliver Donachie

Braeside Management Committee (1 member)

Conservative	Labour	Liberal Democrats
Alan Bishop		

Common Farm Solar CIC DIRECTORS (2 members + 1 Officer)

Conservative	Labour	Liberal Democrats
Brian Ford		
Dale Heenan		

Cricklade Country Way Partnership (1 member)

Conservative	Labour	Liberal Democrats
Alan Bishop		

England's Economic Heartland Strategic Transport Forum (Usually the Leader of the Council)**Governing Body of Swindon College (Cabinet Member for Children's Services)**

Conservative	Labour	Liberal Democrats
Mary Martin		

Great Western Enterprise (2 members - normally including 1 officer)

Conservative	Labour	Liberal Democrats
Oliver Donachie		

Great Western Hospital Foundation Governor (Councillor Brian Ford appointed until August 2019)

Joint Archive Board (1 member + 1 deputy)

Conservative	Labour	Liberal Democrats
Dale Heenan		

Deputy: Rest of Cabinet

Joint LEP Overview and Scrutiny Task Group (4 members recommended to be drawn from relevant Overview and Scrutiny Committee)

Conservative	Labour	Liberal Democrats
Emma Faramarzi	vacant	
Roger Smith	Jim Robbins	

Deputy: Rest of Committee

Joint Committee of the National Parking Adjudication Service (1 member [Cabinet member for service area] + 1 deputy [shadow spokesperson from the opposition group])

Conservative	Labour	Liberal Democrats
Maureen Penny		

Local Government Association (4 members)

Conservative	Labour	Liberal Democrats
David Renard	Jim Grant	
Russell Holland		
Maureen Penny		

Deputy: Jim Robbins

Local Government Information Unit (1 member and 1 deputy)

Conservative	Labour	Liberal Democrats
David Renard		

Deputy:
Russell Holland

Lydiard Park Forum (Cabinet Member with Portfolio Responsibility) (1 member)

Conservative	Labour	Liberal Democrats
Keith Williams		

North Wessex Downs Area of Outstanding Natural Beauty Partnership Board (1 member and 1 deputy)

Conservative	Labour	Liberal Democrats
Gary Sumner		

Deputy:

Patrol (Parking and Traffic Regulations Outside London) Adjudication Joint Committee and Bus Lane Adjudication Service Joint Committee (1 member – Cabinet Member with Portfolio Responsibility preferred)

Conservative	Labour	Liberal Democrats
Maureen Penny		

Plas Pencelli Management Committee (Cabinet Member for Children's Services Ex-Officio)

(5 members)

Conservative	Labour	Liberal Democrats
Nick Martin	Carol Shelley	
Matthew Courtliff	Kevin Small	
Barbara Parry		

Public Power Solutions Board (3 Members)

Conservative	Labour	Liberal Democrats
Mary Martin	Steve Allsopp	
Garry Perkins		

South West Councils (Normally Leader of the Council)

Conservative	Labour	Liberal Democrats
David Renard		

Deputy:

South West Councils' Employers Panel (Normally Cabinet Member responsible for HR)

Conservative	Labour	Liberal Democrats
Keith Williams		

Deputy:

Russell Holland

South West Councils' Resources and Management Committee (Nomination) (Normally Cabinet Member responsible for HR)

Conservative	Labour	Liberal Democrats
Keith Williams		

Deputy:

David Renard

South West Regional Executive Board for Asylum Seekers and Refugees (1 member or the Chief Executive, and a nominated representative)

Conservative	Labour	Liberal Democrats
Cathy Martyn		

Deputy:

Garry Perkins

South Western Ambulance Service Foundation (2 Members and Deputies, usually chair of relevant Overview Committee)

Conservative	Labour	Liberal Democrats
Roger Smith		
Maureen Penny		

Swindon Adoption Panel (2 members) (No Deputies)

Conservative	Labour	Liberal Democrats
Mary Martin	Carol Shelley	

Swindon Dance Board (2 members)

Conservative	Labour	Liberal Democrats
Dale Heenan		

Swindon Portage (1 member)

Conservative	Labour	Liberal Democrats
Mary Martin		

Town Twining Network (6 Members)

Conservative	Labour	Liberal Democrats
Brian Mattock	Junab Ali	
Kevin Parry	Imtiyaz Shaikh	
Maureen Penny	Kevin Small	1 Nomination
Rahul Tarar		

Deputy Rest of Group**Viridor Credits Environmental Company Steering Group (By invitation only)****Wessex Reserve Forces and Cadets Association (1 member)**

Conservative	Labour	Liberal Democrats
Matthew Courtliff		

Wiltshire, Swindon and Oxfordshire Canal Partnership (1 member)

Conservative	Labour	Liberal Democrats
Gary Sumner		

Wiltshire and Swindon Countryside Access Forum (1 Member)

Conservative	Labour	Liberal Democrats
Gary Sumner		

Wiltshire Community Land Trust (1 member)

Conservative	Labour	Liberal Democrats
Brian Ford		

Wiltshire Historic Buildings Trust (1 members and 1 Deputy)

Conservative	Labour	Liberal Democrats
Dale Heenan		

Deputy: Rest of Cabinet**Wiltshire Pension Fund Committee (2 members)**

Conservative	Labour	Liberal Democrats
Brian Ford	Steve Allsopp	

Deputy: Robert Jandy

CABINET MEMBERS

Leader of the Council	Councillor David Renard
Cabinet Member for Commercialisation and Education and Skills	Councillor Russell Holland
Cabinet Member for Corporate Services and Operational Excellence	Councillor Keith Williams
Cabinet Member for Economy & Place	Councillor Oliver Donachie
Cabinet Member for Strategic Planning	Councillor Gary Sumner
Cabinet Member for the Town Centre	Councillor Dale Heenan
Cabinet Member for Children's Services	Councillor Mary Martin
Cabinet Member for Adults and Health	Councillor Brian Ford
Cabinet Member for Highways and the Environment	Councillor Maureen Penny
Cabinet Member for Housing and Public Safety	Councillor Cathy Martyn

ADVISORY GROUPS AND PROJECT BOARDS

Cabinet Member Advisory Groups (Article 7.07)

LEADERS ADVISORY GROUP (Cabinet Members)

All Cabinet Members

CORPORATE GOVERNANCE REVIEW WORKING GROUP (6 members - Leader of the Council and Deputy Leader of Council, 1 Member of the Majority Group, Leader of the Opposition, Leader of the Second Minority Group, The Mayor + deputies)

**Councillor David Renard
Councillor Russell Holland
Councillor Oliver Donachie
Councillor Jim Grant
Councillor Stan Pajak
Councillor Kevin Parry**

LYDIARD PARK ADVISORY FORUM (7 members)

Keith Williams

MEMBER DEVELOPMENT ADVISORY GROUP (5 members)

**Keith Williams
Bob Wright**

WELFARE ADVISORY GROUP (including benefits monitoring) (4 Members – Cabinet Member for Finance & shadow spokespersons)

**Russell Holland
Bob Wright**

LEADER'S ASSET MANAGEMENT ADVISORY GROUP (3 Members)

**David Renard
Russell Holland
Dale Heenan**

2) Advisory and Project Boards

HERITAGE BOARD (3 Members)

**David Renard
Dale Heenan
Jane Milner-Barry**

STEETSCENE AND WASTE MANAGEMENT PROJECT BOARD (Cabinet Member)

Maureen Penny

COMMUNITY SAFETY PARTNERSHIP (Cabinet Member)

Cathy Martyn

CORPORATE PARENTING ADVISORY BOARD (5 members)

**Mary Martin
Jim Robbins**

EQUALITIES ADVISORY FORUM (4 members – including 1 Cabinet Member)

**Russell Holland
Steve Allsopp**

HOUSING ADVISORY FORUM (9 members)

**Cathy Martyn
Emma Bushell**

TENANT FARMERS FORUM (of the Scrutiny Committee) (3 members)

**Cathy Martyn
Brian Ford
Alan Bishop**

DIGITAL SERVICES CMAG

Councillor Keith Williams

Community Governance Review CMAG

David Renard

Appointments of Chairs and Vice-Chairs of Committees

SPECIAL COMMITTEE

Chair:	David Renard
Vice-Chair:	Russell Holland

STANDARDS COMMITTEE

Chair:	Caryl Sydney-Smith
Vice-Chair:	

AUDIT COMMITTEE

Chair:	Steve Weisinger
Vice-Chair:	Nick Martin

PLANNING COMMITTEE

Chair:	Tim Swinyard
Vice-Chair:	Vera Tomlinson

LICENSING COMMITTEE

Chair:	Vera Tomlinson
Vice-Chair:	Kevin Parry

APPOINTMENTS COMMITTEE

Chair:	David Renard
Vice-Chair:	Russell Holland

APPEALS COMMITTEE

Chair:	Rahul Tarar
Vice-Chair:	Malcom Davies

SCRUTINY COMMITTEE

Chair:	Bob Wright
Vice-Chair:	Emma Faramarzi

ADULTS' HEALTH AND ADULTS' CARE, AND HOUSING OVERVIEW AND SCRUTINY COMMITTEE

Chair:	Roger Smith
Vice-Chair:	Nick Martin

CHILDREN'S HEALTH AND SOCIAL CARE, AND EDUCATION OVERVIEW AND SCRUTINY COMMITTEE

Chair:	Barbara Parry
Vice-Chair:	Matthew Courtliff

GROWING THE ECONOMY OVERVIEW AND SCRUTINY COMMITTEE

Chair:	Emma Faramarzi
Vice-Chair:	Roger Smith

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

Chair:	Brian Mattock
Vice-Chair:	Steve Weisinger

COMMUNITIES AND PLACE OVERVIEW AND SCRUTINY COMMITTEE

Chair:	Matthew Courtliff
Vice-Chair:	Kevin Parry

Calendar of Meetings 2020 - 2021

Council

Date: 22nd May 2020

Author: Chief Legal Officer (Monitoring Officer)
Wards: All
Parishes Affected: All

1. Purpose and Reasons

- 1.1 To seek Council's approval for the updated schedule of meeting dates for the Municipal Year 2020/21.

2. Recommendations

The Council is recommended to:

- 2.1 Approve the Timetable of Meetings for 2020/21 as set out in Appendix 1.
- 2.2 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 At its meeting on 23rd January 2020, Council agreed an indicative timetable for meetings for the 2020/21 Municipal Year (Council Minute 71, 23rd January 2020 refers). However, since 23rd March 2020, the UK has been implementing measures to cope with the Covid-19 virus. There was no indication at the time this report was produced when these restrictions might be removed and meetings in public could resume.
- 3.2 The Leaders of the Council along with the leaders of the Opposition and Minority Groups, in consultation with the Chief Executive and the Chief Legal Officer (Monitoring Officer) have indicated that they wished officers to concentrate on response and recovery activities. Therefore, until July 2020 the priority would be to hold only for those Council meetings necessary to take regulatory or other important decisions to support the local community.
- 3.3 The updated proposed dates for meetings of Cabinet, Committees and other bodies are attached at Appendix 1. Those meeting dates that have changed since 23rd January 2020 are shown in bold.
- 3.4 Dates are included in this Appendix for the Children Safeguarding Partnership, Adult Safeguarding Board, Wiltshire and Swindon Police and Crime Panel and the Dorset and Wiltshire Fire and Rescue Authority for information only, as these meeting dates are arranged separately. Whether these occur is a matter for those bodies to determine.

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

- 3.5 It is also proposed that the Chief Legal Officer (Monitoring Officer), in consultation with the Leader of the Council, be authorised to vary the meeting dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies as set out in the Appendix, should this prove necessary for the efficient discharge of Council business.

4. Alternative Options

- 4.1 No alternative options are proposed.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial or procurement implications.

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 it proposes no changes in services.

Risk Management

- 5.5 There are no risk management implications.

6. Consultees

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

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 Appendix 1 - Proposed Council Timetable 2020/21.

Swindon Borough Council Calendar of Meetings 2020 - 2021																	
Meeting		Ctte Officer	Day	Time	2020								2021				
					May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Advisory	Archaeological Advisory Body	RGG	Th	15:00			9			15				4			
	Climate Change Working Group	DC	var	18:00				5	16	28		16			3		
	Corporate Parenting Advisory Board	SB	M	17:00					14		9				1		
	Equality Advisory Group CMAG	RGG	W	12:45					2			2			3		
	Housing Management CMAG	SB	W	18:00			15			7			20			14	
	Member Development Advisory Group	VY	Var	18:00					23						16		
	Shareholder Panel CMAG	DC	Tu	18:00								15					
	Town Twinning Network	SB	W	18:00					23			2				7	
Groups	Conservative Group Meetings	CR	M, Th	18:00	11, 18, 22 (F)	1, 22	6. 9	3	7	1	2, 16, 19	7	4, 18, 21	1, 15, 18	8, 22, 25		10, 17, 21
	Labour Group Meetings	AH	M, Th	18:00	11, 18, 22 (F)	1, 22	6. 9		7	1	2, 16, 19	7	4, 18, 21	1, 15, 18	8, 22, 25		10, 17, 21
	Liberal Democrat Group Meetings	Cllr SP	-	-	Meetings arranged as required												
	Member Training	VY	Var	Var			20, 22		15, 28	6, 14, 19	11 17	1	5, 13, 26	25			
Dates	Bank Holidays	-	-	-	8 (F), 25			31				25, 28	1			2,5	3, 31
	Swindon School Holidays	-	-	-	25 - 29		23 - 31	1 - 31		22 - 30		21 - 31	1	15 - 19		2 - 16	31
	Elections	-	-	-													6
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.																	