

# Swindon Borough Council

## Special Committee

**Wednesday, 20 April 2011**

Committee Room 5, Civic Offices, Swindon (Anticipated meeting room)

At 3.30 p.m.

### **Conservative Councillors**

*Roderick Bluh (Chair)*

*Garry Perkins (Vice-Chair)*

*Brian Mattock*

*David Renard*

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

### **Labour Councillors**

*Derique Montaut*

*Jim Grant*

***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)

email: [iwillcox@swindon.gov.uk](mailto:iwillcox@swindon.gov.uk)

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

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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 - 4)

To receive the minutes of the meeting held on 23<sup>rd</sup> March 2011.

**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. Appointment of Directors to Forward Swindon Ltd.** (DLDS-B) (Pages 5 - 14)

**Date of Despatch:** 12 April 2011

**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
DF	-	Director of Finance
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

**WEDNESDAY, 23 MARCH 2011**

PRESENT:- Councillors Roderick Bluh (Chair), Garry Perkins (Vice-Chair), Brian Mattock, David Renard, Stan Pajak, Derique Montaut and Jim Grant.

Councillor Peter Mallinson attended the meeting in respect of Minute 14. Councillor Des Moffatt attended the meeting in respect of Minute 15.

### **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.

Councillor Brian Mattock and Councillor David Renard made personal declarations of interest in respect of Agenda Item 7 – Proposed Changes to Pension Fund Balances, as they were members of the Wiltshire Pension Fund.

### **11. Minutes**

Resolved – That the minutes of the meeting held on 25<sup>th</sup> August 2010 be confirmed and signed as a correct record.

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

No public questions were asked under Standing Order 28.

### **13. Exempt Items - Exclusion of Press and Public**

Resolved – 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 Agenda Item No. 6 of the Notice of the Meeting on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned. (Minute 15 refers.)

### **14. Estates Rationalisation Project with IT Provision for Swindon Borough Council, Swindon Primary Care Trust and Care and Support Swindon Ltd.**

The Cabinet Member for Health and Social Care, the Cabinet Member for Sustainability, Strategic Planning, Property and Transport; the Cabinet Member for Leisure and Corporate Services, the Director for Adult Social Care, the Deputy Chief Executive and Group Director, Environment, Regeneration and Community and the Group Director, Business Transformation submitted a joint report concerning the progress of the Council's involvement in the Government's Capital and Assets Pathfinder Programme, and setting out proposals associated with that programme that would enable the achievement of efficiency savings by Adult Social Care provider services, through the establishment of a Social Enterprise to be known as Care and Support Swindon, by way of the rationalisation of Council and Swindon

Primary Care Trust office accommodation, including the vacation by the Council of Sanford House, the adoption of New Ways of Working by way of a joint project with the Swindon Primary Care Trust, and by the adoption of plans to integrate and modernise Information Communication and Technology to support the delivery of Adult Health and Social Care services.

Councillor James Grant advised that he was broadly supportive of the proposals. He referred to the future of Sanford House and to his wish to see the premises occupied by the Council until such time that its long-term future was determined. Ms. Kathy Sherratt, Principal Asset Manager, Business Transformation, explained how the longer-term future of the building would be assessed and established.

Councillor Stan Pajak referred to recent media coverage on the possibility of a new school being located at Sanford House. Councillor David Renard, Cabinet Member for Children's Services, apologised for not recognising that the property was within Eastcott Ward. He referred to the pressure on school places in central Swindon and advised that a number of sites were being identified and evaluated as possible locations for a future one-form of entry school. This was just one of a number of sites to be evaluated. He would ensure that Eastcott Ward Councillors were advised of the background to the evaluation exercise and the reasons why it was necessary.

Resolved –That the Special Committee, on behalf of the Council, approve: -

- One-off investment of up to £730,000, to be funded through Prudential Borrowing, as the Council's share of the project to rationalise estates, on the basis that this will be recovered through reduced ongoing premises costs and savings that will be enabled by the creation of a single "hub" for Care and Support Swindon, as detailed in the joint report.
- Should the proposal to vacate Sanford House lead to the building being sold, that £250,000 from the future disposal proceeds be earmarked to support the premises costs detailed in the joint report;
- The Council's share of the investment in modernised ICT systems for Adult Social Care, Health and Care and Support Swindon, including the adoption of New Ways of Working arrangements, as described in "Option 2" in the joint report, totalling £285,000, be endorsed, noting that this investment is required to facilitate the achievement of savings by Care and Support Swindon, and that this was included in the report to Council on 16th December 2010 when the establishment of a Social Enterprise was agreed.
- That it be noted that further implementation for the full roll-out of the ICT system functionality will be subject to the development of a robust business case to be presented to Members at a later date.
- The Director of Law and Democratic Services, in consultation with the Head of Property, be authorised to enter into any necessary agreements regulating the use of the retained estate by the Swindon Primary Care Trust and Care and Support Swindon on such terms and conditions as he may consider necessary to protect the Council's interests.
- The Director of Law and Democratic Services, in consultation with the Group Director, Business Transformation, be authorised to conclude any new ICT contracts resulting from the proposals set out in the joint

report on such terms and conditions as he may consider necessary to protect the Council's interests.

## **15. Proposed Changes to Pension Fund Balances**

The Cabinet Member for Finance and the Director of Finance submitted a joint report concerning proposed changes to the treatment of the deficits and surpluses on the elements of the Wiltshire Pension Fund for which the Council acted as guarantor.

Councillor Des Moffatt, a Council representative on the Wiltshire Pension Fund Committee, commented on the position of Thamesdown Transport Ltd. in respect of the Wiltshire Pension Fund and expressed his support for the report's recommendations.

Resolved –(1) That the Special Committee, on behalf of the Council, approves the proposed changes to the treatment of the deficits and surpluses on the elements of the Wiltshire Pension Fund for which the Council acts as guarantor as set out below: -

- To amalgamate the Local Government Pension Fund balances that the Council under-writes for Swindon Borough Council, Capita and Swindon Commercial Services (SCS) Limited with effect from 1<sup>st</sup> April 2011.
- To repay the deficit on the Local Government Pension Fund for Thamesdown Transport Limited in two instalments as at 31st March 2011 and as at the date the scheme is closed to current employees (expected to be by 31st March 2012).
- To build into the base budget of the Council, the annual contributions from Thamesdown Transport Limited to recognise the repayment of its deficit.

(2) That the Director of Law and Democratic Services, in consultation with the Director of Finance and the Leader of the Council, be authorised to enter into any necessary legal agreements or documentation to give effect to the decisions in (1) above, on such terms and conditions as are viewed necessary to protect the Council's interests.

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## Appointment of Directors to Forward Swindon Ltd

Special Committee

Date: 20<sup>th</sup> April 2011

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Author: Director of Law and Democratic Services

Parish / Wards Affected: All

### Purpose

- To appoint further Directors to the Board of Forward Swindon Ltd.

### Recommendation

- The Special Committee is recommended to approve, on behalf of the Council, the appointment of the individuals named in paragraph 2.4 below to the Board of Forward Swindon Ltd, for a term expiring on 18<sup>th</sup> May 2012, and that the membership and structure of the Board be reviewed prior to that time.

## 1. Reasons

- 1.1 The Board of Forward Swindon Ltd. currently has only two Directors. It is important that membership is increased to include further individuals with a range of commercial and business skills and experience capable of providing strategic oversight and direction of the company's activities. It is proposed to keep the number of directors relatively small for the next 12 months whilst the company continues to establish itself, with a review taking place within a year.
- 1.2 It is a requirement of the company's articles that the Council appoints its Directors.

## 2. Detail

- 2.1 Forward Swindon Ltd. was incorporated on 17<sup>th</sup> March 2010 following approval by the Cabinet in December 2009. It is a company limited by shares with the Council as the only holder of the issued ordinary share.
- 2.2 The company is charged with developing the economy and culture of Swindon and for delivering regeneration. It has a small executive team of 12 and is overseen by a Board of Directors.
- 2.3 It is for the Council to appoint the directors of the company. The current directors are Mr. Gavin Jones, Chief Executive of the Council and Councillor Garry Perkins, Deputy Leader of the Council.

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Further information on the subject of this report can be obtained from Angela Ashdown, Director of Corporate Services, Forward Swindon Ltd. on Direct Dial (01793) 429253 or Email [AngelaAshdown@forwardswindon.co.uk](mailto:AngelaAshdown@forwardswindon.co.uk)

# Appointment of Directors to Forward Swindon Ltd

Special Committee

Date: 20<sup>th</sup> April 2011

2.4 The following five individuals, who are viewed as having the necessary experience and skills required by the company, have indicated their willingness to serve as non-executive directors of Forward Swindon:

- Robin Bailey – Divisional Director Savings & Investments, Nationwide
- James Lockhart – Partner, Whitmarsh Lockhart Chartered Surveyors and Valuers (Commercial Property and Development)
- Tina Cumpstey – Centre Manager, Mcarthurglen Swindon Designer Outlet Centre
- Tony Wilkes – Brunel Shopping Centre Manager, Jones Lang LaSalle Ltd
- Mark Beard – Managing Director, EW Beard Ltd (Construction Company).

Further details of their career histories are attached in Appendix 1.

2.5 The Special Committee is requested to consider the appointment of these individuals to the Board of Forward Swindon Ltd. for a term expiring on 18<sup>th</sup> May 2012, which is the date of the Annual Council meeting in 2012. It is envisaged that during that period, the structure and future membership of the Board will be reviewed.

## Alternative Options

- The Council could determine to not appoint the individuals listed in the report. No other alternative options are suggested.

### Risk Management

#### *Financial and Procurement Implications*

- There are no financial or procurement implications arising from these appointments.

#### *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)*

- None.

Further information on the subject of this report can be obtained from Angela Ashdown, Director of Corporate Services, Forward Swindon Ltd. on Direct Dial (01793) 429253 or Email [AngelaAshdown@forwardswindon.co.uk](mailto:AngelaAshdown@forwardswindon.co.uk)



# **Appointment of Directors to Forward Swindon Ltd**

**Special Committee**

**Date: 20<sup>th</sup> April 2011**

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## **Consultees**

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

## **Background Papers and Appendices**

- Appendix 1 – Proposed Board Members - Details of Career histories<sup>1</sup>.

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Further information on the subject of this report can be obtained from Angela Ashdown, Director of Corporate Services, Forward Swindon Ltd. on Direct Dial (01793) 429253 or Email [AngelaAshdown@forwardswindon.co.uk](mailto:AngelaAshdown@forwardswindon.co.uk)

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## APPENDIX 1

### Mark Beard

Fellow of the Chartered Institute of Building  
Chartered Environmentalist

#### Experience and achievements include:

- Oxfordshire Business Person of the Year 2004
- Raising company turnover by 300% and profitability by 400%
- Rebranding business from E W Beard Ltd to Beard
- Achieving liP gold standard in 2011 – top 1% of UK Businesses with liP standard accreditation
- Leading significant investment in working environment and systems
- Bringing greater commercial and customer focus to business
- Extensive community engagement including currently being a member of EEF National Economic Policy Committee, a member of Fredericks Oxfordshire Board and a member of Ashmolean Museum Corporate Advisory Board

#### Employment history:

##### 1999 – Date

Managing Director	E W Beard Ltd Oxford, Swindon & Guildford
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##### 1990 – 1999

Area Director	E W Beard Ltd Newbury & Oxford offices
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##### 1989 – 1990

Project Surveyor	Cost Management Services Sydney Australia
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##### 1987 – 1989

Project Surveyor	J M Jones Construction Ltd Maidenhead
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##### 1984 – 1987

Trainee Quantity Surveyor	G Percy Trentham Ltd Pangbourne Reading
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## APPENDIX 1

### Robin Bailey

Member of Chartered Insurance Institute – Financial Planning Certificate  
Fellow of Institute of Sales and Marketing Management  
Associate of Institute of Insurance and Risk Managers

#### Experience and achievements include:

- Development and implementation of strategies including the redevelopment and redesign of the Nationwide branch network
- Marketing and creative thinking including acting as Chair of the Swindon Strategic Partnership Marketing Group charged with the brief of creating Place Swindon as an Inward Investor opportunity.
- Leadership and people management including the creation, coaching and appraising of high performing specialised teams, enabling the introduction of new products and meeting profitability targets.
- Project managing including sponsorship of a project team and running of a tender process resulting in sale of Life and Unit Trust company to Legal & General, valued at over £300m.
- Management of change including the development of a coaching and leadership programme for Branch staff as part of a cultural shift, focusing on self awareness and recognition of skills and the capabilities of others.
- Extensive experience on both internal and external boards

#### Employment history:

##### 1968 - Date

##### Nationwide

09 Divisional Director Savings & Investments  
08 Chairman of Diversity & Equal Opportunity Committee  
05 Divisional Director Insurance & Investments  
04-08 Board Director Nationwide Investment Group  
99-05 Divisional Director Branch Network  
96-99 Divisional Director General Insurance  
98 Managing Director (Ethos)  
94-96 Head of Insurance  
93-94 Head of Marketing  
93 Head of Customer Retention  
90-93 Managing Director Nationwide IFS  
87-90 Retail for South West Regional Manager  
68-87 Junior to Senior Retail Roles

## **APPENDIX 1**

### **James Lockhart FRICS**

Fellow of the Royal Institution of Chartered Surveyors

Board member of the RICS Commercial Market Professional Group based at Parliament Square, London

Chair of the Inward Investment Committee of the Swindon Strategic Economic Partnership

RICS Regulated Valuer

External examiner to the Royal Agricultural College Estate Management Course

#### **Experience and achievements include:**

Active involvement in the Swindon commercial property market for the last 30 years, letting or selling or valuing over 15 million ft<sup>2</sup> of accommodation

Acting for a wide cross section of clients from one person companies through to major institutions such as Legal & General, Prudential and major international companies such as Tyco Electronics and Diageo Plc

Run own practice for the last 14 years, incorporating practical experience of the commercial property world and own firm's premises and all related issues

Diploma in Marketing (focused on the commercial property market) from Henley College

#### **Employment history:**

Joint equity partner  
Associate Partner  
Salaried Partner

Whitmarsh Lockhart, Swindon  
Farrant and Wightman  
Dreweatt Neate

## APPENDIX 1

### Tina Cumpstey

#### Experience and achievements include:

Introduction of new and improved business policies, practices and controls

The formulation and delivery of retail business strategies

Extensive marketing experience including brand development, management and communication and development of marketing strategies

Extensive internal business communication experience including organisational cultural development with regard to communications

#### Employment history:

##### 2008 – Date

Centre Manager	Mcarthurglen Swindon Designer Outlet
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##### 2004 – 2008

Retail Manager	Mcarthurglen Cheshire Oaks Designer Outlet
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##### 2000-2003

Retail Operations Director	The Edinburgh Woollen Mill Ltd
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##### 1998-2000

Retail Operations Controller	The Edinburgh Woollen Mill Ltd
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##### 1996-1998

Retail Operations Director	British Shoe Corporation
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##### 1995-1996

Regional Manager	Adams Childrenswear
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##### 1987-1995

Graduate Trainee	Marks and Spencer
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## **APPENDIX 1**

### **Antony Wilkes**

Chair of inSwindon BID Company  
Diploma in Management ILM  
Diploma in Shopping Centre Management

#### **Experience and achievements include:**

Extensive management experience including environmental management, assisting and enhancing asset management strategies

Experience in establishing centres as integral parts of the local community including liaising with local, political and government bodies

Delivering social objectives in partnership bodies within towns and chairing these objectives with all business and local councils

Representing local business on town viability and regeneration resulting in the first one stop shop being implemented in Northfield Birmingham post the MG Rover collapse where 40% of town footfall disappeared overnight and the set up of working partnerships that became a bench mark in town partnership development.

#### **Employment history:**

Jones Lang LaSalle Ltd, Brunel Shopping Centre  
Centre Manager

Propinvest Ltd, Northfield Shopping Centre  
Centre Manager

EFM Management facilities, Northfield Shopping Centre  
Centre Manager

Roebuck Shopping Centre/Spring Gardens Shopping Centre Centre Manager

Pallasades Shopping Centre  
Operations Manager

Freeport Stoke Limited

Armorlite – Dudson Group

Jones Homes National UK

Bryant Homes

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