

# Swindon Borough Council

## Special Committee

**Wednesday, 23 July 2008**

Committee Room 6, Civic Offices, Swindon (Anticipated meeting room)

At 5.15 p.m.

### **Conservative Councillors**

*Roderick Bluh (Chair)*  
*Fionuala Foley (Vice-Chair)*  
*Brian Mattock*  
*David Renard*

### **Labour Councillors**

*Fay Howard*  
*Kevin Small*  
  
***Deputies:*** *All other Labour Shadow Cabinet Members*

### **Liberal Democrat Councillors**

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

(Copies to all other Members of the Council – For Information)

**Committee Officer:** Ian Willcox (Telephone: 01793 463601)

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## **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 1 - 2)

To receive the minutes of the meeting held on 21<sup>st</sup> December 2007.

**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. Minutes for Confirmation: Children and Young People's Plan 2008/2011 - Wiltshire and Swindon Minerals and Waste Development Control Policies. (DLDS-B) (Pages 3 - 6)**

**Appendix 2 – Related Reports – is circulated in a separate Annex with the Agenda Papers.**

## **6. Appointments to Other Bodies. (DLDS-B) (Pages 7 - 8)**

**Date of Despatch:** 15 July 2008

### **Key:**

#### **Officers:**

CE	-	Chief Executive
GDC		Group Director: Children
GDHSC	-	Group Director: Housing & Social Care
GDER	-	Group Director: Environment & Regeneration
GDBT	-	Group Director: Business Transformation
DLDS-B	-	Director of Law and Democratic Services – Business Transformation

**Public Question Time** - Swindon Borough Council is committed to increasing its accountability to the public and to promoting active citizenship. Up to 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from members of the public about the work of the Committee (except for confidential matters and specific planning applications). Questions must be relevant, clear and concise. Because of time constraints Public Question Time is not an opportunity to make speeches or statements. Prior notice of a question to the Director of Law and Democratic Services is desirable - particularly if detailed background information is needed.

**Access Arrangements** – The Venue is wheelchair accessible and an infrared receiver hearing system is provided. If you would wish to attend the meeting but have any special requirement to enable you to do so please contact the Committee Clerk above, as soon as possible prior to the date of the meeting.

If you would like to receive any of the pages contained in this agenda in a larger print size please contact the Committee Officer whose name appears on the first page of this agenda.

### **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.

### **SPECIAL COMMITTEE**

**FRIDAY, 21 DECEMBER 2007**

**PRESENT:-** Councillors Roderick Bluh (Chair), Fay Howard, Garry Perkins, David Renard, Kevin Small and Colin Lovell (Deputy).

Apologies for absence were received from Councillors Fionuala Foley (Vice-Chair) and Stan Pajak.

#### **10. Declarations of Interest**

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

#### **11. Minutes**

Resolved – That the minutes of the meeting held on 29<sup>th</sup> August 2007, be confirmed and signed as a correct record.

#### **12. Public Question Time**

No public questions were asked under Standing Order 28.

#### **13. Appointments to Children and Young People's Partnership Board**

The Director of Law and Democratic Services reported on changes to the Council's representation on the Children and Young People's Partnership Board, which had been revised following a recent review of the Board's constitutional arrangements.

Councillor Kevin Small, Leader of the Opposition, advised that the Labour Group wished to change its current representation on the Partnership Board.

Resolved – (1) That Councillor David Sammels be appointed to serve on the Children and Young People's Partnership Board for the remainder of the Municipal Year 2007/08.

(2) That Councillor Fay Howard replace Councillor Barrie Thompson as the Labour Group's representative on the Children and Young People's Partnership Board for the remainder of the Municipal Year 2007/08.

(3) That it be noted that the Council's representation on the Children and Young People's Partnership Board for the remainder of the Municipal Year 2007/08 is Councillors Fay Howard, Garry Perkins and David Sammels.

#### **14. Fit For Purpose Organisational Structure**

The Leader of the Council and the Chief Executive submitted a joint report concerning proposed changes to the Council's senior management organisational structure, in order to ensure that the way in which the Council's Business Units were organised remained fit for purpose, provided value for money and were aligned to the Council's strategic objectives.

Members commented on the layout of the Organisational Structure Diagram, set out in Appendix 1 to the joint report, and suggested that this should be amended to more clearly reflect the relationship of post holders within the structure.

Resolved – (1) That the Special Committee, on behalf of the Council, approves, with effect from 1<sup>st</sup> January 2008:

- The abolition of the “Resources and Leisure” Group Directorate and the post of “Group Director, Resources and Leisure”;
- The re-designation of the “Housing” Directorate to the “Housing and Leisure” Directorate;
- The abolition of the post of “Director, Leisure and Libraries”;
- The transfer of “Leisure and Libraries” to become a service within the new “Housing and Leisure” Directorate”;
- The transfer of the following Directorates and their constituent parts to the Business Transformation Group Directorate:
  - “Procurement”;
  - “Partnership, Policy and Communications”;
  - “Law and Democratic Services”;
  - “Property and Assets”;
- The re-designation of “Planning” Directorate to “Planning and Transport Strategy” Directorate;
- The re-designation of “Environment and Health” Directorate to “Environment and Streetscene” Directorate; and
- The transfer of reporting lines for the following Business Units to the Chief Executive:
  - Finance Directorate;
  - Internal Audit Unit.

(2) That the Special Committee, on behalf of the Council, approves, with effect from 1<sup>st</sup> March 2008, the abolition of the post of “Director, Transport” and the establishment of an interim post, for a period of 12 months, of “Interim Director, Highways”.

(3) That the Special Committee, on behalf of the Council, approves that, with effect from 1<sup>st</sup> April 2008, the post of “Director, Strategy and Commissioning”, within the Children’s Group Directorate, is established as a joint post with Swindon Primary Care Trust under Section 75 of the National Health Services Act 2006.

(4) That the Director of Human Resources be authorised to produce for inclusion in Part 7 of the Council’s Constitution, a revised Organisational Structure Diagram to reflect the changes approved in (1) to (3) above and the comments of Members at the meeting.

(5) That the Director of Law and Democratic Services be authorised to make the necessary changes to the Council’s Constitution to recognise the organisational changes set out in the decisions in (1) to (4) above.

**Confirmation of Minutes:  
Children and Young People's Plan 2008/2011 –  
Wiltshire and Swindon Minerals and Waste Development  
Control Policies**

**Special Committee**

**Date 23<sup>rd</sup> July 2008**

**Author: Director of Law and Democratic Services**

**Wards Affected**

All

**Purpose**

- To consider Minutes for Confirmation arising from the meeting of the Cabinet held on 11<sup>th</sup> June 2008.

**Recommendation**

- The Special Committee on behalf of the Council is requested to approve the recommendations arising from the meeting of the Cabinet held on 11<sup>th</sup> June 2008, as set out in Appendix 1.

**1 Reasons**

- 1.1 Minutes for Confirmation require the approval of the Council or its Special Committee.

**2 Detail**

- 2.1 The Cabinet on 11<sup>th</sup> June 2008 considered two reports whose recommendations require endorsement by the Council or its Special Committee. The reports concern the (a) Children and Young People's Plan 2008/2011, and (b) Wiltshire and Swindon Minerals and Waste Development Control Policies: Publication and Consultation on Submission Draft. The relevant references and related reports are now presented to the Special Committee for consideration. These references are set out in Appendix 1.
- 2.2 Set out in Appendix 2 are the related reports submitted to the Cabinet. These reports have been previously circulated to all Councillors and made available in the Members' Room and on the Council's website. Appendix 2 is circulated in a separate Annex to the Agenda papers.

**Alternative Options**

- No alternative options are proposed. The Special Committee could decide not to support the Cabinet's recommendations.

**Confirmation of Minutes:  
Children and Young People's Plan 2008/2011 –  
Wiltshire and Swindon Minerals and Waste Development  
Control Policies**

**Special Committee**

**Date 23<sup>rd</sup> July 2008**

**Risk Management**

*Financial and Procurement Implications*

- The financial and procurement implications are set out in the original reports to the Cabinet.

*Legal/Human Rights Implications*

- 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.

*Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- Links are referred to in the original reports to the Cabinet.

**Consultees / Appendices**

- Appendix 1 - Recommendations from the meeting of the Cabinet held on 11<sup>th</sup> June 2008.
- Appendix 2 – Related Reports (Circulated as a separate Annex with the Agenda Papers).
- The Director of Finance (S.151 Officer) and the Director of Law and Democratic Services (Monitoring Officer) are consulted on all reports.

**Background Papers**

- Cabinet Agenda and Reports.

**CABINET**

**WEDNESDAY, 11 JUNE 2008**

**8. Children and Young People's Plan 2008 -2011  
(Minute for Confirmation)**

The Cabinet Member for Children's Services and the Director of Strategy and Commissioning submitted a joint report setting out the proposed Children and Young People's Plan for 2008 – 2011 and the associated Children and Young People's Plan Delivery Plan for 2008/09.

Councillor Garry Perkins, Cabinet Member for Children's Services, referred to the consultation that had been undertaken to develop the Plan and its significance for the future of Swindon's young people. He explained that it set out clear goals for the Council and its partners, and stated the outcomes that would be delivered. It was constructed around integrated working and integrated single outcomes, which, he believed, would result in significant and dramatic changes over the plan period to the benefit of Swindon's children and young people.

Resolved – That the Council be recommended to –

- (a) approve the Children and Young People's Plan for 2008 – 2011, and the associated Children and Young People's Plan Delivery Plan for 2008/09; and
- (b) authorise the Group Director, Children and the Director, Strategy and Commissioning to oversee the implementation and delivery of the Children and Young People's Plan.

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

**15. Wiltshire and Swindon Minerals and Waste Development Control  
Policies: Publication and Consultation on Submission Draft  
(Minute for Confirmation)**

The Cabinet Member for Highways, Transport and Strategic Planning and the Group Director, Environment and Regeneration submitted a joint report concerning the Submission Drafts of the Wiltshire and Swindon Development Control Policies for Minerals and Waste.

Councillor Peter Greenhalgh, Cabinet Member for Highways, Transport and Strategic Planning, commented on the significance of the Submission Drafts, and the process associated with their preparation. He thanked the officers involved in the preparation of the Submission Drafts.

Resolved – That the Council be recommended to approve –

- (a) the Submissions Drafts of the Wiltshire and Swindon Minerals and Waste Development Control Policies, as set out in the Appendices to the joint report of the Cabinet Member for Highways, Transport and Strategic Planning and the Group Director, Environment and

Regeneration,

- (b) the Director of Planning and Transport Strategy be authorised to submit the Wiltshire and Swindon Development Control Policies for Minerals and Waste (Submission Drafts) to the Secretary of State and to publish the documents for public consultation in accordance with the procedures set out in paragraph 3.1 of the joint report, and
- (c) the Director of Planning and Transport Strategy and the Director of Law and Democratic Services be authorised to make minor changes to the content of the Wiltshire and Swindon Development Control Policies for Minerals and Waste (Submission Drafts), if required, prior to publication, in consultation with the Cabinet Member for Highways, Transport and Strategic Planning and the Cabinet Member for Local Environment and Sustainability.

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

## Appointments to Other Bodies

**Special Committee**

**Date: 23<sup>rd</sup> July 2008**

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**Author: Director of Law and Democratic Services**

**Wards Affected**

All

### **Purpose**

- To consider the appointment of Council representatives to serve on Other Bodies.

### **Recommendation**

The Committee is recommended, on behalf of the Council, to:

- Approve the appointment of a deputy to serve on the Wiltshire Pension Fund Committee.
- Note the appointment of Member Champions as set out in paragraph 2.2 to the report.

### **1 Reasons**

- 1.1 To appoint a deputy to serve on the Wiltshire Pension Fund Committee.
- 1.2 To note the appointment of Member Champions by this Council's Political Groups.

### **2 Detail**

- 2.1 The Council's Conservative Group have indicated that it wishes to appoint Councillor Peter Stoddart to serve as a deputy on the Wiltshire Pension Fund Committee. The Council's representatives on this Committee are currently Councillor Nick Martin (Conservative Group) and Councillor Des Moffatt (Labour Group).
- 2.2 The following Member Champions have been appointed by the Council's Political Groups:
  - Children and Young People: Councillor David Sammels (Conservative Group), Councillor Fay Howard (Labour Group) and Martin Wiltshire (Liberal Democrat Group).
  - E-Government: Councillor Glenn Smith (Conservative Group), Councillor Steve Allsopp (Labour Group) and David Wood (Liberal Democrat Group).
  - Older People: Councillor Doreen Dart (Conservative Group), Councillor Des Moffatt (Labour Group) and Stan Pajak (Liberal Democrat Group).

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Further information on the subject of this report can be obtained from  
Stephen Taylor on Direct Dial No. 463013 or Email [staylor@swindon.gov.uk](mailto:staylor@swindon.gov.uk)  
Ian Willcox, Committee and Member Services, on Direct Dial No. 463601 or Email  
[iwillcox@swindon.gov.uk](mailto:iwillcox@swindon.gov.uk)

## Appointments to Other Bodies

### Special Committee

Date: 23<sup>rd</sup> July 2008

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- Voluntary Sector: Councillor Russell Holland (Conservative Group), Councillor John Ballman (Labour Group) and Stan Pajak (Liberal Democrat Group).

### Alternative Options

- No alternative options are proposed because the Council (and / or its Special Committee) is required to make appointments to Other Bodies to represent it's interests.

### Risk Management

#### *Financial and Procurement Implications*

- There are no financial or procurement implications. All costs will be met from within the Members' Allowances Budget for 2008/09. The "Basic" Allowance for all Councillors in 2008/09 is £7,429.44

#### *Legal/Human Rights Implications*

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

#### *Links to Corporate Plans and Policies (in particular to Swindon 2010 Promises)*

- The delivery of effective, accountable and transparent decision-making by the Council directly links to those parts of the new Corporate Plan relating to the "Role of the Council" and "Transforming the Organisation".

### Consultees / Appendices

- The Director of Finance (Section 151 Officer) and the Director of Law and Democratic Services (Monitoring Officer) are consulted on all reports.
- Group Leaders were also consulted on this report.

### Background Papers

- Constitution 2008/09.

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Further information on the subject of this report can be obtained from Stephen Taylor on Direct Dial No. 463013 or Email [staylor@swindon.gov.uk](mailto:staylor@swindon.gov.uk)  
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