



SWINDON BOROUGH COUNCIL
Municipal Year 2013/14

Friday, 17 May 2013

**COUNCIL CHAMBER
CIVIC OFFICES
SWINDON**

9 May 2013

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, 17 May 2013 at 2.30 p.m.**

The business to be transacted will be as follows:-

AGENDA

- 1. Apologies for Absence**
- 2. To elect a qualified person to be Mayor of the Borough for the Municipal Year, 2013/14**
- 3. To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year, 2013/14**
- 4. Communications**
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.

5. **Minutes** (Pages 1 - 16)
To receive the minutes of the previous meeting held on 11th April 2013.
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. **Public Question Time**
See explanatory note below.
8. **Adoptions of Revisions to Swindon Borough Council's Constitution** (Pages 17 - 26)
9. **Numbers to Serve on Council Committees** (Pages 27 - 30)
10. **Allocation of Seats to Political Groups and Appointments to Committees, Other Bodies and Outside Bodies** (Pages 31 - 44)
11. **Calendar of Meetings 2013/14** (Pages 45 - 48)
12. **Councillors Question Time**
Questions (if any) of which notice has been given by Councillors in accordance with Standing Order 15.

Yours faithfully

Director of Law and Democratic Services

Questions by Members of the Public in accordance with Standing Order 11

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 Council (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 have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

COUNCIL

THURSDAY, 11 APRIL 2013

PRESENT:- The Worshipful The Mayor in the Chair; Councillors Junab Ali, Steve Allsopp, Abdul Amin, Paul Baker, John Ballman, Ray Ballman, Mike Bawden, Andrew Bennett, Alan Bishop, Roderick Bluh, Michael Bray, Wayne Crabbe, Mark Dempsey, Michael Dickinson, Mark Edwards, Toby Elliott, Claire Ellis, Emma Faramarzi, Fionuala Foley, Brian Ford, Mary Friend, Jim Grant, John Haines, Peter Heaton-Jones, Neil Heavens, Dale Heenan, Russell Holland, Fay Howard, Richard Hurley, Colin Lovell, Nick Martin, Cindy Matthews, Brian Mattock, Des Moffatt, Derique Montaut, Teresa Page, Stan Pajak, Maureen Penny, Garry Perkins, Julian Price, David Renard, Ann Richards, James Robbins, Rochelle Russell, Vera Tomlinson, Joe Tray, Steve Wakefield, Nadine Watts, Peter Watts, Steve Weisinger, Keith Williams, Robert Wright and Julie Wright.

117. Mayor's Announcements

The Mayor reported the recent death of Mrs Ellen Garrett (former Mayoress of the Borough in the Municipal Year 1984/85) and wife of the late Mr Harry Garrett (former Mayor). He informed the Council that he, together with former Mayors of the Borough, would represent the Council at her funeral on Monday 22nd April 2013.

The Mayor reported that Mr Richard Symonds had requested that he be permitted to video the proceedings. The Council confirmed its agreement that Mr Richard Symonds be permitted to video the meeting.

118. Apologies for Absence

Apologies for absence were received from Councillors Nicky Sewell, Kevin Small, Steve Wakefield and Dave Wood.

119. Communications

The Chief Executive reported that no communications had been received.

120. Minutes

Resolved – That, subject to the inclusion of Councillor Roderick Bluh in the list of attendees, the minutes of the meeting held on 22nd July, 2004, be confirmed and signed.

121. Declarations of Interest

(Councillors John Ballman, Ray Ballman, Dale Heenan and Teresa Page made Personal declarations of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as they lived in the area affected.)

(Councillor Joe Tray, Peter Watts made a Personal declaration of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as they were Parish Councillors.)

(Councillors Wayne Crabbe, Michael Dickinson, Emma Faramarzi, Brian Ford, Russell Holland, Toby Elliot Mary Friend, Peter Heaton-Jones, Richard Hurley, Teresa Page, Vera Tomlinson and Peter Watts made Personal declarations of Interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as they lived in parished areas.)

(Rochelle Russell made a Personal and Prejudicial declaration of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review), as her husband worked for Stratton Parish Council and left the room during its discussion.)

(Councillor Andrew Bennett made a Personal declaration of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as he was a Member of the Swindon Area Committee of Parrish Councils.)

(Councillors John Ballman Ray Ballman, Mark Edwards, Dale Heenan and Richard Hurley had dispensations under Section 33 of the Localism Act 2011 in respect of this item.)

122.

Public Question Time

Mrs Kareen Boyd asked a public question regarding papers relating to report on opening and closing of schools in Swindon considered by the Children and Young People's Overview Committee meeting held on 27th March 2013 that were not included in the Council Papers before Members with the minutes of that meeting.

The Deputy Mayor responded at the meeting and indicated a written response regarding the legal advice received would be provided.

Mr. Colin Doubleday asked a public question regarding the omission of a reference to an emailed question, from him, to be submitted to the Children and Young People's Overview Committee meeting held on 27th March 2013.

The Deputy Mayor responded at the meeting.

Mr. Colin Doubleday asked, in the absence of a written response to his public question to the Children and Young People's Overview Committee meeting held on 27th March 2013 whether consideration of the Croft School Motion should be deferred to a future meeting.

The Leader of the Council responded at the meeting.

Mr. Brian Cockbill asked the Leader of the Council about meetings, not open to the public or opposition Councillors relating to the Croft School site.

The Cabinet Member for Health and Adult Social Care responded at the meeting.

Mr. Colin Doubleday asked a public question regarding public engagement in the process of choosing the Croft School site.

The Cabinet Member for Health and Adult Social Care and Leader of the Council responded at the meeting.

Mr. Brian Cockbill asked a public question regarding the future of the No. 21 bus service.

The Cabinet Member for Leisure and Strategic Transport responded at the meeting.

Mr. Brian Cockbill asked a public question regarding the numbers using the No.21 bus service and why Thamesdown Transport felt it was not viable in its current form.

The Cabinet Member for Leisure and Strategic Transport responded at the meeting.

Mr. Brian Cockbill asked whether an amendment on the Corporate Governance Review Working Group recommendations was admissible.

The Director of Law and Democratic Service responded at the meeting.

Mr. Tim French asked whether a decision on contractors for the Catholic College Site had been approved.

The Deputy Leader of the Council and Cabinet Member for Children's Services responded at the meeting.

123. Appointment of Leader of Swindon Borough Council

The Mayor reported the formal resignation of Councillor Roderick Bluh as Leader of the Council and called for nominations to fill the vacancy of Leader of the Council.

Councillor Fionuala Foley moved and Councillor Roderick Bluh seconded:

"That Councillor David Renard be appointed as Leader of Swindon Borough Council."

The Motion was put to the vote and declared carried.

Councillor David Renard thanked the Council for his appointment and tabled details of his Cabinet appointments which would become effective from 12:00 midnight (attached as Appendix 1).

124. Appointment to Committees

Councillor David Renard moved and Councillor Brian Mattock seconded:

“That the following changes to Conservative Group Committee representation be approved.”

Committee	Member(s) being replaced	Member(s) being appointed
Standards Committee	Councillor Richard Hurley	Councillor Brian Ford
Licensing Committee	Councillors Claire Ellis and Richard Hurley	Councillors Roderick Bluh and Michael Dickinson
Scrutiny and Overview Committee	Councillors Claire Ellis and Richard Hurley	Councillors Emma Faramarzi and John Haines
Health Overview and Scrutiny Committee	Councillors Claire Ellis and Richard Hurley	Councillors Mark Edwards and Vera Tomlinson
Economic, Environmental and Sustainability Overview and Scrutiny Committee	Councillors Mike Bawden and Richard Hurley	Councillors Roderick Bluh and Mark Edwards

The Motion was put to the vote and declared carried.

(2) Councillor Stan Pajak moved and Councillor Anne Richards seconded the following changes to Liberal Democrat Group Committee representation be approved.

Committee	Member(s) being replaced	Member(s) being appointed
Health Overview and Scrutiny Committee	Councillor Anne Richards	Councillor Nicky Sewell
Economic, Environmental and Sustainability Overview and Scrutiny Committee	Councillor Nicky Sewell	Councillor Anne Richards

The motion was put to the vote and declared carried.

(3) Councillor David Renard moved and Councillor Brian Mattock seconded:

“That:

(i) Councillor Nicky Sewell be appointed as Chair of the Health Overview and Scrutiny Committee for the remainder of the Municipal Year 2012/13,

(ii) that Councillor Andrew Bennett be appointed as Chair of the Licensing Committee

for the remainder of the Municipal Year 2012/13, and

(iii) that Councillor Emma Faramarzi be appointed as Vice-Chair of the Licensing Committee for the remainder of the Municipal Year 2012/13.”

125. Minutes for Confirmation

(1) Councillor Michael Dickinson moved and Councillor Roderick Bluh seconded:

“That Minute 115(5) of the Cabinet and Minutes 31(2) to (5) of the Corporate Governance Review Working Group (Corporate Governance Review) be confirmed and adopted as set out below.”

Cabinet Minute 115 of the Cabinet (Community Governance Review 2013 – Reference from Corporate Governance Review Working Group

Resolved – (1) *That the report on the Community Governance Review of Swindon submitted to the Corporate Governance Review Working Group on 7th March 2013, as set out in Appendix 1 to the joint report, be noted.*

(2) *That the recommendations of the Corporate Governance Review Working Group on 7th March 2013, as set out in Appendix 2, to the joint report be noted and endorsed.*

(3) *That the draft proposals in relation to the Community Governance Review of Swindon, as set out in Appendix 3 to the joint report, be noted.*

(4) *That the petition presented at the Cabinet meeting in further support of the creation of a separate Nythe parish, be noted, and (a) the petition be referred to the Corporate Governance Review Working Group and it be asked to convene as a matter of urgency to consider the petition and advise the Council at its meeting on 11th April 2013 as whether it wishes to change its recommendation that a separate Nythe parish not be created; and (b) the Director of Law and Democratic Services be requested to inform those parties who have already made representations on this issue, of the receipt of the petition in order that any comments can be taken into account by the Corporate Governance Review Working Group.*

(5) *That, following the Corporate Governance Review Working Group meeting, the Director of Law and Democratic Services, in consultation with the Leader of the Council, be authorised to prepare the Draft Scheme and consequential draft Parish Changes Order resulting from the Community Governance Review of Swindon, for submission to Council on 11th April 2013. (Minute 115 of Cabinet refers)*

Minutes 31(2) to (5) of the Corporate Governance Review Working Group

Resolved –

(2) *That the Working Group confirms its recommendation to the Council that a new Parish of Nythe not be created.*

(3) *That the Council be recommended to approve the draft Proposals of the Working Group as set out in Appendix 3 of the report to the Cabinet on 20th March 2013 and endorsed by the Cabinet at that meeting (Minute 115 of the Cabinet refers).*

(4) *That, in accordance with the requirements set out in Section 96 of the Local Government and Public Involvement in Health Act 2007, the Director of Law and Democratic Services be authorised to publish the Council’s decision in relation to those recommendations set out in the draft Proposals (Appendix 3 to the Cabinet Report 20th March 2013) and the reasons for making that decision, and to take such*

steps as he considers sufficient to secure that persons who may be interested in the Community Governance Review are informed of that decision.

(5) That, further to the decision in (4) above, the Director of Law and Democratic Services be authorised to make the necessary Order to give effect to that decision.

Amendments

Councillor Dale Heenan moved and Councillor Richard Hurley seconded that the Motion be amended as follows:

“That this Council:

(1) Approves the draft Community Governance Review recommendations with the exception that after considering all submissions to the Community Governance Review Council agrees that a Nythe Parish with a Nythe Parish Council of seven Members should be created because:

(a) Nythe is a distinct and separate community of place with its own shops, community centre and schools, has a recognizable local community identity which residents identify with and will improve community cohesion;

(b) It will increase the local representation from 3 members to 7 members, and generate sufficient interest to hold a parish election improving community representation;

(c) It is of sufficient size to be a viable entity, would be more effective and convenient and improve local administration by being a more representative and accountable, governance arrangement and enable inclusive, active and effective participation by residents;

(d) The boundary can be clearly defined and identified geographically with boundaries set as west of Dorcan Way, south of the Greenbridge Fields, north of Dorcan stream and west of Ashbury Avenue and the Drive Road covering the CDB Borough Council polling district, and

(e) It takes into account the views of local residents, other governance arrangements in the area, all statutory criteria including the 1972 Act.

(2) Requests that the Cabinet Member for Finance set up a working group comprising Ward Councillors and Stratton Parish Council representatives to help minimise the impact of these changes on Stratton Parish Council.”

In response to a question from Councillor Des Moffatt as to whether the amendment negated the motion, the Director of Law and Democratic Services confirmed his view that it did not.

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

Councillor Jim Grant moved and Councillor John Ballman seconded that the Substantive Motion be amended as follows:

“That this Council:

(1) Amends the draft Community Governance Review recommendations to exclude the following streets from the Stratton Parish:

- Constable Road
- Headlands Grove
- Jefferies Avenue
- Masfield Avenue
- Wheeler Avenue.

(2) Supports all other recommendations agreed by the Corporate Governance Review Working Group on April 2nd as set out in Appendix 3 of the Community Governance report to the Cabinet on 20th March 2103 and endorsed by the Cabinet at that meeting (Minute 115 of the Cabinet refers).”

With the agreement of the mover and seconder the amendment was amended to delete (2) above to read as follows:

“That this Council:

Amends the draft Community Governance Review recommendations to exclude the following streets from the Stratton Parish:

- Constable Road
- Headlands Grove
- Jefferies Avenue
- Masfield Avenue
- Wheeler Avenue.”

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

Substantive Motion

“That this Council:

(1) Approves the draft Community Governance Review recommendations with the exception that after considering all submissions to the Community Governance Review Council agrees that a Nythe Parish with a Nythe Parish Council of seven Members should be created because:

(a) Nythe is a distinct and separate community of place with it's own shops, community centre and schools, has a recognizable local community identity which residents identify with and will improve community cohesion;

(b) It will increase the local representation from 3 members to 7 members, and generate sufficient interest to hold a parish election improving community representation;

(c) It is of sufficient size to be a viable entity, would be more effective and convenient and improve local administration by being a more representative, and accountable, governance arrangement and enable inclusive, active and effective participation by residents;

(d) The boundary can be clearly defined and identified geographically with boundaries set as west of Dorcan Way, south of the Greenbridge Fields, north of Dorcan stream and west of Ashbury Avenue and the Drive road covering the CDB Borough Council polling district, and

(e) It takes into account the views of local residents, other governance arrangements in the area, all statutory criteria including the 1972 Act.

(2) That this Council amends the draft Community Governance Review recommendations to exclude the following streets from the Stratton St. Margaret Parish:

- *Constable Road*
- *Headlands Grove*
- *Jefferies Avenue*
- *Masefield Avenue*
- *Wheeler Avenue.*

(3) Requests that the Cabinet Member for Finance set up a working group comprising Ward Councillors and Stratton Parish Council representatives to help minimise the impact of these changes on Stratton Parish Council.”

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

Councillors John Ballman, Ray Ballman, Dale Heenan and Teresa Page made Personal declarations of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as they lived in the area affected.

Councillor Joe Tray, Peter Watts made a Personal declaration of interest in respect of Agenda Item 8(1) (Cabinet Minute 115 and Corporate Governance Review Working Group Minute 28(5) – Corporate Governance review) as they were Parish Councillors.

Councillors Wayne Crabbe, Michael Dickinson, Emma Faramarzi, Brian Ford, Russell Holland, Toby Elliot Mary Friend, Peter Heaton-Jones, Richard Hurley, Teresa Page, Vera Tomlinson and Peter Watts made Personal declarations of interest in respect of this item as they lived in parished areas.

Rochelle Russell made a Personal and Prejudicial declaration of interest in respect of this item and left the room during its discussion.

Councillor Andrew Bennett made a Personal declaration of interest in respect of this item as he was a Member of the Swindon Area Committee of Parrish Councils.

Councillors John Ballman Ray Ballman, Mark Edwards, Dale Heenan and Richard Hurley had dispensations under Section 33 of the Localism Act 2011 in respect of this item.

(2) Councillor Michael Dickinson moved and Councillor Roderick Bluh seconded:

“That Minute 28(5) of the Corporate Governance Review Working Group be confirmed and adopted (Corporate Governance Issues – (a) Standing Order 4, and (b) Code of Conduct) be confirmed and adopted.

The Motion was put to the vote and declared carried.

(3) Councillor Dale Heenan moved and Councillor David Renard seconded:

“That Minute 122 of the Cabinet (Statement of Community Involvement in the Planning Process) be confirmed and adopted.”

The Motion was put to the vote and declared carried.

(4) Councillor Brian Mattock moved and Councillor David Renard seconded:

“That Minutes 126(1) and (2) of the Cabinet (The Swindon Health and Well-Being Board) be confirmed and adopted.

The Motion was put to the vote and declared carried.

(5) Councillor Dale Heenan moved and Councillor David Renard seconded:

“That Minute 133(1) of the Cabinet (Wiltshire and Swindon Waste Sites Allocation Plan – Inspectors Report and Adoption) be confirmed and adopted.

The Motion was put to the vote and declared carried.

(6) Councillor Garry Perkins moved and Councillor David Renard seconded:

“That Minute 116 of the Cabinet (Motion at Council – Honda Task Group – Summary of Support to Honda) be noted.

The Motion was put to the vote and declared carried.

(7) Councillor Mark Edwards moved and Councillor David Renard seconded:

“That Minute 125 of the Cabinet (Use of Bailiffs – Motion at Council) be noted.

The Motion was put to the vote and declared carried.

(8) Councillor Dale Heenan moved and Councillor David Renard seconded:

“That Minute 127 of the Cabinet (Recording and Broadcasting Full Council) be noted.

Councillor Mark Dempsey moved and Councillor Bob Wright seconded that the Motion be amended to read:

“That this Council requests:

(i) The Director of Law and Democratic Services to work with the Corporate Governance Review Working Group on the development of a Standing Order giving a presumption in favour of recording meetings by residents, and to identify ways that residents who wish to record meetings have the same access to the full Council Chamber as the media.

(ii) That a cross party working group on the recording of Council meetings be established to help support individuals and groups that wish to record Council meetings and develop the best arrangements for these recordings to be made. This group should provide recommendations to the next meeting of Full Council and should meet on an on-going basis to monitor and update these recommendations and consider alternative approaches if using volunteers proves unsatisfactory.”

The Amendment was put to the vote and declared lost.

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

(9) Councillor Russell Holland moved and Councillor David Renard seconded:

“That Minute 130(5) of the Cabinet (Motion at Council – Housing Market Support) be noted.

The Motion was put to the vote and declared carried.

126. Motion - Pop Up Shops

Councillor Mark Dempsey moved and Councillor Jim Robbins seconded:

“That this Council notes that in large towns and cities such as Brighton, Pop Up Shops have brought empty shops back to life, have enabled new businesses to grow and have unleashed young retail entrepreneurs onto the high street.

Council requests the Chief Executive and the Cabinet Member for Regeneration and Culture to provide a report to Cabinet (a) on how the Council can support the creation of Pop Up Shops as part of a Help for the High Street Strategy to breathe new life into Swindon Town Centre and to tackle increasing shop vacancy rates, and

(b) investigating how the Council can enable the creation of Pop up Shops through access to empty shops units in Swindon town centre, to help rebuild our local economy and provide a vibrant addition to the Swindon shopping experience.”

Councillor Garry Perkins moved and Councillor Emma Faramarzi seconded that the Motion be amended to read:

“That this Council notes that in large towns and cities such as Brighton, Pop Up Shops have brought empty shops back to life, have enabled new businesses to grow and have assisted young retail entrepreneurs onto the high street.

This Council notes the work already undertaken by the Cabinet Member for Regeneration and Culture, the North Swindon MP Justin Tomlinson, Forward Swindon Ltd and InSwindon to find sustainable as well short-term uses for properties in the town centre, including funding from Mary Portas Project and the Coalition Government.

Council requests the Chief Executive and the Cabinet Member for Regeneration and Culture to provide a report to Cabinet on the continuing work that InSwindon, in collaboration with Swindon Borough Council, have been pursuing with the shop owners to ensure empty premises are brought back into use.

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

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

127. Motion - Housing Benefits

Councillor Cindy Matthews moved and Councillor Steve Allsopp seconded:

“That this Council notes that 1,120 households who are part of the Swindon Council housing stock will be affected as a result of the government housing benefit under-occupancy changes- dubbed the ‘bedroom tax’. There are also a further 330 households who live in accommodation rented from Housing Associations affected by these changes. This includes households with:

- Disabled People with at least one extra bedroom (even those that have adapted their houses to meet their needs).
- Families with two or more children under the age of 10 with their own bedrooms.

This Council notes that even if the Council was to prioritise affected tenants who need to downsize to one bedroom properties over other priority cases, it would take around 3 years to accommodate them.

This Council resolves:

- To request the Cabinet Member for Finance to bring a report to Cabinet detailing what support can be provided for tenants affected by the housing benefit changes and, in particular, how the housing discretionary fund will be used to support affected tenants.
- To request that the Cabinet Member for Housing write to the Secretary of State for Work and Pensions urging him to look at other ways the Government can reduce the Housing Benefit bill, such as by investing in more social house-building which would then reduce the need to use expensive private rented homes to accommodate housing benefit recipients.

To request the Cabinet Member for Housing to bring a report to the Cabinet after six months and one year of the implementation of the housing benefit under-occupancy changes to assess the impact these reforms have had on affected tenants.”

Councillor Russell Holland moved and Councillor Richard Hurley seconded that the motion be amended to read:

“This Council recognises the need for reform to social security benefits to ensure that assistance to people in need is both fair and financially sustainable.

This Council notes the Central Government reform in respect of housing benefit whereby entitlement to housing benefit will be partly based on the need for bedrooms.

The Council recognises the concerns expressed in respect of the housing benefit reform.

The Council endorses the principle of the provision of financial assistance for Council house tenants in need funded by the Housing Revenue Account and supports the Cabinet Member for Housing in developing such a scheme.

This Council further requests that the Cabinet Member for Housing monitors and provides updates on the impact of benefits reform to tenants, Members, Swindon Tenants Voice and Housing Advisory Forum.”

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

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

128. Motion - Protecting our Heritage: Victoria Road Technical College

Councillor Stan Pajak moved and Councillor Bob Wright seconded:

“This Council deplores:

- The lamentable state of the old college building resulting from the insecurity of the site.

- Recent arson attacks on the building and the prospect of further attacks

This Council notes:

- That contractors are due to move on site in the next month and that this is an unacceptable time for the building to be unsecured.

- The efforts of ward councillors and residents to lobby the developers and Swindon Borough Council to secure the site

This Council Resolves:

- To ask the Head of Planning to liaise with the developers to ensure the site and building security is inspected regularly to ensure its maintenance.

- To ask the Head of Planning urgently investigate the possibility of taking steps to secure the building and site in the interest and safety of the public in the event that

the developer will not keep it secure.

- To actively support any efforts made to have the building listed following the completion of the college site development.”

Councillor Garry Perkins moved and Councillor Dale Heenan seconded that the Motion be amended to read:

“This Council deplores the recent arson attacks on the building.

This Council notes:

- The work now done by the developer to secure the site and that contractors are due to move on site in the next month.
- The efforts of ward councillors, residents and officers to assist the developers in securing the site and start progressing redevelopment work.

This Council Resolves:

- To ask the Building Control team to continue liaising with the developers to ensure the site and building security continues to be inspected regularly to ensure its maintenance.
- To ask the Chief Executive to discuss the future of the building with the site owners.”

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

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

129. Motion - Croft School

Councillor Nadine Watts moved and Councillor Jim Robbins seconded:

“That this Council notes the report on opening and closing of schools within the Borough, presented to the Children’s Overview and Scrutiny Committee on the 27th March 2013.

This Council thanks the independent members for providing this report and in light of the report’s view that elements of the Council’s consultation over the siting of a school at Croft was “at best, confused”, this Council would like to apologise to Old Town residents for this failing.

In light of the findings of the report, Council sees benefits in reviewing the decision to site the new primary school for a demand in the Old Town, Town Centre and surrounding areas on the Croft site. Council requests that a paper is brought to Cabinet for them to consider authorising an independent external review of the Croft School decision, including why the Croft site was chosen by council decision-makers and the way the decision was taken.”

Councillor Russell Holland moved and Councillor David Renard seconded:

That this Council:

- i. Welcomes the report on opening and closing of schools within the Borough, presented to the Children's Overview and Scrutiny Committee on the 27th March 2013;
- ii. Thanks the independent members of the Review Group for providing this report and the diligence and thoroughness with which they approached the task;
- iii. Notes the independent members' finding in paragraph 7.23 of their Review that "it is important to stress that the Review Group did not find that there was any failure to follow the Statutory process nor was there any attempt to mislead." and
- iv. Considers that the various complaints and queries raised with regard to the Croft School have now been fully responded to, and that no further time should be spent on this matter, having regard to the outcome of the external and internal investigations and reviews that have been carried out.
- v. Wishes the current and future children at this school well in their educational careers.

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

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

130. Calendar of Meetings 2013/14

The Director of Law and Democratic Services submitted a report setting out the proposed dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council Bodies for the Municipal Year, 2013/14.

Councillor David Renard moved and Brian Mattock seconded:

"(1) That the Timetable of Meetings for the Municipal Year 2013/14, as set out in Appendix 1 to the report of the Director of Law and Democratic Services be approved for formal adoption by Annual Council.

(2) That the Director of Law and Democratic Services, in consultation with the Leader of the Council, be authorised 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."

The Motion was put to the vote and declared carried.

131. Locality Team Structure 2013/14

The Leader of the Council, Leader of the Opposition Group, Leader of the Minority Group and Chief Executive submitted a report setting out proposed Locality Team Priorities and Locality Team Structure for the Municipal Year 2013/14.

Councillor David Renard moved and Councillor Jim Grant seconded:

“That Council endorses the proposed priorities and structure for the Locality Team for 2013/14, as set out in the report, and notes that the Programme Director Stronger Together will proceed to implement these with immediate effect.”

The Motion was put to the vote and declared carried.

132. Minutes of Cabinet and Decisions Delegated to Cabinet Members

The Council considered (a) the minutes of the meetings of the Cabinet held on 6th February and 20th March 2013, and (b) questions to the Cabinet Members regarding their portfolio responsibilities and answers received.

133. Minutes of other Council Bodies

The Council (a) received the Minutes set out in the “Minutes of Other Council Bodies” circulated with the Agenda, and (b) considered questions to Chairs regarding the work of their Committees and other bodies and answers received.

134. Councillors Question Time

The Director of Law and Democratic Services reported that Standing Order 15 Questions have been received from Councillors Jim Grant and Cindy Matthews.

Councillor Cindy Matthews asked the Cabinet Member for Streetsmart and Corporate Services why the written answer provided regarding the Cottingham Close Play Area differed to an oral response received from officers?

The Cabinet Member for Streetsmart and Corporate Services indicated she would investigate this and provide a written response.

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**Adoption of Revisions to
Swindon Borough Council's Constitution for 2013/14**

COUNCIL

Date: 17th May 2013

Author: Director of Law and Democratic Services

Wards / Locality / Parishes Affected: All

1. Purpose and Reasons

- 1.1 To consider and adopt revisions to Swindon Borough Council's Constitution for the Municipal Year 2013/14.
- 1.2 It is necessary to review and update the Constitution for 2013/14 to reflect decisions taken by the Council during the 2012/13 Municipal Year, to meet statutory requirements and to reflect changes in the Council's management structure and working practices required to ensure the efficient discharge of Council business during the course of the 2013/14 Municipal Year.
- 1.3 Article 15 of the Council's Constitution requires the approval of the Council, or of the Special Committee, to changes to the Constitution.

2. Recommendations

The Council is recommended to:

- 2.1 Adopt the revised Swindon Borough Council Constitution for the Municipal Year 2013/14.
- 2.2 Authorise the Director of Law and Democratic Services, in consultation with the members of the Corporate Governance Review Working Group where appropriate, to vary the wording and layout of the Constitution and its associated documentation to reflect legislative and procedural changes should this prove necessary for the efficient discharge of Council business during the course of the Municipal Year.

3. Detail

- 3.1 The Council's Constitution has been revised to reflect statutory requirements and recent legislative and procedural changes, political management arrangements, the Council's new "Stronger Together" management structure and operating model, and other procedures and protocols agreed by the Council for 2013/14.
- 3.2 A copy of the Constitution showing all the significant revisions to the 2012/13 Constitution has been supplied to each political group and a copy has been placed in the Member's Room.
- 3.3 The main changes proposed to the Constitution are set out in the paragraphs below.

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

Adoption of Revisions to Swindon Borough Council's Constitution for 201314

COUNCIL

Date: 17th May 2013

Proposed Changes

- 3.4 Highlighted below are the various proposed amendments to the different sections of the Council's Constitution. Many of the changes have been made to reflect new titles and officer responsibilities arising out of revisions to the Stronger Together management structure. A small number of changes reflect changes to legislation and Regulations and Guidance. Minor changes have also been made to ensure that the Constitution refers to current working practices.
- 3.5 Part 1 –Summary and Explanation – To revise the paragraph relating to “How Decisions Are Made” to reflect changes to the Cabinet Forward Plan. Now the Cabinet Work Programme / Forward Plan as a result of provisions in the Local Authorities (Executive Arrangements)(Meetings and Access to Information) (England) Regulations 2012.
- 3.6 Part 1 –Summary and Explanation – To introduce a paragraph relating to “the establishment of the Health and Wellbeing Board as a standing committee of the Council.
- 3.7 Part 1 –Summary and Explanation – To revise the paragraph relating to “Citizens’ Rights” to reflect changes resulting from the provisions in the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.
- 3.8 Part 2 – Article 3 – Citizens and the Council - To revise paragraph 3.01(b) of the Article relating to “Citizens’ Rights” to reflect changes resulting from the provisions in the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.
- 3.9 Part 2 – Article 6 – Overview and Scrutiny Committees – To revise the Article to reflect changes resulting from the Local Authority (Public Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- 3.10 Part 2 – Article 7 – The Cabinet – (The Council's Executive) – To revise the Article by the deletion of “(b)” in paragraphs 7.03 and 7.04 to reflect changes resulting from the provisions of the Localism Act 2011 relating to the powers of Standards Committees to suspend councillors. To revise paragraph 7.07 to clarify this paragraph and reflect current practice.
- 3.11 Part 2 – Article 8 – Regulatory and Other Committees - To revise the Article to take into account changes to existing committees, the introduction of the Health and Wellbeing Board as a committee of the Council, and changes required to wording to reflect legislative changes and the introduction of new Government Regulations..

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

Adoption of Revisions to Swindon Borough Council's Constitution for 2013/14

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- 3.12 Part 2 – Article 11 – Joint Arrangements - To revise paragraph 11.02 of the Article to reflect changes resulting from the Local Authority (Public Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- 3.13 Part 2 – Article 12 – The Council's Officers - To revise the Article to reflect the revised "Stronger Together" management structure and titles adopted by the Council.
- 3.14 Part 2 – Article 14 – Finance, Contract and Legal Matters - To revise paragraph 14.03 of the Article to further clarify this paragraph and reflect current practice.
- 3.15 Part 3 – Responsibility for Functions – To revise to reflect the revised "Stronger Together" management structure and titles and the Scheme of Delegations proposed for 2013/14
- 3.16 Part 4 – Rules and Procedure - Section 1 - Council Procedure Rules (Standing Orders) – The amendment of Standing Order 4(1)(k) (Order of Business) to reflect the decision of the Council on 11th April 2013 that notices of motion will not be considered at the Annual Meeting of the Council.
- 3.17 Part 4 – Rules and Procedure - Section 1 - Council Procedure Rules (Standing Orders) – The amendment of Standing Order 6(18) (Rules of Debate for Council Meetings) and the addition of a new paragraph (19) to clarify the position regarding the process when a Councillor is required to declare a disclosable pecuniary interest or a personal and / or personal and prejudicial interest in any matter being discussed.
- 3.18 Part 4 – Rules and Procedure - Section 1 - Council Procedure Rules (Standing Orders) – The amendment of Standing Order 12 (Recording of Proceedings) – The amendment of this Standing Order to reflect the wish of the Council with regard to the recording of proceedings by local residents.
- 3.19 Part 4 – Rules and Procedure - Section 1 - Council Procedure Rules (Standing Orders) - No other significant changes are proposed to Standing Orders – minor revisions to wording to incorporate revised Stronger Together Management titles, changes in legislation and required minor updates to wording to reflect current Council practice.
- 3.20 Part 4 – Rules and Procedure - Section 2 - Access to Information Procedure Rules – Major revisions have been made to this section to reflect the implementation of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 in September 2012. Councillors may recall the report on the implications of these regulations provided to the Corporate Governance Review Working Group on 13th September 2012.

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

Adoption of Revisions to Swindon Borough Council's Constitution for 201314

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- 3.21 Part 4 – Rules and Procedure - Section 3 - Budget and Policy Framework Procedure Rules - Minor revision to wording to incorporate title changes required to reflect revised “Stronger Together” management structure titles.
 - 3.22 Part 4 – Rules and Procedure - Section 4 - Executive (Cabinet) Procedure Rules - Minor revision to wording to incorporate title changes required to reflect revised “Stronger Together” management structure titles..
 - 3.23 Part 4 – Rules and Procedure - Section 5 – Overview and Scrutiny Procedure Rules – Revisions to wording to incorporate changes required to reflect the implementation of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, and the Local Authority (Public Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, the revised “Stronger Together” management structure titles, and to reflect current Council practice.
 - 3.24 Part 4 – Rules and Procedure - Section 6 – Financial Procedure Rules (Financial Regulations) – Proposed revisions to wording to incorporate the revised “Stronger Together” management structure titles and responsibilities. Required updates to wording to reflect legislative and changes to Regulations, and changes to clarify and reflect current Council practice.
 - 3.25 Part 4 – Rules and Procedure - Section 7 – Standing Orders Relating to Contracts - Minor revisions to wording to clarify and reflect current Council practice.
 - 3.26 Part 4 – Rules and Procedure - Section 8 – Officer Employment Procedure Rules - Minor revisions to wording to incorporate the revised “Stronger Together” management structure titles and to reflect changes to joint arrangements following the implementation of the recent Health reforms replacing the Primary Care Trust.
 - 3.27 Part 4 – Rules and Procedure - Section 9 – Petitions Scheme - Minor revisions to wording to clarify existing custom and practice.
 - 3.28 Part 5 - Codes and Protocols – Section 1 - Members Code of Conduct – The replacement of the Preamble to the Members Code of Conduct by the new definition of the 7 Principles of Public Life as set out in the 14th Report of the Committee on Standards in Public Life which was published in January 2013, to reflect the decision of the Council on 11th April 2013.
 - 3.29 Part 5 - Codes and Protocols – Section 3 – Monitoring Officer Protocol – Minor revision to remove reference to the Standards Board for England that is no longer applicable.

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

Adoption of Revisions to Swindon Borough Council's Constitution for 2013/14

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- 3.30 Part 5 - Codes and Protocols – Section 4 – Councillor Role Definitions – Revisions to wording to incorporate the revised “Stronger Together” management structure titles and the addition of a role definition for the Chair of the Health and Wellbeing Board.
- 3.31 Part 5 - Codes and Protocols – Section 6 – Protocol for Member/Officer Relations – Minor revisions to wording to incorporate the revised “Stronger Together” management structure titles and responsibilities and to reflect current Council practice.
- 3.32 Part 5 - Codes and Protocols – Section 8 – Local Code of Corporate Governance – Minor revisions to wording to update for legislative changes and to reflect current Council practice.
- 3.33 Part 6 – Councillors’ Allowances Scheme – No change to level of Councillors Basic Allowances. Minor changes to wording to reflect Budget allocation for 2013/14. Inclusion of changes to Special Responsibility Allowances as determined by the Council on 17th January 2013. Minor drafting changes to reflect current Council practice, revised contact details and organisation and outside bodies titles.
- 3.34 Part 7– Management Structure – Revisions to incorporate the revised “Stronger Together” management structure adopted by the Council from 1st April 2013.
- 3.35 Part 8 – Scheme of Delegations and Designations of Proper Officers – To reflect changes previously agreed by the Council and to incorporate the revised Stronger Together management structures and responsibilities within the Council. An appendix is attached that outline the proposed additions to be made to the Scheme.

4. Alternative Options

- 4.1 No alternative options are proposed. The Council could seek to adopt alternative changes and wording to individual parts of the Constitution.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no specific financial or procurement implications.

Legal and Human Rights Implications

- 5.2 Legal and Human Rights implications have been taken into account in drafting this report.

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

Adoption of Revisions to Swindon Borough Council's Constitution for 2013/14

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- 5.3 The Council is required to comply with the requirements of the Localism Act 2011, the Health and Social Care Act 2012, the Local Government Act 2000 and associated Regulations and Statutory Instruments

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

- 5.4 No other specific implications have been identified.

Links to One Swindon, Plans and Policies

- 5.5 One Swindon and Stronger Together set out a shared commitment to connect local people to local decision making, promote capacity building at a local level and grow community interest and participation. The Constitution seeks to provide the governance framework to enable the delivery of the Council's Corporate Strategy and all its key plans and policies.

Diversity Impact Assessment

- 5.6 A Diversity Impact Assessment (DIA) has not been undertaken at this stage as the report does not make any recommendations or have implications that affect services. The Constitution has been subject to a DIA

Risk Management

- 5.7 There are no specific risk implications that have not previously been highlighted.

6. Consultees

- 6.1 The Board Director, Resources (S.151 Officer) and the Director of Law and Democratic Services (Monitoring Officer) are consulted on all reports.

7. Background Papers

- 7.1 Council Constitution 2012/13.

8. Appendices

- 8.1 Appendix 1 – Summary of Proposed Changes to the Scheme of Delegations 2013/14.

Further information on the subject of this report can be obtained from Stephen Taylor Direct Dial Telephone Number (01793) 463612, staylor@swindon.gov.uk or Ian Willcox, Direct Dial Telephone Number (01793) 463601, iwillcox@swindon.gov.uk.

CHANGES MADE TO SCHEME OF DELEGATIONS (Part 8)

1. Organisational and titular changes agreed at Special Committee on 10th December 2012 and 18th March 2013. These are not reflected in this Summary but appear in the tracked-changed version of the proposed Constitution made available to the Political Groups and in the Members Room.
2. The following authorities transferred from the former Board Director Localities to Change Leader and Stronger Together Programme Director

367 Determination of grant applications	To approve, or refuse, grant allocations from the various budgetary provisions for one-off grant funds, subject to: (i) a maximum of £15,000 approval on any one grant (this amount to be reviewed annually); (ii) any grant being "one-off", with no recurring liability; and (iii) applications being in accordance with the current Council criteria relating to the relevant grant fund.
368 Grassroots Grants	In consultation with the Cabinet Member for Connecting People, Connecting Places, to approve the award of Grassroots Grants.

3. The following additional authorisation added under "Board Director Service Delivery"

Regeneration and Acquisition Fund		BDSD
84b Regeneration and Acquisition Fund	In consultation with the Board Director, Resources, Head of Housing Services and the Cabinet Member with portfolio responsibility for Housing, to use the Regeneration and Acquisition fund of up to £1m, to purchase 1 and 2 Bedroom accommodation to enable these properties to be included with the Council's housing stock.	

4. The following added under “ Head of Strategy and Research”

One Swindon		HSR
84a	One Swindon and Community Budgets <i>Local Government Act 2000</i>	Administration of the Council’s One Swindon and Community Budgets

5. The following changes requested by the Head of Planning (*changes in bold*):

305	Determination of planning and other applications	To determine all planning applications and related matters, (which may include non-material amendments and Design Codes) , including, following consultation with the Director of Law and Democratic Services, the terms of legal obligations under Town and Country Planning and associated legislation except where (a) the Head of Planning determines it should be determined by the Planning Committee; or (b) an application in writing requesting consideration by the Planning Committee has been received from a Member no later than 28 calendar days following validation of the application; or (c) a Parish Council has requested in writing no later than 21 calendar days following validation of the application that the Planning Committee consider an application because it raises significant planning issues and/or is locally controversial. Further, to set out the position of the Local Planning Authority in respect of an appeal against decisions made in the determination of planning applications.
307	Planning applications referred from other authorities	To make observations on planning applications referred to the Council by other local authorities, and, in consultation with the Director of Law and Democratic Services, to negotiate and agree legal agreements and obligations arising from development outside of the Borough area where they materially impact on interests in the Borough.

Appendix

308	Certificates of lawfulness of existing use or development (CLUEDs) and Certificates of lawfulness of proposed use or development (CLOPUDs)	Following consultation with the Director of Law and Democratic Services, to determine all matters concerning Certificates of lawfulness including applications for certificates of lawfulness or development (CLUEDs) and applications for certificated lawfulness of proposed use or development (CLOPUDs)
314	Development Control	To determine minor variations to permissions, agreements and, in consultation with the Director of Law and Democratic Services, obligations entered into by the Council the terms of legal obligations under Town and Country Planning and associated legislation.
324	Placards and posters <i>Town and Country Planning Act (1990) – Sections 220 and 225</i> <i>Town and Country Planning (Control of Advertisements) (England) Regulations 2007</i>	In consultation with the Director of Law and Democratic Services, to issue notices to remove a placard or poster to persons who displayed, or caused it to be displayed, in contravention of regulations made under Section 220 of the Town and Country Planning Act 1990 ('the Act'), and if such notices are not complied with, to recover from the said person the costs reasonably incurred by the authority to remove the placard or poster pursuant to Section 225 of the Act.
Development Planning		HP
	Examination of a Development Planning Document <i>Planning and Compulsory Purchase Act, 2004</i> <i>Regulation 767, Town and Country Planning (Local Planning) (England) Regulations, 2012,</i> <i>and Regulation 637, Neighbourhood Planning (General) Regulations, 2012</i>	To set out the position of the Local Planning Authority in respect of planning and related documentation examined through formal processes

6. The following changes put forward by Head of Revenues and Benefits

74	<p>Discretionary Housing Payments & Local Welfare Assistance</p> <p><i>Discretionary Financial Assistance Regulations 2001 & Welfare Reform Act 2012</i></p>	<p>To determine applications for discretionary housing payments (in conjunction with the Head of Housing, where appropriate) and applications for Local Welfare Assistance and any similar discretionary payment scheme and applications for Local Welfare Assistance in consultation with the Board Director Resources.</p>
78	<p>Partial Empty Rate Relief</p> <p><i>Section 44A of the Local Government Finance Act 1988</i></p>	<p>To grant partial empty rate relief in respect of hereditaments which are partly occupied.</p>

Numbers to Serve on Committees

Council

Date: 17th May 2013

Author:	Director of Law and Democratic Services
Wards:	All
Locality Affected:	All
Parishes Affected:	All

1. Purpose and Reasons

- 1.1 To determine the number of Members to serve on Swindon Borough Council Committees for the Municipal Year 2011/14.

2. Recommendations

The Council is recommended to:

- 2.1 Approve the number of Members to serve on Swindon Borough Council Committees for the Municipal Year 2013/14 as set out in Appendix 1 to the report.

3. Detail

- 3.1 It is a function of Swindon Council's Constitution that the Council determine the number of members to serve on Committees.
- 3.2 Details of the Committees to be appointed by the Council and proposed size of Membership are set out in Appendix 1.
- 3.3 The Council is asked to determine the number of members to serve on Committees for the Municipal Year 2013/14.

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 all cost will be met from existing budgets.

Legal and Human Rights Implications

- 5.2 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.

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

Numbers to Serve on Committees

Council

Date: 17th May 2013

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.

Links to One Swindon, Plans and Policies

- 5.4 The delivery of effective, accountable and transparent decision-making by the Council directly links to the delivery of the current Corporate Plan and its related Change Programme”.

Diversity Impact Assessment

- 5.5 A diversity impact assessment has not been completed as this report refers specifically to the appointment to the number of members to serve on Council Committees.

Risk Management

- 5.6 A risk assessment has not been completed as this report refers specifically to the appointment to the number of members to serve on Council Committees.

6. Consultees

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

7. Background Papers

- 7.1 Swindon Council Constitution

8. Appendices

- 8.1 List of proposed numbers of Members to serve on Committees.

Numbers to Serve on Swindon Borough Council Committees

Committee	Number of Members
Appeals	15
Appointments	15
Audit	7
Footpaths and Rights of Way	7
Licensing	15
Planning	15
Special	9
Scrutiny	13
Health Overview and Scrutiny	13
Children and Young People Overview and Scrutiny	13
Economic, Environmental and Sustainability Overview and Scrutiny	13
Safer and Stronger Communities Overview and Scrutiny	13
Standards	6

The Health and Well-Being Board is not Subject to the 1989 Act requirements to allocate seats to political parties on political balance and is not listed above.

In addition to the six Members of the Council the Standards Committee can also appoint two Independent Persons, two Co-opted Lay Members and two Co-opted Parish Councillor Members without voting rights and in accordance with the Localism Act 2011 Standards Framework.

The Special Committee usually comprises of the Leader and Deputy Leader of the Council, The Leader and Deputy Leader of the Opposition Group on the Council (Largest Minority Group) and the Leader of the second largest Minority Group on the Council. Deputies to the Special Committee are drawn from the remaining Members of the Cabinet and Shadow Cabinets of the Political Groups on the Council.

Members appointed to serve on any Overview and Scrutiny Committee can serve as a deputy for their political group on, and / or can be appointed to any sub-committee or task group established by any other Overview and Scrutiny body

The Council has previously agreed that all members of a political group on the Council can act as a deputy for another member of their group on the Footpaths and Rights of Way Committee

In addition to the Members of the Council, Overview and Scrutiny Committees dealing with education matters will include up to two *Diocesan Board Representatives* and two *Parent Governor representatives*. These additional

Members will be entitled to speak and vote only in relation to matters concerning education.

Membership of Overview and Scrutiny Committees may also include non-voting representatives from appropriate partner organisations, to be determined by the Committees.

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

Council

Date: 17th May 2013

Author:	Director of Law and Democratic Services
Wards:	All
Locality Affected:	All
Parishes Affected:	All

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 2013/14.
- 1.3 To make appointments to Committees, other Council bodies and Outside Bodies for the Municipal Year 2013/14.
- 1.4 To note appointments to Member Project Boards and Cabinet Member Advisory Groups (not decision making).

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.
- 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, Special Committee and Great Western Joint Ambulance Overview and Scrutiny Committee.
- 2.4 Appoint Councillors to serve on the Council's Committees, other Council bodies and outside bodies for the Municipal Year 2013/14 as listed in Appendices 1 to 3 to the report.

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

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

Council

Date: 17th May 2013

- 2.5 To note the appointments to the Cabinet made at the meeting of the Council held on 11th April 2013 as listed in Appendix 4 to this report.
- 2.6 To note appointments to Member Project Boards and Cabinet Member Advisory Groups (not decision making) as listed in Appendix 4.
- 2.7 Appoint Chairs and Vice-Chairs for the Council's Committees and other Council bodies for the Municipal Year, 2013/14 as listed in Appendix 5.
- 2.8 To appoint external Directors to serve on Forward Swindon as referred to in paragraph 3.10.

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 29, Labour 23, Liberal Democrats 4 and Independent Councillors 1.
- 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 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.
- 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;

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

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

Council

Date: 17th May 2013

- 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 The Council is recommended to make appointments to the Committees (Appendix 1), and other Council bodies (Appendix 2), Outside Bodies for the Municipal Year 2013/14 (Appendix 3) and note the appointments made to Member Project Groups and Cabinet Advisory Bodies by the relevant Cabinet Member (Appendix 4).

Appointments of Chairs and Vice-Chairs of Committees –

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

Appointment of Directors to Forward Swindon Ltd

- 3.10 On 17th January 2103 Council appointed the following Directors to the Board of Forward Swindon Ltd (Minute 99 refers). The Council is recommended to re-appoint the following persons to the Board of Forward Swindon Ltd for the terms of office set out.

Mr. Gavin Jones, Mr. Robin Bailey and Mrs Jeanette Harris for a term of three years.

Ms. Tina Cumpstey, Mr. Mark Beard and Mr. James Lockhart for a term of two years.

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

Council

Date: 17th May 2013

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 £4929, Leader of the Opposition £4929, Chairs of Overview Committees £3,721.79, Chair of Planning Committee £6,380.76, Chair of Licensing Committee £4,253.15, Chair of Standards Committee £4253 and Chair of Audit Committee £4,253.15. Members of the Licensing Committee receive a Special Responsibility Allowance of £1,062.71. The “Basic” Allowance for all Councillors in 2012/13 is £7,710. Members of the Standards Committee receive a Special Responsibility Allowance of £1,000.

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.

Links to One Swindon, Plans and Policies

- 5.5 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.

Diversity Impact Assessment

- 5.6 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.

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

Council

Date: 17th May 2013

Risk Management

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

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 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 2012/13.

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Appendix 1

Committees

Committee	Number of Members	Political Balance Ratio
Appeals	15	8:6:1
Appointments	15	8:6:1
Audit	7	4:3:0
Footpaths and Rights of Way	7	4:3:0
Licensing	15	8:6:1
Planning	15	8:6:1
Special	9	5:3:1
Scrutiny	13	7:5:1
Health Overview and Scrutiny	13	7:5:1
Children and Young People Overview and Scrutiny	13	7:5:1
Economic, Environmental and Sustainability Overview and Scrutiny	13	7:5:1
Safer and Stronger Communities Overview and Scrutiny	13	7:5:1
Health and Well Being Board	3 (1 seat is determined by Statute. 2 additional Councillor seats have been allocated.	N/A
Standards	6 (+2 Independent Persons, 2 Co-opted Lay Members and 2 Co-opted Parish Councillor Members without voting rights)	N/A = 3:2:1

Other Council Bodies 2013/2014

WILTSHIRE AND SWINDON FIRE AUTHORITY (3 members)

WILTSHIRE & SWINDON POLICE AND CRIME PANEL (4 members)

JOINT STRATEGIC PLANNING WORKING PARTY (7 members)

JOINT GREAT WESTERN AMBULANCE OVERVIEW AND SCRUTINY COMMITTEE (2 Members)

BOROUGH/PARISH CONSULTATION MEETING (Cabinet Member)

ONE SWINDON PARTNERSHIP BOARD (4 members - including Leader of the Council, Cabinet Member with portfolio preferred, Leader of the Labour Group and Leader of the Liberal Democrat Group)

JOINT COMMISSIONING BOARD (2 Cabinet Members with Portfolio Responsibilities (specific deputy for each Cabinet Member) + 1 Member from largest minority group)

HEALTH AND WELL-BEING BOARD (3 Councillors)

Education Related Bodies:

CHILDREN'S TRUST BOARD (Cabinet Member + 2 Members)

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

SWINDON ADMISSIONS FORUM (2 members + deputies)

LEARNING DISABILITY PARTNERSHIP BOARD (1 Member)

Staff Related Bodies:

JOINT SAFETY COMMITTEE (Cabinet Member with Portfolio Responsibility)

COUNCIL JOINT CONSULTATIVE COMMITTEE (12 members)

STAFF JOINT COMMITTEE (12 members)

Appointments to Outside Bodies 2013 / 2014

Archaeological Advisory Body Of the Swindon Development Trust (6 members)
 Arts Council England – South West (1 member)
 Association of Public Service Excellence (1 member & 1 deputy)
 Braeside Management Committee (1 member)
 Crickalde Country Way Partnership (1 member)
 Cre8 Studios (2 members)
 Digital City (UK) Board (1 member)
 Forward Swindon Board (Cabinet Member)
 Forward Swindon Company Investment Partnership (3 members)
 Forward Swindon Company Shareholder panel (3 members)
 Governing Body of Swindon College (Cabinet Member) – 4 year term
 Highworth Recreation Centre Management Committee (1 member + 1 deputy)
 Joint Archive Board (formerly Wiltshire Historic Buildings Trust) (1 member + 1 deputy)
 Joint Committee of the National Parking Adjudication Service (1 member [Lead member for service area] + 1 deputy [shadow lead member from the largest minority group])
 Local Government Association (4 members)
 Local Government Association Rural Commission (2 members)
 Local Government Association Urban Commission (2 members)
 Local Government Information Unit (1 member and 1 deputy)
 Lydiard Park Forum (1 Member – Cabinet Member with Portfolio Responsibility)
 North Wessex Downs Area Of Outstanding Natural Beauty Partnership Board (1 member + 1 deputy)
 Oxenwood Management Committee (1 member)
 Plas Pencelli Management Committee (5 members)
 South West Regional Committee of “Room”, National Council for Housing and Planning (1 member and 1 deputy)
 South West Councils (1 members) (Leader of the Council)
 South West Councils Employers Panel (1 members) (Note: Cabinet Member with HR Portfolio Responsibility)
 South West Councils Resources Committee (1 members) (Note: Cabinet Member with HR Portfolio Responsibility)
 South West Regional Executive Board for Asylum Seekers and Refugees (1 member and the Chief Executive, or a nominated representative)
 Stratton Pupil Referral Unit Management Committee (2 members)
 Swindon and Wiltshire Rural Partnership (1 member)
 Swindon Adoption Panel (2 members - no deputies)
 Swindon Commercial Services Board (1 member)
 Swindon Dance Board (2 members)
 Swindon Fairtrade Coalition (1 member)
 Swindon Fostering Panel (2 members – no deputies)
 Swindon Ocotal Link (5 members including 1 from each minority group)
 Swindon Portage (1 member)
 Thamesdown Transport Board (Note: the Council nominates 4 members of the Board)

Town Twinning Network (6 members)
Urchfont Manor Management Committee (1 member)
Wessex Reserve Forces and Cadets Association (1 member)
Wiltshire Community Land Trust (Cabinet Member with Portfolio Responsibility preferred)
Wiltshire Historic Buildings Trust (1 Member)
Wiltshire Pension Fund Committee (2 members)
Wilts and Berks Canal Trust (1 member)

Appendix 4

Cabinet Appointments:

<u>Councillor:</u>	<u>Portfolio</u>
David Renard	Leader of the Council and Chair of Cabinet
Brian Mattock	Deputy Leader of the Council and Vice-Chair of Cabinet and Cabinet Member for Health and Adult Social Care
Mike Bawden	Cabinet Member for Strategic Projects and Transformation
Claire Ellis	Cabinet Member for Customer Support and Corporate Services
Fionuala Foley	Cabinet Member for Children's Services
Dale Heenan	Cabinet Member for Strategic Planning and Sustainability
Russell Holland	Cabinet Member for Finance
Richard Hurley	Cabinet Member for Public Protection, Housing and Streetsmart (Delivery)
Garry Perkins	Cabinet Member for Economy, Regeneration and Culture
Keith Williams	Cabinet Member for Highways, Strategic Transport and Leisure

To note the appointment to Member Project Boards and Cabinet Member Advisory Groups by the relevant Cabinet Member

ADVISORY GROUPS AND PROJECT BOARDS

1) Cabinet Member Advisory Groups (Article 7.07)

LEADER'S ADVISORY GROUP (10 Members – usually Cabinet Members)

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

LOCAL DEVELOPMENT PLANS WORKING PARTY (7 members)

LOCAL TRANSPORT PLAN WORKING GROUP (6 members)

LYDIARD PARK ADVISORY FORUM (7 members)

MEMBER DEVELOPMENT ADVISORY GROUP (5 members)

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

HERITAGE BOARD (2 Members)

ART GALLERY PROJECT BOARD (3 Members)

MAJOR PROJECTS BOARD (4 Members)

STEETSCENE AND WASTE MANAGEMENT PROJECT BOARD (1 Member - Usually Cabinet Member)

COMMUNITY SAFETY PARTNERSHIP (1 Member - Usually Cabinet Member)

CORPORATE PARENTING ADVISORY BOARD (5 Members)

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

HOUSING ADVISORY FORUM (8 Members)

TENANT FARMERS FORUM (3 Members)

Appendix 5

Appointments of Chairs and Vice-Chairs of Committees 2013 / 2014

Appeals
Appointments
Audit
Footpaths and Rights of Way
Licensing
Planning
Special
Scrutiny
Health Overview and Scrutiny
Children and Young People Overview and Scrutiny
Economic, Environmental and Sustainability Overview and Scrutiny
Safer and Stronger Communities Overview and Scrutiny
Resources, Partnership and Performance Overview
Standards

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Calendar of Meetings 2013-14

Council

Date: 17th May 2013

Author: Director of Law and Democratic Services
Wards: All
Locality Affected: All
Parishes Affected: All

1. Purpose and Reasons

- 1.1 At its meeting on 11th April 2013, the Council approved and recommended for confirmation of the Council dates for meetings of the Council, the Cabinet, Committees and other Swindon Borough Council bodies for the Municipal Year 2013/14, attached as Appendix 1.
- 1.2 The Council's Constitution requires the formal confirmation of the dates of Council meetings by Full Council at its Annual Meeting.

2. Recommendations

The Council is recommended to:

- 2.1 Approve the Timetable of Meetings for 2013/14 as set out in Appendix 1.
- 2.2 Authorise the Director of Law and Democratic Services, 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 Proposed dates for meetings of Cabinet, Committees and other bodies are attached at Appendix 1. These were agreed provisionally at the meeting of the Council held on 11th April 2013.
- 3.2 Dates are included in this Appendix for the One Swindon Leadership Board, Safeguarding Boards, Wiltshire and Swindon Police and Crime Panel and the Wiltshire Fire Authority are for information only, as these meeting dates are arranged separately.
- 3.3 It is also proposed that the Director of Law and Democratic Services, in consultation with the Leader of the Council, should 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.

Further information on the subject of this report can be obtained from Shaun Banks, Direct Dial 463606, sbanks@swindon.gov.uk.

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.

Links to One Swindon, Plans and Policies

- 5.4 The delivery of effective, accountable and transparent decision-making by the Council directly links to the delivery of the Corporate Strategy and its related Change Programme.

Diversity Impact Assessment

- 5.5 A Diversity Impact Assessment has not been completed for this report. Risk Management

6. Consultees

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

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 Appendix 1 - Proposed Council Timetable 2013/14

Swindon Borough Council Calendar of Meetings 2013-2014

	Meeting / Committee	Officer	day	time	2013								2014						
					May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Executive & Regulatory	Council	SB	Th	19:00	17(A)		18		26		7		23	24(M), 27(R)		3	^[16]	6 (A)	
	(normally preceded by Group meetings)																		
	Cabinet agenda meetings	IW	Th	16:00	23		4	22		3	21		16	27,6 (R)	6	10			
	Cabinet briefing meeting (as required)	IW	M	17:00		10	22		9	21		9		3	17	22(tu)			
	Cabinetet (*Open Forum at 18:00 - Cabinet will start directly after)	IW	W	18:30*		12	24		11	23		11		5	19	23			
	Standards	SL	M	17:00			15			7			27		24				
	Audit	SJ	Tu	18:00		25			17		5			4		15			
	Planning	IT	Tu	18:00	7	11	9	13	10	8	12	10	14	11	11	8		10	
	Footpaths & Rights of Way	IT	Tu	18:00			17(w)			1			21		18				
	Joint Commissioning Board (Children / Adults)	IT	Tu	13:00		4			17				3			4			
	Appointments / Appeals	AS/SB	-	-	Meetings arranged as required														
	Licensing Committee / Panel	SB(RG/AS)	-	-	Meetings arranged as required														
	Cabinet Panel on School Organisation	IW			Meetings arranged as required														
	Scrutiny	SJ/JT	M	18:00		17	1,29	12	16	14,28	18	16		10	24	7, 28			
	Health	SJ/SS	W	18:00		5	16(tu)		25		27		29			2			
Overview & Scrutiny	- Joint Great Western Ambulance	SS	-	-	Meetings arranged as required														
	Children & Young People	RG/ SS	W	18:00		19			4		13		15		5				
	Economic, Environmental & Sustainability	AS/JT	W	18:00		18(tu)			18		20			26		1(tu)			
	Safer and Stronger Communities	IT /JT	M	18:00		24			30		25		27		17				
	Tenants Scrutiny Panel	AG	-	-	Meetings arranged as required														
	Wiltshire and Swindon Police and Crime Panel	Wilts LA		10:00		12			16		26		tbc		tbc				
	Wiltshire Fire Authority	Wilts FA		10:30	30				26			12		tbc			tbc		
Other Formal Bodies	One Swindon Leadership Board	SB / AC	Var	18:00		25 (AD)	23			22		17(AD)	28		18				
	Swindon Children's Trust Board	RGG	Th	16:00		6			19			5			13				
	Standing Advisory Council on Religious Education (SACRE)	SL	Tu	18:00		25				1		3			18				
	Schools Forum	SL	Tu	16:00			9			8			21		11				
	Staff Joint Cttee	SJ	Th	14:00			11				28				13				
	Council Joint Consultative Committee	SJ	Th	14:00					19					6					
	Joint Safety Committee	IT	Tu	15:00		11			3		5			25					
	Health & Wellbeing Board	AS	W	14:00	8		10		11		13		8		12		7		
	Local Safeguarding Childrens Board	LB	Tu	13:30		11			10			10			11				
	Local Safeguarding Adults Board (LSAB)	DP	Th	14:00	16			15			21			20					

Meeting / Committee		Officer	day	time	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		
Localities																		9(tbc)		
Advisory Groups	West	Lead	M	19:00	13		8		9		11		13		10					
	East	Lead	W	19:00			3			16			22			9				
	Town Centre	Lead	Th	19:00		13			24(tu)		26(tu)		30		27					
	South	Lead	W	19:00		4(tu)			9(m)				22		26					
	North	Lead	Tu	19:00	22	4				15				12(w)		22				
	North Central	Lead	Tu	19:00	28		30		24		26		28		27(th)					
	North East	Lead	W	19:00			10			2				12		9				
	Corporate Parenting Advisory	SB	M	17:00			8		16			2			10					
	Housing Advisory Forum	SB	W	18:00		26				9				8		12				
	Equalities Advisory Forum	AS/RG	W	12:45		12			25		6				12		2			
Advisory Groups	Benefits Monitoring Group	IT	Tu	17:00		4	23		24		19		28		25					
	Member Development Steering Group	SRT	Var	17:30											4					
	Town Twinning Network	AS	W	18:00		5			25			4				2				
	Archaeological Advisory Body	RG	W	15:00			17				20			19						
	Conservative Group Meetings	DC	M/Tu	18:00	14	3	2,15	5	2,23	21	4	9	6,20	3,17	31	14	6	2		
	Labour Group Meetings	MB	M/Tu	19:00	14	3	2,15		2,23	7	4	9	6,20	3,17	31	14	6	2		
	Lib Dem Group Meetings	Cllr SP			Meetings arranged as required															
	Member Training	SRT	Var	Var	20,21(Pl)	10	22	19	3	29	6	17	9	6	20	30				
	Bank Holidays				6,27			26				25-26	1			18, 21	5, 26			
	Swindon School Holidays				27-31		25-Jul	-30Aug		24-Oct	- 1 Nov	22 Dec	- 3 Jan	17-21		7-21				
Dates	Elections																[1 BE], 22 BE & EE			

Key :

(m)=Monday, (tu)=Tuesday, (w)=Wednesday, (th)=Thursday, (f)=Friday (B) budget meeting, (R)=Reserve Date, (A)=annual council (Fri, 2.30 pm), (R) = Reserve Date, (AD)= Away Day (9 am - 4 pm)
 Π = date only used if 2014 election is on 1st † BE = Borough Election, BE & EE = Borough and European Election TBC = To Be Confirmed
 Ctee Officers: IW=Ian Wilcox, SJ=Steve Jones, SB=Shaun Banks, SL=Sarah Lawrence, IT=Iain Tucker, AS=Alison Smith, RGG = Rita Glen-Gallo, SRT = Sally Rhind-Tutt,
 Other Contacts: DC = Douglas Chanda-Campbell, MB = Matthew Bradley, Cllr SP = Cllr Stan Pajak, SS = Sally Smith, JT=Jodie Townsen
 Lead = Locality Lead, AC= Alison Chamberlain, LB= Leslie Boorman, DP= Debbie Parmen!

Please note these are not all the meetings attended by Members - see the Committee Member Information Site Diary for a fuller set of dates