



SWINDON BOROUGH COUNCIL

Municipal Year 2012/13

Meeting of Council on Thursday, 20 September 2012

ITEM - MINUTES OF OTHER COUNCIL BODIES

SECTION 1 - OVERVIEW AND SCRUTINY COMMITTEES

1. Minutes of meeting Monday, 16th July, 2012 of Scrutiny Committee (Pages 3 - 6)
2. Minutes of meeting Monday, 6th August, 2012 of Scrutiny Committee (Pages 7 - 10)
3. Minutes of meeting Wednesday, 1st August, 2012 of Health Overview and Scrutiny Committee (Pages 11 - 16)
6. Minutes of meeting Thursday, 21st June, 2012 of Children and Young People's Overview and Scrutiny Committee (Pages 17 - 24)
5. Minutes of meeting Thursday, 5th July, 2012 of Economic, Environmental and Sustainability Overview and Scrutiny Committee (Pages 25 - 28)
6. Minutes of meeting Thursday, 28th June, 2012 of Safer and Stronger Communities Overview and Scrutiny Committee (Pages 29 - 30)

SECTION 2 - REGULATORY COMMITTEES

7. Minutes of meeting Tuesday, 10th July, 2012 of Planning Committee (Pages 33 - 34)

8. Minutes of meeting Tuesday, 14th August, 2012 of Planning Committee (Pages 35 - 38)
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10. Minutes of meeting Wednesday, 22nd August, 2012 of Private Hire and Hackney Carriage Licensing Sub-Committee (Pages 41 - 42)
11. Minutes of meeting Thursday, 5th July, 2012 of Licensing Panel (Pages 43 - 44)
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SECTION 3 - CHILDREN SERVICES BODIES

17. Minutes of meeting Tuesday, 3rd July, 2012 of Schools Forum (Pages 59 - 66)
18. Minutes of meeting Tuesday, 17th July, 2012 of Standing Advisory Council on Religious Education (Pages 67 - 72)
19. Minutes of meeting Tuesday, 7th August, 2012 of Education Transport Appeals Sub-Committee (Pages 73 - 74)
20. Minutes of meeting Tuesday, 7th August, 2012 of Education Transport Appeals Sub-Committee (Pages 75 - 76)
21. Minutes of meeting Friday, 17th August, 2012 of Education Transport Appeals Sub-Committee (Pages 77 - 78)

Section 2

Overview and Scrutiny Committee Minutes

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SCRUTINY COMMITTEE

MONDAY, 16 JULY 2012

PRESENT:- Councillors Kevin Small (Chair), Peter Heaton-Jones (Vice-Chair), John Ballman, Toby Elliott, Claire Ellis, Brian Ford, Richard Hurley, Colin Lovell, Maureen Penny and James Robbins

Councillors David Renard, Deputy Leader of the Council and Cabinet Member for Children's Services, Mark Edwards, Cabinet Member for Finance, Dale Heenan, Cabinet Member for Strategic Planning and Sustainability, Russell Holland, Cabinet Member for One Swindon, Localities and Housing, Garry Perkins, Cabinet Member for Regeneration and Culture, Vera Tomlinson, Cabinet Member for a Safer and Stronger Borough, and were also in attendance.

Apologies for absence were received from Councillors Des Moffatt, David Wood and Robert Wright

10. Declarations of Interest

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

11. Public Question Time

No questions were asked under Standing Order 18.

12. Minutes

Resolved – That the minutes of the meetings held on 6th and 14th June 2012 be confirmed and signed.

13. Consideration of Cabinet Decisions

The Director of Law and Democratic Services submitted a report introducing decisions arising from the Cabinet meeting held on 11th July 2012.

16. *Adoption of the Corporate Strategy 2012*

Resolved - That Minute 16 of the Cabinet be noted.

17. *Budget Management 2012/13 and Budget Strategy 2013/14 and Beyond*

Resolved - That Minute 17 of the Cabinet be noted.

18. *Capital Programme 2011/12 Out-turn, Capital Programme 2012/13 and Treasury Management Performance 2011/12*

The Board Director Finance, Revenues, Benefits and Property responded to a question put by the Chair regarding the forecast group net re-phasing amounts identified in the report to Cabinet.

Resolved - That Minute 18 of the Cabinet be noted.

19. *Additional Primary School Places in Swindon Town Centre*

Councillor David Renard, the Cabinet Member for Children's Services, responded to questions put by the Chair regarding the options considered by Cabinet for the provision of an additional two forms of entry to increase primary school places in Swindon Town Centre, specifically the St. Joseph's Catholic College option and the placement of children not of the Roman Catholic faith, and the evidence from the consultation exercise that there was a demand for additional denominational school places.

Resolved - That Minute 19 of the Cabinet be noted.

20. *Additional Primary School Places in North Swindon*

Resolved - That Minute 20 of the Cabinet be noted.

21. *One Swindon - Annual Report - First Year*

Councillor Russell Holland, Cabinet Member for One Swindon, Localities and Housing, responded to a question put by the Chair regarding the apparent omission of the Localities themselves from the process for the development of a set of objectives for the second year.

Resolved - That Minute 21 of the Cabinet be noted and that the Cabinet Member's agreement, at the meeting, to involve the Localities in the process be welcomed.

22. *A Community Infrastructure Levy for Swindon*

Councillor Dale Heenan, Cabinet Member for Strategic Planning and Sustainability, responded to a question put by Councillor Brian Ford regarding the process for the apportionment of the community infrastructure levy (CIL), particularly in respect of the rural areas of the borough. Councillor Heenan also commented in relation to issues raised by the Chair regarding the CIL as a means of authorities attracting new development and the possible implications of the recommended "zero" levy for any future "health" categorised development.

Resolved - That Minute 22 of the Cabinet be noted.

23. *Towards a University in Swindon*

Councillor David Renard, Cabinet Member for Children's Services, responded to questions put by Councillor Peter Heaton-Jones regarding the reasons for the UTC decision not to proceed in relation to its preferred site option and any implications for the funding bid.

Resolved - That Minute 23 of the Cabinet be noted.

24. *Swindon Local Transport Plan - Implementation Plan 2012/13 - 2014/15*

Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, agreed to provide a written response to a question put by Councillor Brian Ford regarding the process for determining the 10% of highways and transport projects that would be the subject of competitive tender. Councillor Williams also accepted observations made by the Chair regarding the extent and nature of the consultation undertaken in respect of the “Western Flyer” cycleway.

Resolved - That Minute 24 of the Cabinet be noted.

25. *Debt Management*

Resolved - That Minute 25 of the Cabinet be noted.

26. *Review of Education Transport Appeals Procedure*

Councillor David Renard, Cabinet Member for Children’s Services, responded to questions put by Councillor Peter Heaton-Jones regarding the results of the consultation undertaken in support of the review and Cabinet’s decision to restrict parents’ opportunity to address the appeals panel on their particular case. Councillor Renard also responded to comments by the Chair and Councillor John Ballman regarding cost savings as a factor in the Cabinet decision to limit parental access to the Appeals Panel.

A motion put by Councillor John Ballman to refer the decision back to Cabinet on the grounds that the right of parents to make representations to the Appeals Panel had not been fully considered was voted upon and declared lost.

Resolved - That Minute 26 of the Cabinet be noted.

27. *Train Services for the Future - Update on Great Western Main Line Rail Issues*

Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, responded to questions put by Councillor Toby Elliott regarding the Great Western consultation and whether any work was being done regarding new stations and local rail links within the borough and also whether any submission had been made in relation to the higher level operating strategy document and/or possible “light rail” options.

Resolved - That Minute 27 of the Cabinet be noted

28. *Strategic Acquisition of Buildings and Land at Regent Street and Morley Street, Swindon Town Centre*

Councillor Garry Perkins, the Cabinet Member for Regeneration and Culture, responded to questions put by the Chair regarding the likelihood of Compulsory Purchase Orders being necessarily used in future to secure the future strategic development of the area and also the intention that, in the short term, the existing uses of the buildings would continue after purchase.

Resolved - That Minute 28 of the Cabinet be noted

It was agreed that information requested by individual members during the course of the Committee's consideration of this item should be forwarded to the Committee Clerk for distribution to Scrutiny Committee members.

SCRUTINY COMMITTEE

MONDAY, 6 AUGUST 2012

PRESENT:- Councillors Kevin Small (Chair), Peter Heaton-Jones (Vice-Chair), John Ballman, Toby Elliott, Claire Ellis, Brian Ford, Richard Hurley, Colin Lovell, Des Moffatt, James Robbins, Robert Wright and John Haines

Councillor David Renard, Deputy Leader of the Council and Cabinet Member for Children's Services, was in attendance

Apologies for absence were received from Councillors Rod Bluh, Fionuala Foley, Brian Mattock, Maureen Penny, Garry Perkins and Vera Tomlinson.

14. Declarations of Interest

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

In accordance with the National Code of Local Government Code, and in relation to the Committee's consideration of matters relating to Children's Services (Agenda Item No. 5 refers), Councillor James Robbins made a personal declaration of interest in respect of his work at the Churchfields Academy and also in his capacity as a foster carer.

15. Public Question Time

No questions were asked under Standing Order 18.

16. Minutes

Resolved – That the minutes of the meeting held on 16th July 2012 be confirmed and signed as a correct record.

17. Question and Answer Session - Cabinet Member for Children's Services

Councillor David Renard, Deputy Leader of the Council and Cabinet Member for Children's Services, was in attendance. Following a position statement in which he summarised performance in respect of the various service areas within his portfolio of responsibility, including his assessment of what he felt had been done well, what might have been done differently and the challenges facing his portfolio, Councillor Renard responded to members' specific questions and observations on the following issues:

- the provision of additional school places, available capital funding and the likelihood of the Wroughton Primary School being replaced in the foreseeable future
- performance in relation to the youth offending service and the reasons for the apparent increasing trend evidenced in the re-offending and further offending statistics

- the “reshaping” of police support of the Council’s Youth Offending Team
- Academy Status and Asset ownership
- new development, increased pupil numbers and the continued use by schools of temporary mobile classrooms to meet the demand for school accommodation
- funding for the construction of a youth centre in the Moredon Area
- obesity and the Council’s and partner organisations’ responses to the identified general increase in the number of overweight and obese children
- the position regarding pension contributions in respect of council employees transferring to Academies
- the presentation and interpretation of the baseline data in the report and the lack of comparative national data in some service areas
- Key Stage 4 results remaining below the national average and the need for a “Swindon Solution” to achieve higher standards
- the presentation of data relating to the Council’s LIFE programme and the consequential effect on members’ and others’ ability to interpret that data
 - the availability of empirical evidence to support conclusions and stated outcomes and to effectively assess the financial effectiveness of interaction with troubled families
- the substantial and sustained reduction in the rate of teenage (under-18) pregnancies
- the outcome of recent OFSTED inspections of neighbouring authorities and implications for the Council’s own children’s and young people’s services, particularly in relation to joint working with partner organisations
- organisational changes to best respond to the “changing landscape” around health services provision
- attainment and progress in schools and the use of the English baccalaureate as an indicator of performance at Key Stage 4
- the Looked After Children Education Services (LACES) and the attainment and educational progress of children in care
- the value of “peer challenge” in determining best practice and initiating service improvements
- the increase in the number of fixed term exclusions from schools compared to the previous year and the Council’s support of schools’ own processes to limit exclusions
 - the identified and particular reasons behind the increase in fixed term exclusions over the specified period
 - the availability of data regarding individual pupils being excluded from school on multiple occasions
 - the diminishing educational role of Councils and co-operative working with maintained schools and academies to limit fixed term and permanent exclusions
- obesity and the range of offers available to young people across the borough to participate in sporting and other activities
 - sporting activity as only one of a range of lifestyle issues that need to be considered in seeking to address the problem of childhood obesity
- Skills Funding Agency (SFA) targets
- the financial position of the Plas Pencelli outdoor centre and the Council’s continuing support of this flagship facility

- the availability and demand in schools for alternative qualifications to A-levels and GCSEs
- the development of proposals for a local scheme to respond to proposed changes in the processes for the payment of council tax, housing and other benefits and the need to shape children's services to limit any detrimental impact on the children of families in receipt of these benefits

It was agreed that information requested by members during the course of the Committee's consideration of this item be forwarded to members via the Committee Clerk.

Resolved – (1) That Councillor David Renard, Deputy Leader of the Council and Cabinet Member for Children's Services, be thanked for attending the meeting and for his full and open responses to members' questions on service areas and issues within the Cabinet Member's portfolio of responsibility.

(2) That Councillor Renard's assurance of the Council's continuing support of the Plas Pencelli outdoor centre be welcomed.

(3) That the Board Director and his team be congratulated on their work in achieving a substantial and sustained reduction in teenage (under18) conceptions in Swindon over the last 5 years.

(In accordance with the National Code of Local Government Conduct, Councillor Bob Wright made a non-prejudicial declaration of interest in respect of his membership of the Drove Children's Centre Advisory Board and as a Trustee of a National Domestic Violence Organisation. Councillor Brian Ford made a non-prejudicial declaration of interest in respect of his daughter's employment at a secondary school in Swindon.)

18. Overview & Scrutiny Work Programme 2012/13

The Committee received a report of the Director of Law and Democratic Services, setting out the details of the Annual Overview and Scrutiny work programmes for the Scrutiny Committee and each of the Overview and Scrutiny Committees. It was noted that each Overview and Scrutiny Committee was required to have a work programme that detailed the activities that it will be undertaking during the municipal year, including the various topics and issues that each Committee intends to look into during the coming year, with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies/bodies to consider.

Resolved – (1) That the 2012/13 work programmes for the Scrutiny Committee and the Overview and Scrutiny Committees, as detailed in the report and presented by the chairs of the overview committees at the meeting, be approved.

(2) That the chairs of the Overview and Scrutiny Committees be invited to consider introducing regular items to the agendas of their respective committees providing members with training on specific aspects of that committee's function and responsibilities.

(3) That the Scrutiny Officers amend the work programmes in accordance with the Committee's instruction at this meeting and to make the necessary arrangements for the work programmes to be carried out.

(4) That the details of the Work Programmes for each Committee be submitted to Cabinet for information and comment.

(5) That the Heath Overview and Scrutiny Committee's recommendation that costs associated with (a) the Health Scrutiny Conference, proposed to be held at the

Civic Offices on 4th September 2012, and (b) the design and printing of the new guide to health scrutiny, be met from the Scrutiny Support budget, be accepted.

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 1 AUGUST 2012

PRESENT:- Councillors Claire Ellis (Chair), Ray Ballman (Vice-Chair), Steve Allsopp, Alan Bishop, Wayne Crabbe, Brian Ford, John Haines, Richard Hurley, Derique Montaut, Maureen Penny and Rochelle Russell.

Councillor Brian Mattock, Cabinet Member for Health and Adult Social Care, Mike Relph (AWP), Hazel Watson (AWP), Tony Gallagher (AWP), Ruth Fitzjohn (NHS Gloucestershire and Swindon), Heather Mitchell (SEQOL), Michelle Howard (SEQOL), Jose Ortega (Swindon Borough Council), Paul Bearman (NHS Gloucestershire and Swindon), Derek Benfield (LINK) and Jo Osorio (LINK).

Apologies for absence were received from Councillors Julie Wright and Ann Richards and from Jill Crook (NHS Gloucestershire and Swindon) and Michael Barnes (NHS Swindon).

9. Declarations of Interest

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

10. Public Question Time

Andy Newman of the GMB Union and Maria de Souza, Martina Rodrigues and Irene de Souza, employees of Carillion working in housekeeping at the Great Western Hospital and members of the GMB Union, asked questions regarding the absence from the meeting of any officer representation from the hospital and matters relating to the on-going strike action.

The Chair thanked the members of the public for their questions and confirmed that written responses would be sought.

Ruth Fitzjohn (NHS Gloucestershire and Swindon) apologised that there was no officer representative from the hospital in attendance at the meeting and offered to advise the Chair of the Trust of the questions that had been put.

11. Minutes

Resolved - That the minutes of the meeting held on 13th June 2012 be confirmed and signed.

12. Chief Executive's Report - Great Western Hospitals NHS Foundation Trust

The Committee received a report of the Chief Executive of the GWH NHS Foundation Trust on key issues and developments at the Hospital.

In the absence of the Chief Executive, the Chair invited members to put questions

on the subject matter of the report with a view to these being forwarded to the Chief Executive to address in her next progress report. The following issues were raised by members:

- the Hospital's investigation of savings that might be made from reducing its use of agency staff
- the appropriateness of the regional consortium approach to issues of NHS pay, terms and conditions, as outlined in the report
- the on-going collective grievance between members of the GMB union employed in housekeeping roles at the hospital and their employer, Carillion, and the recognition by Carillion of the need to re-engage with their workforce now that the outcome of the collective grievance has been communicated
- patient fluid intake monitoring and the effectiveness of the Hospital's hydrate initiative
- radiotherapy services and the joint project between the Hospital and the Oxford University Trust
- the commendation of the Secretary of State for the Hospital's performance in relation to the 18 week "Referral to Treatment" target

Resolved – (1) That the report be noted.

(2) That staff at the Hospital be congratulated on the commendation of the Secretary of State for the Hospital's performance in relation to the 18 week Referral to Treatment target.

(3) That members' questions in respect of the report be submitted to the Hospital's Chief Executive in order that these might be addressed in her next progress report.

13. NHS Swindon Chief Executive Report

Mr Paul Bearman, Locality Commissioning Director for Swindon, presented a report of the Chief Executive, NHS Swindon, on current activity and issues within NHS Swindon, including updates in respect of the new NHS 111 service, the Swindon Clinical Commissioning Group, the Swindon Public Health transition and the opportunity to bid for additional funding from the South of England Dementia Challenge.

Resolved – That the report be noted

14. SEQOL Partner Organisation Update Report

Heather Mitchell, the Chief Executive of SEQOL, presented a report providing members with an update on matters relating to SEQOL, and of particular relevance to the Committee's terms of reference, and responded to members' questions and observations on issues relating to the future promotion of Enterprise Works and the Committee's interaction with the GPs' Commissioning Group.

Resolved – That the report be noted.

15. Avon and Wiltshire NHS Partnership Trust - Community Services Report

Tony Gallagher, the Chair of the Avon and Wiltshire NHS Partnership Trust, introduced a report on progress in implementing the redesign of Community mental Health Services, as agreed by NHS Swindon and Swindon Borough Council. The report also described the Mental Health Service's current performance in relation to

the service redesign. Mr Gallagher spoke, specifically, on the AWP change agenda and responded to members' questions on the following issues:

- the AWP's appointment of locality leads
- the measures taken by the Board to manage and monitor the "change process" to be assured that the objective of better delivering mental health services in the area is achieved
- the timescale for the delivery of the objectives of AWP's "Fit the future – Our Commitment" strategy document
- the importance of achieving a tangible improvement in the standard of mental health services for Swindon
- the main themes of the changes to service
 - clinical primacy
 - the engagement of users and carers in the decision making process

Following Mr Gallagher's introduction of the report, Mike Relph (AWP) summarised the main aspects of the report for members.

Resolved – (1) That the report be noted

(2) That future progress reports should also include details of any significant issues which might affect the delivery of AWP's "Fit the future" performance milestones.

16. Learning Disabilities Transformation Programme

The Committee received a report and presentation by parents and carers of people with learning disabilities, outlining their vision for Learning Disability Day Services in Swindon as provided by SEQOL (and as commissioned by Swindon Borough Council and NHS Swindon). The report also provided an options appraisal of how the parents and carers felt the services might be taken forward, exploring the sustainability of two day services, One Step Ahead (OSA) and the Upham Road Centre (URC), and considering the demand upon the workforce in providing modern flexible services. It was noted that the preferred option, based upon quality, cost, and timescale for the transformation programme, was for a single workforce working out of the URC.

Several parents of service users were in attendance and spoke of the importance of day services for people with learning disabilities and of their support of the user and carers' proposed service transformation programme.

Resolved – (1) That this Committee supports the parents and carers in taking forward their vision for learning disability day services through the Council's commissioning process.

(2) That the parents and carers present at the meeting be thanked for their attendance at the meeting and for their presentation of this very comprehensive report.

17. Public Health Transition Plan for Swindon

Dr. Jose Ortega, Joint Director of Public Health, NHS Swindon and Swindon Borough Council, made a presentation to the Committee on detail of the Public Health Transition Plan for Swindon, necessary to ensure readiness for public health transition from Swindon Primary Care Trust (PCT) to Swindon Borough Council

(SBC) by 1st April 2013. It was explained that the plan outlined the approach in Swindon to shift public health responsibilities from Swindon Primary Care Trust to Swindon Borough Council and Public Health England as detailed in the Public Health White Paper, "Healthy Lives Healthy People: Our strategy for public health in England (November 2010)".

Resolved – That the report, and the content of the Public Health Transition Plan for Swindon, appended to the report (circulated separately), be noted.

18. Joint Strategic Needs Assessment (JSNA) 2012 Review

The Committee received a report providing the Health Overview and Scrutiny Committee with an overview of the findings of the JSNA 2012 review. Dr. Jose Ortega, Joint Director of Public Health. NHS Swindon and Swindon Borough Council, presented the report, outlining the highlights of the Government's new vision for the leadership and delivery of health and care services (Equity and excellence: Liberating the NHS). Dr Ortega explained that the vision included establishing JSNAs as a fundamental part of the planning and commissioning cycle at a local level and that all areas were required to produce a JSNA, the legal basis for which is now the Health and Social Care Act 2012 (formerly the Local Government and Public Involvement in Health Act 2007). The Committee noted that the Shadow Health and Wellbeing Board was receiving regular progress updates and draft versions of the report for comment and direction, and had formally approved the findings and recommendations at a meeting in June 2012.

Dr Ortega advised that, building from previous assessments, the JSNA 2012 review aimed to provide a comprehensive local picture of the health and wellbeing needs of all people who live in Swindon, including vulnerable and geographic groups, and would inform the development of the new Health and Wellbeing and other strategies, local priorities, and commissioning decisions. This JSNA 2012 review was intended to guide Swindon's Shadow Health and Wellbeing Board in one of its core duties – developing a Health and Wellbeing Strategy for the Borough which, in turn, would inform the commissioning of services.

Resolved – (1) That the report be noted and that members of the Committee be provided with a copy of Dr Ortega's presentation for information.

(2) That members be invited to consider, outside the meeting, the questions set out in paragraph 2 of the report, relating to the JSNA process, and to advise the Scrutiny Officer of any particular comments they might wish to be taken on board in relation to future reviews and/or bulletins and the communication of JSNA information.

19. Swindon Local Involvement Network Enter & View reports

The Committee received a report of the Swindon Local Involvement Network (LINK) regarding three visits undertaken by Swindon Local Involvement Network, in accordance with the provisions of the Local Government and Public Involvement in Health Act 2007. The visits included one undertaken as part of a joint exercise with other LINKs in the Great Western Ambulance NHS Trust area.

Resolved – That the report be noted.

20. Work Programme 2012-2013

The Committee received a report of the Director of Law and Democratic Services

inviting members to review the Committee's work programme for 2012/13 and work undertaken by the Committee to date.

Resolved – (1) That the report and the revised and updated Work Programme for 2012/13 be noted.

(2) That the use of the Scrutiny Support budget to meet costs associated with the proposed Health Scrutiny Conference and also the publication of a revised Guide to Health Scrutiny, be approved.

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CHILDREN AND YOUNG PEOPLE'S OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 21 JUNE 2012

PRESENT:- Councillors David Wood (Chair), Nick Martin (Vice-Chair), Andrew Bennett, Wayne Crabbe, Doreen Dart, Emma Faramarzi, Fay Howard, Colin Lovell, Cindy Matthews, Maureen Penny, James Robbins, Rochelle Russell and Nadine Watts.

Co-opted Representatives: - Mr Peter Crockett (Association of Swindon Special School Headteachers), Mr Dick Mattick (National Association of Schoolmasters and Union of Women Teachers) and Mr Peter Wells (Catholic Church Diocese).

Apologies for absence were received from Mrs Penny Summers (Standing Advisory Council on Religious Education), Mrs Rachael Matthey (Swindon Association of Secondary Headteacher), Mr Malcolm Barton (Church of England Diocese), Mrs Melanie Sancto (Swindon Association of Primary School Headteachers) and Mr Sam Cantlon (Swindon Youth Forum).

1. **Declarations of Interest.**

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

2. **Minutes**

Resolved – That the minutes of the meeting held on 14th March 2012 be confirmed and signed as a correct record.

Matters Arising

Further to Minute No 40, Councillor Wayne Crabbe enquired about the average cost of an Out of Borough Placement. Sue Wald, Head of Commissioning – Children and Adults advised that there were a number of factors that affected the cost, including the needs of the child, but on average, the price of a placement was between £700 and £800 a week for a placement with an Independent Fostering Agency and £2,500 – £4,000 per week for a residential placement.

Councillor Crabbe enquired regarding the budget allocated to Out of Borough Placements. Sue Wald advised that the budget allocated to children in care placements for 2012/13 was £4m and this does not include a financial contribution from NHS Swindon nor did this include children with special educational needs. Paddy Bradley, Head Of Commissioning – Economy / Attainment explained Out of Borough placements and advised pupils were sent out of borough to receive specialist education provision. He advised that the current budget for out of borough placements was £2.3 million and this was provisioned from the dedicated school grant and not from the core budget of the Council. He further added that some funding would be recouped as Swindon provided placements for pupils from other local authorities.

3.

Public Question Time

The following questions were submitted in accordance with Standing Order 28.

Questioner

Mr Paul Sunners – Swindon Resident

Question

With reference to the Children Services Performance Report para.2.7.1 (page 13) Youth Engagement Service Activity.

The information contained within this report clearly highlights the extent to which 'youth work' in Swindon has become focussed on individual case-work with an increasingly narrow focus on young people with specific needs. Inevitably, such focus has significant resource implications for a diminishing number of youth workers and any attempt to resurrect a robust youth service available to all young people in Swindon.

In light of the long-standing concern in relation to youth provision in Swindon, will the Swindon Children Trust Board exert influence on Swindon Borough Council to adopt a creative approach to the principles contained within 'Positive for Youth – a new approach to cross-government policy for young people aged 13 to 19' a Government policy published in December 2011.

Response

The following response was circulated at the meeting:

The Chair of the Swindon Children's Trust Board (Liz Holmes) responded to this question at the last Children's Trust Board meeting by advising that the Board received regular reports from the Youth Service and was therefore able to monitor the scope of services provided and its ability to maintain services.

Question

Observation comment to support Question 2.

Reference 2.7.10 (page 17) Exclusions. Based on the data presented in paragraph 2 the published percentage increase is inaccurate and should read 31.5%. However, this information would appear to be erroneous based on exclusion data contained within the 'schools on-line weekly update' (28th May 2012) which clearly indicates that the total number of fixed term exclusions for the same period i.e. September 2011 to March 2012 was 918. If the previous year's total is correct i.e. 657, this means that the increase in FTE's is 39.7%. To assist any focussed analysis of the data pertaining to Fixed Term Exclusions it may have been helpful to if the 'schools on-line' information had been added as an appendix.

Question 2.

In light of the Exclusions information presented in paragraph 2.7.10 which reports a significant increase in fixed term exclusions, does this matter merit closer scrutiny?

Response

The following response was circulated at the meeting:

The Head of Commissioning – Children and Adults (Sue Wald) agrees that the percentage increase in fixed term exclusions referred to in paragraph 2.7.10 should be 31.5%. Mrs Wald also states that when the report was written it was based on the latest available data. This information was affected by when the data was actually entered by individual schools. To get an accurate comparison between the years, it would be necessary to use the official annual figures. Details are regularly reported to the Children's Trust Board and the Children and Young Peoples Overview and Scrutiny Committee as part of the monitoring process and to give an indication of the trend in numbers.

The Head of Commissioning – Economy/Attainment (Paddy Bradley) advised that the number of exclusions were increasing generally. In addition, the majority of secondary schools in the town are now academies and as most exclusions are from secondary schools, this had an impact on the data as academies had a different reporting process. Work is continuing to find a way of providing an overall picture of the situation within the town. It was suggested at the Children's Trust Board that the appropriate Scrutiny Committee be requested to investigate the issue and this is a matter for the Children & Young Peoples Overview and Scrutiny Committee to consider as part of their work programme setting.

In response to a query from Mr Sunners, Paddy Bradley, Head Of Commissioning – Economy / Attainment confirmed that Engagement workers were commissioned to provide support for young people transitioning from school to post 16 provision, including learning and employment. He confirmed the effectiveness of the work as highlighted by Swindon's lower than national average NEET (Not in Education, Employment or Training) figures. He advised that the focus would be on raising the participation age to ensure that young people were positively engaged in education and training. He added that 'Positive for Youth' strategy and targeted work had been undertaken to support young people.

Members of the Committee commented on the various youth work being undertaken by the Local Authority and the Voluntary Sector.

4. Appointment of Co-optees

The Committee considered a report of the Director Law and Democratic Services regarding the appointment of co-optees to the Children and Young People's Overview and Scrutiny Committee for the Municipal Year 2012/13.

Resolved - (1) That the appointment of Malcolm Barton as Church of England Diocese representative to the Committee be confirmed.

(2) That the appointment of Peter Wells as the Catholic Church Diocese representative to the Committee be confirmed.

(3) That the appointment of the following non-voting representatives be confirmed:

- Dick Mattick (Swindon NASUWT Branch)
- Peter Crockett (Swindon Association of Special School Headteachers)
- Penny Summers (Standing Advisory Council for Religious Education)
- Melanie Sancto (Swindon Association of Primary Headteachers)
- Rachel Matthey (Swindon Association of Secondary Headteachers)

- Sam Cantlon (Swindon Youth Forum)

(4) That the appointment of a Parent Governor Representative to the Committee be submitted as and when nominations were received.

5. Children Services Performance Report

Sue Wald (Head of Commissioning – Children and Adults) presented a report updating Members of the Committee on the performance within all service commissioning, including Health Services and NHS Swindon with respect to its performance for the period to March 2012. She advised information relating to social care would be analysed and presented at a future meeting of the Committee. Members noted that the report had been structured to highlight the improvements that had been made, areas where further work would be undertaken and areas where further actions would be required to improve the programme.

Sue Wald advised that despite the deletion of the National Indicator Set, all of the data previously reported to the Department for Education had been submitted by means of statutory returns. She added that the submitted data would be a useful tool for data comparison and benefited from regular inspection by external scrutiny.

Members noted that there had been significant improvement regarding breastfeeding and this had been accomplished through the work conducted by health visitors and Children Centres to improve this indicator.

The Committee welcomed the performance improvements and noted the following points:

- The underlying reasons and trends for unauthorised absences. Paddy Bradley advised that the Council monitored data but it was the schools responsibility to monitor unauthorised absences. He added that support would be provided by education welfare officers.
- In response to a query regarding school attendance, Paddy Bradley advised that reasons for non-attendance varied and this included peer pressure.
- Caseload Management. Sara Tough advised that over the last year there had been an increase in caseloads covering children in need and children in care. Sara Tough explained the processes undertaken when children were classified In Need or Looked After and commented that the increase had implications both on the budget and in maintaining quality and levels of work. She added that the rise in numbers was the result of the complexity of circumstances in individual assessments.
- The number of Children in Care. Sara Tough advised that the number had fluctuated and peaked at 265 pupils in 2007 and current figures were similar to that period.
- In response to a query regarding the number of children adopted, Sara Tough advised that this figure had declined and this year had seen the lowest number of children being adopted. This was largely due to the circumstances related to individual cases.

Resolved - (1) That the performance data for the period end of February 2012, be noted.

(2) That a report setting out factors affecting school attendance and exclusions be presented to a future meeting of this Committee.

(3) That a report setting out the number of children adopted in Swindon be presented to a future meeting of this Committee.

6.

Work Programme 2012/13.

The Committee considered a report of the Director of Law and Democratic Services on the results of the 2012/13 Overview and Scrutiny work programme consultation and on details regarding the priorities for Children's Services.

The Committee noted the Motion at Council on 20th June 2012, (Minute 26 of Council refers):

Councillor Bob Wright moved and Councillor Nadine Watts seconded:

"This Council notes the lack of public confidence in the Council's planning process concerning the Croft Primary School Planning Application and, in particular, whether public expertise carries equal weight to the evidence provided by the council in support of its own application.

This Council requests the Planning Committee to consider establishing an independent review of the process followed in relation to the Croft Primary School Planning Application. As part of this review, Council would like the following matters to be considered:

- Whether the planning process for the Croft School Planning Application was fair and appropriate and whether there was adequate public consultation for that application.
- Through reviewing the experiences taken from that application, whether the Swindon Borough Council planning process can demonstrate that equal treatment and weight is given to evidence submitted by the public as is given to the Council's own evidence.
- How the Council can redress the community's lack of confidence that proper consultation took place when dealing with future planning applications."

Councillor Stan Pajak moved and Councillor Ann Richards seconded that the Motion be amended to read:

"This Council notes that a planning application for Croft School was passed by Planning Committee on 29th November 2011 with no Councillors from any party voting against.

This Council acknowledges the concerns of part of the community in the Council's consultation process concerning the Croft School.

This Council supports the inclusion in the proposed work plan of the Children and Young People's Overview and Scrutiny Committee for 2012/13 of a review of the Croft School consultation.

This Council requests that any Task Group of the Children and Young People's Overview and Scrutiny Committee invite two independent individuals who have no prior involvement in the process to participate in that review."

The Committee considered the report and commented on the Motion and items in the work programme including:

- The review of the consultation processes in the opening and closure of schools in Swindon. Members agreed that the scope of work to be undertaken by the Task Group should be broad to encompass the processes and how decisions were reached in terms of the information submitted. They noted that the Planning Process would not be included in this review. The Committee agreed that Croft and Highworth be used as exemplars. Members noted that the review would potentially include reviewing data to reflect why Croft and Highworth (Northview School) had been selected.

The Chair, Councillors Dart, Bennett, Penny, Martin and Robbins declared non- prejudicial involvement due to their previous connections with these projects and were unable to volunteer for the Review group.

- The effect on the overall education patterns of pupils from Swindon parents who attend out of borough schools. The Committee enquired regarding the education of Key Stage 3 and 4 pupils and asked if these were being conducted in or out of borough. Concerns were noted regarding the effect of secondary education placement choices on Swindon results. Paddy Bradley advised that information would be made available for the Committee's scrutiny covering outgoing and incoming pupil figures.
- Secondary school provision 2018 onwards. Members noted that it would be beneficial to include information regarding special schools.

Resolved: (1) That Councillors, Members and stakeholders submitting areas for consideration under this Committee's Work Programme for the Municipal Year, 2012/13, be thanked.

(2) That the Council Motion be noted.

(3) That further to (2) above, the Committee agrees to set up a Task Group to include two independent members of Standards Committee to review the processes of the opening and closure of schools with the closure of the school in Highworth and the proposal of a new school at Croft to be used as exemplars.

(4) That once the terms for the School Consultation Task Group have been agreed, they be forwarded to all members for information.

(5) That the terms of reference for the School Consultation Task Group include good practice in respect of Swindon Borough Council consultation for the opening of a new school.

(6) That Sally Smith, Scrutiny Officer submit a report to a future meeting regarding future opening and closure of schools to the Committee's attention.

(7) That Mr Keith Carby, former Independent Chair of the Council's Standards Committee be invited to serve on the School Consultation Task Group.

(8) That the Chair and Vice-Chair of this Committee be authorised to make Councillor appointments from members serving on the Council's Overview and Scrutiny Committee to serve on the School Consultation Task Group.

(9) That the School Consultation Task Group is operational before September 2012.

(10) That an officer submit a report to this Committee setting out the achievement of students' studying Out of Borough and how this may have affected Swindon's education data.

(11) That reports regarding (4) and (6) of the Work Programme be presented together and should include information on Special Schools and post sixteen provision.

(12) That reports regarding (1), (14) and (15) of the Work Programme be presented together.

(13) That, the Cabinet Member for Children Services be advised that Councillors Wood, Bennett, Dart, Faramazi and Robins have requested that they be kept apprised of progress made in the establishment of the University Technical College in Swindon.

(14) That officers submit a report on Youth Democracy to a future meeting of this Committee.

7. Dates of Future Meetings

Meetings of the Committee during the Municipal Year 2012/13 be held on:

Wednesday, 19th September 2012, 6.00 pm

Wednesday, 21st November 2012, 6.00 pm

Wednesday, 16th January 2013, at 6.00 pm

Wednesday, 6th March 2013, at 6.00 pm

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**ECONOMIC, ENVIRONMENTAL AND SUSTAINABILITY OVERVIEW AND
SCRUTINY COMMITTEE**

THURSDAY, 5 JULY 2012

PRESENT:- Councillors Peter Heaton-Jones (Chair), Mark Dempsey (Vice-Chair), Junab Ali, Mike Bawden, Wayne Crabbe, Toby Elliott, Emma Faramarzi, Mary Friend, Richard Hurley, Julian Price, James Robbins and Steve Wakefield

Apologies for absence were received from Councillors Nicky Sewell.

1. 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 Emma Faramarzi made a non-prejudicial declaration of interest in her capacity as Chair of the Federation of Small Businesses and a member of the Influence Board (formerly Swindon Strategic Economic Partnership).

2. Minutes

Resolved – That the minutes of the meeting held on 22nd March 2012, be confirmed and signed as a correct record.

3. Public Question Time

No public questions were received during the meeting.

4. Work Programme - Cabinet Priorities 2012/13

Councillor Garry Perkins, Cabinet Member for Regeneration and Culture, Councillor Dale Heenan, Cabinet Member for Strategic Planning and Sustainability and Richard Fisher, on behalf of Councillor Fionuala Foley (Cabinet Member for Streetsmart and Corporate Services) presented the following priority areas from within their portfolios for consideration by this Committee for inclusion within their work programme for 2012/2013:-

Councillor Garry Perkins (Cabinet Member for Regeneration and Culture):-

Consultation with residents on –

- Town Centre master plan – consultation to commence at the end of July undertaken by Forward Swindon.
- Economic Strategy – this would be going to Cabinet in September.
- Core Strategy – this would be going to Cabinet in October.

Regeneration – a cross party Forward Swindon Commissioning Board had been set up in order to provide a clear direction from the Council as to what was required from Forward Swindon. A number of regeneration projects were now underway, including:

- Union Square
- College Site – demolition was now underway and development would

- commence on the site as soon as it was cleared by September
- Station Forecourt – this was due to be completed by the end of July
- Oasis development – this would be completed by 2014/15.

Mechanics Institute – consideration was being given to bringing the building back to being structurally sound and meetings would be set up with organisations such as English Heritage and the National lottery to explore potential sources of funding. The council had recovered some of the costs associated with works carried out on the building and the case to recover the remainder of costs had been registered.

Councillor Dale Heenan (Cabinet Member for Strategic Planning and Sustainability):-

- Strategic Planning – an eight week consultation period for the Core Strategy.
- Neighbourhood Plans – in line with the Core Strategy, consultation would take place with local communities.
- Economic Strategy.
- Countryside issues – perception of Swindon informed on the way into the town. Councillor Heenan confirmed that the transport strategy was not part of his portfolio and that this fell within the remit of the Cabinet Member for Leisure and Strategic Transport.
- Renewable Energy – the development of an energy strategy.
- IT Programme – especially in the way the Council engages with communities and businesses.
- Business Rates – opportunity to lessen restrictions on planning red tape in order to encourage businesses into the town and therefore create jobs.

Richard Fisher (on behalf of Councillor Foley, Cabinet Member for Streetsmart and Corporate Services):-

- Recycling – increasing the rate from 50% to 60%
- Waste to energy schemes – what happens to the waste that does not go to landfill.
- Waste and recycling strategy adopted in 2006 – role for a wider discussion on waste overall.

Resolved – That Councillor Garry Perkins, Councillor Dale Heenan and Richard Fisher be thanked for attending the meeting.

5. Work Programme - Forward Swindon

Ian Piper (Chief Executive of Forward Swindon) and Paddy Bradley (Head of Commissioning, Economy and Attainment) briefly explained the role of Forward Swindon in delivering economic development and regeneration in Swindon and

presented Forward Swindon's Annual Delivery Plan for 2012/13. Three priorities had been agreed for 2012/13 for which milestone targets had been set and which would be monitored through the Shareholder Commissioning Board:

- Bringing more new businesses to Swindon
- Support existing businesses in the town to succeed, grow and remain
- Delivering regeneration and growth projects that support the overarching goal.

In response to queries from Members of the Committee, Mr Piper confirmed that Honda and other companies were working together to explore how Swindon could become a leader in the use of hydrogen technology and that there was a facility on their web site to enable potential businesses to search for available premises within Swindon. He added that he recognised the need to promote this web site more widely, in particular to existing businesses in the town.

Resolved – That Mr Piper and Mr Bradley be thanked for attending the meeting.

6. Work Programme 2012/13

Members of the Economic, Environmental and Sustainability Overview and Scrutiny Committee agreed the following work programme for the 2012/13 Municipal Year, taking into account the suggestions from relevant Cabinet Members, the suggestions of Members of the Committee and the results of the annual work programme exercise:

September 6th

- Final Town Centre Regeneration Report – report to be agreed and fed into the Town Centre Master Plan consultation process.
- Economic Strategy Consultation
- Inward Investment

September 26th (additional meeting)

- Core Strategy Consultation
- Additional Inward Investment item if required

December 13th

- Receive final Inward Investment report
- Recycling/Waste to Energy/Waste Management
- Review work programme

In addition to the above, a further meeting of the Mechanics Advisory Group would be set up to agree a way forward and the Scrutiny Officer agreed to find out more about business rates and the transport strategy to ascertain whether it would be feasible for the Committee to engage with these topics at future meetings.

A task group, comprising Councillor Wayne Crabbe and Councillor Julian Price would also be established to look at the issue of houses unfit for habitation.

Resolved – That Members of the Economic, Environmental and Sustainability

Overview and Scrutiny Committee agree the above work programme for the 2012/13 Municipal Year.

7. Inward Investment Briefing Paper

Members of the Committee reviewed the Inward Investment briefing paper which outlined the progress made by this Committee on Inward Investment last year. The Chair added that work on Inward Investment would be completed by the end of this calendar year with further evidence being presented at the September meeting.

Resolved – (1) That Members of the Economic, Environmental and Sustainability Overview and Scrutiny Committee note the contents of the Inward Investment briefing paper.

(2) That further evidence be presented at the next meeting of this Committee with a final report on Inward Investment produced by the end of this calendar year.

**SAFER AND STRONGER COMMUNITIES OVERVIEW AND SCRUTINY
COMMITTEE**

THURSDAY, 28 JUNE 2012

PRESENT:- Councillors Brian Ford (Chair), Robert Wright (Vice-Chair), Abdul Amin, Toby Elliott, Mary Friend, John Haines, Colin Lovell, Ann Richards, Joe Tray and Julie Wright

Apologies for absence were received from Councillors John Ballman, Alan Bishop and Nick Martin.

67. Minutes

Resolved - That the minutes of the meeting held on 23rd March 2012 be confirmed and signed.

68. Declarations of Interest

There were no declarations of interest.

69. Public Question Time

Paul Sunners asked the following questions:

1. In light of the merging of community safety functions between Wiltshire Police and Swindon Borough Council, can the SSCOS Committee provide an update in relation to who now will support the setting-up and co-ordination of local Neighbourhood Watch Schemes?
2. Where does the principle of support for a stronger youth service receive acknowledgement within the portfolio of responsibilities held by the Committee?
3. Will police officers from Wiltshire Police support policing and security at the forthcoming Olympic Games? If so, to what extent in terms of numbers and relative costs?

Phil Thomas responded at the meeting.

70. Work programme - Wiltshire Police Presentation (oral report)

Chief Inspector Granger from Wiltshire Police provided the Committee with a highlight of Police successes during the previous 12 months. Crime figures had reduced for Anti-Social Behaviour, Alcohol Abuse, Private Space Violence and Fatalities on the Roads.

The Committee questioned Chief Inspector Granger about various aspects of the Police Work Programme for the forthcoming 12 months.

Resolved – That Chief Inspector Granger be thanked for a useful and informative presentation.

71. Work Programme - Cabinet Member for a Safer and Stronger Borough

The Cabinet Member for a Safer and Stronger Borough submitted a report setting out the priority areas for the Cabinet Portfolio for a Safer and Stronger Borough for

2012/13.

Phil Thomas took the Committee through the main highlights of the report, identifying the following areas that fall within the remit of the portfolio of a Safer and Stronger Borough.

- Police Authority/ Police and Crime Commissioner Liaison
- Community Safety Partnership
- Environmental and Public Protection Services
- Gypsies, Travellers and unauthorised encampments
- Reducing Drugs, Alcohol and Substance misuse
- Reducing Domestic Abuse

The Committee questioned the Director about various aspects of the work programme and thanked him for a useful and informative presentation.

72. Work Programme Report

The Overview and Scrutiny Officer submitted

a report setting out details of the annual Overview and Scrutiny work programme consultation exercise and details of suggested topics for the Safer and Stronger Overview and Scrutiny Committee work programme for 2012/13.

Resolved – (1) That, after taking into account the priorities and suggestions of relevant Cabinet Members, the views and concerns of the Police, the Community Safety Partnership and the results of the annual work programme exercise, the Committee agrees that the following areas be included in its work programme for 2012/13

- The use of “Specials” by the Police.
- The “Watches” including Farm Watch, Neighbourhood Watch and Lorry Speed Watch.
- Restorative Justice, to be looked at later in the year.
-

(2) That the Lead Member be asked to approach the MP’s for Swindon with the Committees concern about controls of trafficking girls for forced marriages.

Section 3

Regulatory Committee Minutes

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PLANNING COMMITTEE

TUESDAY, 10 JULY 2012

PRESENT: - Councillors Colin Lovell (Chair), Doreen Dart (Vice-Chair), Steve Allsopp, Abdul Amin, John Ballman, Toby Elliott, Brian Ford, Dale Heenan, Richard Hurley, Nick Martin, Teresa Page, Peter Watts and Keith Williams.

Apologies for absence were received from Councillors Paul Baker and Nicky Sewell.

149. Declarations of Interest

There were no declarations of interest

150. Minutes

Resolved – That the minutes of the meeting held on 12th June 2012, be confirmed and signed.

151. Public Question Time

There were no public questions

152. Determination of Planning and Related Applications

The Committee considered: -

- (a) Applications for permission to develop;
- (b) Recommendations of the Head of Planning.
- (c) The views of interested persons set out in the report circulated with the Committee Agenda;
- (d) The Additional Information Sheet circulated before the meeting;
- (e) The comments of Councillor Montaut in respect of application numbered S/12/799
- (f) The comments of the following interested persons:-

<u>App No.</u>	<u>Name</u>	<u>Address/Organisation</u>
S/12/0317	Tom Archard William Hughes Barrie Wicks John Champion	Applicant Castle Eaton PC
S/12/0240	Peter Lawson Stuart Boyd	Agent Blunsdon PC
S/11/1501	Dave Glasson Stuart Boyd	Agent Blunsdon PC
S/12/0799	Edward Tucker	Agent

Resolved – (1) That permission to develop be granted in respect of application numbered S/12/629 subject to the conditions listed in the Committee Report.

(2) That, in respect of application numbered S/12/317: (a) the Planning Officer withdrew bullet point 2 in paragraph 73 of the report, and (b) the Head of Planning be authorised to grant permission subject to the conditions listed in the Committee report and subject to the imposition of additional/amended conditions that he may determine necessary to secure an odour management plan and vehicle management plan and amend the hours of delivery of waste material.

(3) That the Head of Planning be authorised to grant permission in respect of application numbered S/12/240 subject to the conditions listed in the Committee report and to considering further the wording of condition 6 to allow for other forms of dust mitigation.

(4) That, in respect of application numbered S/11/1501; (a) permission be refused for the following reasons:

1. The stationing of the mobile home and its continued occupation is contrary to policies DS1 and H7 of the Swindon Borough Local Plan 2011 in that it amounts to a new dwelling outside the village of Blunsdon and for which no agricultural justification has been supplied.
2. The site lies within an area covered by policies ENV10 and ENV9 of the Swindon Borough Local Plan 2011 which identify particularly sensitive areas of the countryside within which new development which is not essential to the local rural economy or desirable for the enjoyment of its amenities is to be resisted.

(b) That the Director of Law and Democratic Services be authorised to initiate and carry out such legal proceedings as he may determine, including the option to obtain an order of injunction in court to stop the breach, the service of any notices including an enforcement notice or the taking of direct action to restrain the breach of planning control and ameliorate the harm caused by such breach.

(c) That Officers are authorised to carry out any further action in line with this refusal and authorisation of enforcement action, in liaison with the Chair and Vice-Chair, without the need to bring this matter back before Committee.

(5) That the Head of Planning be authorised to grant permission in respect of application numbered S/12/799 subject to appropriate conditions

PLANNING COMMITTEE

TUESDAY, 14 AUGUST 2012

PRESENT: - Councillors Colin Lovell (Chair), Doreen Dart (Vice-Chair), Steve Allsopp, Abdul Amin, John Ballman, Toby Elliott, Brian Ford, Dale Heenan, Richard Hurley, Nick Martin, Teresa Page and Keith Williams.

Apologies for absence were received from Councillors Paul Baker and Nicky Sewell.

153. Declarations of Interest

There were no declarations of interest.

154. Minutes

Resolved – That the minutes of the meeting held on 10th July 2012, be confirmed and signed.

155. Public Question Time

Kareen Boyd asked a question concerning a recent article in the Evening Advertiser regarding the Purton/Iffley Road link.

The Head of Planning undertook to provide a written answer.

Carole Bent asked who is legally accountable for ensuring compliance with Health & Safety matters prior to the opening of premises.

Kehinde Awoyobi responded at the meeting.

Carole Bent asked what are the legal implications if material considerations have not been complied with prior to the opening of a building.

Kehinde Awoyobi responded at the meeting.

Carole Bent asked whether members of the Planning Committee were chosen based on any expertise they had in Planning or Design.

Kehinde Awoyobi responded at the meeting.

156. Determination of Planning and Related Applications

The Committee considered: -

- (a) Applications for permission to develop;
- (b) Recommendations of the Head of Planning;
- (c) The views of interested persons set out in the report circulated with the Committee Agenda;
- (d) The Additional Information Sheet circulated before the meeting;
- (e) The comments of Councillor Bishop in respect of application numbered S/RES/12/640
- (f) The comments of Councillor Bennett in respect of application numbered S/12/739
- (g) The comments of the following interested persons:-

<u>App No.</u>	<u>Name</u>	<u>Address/Organisation</u>
S/RES/12/640	Andy Cattermole Norman Edwards Kenneth Saunders Chris Badsell	Applicant Pentylands Preservation Grp Friends of Pentylands Park St Michaels Avenue
S/12/315	Andrew Miles Nick Tremlin	Agent On behalf of local resident
S/12/646	Philip Brouard	Agent
S/12/739	Kerry Pflieger Gary Somner	Agent Wanborough Parish Council
S/CAC/12/736	Kerry Pflieger	Agent

Resolved – (1) That permission to develop be granted in respect of the following applications, subject to the conditions listed in the Committee Report, and the Additional Information Sheet circulated before the meeting.

S/12/559 and S/12/684

(2) That the Head of Planning be authorised to approve the reserved matters in respect of application numbered S/RES/12/640 subject to the satisfactory agreement of the internal highway layout and drainage details and subject to the following conditions;

- (a) A Construction Management Plan be submitted and agreed by the LPA (as suggested by the applicant to mitigate the impact of construction works / deliveries)
- (b) A list of approved drawings and details

(3) That The Head of Planning be authorised to grant permission in respect of application numbered S/12/315 subject to the conditions set out in the Committee report and the following additional condition and any additional, omitted or amended conditions and the completion of a planning obligation to secure contributions towards infrastructure provision to mitigate the impact of the development together with a 'claw-back' provision if the scheme is later found to be more financially viable. If by 30th November the contributions have not been secured, the application may be refused

Additional Condition:

No construction work including site clearance and delivery of materials shall be carried out except between the hours of 07.30 to 18.00 Monday to Friday and 08.00 to 13.00 on Saturdays and at no times on Sundays or Bank Holidays and Public Holidays unless agreed otherwise in writing by the local planning authority.

Reason: To safeguard the amenities of the area.

Relevant Policies: DS6 and ENV25 Swindon Borough Local Plan 2011 (2006).

(4) That The Head of Planning be authorised to grant permission in respect of application numbered S/12/646 subject to the conditions set out in the Committee report and subject to any additional, omitted or amended conditions and the

completion of a planning obligation to secure contributions towards infrastructure provision (fire and safety) and to restriction on the occupation of the building to holiday accommodation. If by 30th November the contributions have not been secured, the application may be refused.

(5) That the Head of Planning, in consultation with the Chair and Vice Chair, be authorised to grant permission in respect of application numbered S/12/739 subject to the conditions listed in the Committee report and any additional, omitted or amended conditions as may be necessary and subject to the completion of a S106 planning obligation to secure the necessary contributions to mitigate the infrastructure demand to which the development gives rise., to seek to redirect the central area public realm contribution to Wanborough and to agree a revised and reduced curtilage for the proposed dwelling as set out in paragraph 55 of the Committee report. If by 30th November this has not been agreed and secured, the application may be refused.

:(6) That the Head of Planning be authorised to grant Conservation Area Consent in respect of application numbered S/CAC/12/736 upon completion of a S106 agreement in connection with application numbered S/12/0739.

(7) That the Head of Planning be authorised to approve the Reserved Matters in respect of application numbered S/RES/12/682 subject to the conditions set out in the Committee report and any omitted, revised or amended conditions as appropriate.

(8) That the Chair write to Wroughton and Haydon Wick Parishes expressing the Committees concern that no Parish Councillor was present to put forward the Parish's reasons for requesting applications be submitted to the Committee.

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LICENSING COMMITTEE

WEDNESDAY, 18 JULY 2012

PRESENT:- Councillors Richard Hurley (Chair), Andrew Bennett (Vice-Chair), Junab Ali, John Ballman, Alan Bishop, Wayne Crabbe, Doreen Dart, Claire Ellis, Peter Heaton-Jones, Derique Montaut and Teresa Page.

Apologies for absence were received from Councillors Emma Faramarzi, Steve Wakefield, David Wood and Robert Wright.

6. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

7. Minutes

Resolved – That the minutes of the meeting held on 18th May 2012, be confirmed and signed as a correct record.

8. Public Question Time

No public questions were received during the meeting.

9. Review of Gambling Act 2005 Policy

The Council's Interim Manager submitted a report advising Members of the proposed timetable for the review of the Council's Statement of Principles (Gambling Policy) in relation to the Gambling Act 2005.

Resolved – That the Council's Interim Licensing Manager be authorised to undertake a full consultation of the Council's Statement of Principles (Gambling Policy) in relation to the Gambling Act 2005 within the timescales set out in the report.

10. Review of Council's Licensing Policy (Oral)

The Council's Interim Manager reported orally advising Members that the Council's Licensing Policy needed to be updated and requested authority to undertake a review of the Council's Licensing Policy at the same time as the review of the Council's Statement of Principles (Gambling Policy).

Resolved – That the Council's Interim Licensing Manager be authorised to undertake a full consultation of the Council's Licensing Policy at the same time as undertaking the review of the Council's Statement of Principles (Gambling Policy).

11. Introduction of a Licensing regime for Sexual Entertainment Venues

The Council's Interim Licensing Manager submitted a report setting out the proposed introduction of a licensing regime for "sexual entertainment venues" through the adoption of the amendment to the Local Government (Miscellaneous Provisions) Act 1982 Schedule 3, by Section 27 of the Policing and Crimes Act

2009.

Resolved – That, subject to the agreement of the Council, the amendment to the Local Government (Miscellaneous Provisions) Act 1982 Schedule 3, by Section 27 of the Policing and Crimes Act 2009, be adopted.

PRIVATE HIRE AND HACKNEY CARRIAGE LICENSING SUB-COMMITTEE

WEDNESDAY, 22 AUGUST 2012

PRESENT:- Councillors Andrew Bennett, Wayne Crabbe, Richard Hurley, Derique Montaut and Steve Wakefield.

Apologies for absence were received from Councillors Junab Ali, Doreen Dart and Emma Faramarzi.

14. Appointment of Chair for the Municipal Year 2012/13

Resolved – That Councillor Andrew Bennett be Chair of this Sub-Committee for the Municipal Year, 2012/13.

15. Appointment of Vice-Chair for the Municipal Year 2012/13

Resolved – That Councillor Derique Montaut be Vice-Chair of this Sub-Committee for the Municipal Year, 2012/13.

16. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

17. Minutes

Resolved – That the minutes of the meeting held on 20th March 2012 be confirmed and signed.

18. Public Question Time

No public questions were received during the meeting.

19. Law Commission Consultation - Reform of Taxi and Private Hire Services

The Sub-Committee considered (a) a report of the Head of Highways and Transport setting out details of a review by the Law Commission for England and Wales in respect of the reform of Taxi and Private Hire Vehicle services, (b) a copy of the Law Commission Consultation Paper “Reforming the Law of Taxi and Private Hire Services”, (c) the submission of the Taxi Licensing and Contracts Team Leader to the Officer National Association, and (d) questions and answers relating to the consultation and proposed responses.

Resolved - (1) That the officer response to their National Association set out in Appendix C to the report be noted.

(2) That, subject to the inclusion of the comments of Members made at this meeting, the officer response set out in Appendix C to the report be approved as this Authority’s response to the Law Commission for England and Wales Consultation Paper “Reforming the Law of Taxi and Private Hire Services”.

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LICENSING PANEL

THURSDAY, 5 JULY 2012

PRESENT:- Councillors Junab Ali, Alan Bishop and Doreen Dart.

6. Appointment of Chair

Resolved – That Councillor Junab Ali Chair this meeting of the Panel.
(Councillor Junab Ali took the Chair.)

7. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

8. Application for a Premises Licence at Unit 1 Comet Way, Alexandra Park Wroughton, Swindon

The Panel considered (a) a report of the Council's Interim Licensing Manager setting out an application for a Premises Licence for Unit 1, Comet Way, Alexandra Park, Wroughton, Swindon, (b) written objections to the grant of a Premises Licence received from a local residents, (c) the oral comments of Wiltshire Constabulary's Licensing Officer, (d) questions from Members and the answers received, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

Resolved – (1) That, having carefully considering the evidence before it the Panel determined that the application for a Premises Licence for the premises at Unit 1, Comet Way, Alexandra Park, Wroughton, Swindon be granted subject to the following conditions:

- (a) That the sale of alcohol be permitted from 10:00 until 22:00 hours on Monday to Sunday.
- (b) That the management of Unit 1, Comet Way, Alexandra Park, Wroughton, Swindon, shall operate a strict "Challenge 25" policy.
- (c) That no irresponsible drinks promotion shall be permitted.
- (d) That the applicant shall clear the area around the shop of any litter during all trading hours.

Reasons

- 1. The Panel considered the objection from local residents but noted that no Statutory Authority had made representations on any of the Licensing objectives.
- 2. The Panel found no evidence that there would be a breach of any of the licensing objectives based upon the conditions volunteered by the applicant and the application received.
- 3. The conditions attached to the Premises Licence were proposed voluntarily by the applicant and accepted by the Panel who found that these would help maintain the Licensing Objectives.

(2) That the applicant's offer to cease trading at 20:00 hours in the first six months of operation be noted.

Reason

The Panel noted the applicant's offer to cease trading at 20:00 hours during the first six months of operation and that this was intended to ease the concerns of local residents. However the Panel also noted that this was a voluntary arrangement that, based upon the evidence before it, could not be legally enforced.

LICENSING PANEL

FRIDAY, 13 JULY 2012

PRESENT:- Councillors Andrew Bennett, Claire Ellis and Derique Montaut.

9. Appointment of Chair

Resolved – That Councillor Andrew Bennett Chair this meeting of the Panel.
(Councillor Bennett took the Chair.)

10. Minutes

Resolved – That the minutes of the meetings held on 23rd March, 20th and 24th April and 14th June 2012 be confirmed and signed.

11. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

12. Application to Vary Premises Licence - M.E.C.A.

The Panel determined that, in the absence of the Police Licensing Officer, consideration of the application be deferred.

Reason

The Panel determined that in order to reach a reasoned decision a cross examination of the Police evidence would be required.

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LICENSING PANEL

FRIDAY, 27 JULY 2012

PRESENT:- Councillors John Ballman, Emma Faramarzi and Richard Hurley.

An apology for absence was received from Councillor Teresa Page.

13. Appointment of Chair

Resolved – That Councillor Richard Hurley Chair this meeting of the Panel.
(Councillor Hurley took the Chair.)

14. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

15. Application to Vary Premises Licence - Midcounties Co-operative, Cavendish Square, Swindon

The Council's Interim Licensing Officer reported that the applicant of the variation of the Premises Licence of the Midcounties Co-operative, Cavendish Square, Swindon, had requested a deferment in order to allow the attendance of a legal representative.

The Panel determined that consideration of the application for a variation of the Premises Licence of the Midcounties Co-operative, Cavendish Square, Swindon be deferred to allow the applicant to be represented.

Reason

In order to allow the applicant to be formally represented and in order to ensure a fair hearing.

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LICENSING PANEL

FRIDAY, 3 AUGUST 2012

PRESENT:- Councillors Junab Ali, Andrew Bennett and Wayne Crabbe.

16. Appointment of Chair

Resolved – That Councillor Andrew Bennett Chair this meeting of the Panel.
(Councillor Bennett took the Chair.)

17. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

18. Application to Review a Premises Licence - Stratton Community Store, 14/18 Rainer Close, Swindon

The Licensee advised the Panel that his Solicitor could not attend the meeting and requested an adjournment in order that he could be represented at the hearing.

Resolved – That the meeting be adjourned until 10:30a.m. on Friday 24th August, 2012, in order that the Licensee's solicitor may attend the hearing.

Reason

In order to allow the Licensee to be formally represented and in order to ensure a fair hearing.

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LICENSING PANEL

THURSDAY, 9 AUGUST 2012

PRESENT:- Councillors John Ballman, Andrew Bennett and Robert Wright

19. Appointment of Chair

Resolved – That Councillor Andrew Bennett Chair this meeting of the Panel.
(Councillor Bennett took the Chair.)

20. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

**21. Application for a Premises Licence - Mace Convenience Store,
Highworth Service Station, Swindon Road, Highworth**

The Panel considered (a) a report of the Council's Interim Licensing Manager setting out an application for a Premises Licence for the Mace Convenience Store, Highworth Service Station, Swindon Road, Highworth, Swindon, (b) a written objection to the grant of a Premises Licence received from a local resident, (c) the comments of Michelle Jenkins (Manager) and Christopher Mitchener (Licensing Solutions) in support of the application, (d) questions from Members and the answers received, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

Resolved – That, having carefully considering the evidence before it the Panel determined that the application for a Premises Licence for the Mace Convenience Store, Highworth Service Station, Swindon Road, Highworth, Swindon be granted.

Reasons

1. The Panel considered the objection from a local resident but noted that no Statutory Authority had made representations on any of the Licensing objectives.
2. The Panel found no evidence that there would be a breach of any of the licensing objectives based upon the application, training and management procedures in force at the premises and the locality of the shop.
3. There was no evidence provided of current problems of noise or public nuisance at the premises.

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LICENSING PANEL

FRIDAY, 24 AUGUST 2012

PRESENT:- Councillors Junab Ali, Andrew Bennett and Wayne Crabbe.

22. Appointment of Chair

Resolved – That Councillor Andrew Bennett be Chair of this meeting of the Panel.

(Councillor Bennett took the Chair.)

23. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

24. Minutes

Resolved – That the minutes of the meetings held on 5th, 13th and 27th July and 3rd and 9th August 2012, be confirmed and signed as a correct record.

25. Application to Review a Premises Licence - Stratton Community Store, 14/18 Rainer Close, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out a request from Trading Standards for a review of the Premises Licence for the Stratton Community Store, 14/18 Rainer Close, Swindon, following a failed test purchase at the premises, (b) oral representations from Trading Standards Officers in support of their application for review, (c) representatives from Mr. Peter Riddle (Solicitor to Stratton Community Store) and Mr. Jatin Pandya (Premises Licence Holder) opposing the review, (d) questions from Members to both parties and the answers received, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

Resolved - After considering: -

The application to review the licence made by the Trading Standards Officers; and representations and material put forward on behalf of the Licensee on their own behalf and those of their Solicitor;

And taking into account: -

The Secretary of State's Guidance; and

The Licensing Authority Licensing Statement:

And having in mind the promotion of the Licensing Objectives in particular: -

The Protection of Children from Harm;

The Panel determined the following: -

That, having considered the evidence and representations before it, the steps taken by management to ensure full compliance with the Licensing Objectives following the failed test purchase and the seriousness this Panel places on the sale of alcohol

to minors, the Panel determines that (a) the premises licence held by the Stratton Community Store, 14/18 Rainer Close, Swindon, be amended to include the additional conditions set out below, and (b) that the premises licence be suspended for a period of 1 week, to take effect 21 days from the date of this hearing to allow management to ensure all staff have been trained regarding underage sales, the use of the shop's CCTV system, the maintenance of refusals records and to ensure they can provide written and CCTV records to appropriate officers and Wiltshire Constabulary upon request.

Reason

The reason given by the Licensing Authority for its decisions to impose additional conditions and to suspend is that it was necessary to put in place these measures in order to secure compliance with the Licensing Objectives and in particular the protection of children from harm objective and to ensure all staff are properly trained.

Additional Conditions

1. A single refusal book be kept and shall be completed in consecutive order. The log shall be reviewed upon completion of each page of the numbered refusals book or on a monthly basis, whichever is the shorter period of time, and the review shall be recorded. On identification of any trends, training needs shall be reassessed. The log shall be available for inspection by Authorised Officers or Wiltshire Constabulary at any reasonable hour.

Reason

To ensure staff are complying with their training requirements and in order to ensure compliance with the Licensing Objectives.

2. All staff shall be given formal training on age-restricted sales every three months, including watching the SWERCOTS training (or its replacement or equivalent). A training record shall be kept and made available for inspection by Authorised Officers or Wiltshire Constabulary at any reasonable hour. All staff shall receive full training in relation to the Licensing Objectives and records maintenance prior to undertaking any sales of alcohol.

Reason

To ensure all staff are trained and made aware of their role in maintaining the Licensing Objectives.

3. Signage shall be displayed prominently at the point of sale, the store entrance door and the alcohol display point indicating that customers appearing 25 or under who wish to buy alcohol will be challenged. A further sign indicating that it is a criminal offence to sell alcohol to someone under 18 shall be displayed prominently at the point of sale.

Reason

To assist staff and management in securing the Licensing Objectives.

4. CCTV records shall be kept for 28 days and be made available for inspection by Authorised Officers or Wiltshire Constabulary at any reasonable hour.

Reason

To assist in the maintenance of the Licensing Objectives.

The Chair reminded both parties that you had the right of appeal to the Magistrates Court and that an application for any such appeal should be made within 21 days.

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Section 4

Children Services Bodies Minutes

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SCHOOLS FORUM

TUESDAY, 3 JULY 2012

PRESENT: -

School Members: Peter Crockett, Special Headteacher (Chair)
Nick Capstick, Primary Headteacher
Lauren Connor, Primary Headteacher
Rhian Cockwell, Primary Headteacher
David Easter, Primary Governor
Robert Jackson, Primary Governor
Derek Fry, Special Governor
Rachael Matthey, Secondary Headteacher
Julie Tridgell, Secondary Headteacher
Lynne Fletcher, Swindon Academy

Non-School Members: Maureen Harries, Diocese
Peter Smith, Trade Unions
Debbie Waldron, Early Years Representative

Officers: Paddy Bradley (Head of Commissioning – Economy /
Attainment)
Steve Haley (Head of Finance –Education and Innovation)
Sarah Higgins (Finance Manager, Education and
Innovation)
Nikki Soave (Internal Audit)

Councillor David Renard was also in attendance.

Apologies for absence were received from Janet Urban (Primary Headteacher), Paul Boyles (Primary Governor), Wendy Conaghan (Secondary Headteacher), Andy Hazelton (Secondary Governor), Andrew Miller (16-19 Partnership) and Ram Thiagarajah (BME).

1. Minutes

Resolved – That the minutes of the meeting held on 6th March 2012 be confirmed and signed as a correct record.

2. Final Dedicated Schools Grant Outturn 2011-12

The Forum considered a report by Steve Haley (Head of Finance –Education and Innovation) regarding the closure of the Local Authority's 2011/12 accounts and the final Dedicated Schools Grant retained budget and Standards Fund grant outturn position.

Mr Haley advised that the overall outturn position on the 2011/12 retained budget was more favourable than anticipated as a net underspend of £508,100, which equated to 2.6%, had been achieved. This had been carried forward and added to the £49k underspend from 2010/11. In addition the LA had agreed with the

Department for Education (DfE) that £428,542 was the final balance of unspent Standards Fund grants and this had also been carried forward. Mr Haley reminded Forum Members that this underspend position was broadly in line with the March 2012 forecasts and that the Forum had agreed at the last meeting to provide one-off transitional protection totalling £589,451 to 12 primary and 3 secondary schools which were adversely affected by the redistribution of former standards fund grants in the 2012/13 local formula.

Mr Haley advised that following the payment of the transitional protection to schools, £396,199 remained available for use in 2012/13 and the Local Authority had identified two potential areas of spend from this funding which the Schools Forum was asked to support.

- a) During the 2012/13 formula consultation it had been recognised that schools employing Advanced Skills Teachers (AST's) might need additional support towards redundancy or salary protection costs. Mr Haley advised that three AST's were being retained at South Marston, Oaktree and Even Swindon, schools and were entitled to three years' salary protection payable from 1 September 2012. Paragraph 2.8 of the report set out the terms of the funding provided up to 31st March 2012 to assist schools with these costs which were in accordance with the former Standards Fund Grant. From April 2012 this funding ceased and after assessing the financial implications on each of the three schools and taking into account the DfE school funding reform which prohibited the LA from making any protection funding beyond the current year, the LA was proposing to fund 50% of salary protection costs but no backfill funding. This equated to £9,102 for South Marston, £22,410 for Oaktree, and £6,310 for Even Swindon (with the figure for Even Swindon updated at the meeting to recognise that their AST was part time). Mr Haley reported to the Forum that the two of the schools concerned were dissatisfied with the recommendation, believing that the full cost should be met. The LA was sympathetic to their position but the DfE do not allow on-going support to be provided and the schools do have scope to sell their AST service to other schools. The Forum supported the 50% payments as recommended, totalling £37,822.
- b) Mr Haley advised that Gorse Hill had received 3 full terms (12 months) of Flat Rate Funding following the amalgamation of the Infant and Junior Schools in accordance with the local formula but the school remains in dispute with the LA about this. The scheme provides scope to pay between 3 and 5 full terms of funding following amalgamation but the LA had not received any financial information from the school which indicated that the discretionary element (i.e. terms 4 and 5) of additional funding should be paid. The school believe that they were promised that flat rate funding would be paid for 5 full terms (18 months) regardless of their financial position and Mr Bradley confirmed that minutes of a consultation meeting with the school did indicate that funding would remain unchanged for 18 months. As this had not been corrected or qualified by the LA at the time the school do have cause to assume that this would be automatically paid. In light of this the Forum was asked to support the payment of a further 6 months of flat rate funding which equated to £25,500. It was recognised that this was a decision for the Board Director, Commissioning but as the cost would be met from the DSG, thereby affecting all Swindon schools, the LA was keen to assess the views of Forum members on this matter. Forum members voted not to support the making of any further payment to Gorse Hill due to their relatively

healthy financial position and the wider financial context for Swindon schools.

- c) It was recommended that the remaining balance be retained in recognition of the potential pressures and risks arising from managing the retained budget, subject to regular updates being presented to the Forum. In addition, as part of school funding reforms the Department for Education had imposed a restriction on the level of contingencies that could be retained in future years to cover school expansion, equal pay and redundancy costs, and in some areas had limited future year funding at the level retained in 2012/13. The carry forward from 2011/12 could then provide some additional flexibility for future years. The Forum supported this recommendation.

Resolved – That the Schools Forum:

- 1) Notes that the Local Authority has £49,000 available from 2010/11 and has underspent its 2011/12 retained budget by £508,108.
- 2) Notes that the Local Authority has a balance of unspent Standards Fund grants totalling £428,542.
- 3) Notes the existing and potential commitments against the sums available from previous years and agrees to:
 - Support one-off payments to three schools which employ Advanced Skills Teachers totalling £37,822.
 - Support the retention of all remaining funding in recognition of potential pressures and risks arising from managing the retained budget.
- 4) Does not support the proposed payment of discretionary flat rate funding to Gorse Hill of £25,500.

3. Final Dedicated Schools Grant Settlement 2012-13

The Forum received a late report from Steve Haley (Head of Finance –Education and Innovation) on Swindon's final Dedicated Schools Grant settlement covering the 2012/13 financial year. The report had been added late as information had only become available from the Department of Education (DfE) after the agenda was published and action was required prior to the next Schools Forum meeting.

Mr Haley advised that Swindon's final Dedicated Schools Grant settlement has been confirmed by the DfE a little earlier than in previous years and for 2012/13 would be £140,199m which is £0.361m (0.3%) higher than the value assumed at the last Forum meeting. £0.277m of the increase relates to Early Year's pupils where an adjustment is done to fund an assumed minimum take up level. It was recommended that this funding is allocated to fund Early Years expansion to increase capacity in parts of the Borough where demand was high, and where there was a shortfall in the number of places required by September 2013.

It was recommended that the remaining increase of £0.084m relating to schools and alternative provision be held to for distribution across the local formula in 2013/14, unless urgent cost pressures arose during the year which would be reported to the Forum.

Mr Haley also informed the Forum that the DfE had advised that the Local Authority had technically breached the Central Expenditure Limit (CEL) on planned use of the Dedicated Schools Grant in 2012/13. The CEL measure was established to ensure that retained spending did not increase by a greater proportion than delegated

spending unless this has been approved by Schools Forums. This was a technical breach only arising from the DfE's calculation failing to reflect Academy conversions. According to DfE Swindon's retained spending had reduced by 4.2% whilst delegated funding had reduced by 35%. However the value of delegated funding in this calculation excludes Academy budgets and when this is factored in to provide like for like comparisons the total of delegated funding actually increased by 3.1% in line with the position reported to the 6th March 2012 Schools Forum. The Forum noted that the DfE had confirmed it was aware of the error within its calculation but still required the technical breach to be reported to the Forum.

Resolved – That the Schools Forum:

1. Notes that Swindon's final Dedicated Schools Grant settlement covering the 2012/13 financial year is £140.199m and that this represents additional funding of £0.361m over and above the Local Authority's March 2012 estimate.
2. Notes that a total of £0.277m specifically relates to Early Years and agrees that this one-off funding is retained by the Local Authority to build capacity in early years settings.
3. Agrees that the residual additional Dedicated Schools Grant funding of £0.084m is retained for future use, probably redistribution across the local formula in 2013/14.
4. Notes that the Local Authority has "technically breached" the Central Expenditure Limit when setting the 2012/13 retained budget.

4. Forecasting of School Balances 2011-12

Sarah Higgins (Finance Manager, Education and Innovation) presented a report advising on the final position on 31st March 2012 school revenue balances compared to the estimated position as forecast by schools. This information formed part of the revised trial scheme for monitoring and managing school balances approved by the Forum in March 2012.

The report provided information at Appendix A on how effective each Swindon school had been in accurately forecasting their 31st March 2012 balances. This appendix showed that 67% of schools had been effective in their forecasting and were commended by the LA whilst only six schools would be contacted for explanations as to why their estimates were so different to final figures. Miss Higgins advised the Forum that seven schools which had been inaccurate in the previous year had all improved considerably. Further reports providing information on school balances will be reported to the October 2012 and January 2013 Schools Forum meetings.

Resolved – That the Schools Forum notes that:

1. The vast majority of Swindon Schools (67%) were commendably accurate in forecasting their year end balances
2. Only 6 schools reported significant variances between their forecast and actual outturn positions and will be contacted by the Local Authority for explanations which may prompt support to be provided to improve forecasting procedures
3. Actual school balances were £1.4m higher than was forecast in early January which equates to a 25% under estimate across all sectors - excluding Academies.

5. Schools Financial Value Standard

Nikki Soave (Internal Audit) presented a report to the Forum regarding the requirements of the new Schools Financial Value Standard, which non-academy schools were now required to complete once a year and submit to the Local Authority, to demonstrate that they have sound financial management practice and processes in place.

It was noted that the self-assessment could be completed by schools at any point up to 31st March 2013 and they could seek assistance from the Local Authority to complete it. The results would inform Internal Audit's programme for school audits.

Resolved – That the Schools Forum:

1. Notes the requirements of the School Financial Value Standards.

6. School Funding Reform: Next Steps Towards a Fairer System

The Forum considered a report by Steve Haley (Head of Finance –Education and Innovation) regarding the implications of the 'Schools Funding Reform: next steps to a fairer system' document issued by the Department for Education on 26th March 2012. In addition, an update was tabled at the meeting, advising of further details of the school funding reform arrangements for 2013/14 which had been issued by the Department for Education on 29th June 2012.

Mr Haley talked members through key points in the report and the tabled update commenting on the most significant implications. He outlined the proposed consultation arrangements with each sector and the timeline leading up to the finalisation of the 2013/14 formula funding allocations.

An overview of the main changes was provided in the following areas:

- a) The Dedicated Schools Grant (DSG) – Mr Haley confirmed that the DSG would no longer be split between 'Individual School Budgets' and the 'Centrally Retained Budget' but would be allocated in 3 initially un-ringfenced funding blocks: 'High Needs Block', 'Early Years Block' and 'Schools Block'.

The Local Authority could continue to manage / provide a restricted range of central services such as Admissions and equal pay. In some cases the amounts retained per sector and methodology for distribution must be approved by each sector's voting members on the Schools Forum. The Forum voted and agreed in principle that funding should continue to be retained and utilised for the following items as set out in page 2 of the update paper on: i) contingencies for pupil growth in all settings, ii) contingencies for schools in challenging circumstances / redundancies, iii) cost of opening / closing Academies / Schools, iv) free school meals eligibility assessments, v) trade union staff absence cover; and vi) the travellers service.

Ms Lauren Connor raised a query as to the liability for staff redundancy costs when staff had transferred under TUPE to an academy. It was agreed that this required further resolution and the Forum deferred a vote on the principle of whether funding should be retained for vii) the Drove BME Project and viii) the Nylands Primary Behaviour Outreach support service.

Mr Haley drew to the Forum's attention to those areas of retained budget which would need to be delegated in 2013/14, in line with the expectation that as much of the DSG would be delegated as possible. The LA was recommending that this funding is allocated initially as an inflationary uplift across all areas of the new formula. With regard to the requirement to reduce Schools in Challenging circumstances funding, Mr Nick Capstick raised a concern that this could result in problems for individual schools in need of support whilst the value distributed across all schools would be relatively minor. Mr Paddy Bradley (Head of Commissioning, Economy / Attainment) confirmed that it was the intention of the Government for LAs to reduce central funding and it would be increasingly up to schools to fund their own improvements. It was not possible to support schools in challenging circumstances in the same way as previously, however options could be considered such as groups of schools pooling resources, or whether there was flexibility in the exemption list that the Schools Forum could approve. It was agreed that this could be explored as part of the detailed sector consultations.

Mr Haley advised that all schools would be asked to submit census data promptly in October as this would form the basis on which the DSG would be calculated. However, he confirmed that there would be a January adjustment to reflect additional reception pupils.

- b) Local Formula Changes – Mr Haley outlined the formula changes which had to be introduced for 2013/14 and 2014/15 including changes since the March consultation as set out in pages 3 to 7 of the update paper. The Government's intention was to simplify the funding formula for mainstream settings ahead of a national formula being introduced and required 2013/14 funding to be allocated via up to a maximum of twelve factors only two of which were mandatory. The Forum discussed the implications of the reduced flexibility in the formula including concerns that there would be an increased number of exclusions from mainstream education. A question was raised as to the level of funding provided for High Needs pupils in mainstream settings which Mr Bradley agreed would be checked ahead of the Headteacher and Governor briefings on 16th July and 19th July. There was a DfE expectation that schools would fund the first £10,000 of costs for SEN pupils. In relation to the optional factor for English as an Additional Language, which only allowed funding to be provided for up to 3 years, Mr Nick Capstick advised that it took at least 3 years for a child to adapt and he would strongly recommend 3 years funding was always provided. The Forum expressed concern as to whether Secondary Schools would be disadvantaged from the introduction of a single lump sum funding allocation for all settings which would be substantially lower than current secondary funding. Mr Haley advised that decisions could be taken to minimise changes to sector funding levels. DfE are maintaining the Minimum Funding Guarantee (MFG) protection for individual schools at minus 1.5% per pupil for at least the next two years. All High needs settings (Special Schools, Special Resource Provision and Alternative Provision) would need to be funded via a new "place plus" methodology. Under this scheme DfE had set the value per planned place and each LA would need to establish a scheme to pay top up payments for individual pupils. All aspects of the new formula would need to be verified by the Education Funding Agency as being compliant with DfE requirements.

- c) Pupil Premium – It was noted that there had been no new Pupil Premium announcements by the DfE and the letters to Headteachers on 29th May (Schools) and 30th May (Academies) still represented the LA' best guidance on future funding levels which was based on the value of national announcements.
- d) Schools Forum and Communications – Mr Haley advised that the Revised Schools Forum Regulations indicated that only minor changes would be required in Swindon to provide separate representation from primary, secondary, special, PRU, and academy settings. As the Regulations were due to come into force on 1st October 2012 prior to the next meeting, Officers would consult on arrangements during the summer, with a view to the Forum meeting in its new form at the next scheduled meeting in October. Local Authorities had also been asked to review general communications with sectors and there was a requirement to demonstrate the modelling of all formula changes as part of the forthcoming consultation process.
- e) Local Authority Formula Grant / LACSEG – Mr Haley highlighted to the Forum a DfE proposal to replace the current LACSEG arrangement via the introduction of a new grant for central education functions which would be shared between a local authority and its academies based on pupil numbers. There continued to be a national concern as to whether the amount payable to the LA would be sufficient.
- f) DfE May 2012 consultation and local consultations – The Forum was asked to note the officer response to the reform paper which had been submitted in May 2012. In addition the report set out the detailed consultation process for the new funding formula. It was agreed that the meeting of the Forum in January be brought forward to 15th January, in order to consider the final proposals prior to them being submitted to the Education Funding Agency on 18th January 2013.

Under the new arrangements Academy funding would become more closely aligned to their LA formulas which was a welcome development although the LA was awaiting confirmation on when and how Transitional Funding allocated in 2012/13 would be received by Academies.

The Forum thanked Mr Haley and Miss Higgins for their work in distilling the complex information of the Government's proposals.

Resolved – That the Schools Forum:

1. Notes the key implications of the School Funding Reform Paper which are primarily that with effect from 2013/14:-
 - The Dedicated Schools Grant will be receivable in three separate, initially un-ringfenced funding blocks.
 - The Local Authority will need to increase delegated funding.
 - The local formula for mainstream settings will need to be revised within strict Department for Education constraints and approved by the Education Funding Agency.
 - Special schools and Alternative Provision settings will need to be funded via a new "place plus" methodology.
2. Notes the actions required to produce 2013/14 delegated funding allocations for

- Schools, Academies and Alternative Provision settings.
3. With regard to changes to the retained budget as summarised at Annex 1 and in the update tabled at the meeting:-
 - Notes the indicative transfers to the Early Years and High Needs Blocks
 - Supports in principle the continued retention in 2013/14 of funding for the following items;
 - Contingencies for Pupil Growth - set up costs and trigger funding (All settings all sectors)
 - Contingencies for Schools in Challenging Circumstances / Redundancies (Maintained settings only all sectors)
 - Costs of opening Academies and closing schools (All sectors)
 - Free school Meals Eligibility (Maintained settings only all sectors – Academies via buy back)
 - Trade Union Facilities staff absence cover (Maintained settings only all sectors – Academies via buy back)
 - Travellers Service (All settings all sectors)
 - Agrees that consideration of Drove BME Project and the Nylands Primary Behaviour Outreach Support Service is deferred for the Head of Commissioning, Economy / Attainment to resolve the issues relating to any transfer of staff under TUPE, prior to a decision by the Forum.
 - Notes those areas of retained funding that will need to be delegated in 2013/14 and agree that this is initially allocated as an inflationary uplift across all areas of the new formula.
 4. Notes the timeline leading up to the finalisation of 2013/14 formula allocations to Schools and Academies and approves the proposed consultation plan as set out at the end of section 2, subject to the bringing forward of the date of the January 2013 Forum meeting from 22nd to 15th January to enable the Authority to meet the new date for submission of its school budget proforma of 18th January 2013.
 5. Notes the implications arising from the school funding reform programme and in particular issues relating to the construction of new funding formulas for Mainstream settings (section 3 of the report) and High Needs settings (section 4 of the report).
 6. Notes the Local Authority's conclusion and concerns regarding some of the changes as set out in Section 5 of the Report some of which have been alleviated as reflects in the update tabled at the meeting.

7. Date of Next Meeting

It was noted that the next meeting of the Forum was scheduled for 9th October 2012.

Mr Peter Crockett advised that this was his last meeting as Chair and a member of the Forum as he was retiring shortly. Mr Bradley thanked him on behalf of the Forum for his excellent chairing. It was noted that the process for the election of a new Chair would be included in the discussions as to the arrangements for the new Schools Forum coming into effect from 1 October 2012.

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

TUESDAY, 17 JULY 2012

PRESENT:-

Group A: Mr David Burbidge (Baptist Church), Mr Mark Christian Denominations and Cawte (Methodist), Mrs Sarah Lane Cawte Other Religions or Religious (United Reformed Church), Reverend David Denominations Howell (Swindon Evangelical Alliance), Mr M S Khan (Muslim Community) and Mr Dinesh Patel (Hindu Community)

Group B: Miss Janet French and Reverend Norma Church of England McKemey

Group C: Mrs Tracy Mason, Miss Lottie Rowe and Mr Paul Teacher Organisations Sunners

Group D: Councillors Doreen Dart, Russell Holland, Councillors Fay Howard and James Robbins

Also in attendance: Katy Staples (SACRE Advisor) and Sarah Foulkes (Primary Link Adviser)

Apologies for absence were received from Councillor Claire Ellis, Ms Steph Munding, Mrs Penny Summers, Reverend Beth Brown and Mr Tony McAteer.

1. Appointment of Chair and Vice-Chair

Resolved – 1) That Councillor Doreen Dart be appointed as Chair of the SACRE for 2012/13.

2) That Mr Mark Cawte be appointed as Vice-Chair of the SACRE of 2012/13.

2. Declarations of Interest

The Chair reminded members of the SACRE of the need to make any declarations of interest. Councillor Robbins advised that he was a teacher at Churchfields School, but that this did not amount to a personal or prejudicial interest in respect of any of the items on the agenda.

3. Public Question Time

No public questions were submitted at the meeting.

4. Minutes

Resolved – That the minutes of the meeting on 27th March 2012 be approved.

Matters Arising -

- The SACRE noted the appointment of new local authority representatives on Group D since the last meeting. It was asked that thanks be sent to the former

Councillor Fisher for his service on the SACRE over many years.

- Further to minute 42, Lottie Rowe reported that the interfaith workshop on 23 May had gone well with an excellent facilitation from a Muslim woman who was working for a Jewish Charity. Lottie Rowe agreed to provide contact details for the charity to the next secondary network meeting.

5. Religious Education at Crowdys Hill - Introduction to the school from Tracy Mason

Mrs Tracy Mason welcomed the SACRE to Crowdys Hill school and to her classroom. Mrs Mason advised on the way in which RE was taught in the school, pointed out examples of work, and invited members of the SACRE to participate in some example activities and questions which the pupils would be asked to explore. It was noted that the pupils followed the Agreed Syllabus for Key Stage 2 and 3, but that it was adapted for their specific needs and learning outcomes.

The SACRE thanked Tracy Mason for hosting the meeting and for her presentation.

6. Collective Worship Guidance

The SACRE considered a report of the SACRE Advisor requesting that the SACRE endorse the final Collective Worship and asking for the SACRE to agree how it should be disseminated to schools. The SACRE thanked the working group and SACRE Advisor for their work on the Guidance, and discussed its content.

The SACRE welcomed the training that the SACRE Advisor had already provided to some teachers on the draft guidance and discussed how it should be publicised to schools.

It was suggested that members of the SACRE might make themselves available to be involved in collective worship in schools, and schools should be encouraged to share the guidance with those outside the school who regularly contribute to Collective Worship sessions.

Resolved – 1) That the new Swindon Collective Worship Guidance, attached at Appendix 2 to the Agenda report be endorsed, subject to the SACRE Advisor:

- Double-checking the balance of faith groups represented in the quotes which are included in the document.
- Adding a contents page.
- Writing a digest / summary to be made available online alongside the full guidance on the website.

2) The Guidance be highlighted to schools via Schools Online, the Governors newsletter, Headteachers' briefing meetings, and the RE network meetings.

7. Provision of RE in Schools

The SACRE received a report on representations to be made to Swindon Schools about RE provision as agreed at the last meeting, taking into account the recommendations of the Children's Trust Board.

It was agreed that any letters to schools should make it clear that there were a variety of ways that RE could be taught in schools, but that it was important that

access to RE was maintained in accordance with statutory requirements. It was suggested that in addition to writing to Secondary schools, a survey could be sent to all schools at the beginning of the new term to ask them to provide information to the SACRE on how they teach RE. This would enable the SACRE to fulfil its statutory responsibilities to monitor RE provision.

Katy Staples had set out in the report potential questions for the survey, which the SACRE discussed. It was suggested that the question about time allocated to RE be amended to ask the number of hours RE provided per week for each academic year. Schools could also be asked what syllabus they would use, if a faith-based school or academy, if they are not using the locally agreed syllabus.

It was agreed that any questions with regard to Collective Worship might be better deferred to a future survey until schools have had a chance to use the new guidance.

Resolved – 1) That the SACRE welcomes the endorsement of the Swindon Children's Trust Board to its work and the proposal to write to schools in relation to the provision of Religious Education.

2) That the Chair of SACRE, in conjunction with the Head of Commissioning – Economy / Attainment and SACRE Advisor, write to all Secondary Schools in the Borough to highlight Religious Education results and to support statutory teaching of Religious Education.

3) That the SACRE Advisor invite all schools in the Borough to complete a survey to provide information to the SACRE on how they are providing RE and teaching the Locally Agreed Syllabus.

4) The SACRE give consideration to a survey of the provision of Collective Worship later in the academic year once the new guidance has been in place for 6 months or more.

8. Update to SACRE Development Plan 2011/2013

The SACRE gave consideration to the update to its Development Plan for 2011/13. It was agreed that the Plan could be further updated to reflect new work of the SACRE, such as use of the survey to monitor RE provision.

Resolved – 1) That the Development Plan update for 2011/13 be endorsed.

2) That the SACRE Advisor and School Improvement Advisor give consideration to drafting the next edition of the Development Plan and report back to the SACRE at an appropriate time.

9. Update on Network Meetings and RE Training Sessions

The SACRE received an update on the meetings of the Primary Network and the Secondary Humanities Teaching and Learning Group for RE, which had taken place since the last meeting. The SACRE were pleased to see the increased uptake from schools to these meetings and the mutual support being provided to teachers.

The SACRE welcomed the training that had been undertaken by the SACRE Advisor since the last meeting in relation to the Agreed Syllabus and draft Collective Worship guidance. Katy Staples advised that the South West Conference training would also be offered to Swindon schools. It was highlighted that it was important to open training up to Teaching Assistants who might be involved in teaching RE. Katy Staples confirmed that the Diocese offered an RE for Teaching Assistants course which was well supported.

In response to a question from the SACRE, Sarah Foulkes advised on the Teaching School arrangement run in Swindon by the White Horse Federation. The SACRE also discussed the changing role of the Local Authority in relation to education.

The SACRE reiterated their wish to continue to support the teaching of RE across all schools in Swindon, and it was confirmed by teachers present that this was of great assistance. It was agreed that it would be helpful for the SACRE to re-visit the Effective SACREs Audit tool to assess its own role and performance.

Resolved – 1) That the SACRE note the Report.

2) That the Effective SACRE Audit Tool be brought back to the SACRE at the next suitable meeting to assess its role and performance.

10. National Developments in Religious Education

Katy Staples (SACRE Advisor) presented a detailed report on national developments in relation to Religious Education since the last meeting. This included information on:

- The New Ofsted Framework
- The review of RE syllabus being carried out at the request of the Government by the RE Council.
- The new RE Curriculum for Methodist Schools.
- The introduction of a new RE Quality Mark (REQM) which schools could apply for to recognise good practice in RE.
- Holocaust memorial day arrangements.
- The Day- a new resource for RE based on news analysis.
- Minutes of the National Association of SACREs (NASACRE) AGM.
- NASACRE leaflet for Academies on the role of SACREs.
- Notes from the RE South West Conference.
- Information on Trusts which give grants for supporting RE.

Resolved – 1) That the update on national developments be noted.

2) That the new leaflet for Academies from NASACRE be made available to schools via on Schools Online and on the Governor online newsletter.

11. Date and Time of the Next Meeting

The next meeting of the SACRE was scheduled for 25th September 2012 at 6 pm.

It was noted that Bishop Lee was delivering a lecture on Science and Religion at St Francis School at 7.30 pm on the same night which many members of the SACRE would want to attend.

It was agreed that SACRE Clerk should approach the school to see if the SACRE could be hosted by St Francis School and the time of the SACRE meeting be moved to 5.30 pm.

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EDUCATION TRANSPORT APPEALS SUB-COMMITTEE

TUESDAY, 7 AUGUST 2012

PRESENT:- Councillors Andrew Bennett, Doreen Dart and Rochelle Russell.

6. Appointment of Chair

Resolved – That Councillor Doreen Dart be Chair of this Sub-Committee.

(Councillor Dart took the Chair.)

7. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

8. Minutes

Resolved – That the minutes of the meeting held on 1st June 2012, be confirmed and signed as a correct record.

9. 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 in Agenda Item 6 on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 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 10 refers.)

10. Home to School Transport Appeals

On consideration of (a) a report of the Board Director Commissioning, setting out education transport appeals that officers could not determine under delegated authority and (b) the comments of parents attending the meeting and their written submissions.

Resolved – (1) That, due to the exceptional circumstances outlined in the appeal, appeal number TA/11/RT be upheld and a taxi provided from September 2012 until the end of the Summer Term 2013.

(Following this appeal, the parent notified the clerk that a place had been offered at a closer school and that transport would no longer be required).

(2) That, due to there being no exceptional circumstances outlined in the appeals, appeal numbers TA/11/94 and TA/11/221 be refused.

(3) That appeal number TA/11/93 be deferred to allow officers the opportunity to confirm the travelling distance of the route following a query from the parent.

EDUCATION TRANSPORT APPEALS SUB-COMMITTEE

TUESDAY, 7 AUGUST 2012

PRESENT:- Councillors Andrew Bennett, Doreen Dart and Rochelle Russell.

11. Appointment of Chair

Resolved – That Councillor Doreen Dart Chair this meeting of the Sub-Committee.

(Councillor Dart took the Chair.)

12. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

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 in Agenda Item 5 on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 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 14 refers.)

14. Home to School Transport Appeals

On consideration of (a) a report of the Board Director, Commissioning, setting out education transport appeals that officers could not determine under delegated authority and (b) the written submissions of parents in support of their appeals.

Resolved – (1) That, due to there being no exceptional circumstances, appeal number TA/12/105 be refused.

(2) That appeal number TA/12/120 be deferred in order to obtain further clarification on the financial information provided.

(3) That, due to the exceptional circumstances outlined in the appeal, appeal number TA/12/136 be upheld.

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EDUCATION TRANSPORT APPEALS SUB-COMMITTEE

FRIDAY, 17 AUGUST 2012

PRESENT:- Councillors Andrew Bennett, Alan Bishop and Paul Baker.

Apologies for absence were received from Councillor Doreen Dart.

15. Appointment of Chair

Resolved – That Councillor Andrew Bennett be Chair of this Sub-Committee.

(Councillor Bennett took the Chair.)

16. Declarations of Interest

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. No declarations were made.

17. 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 in Agenda Item 5 on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 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 18 refers.)

18. Home to School Transport Appeals

On consideration of (a) a report of the Board Director Commissioning, setting out education transport appeals that officers could not determine under delegated authority and (b) the comments of parents attending the meeting and their written submissions.

Resolved – (1) That, due to there being no exceptional circumstances, appeal numbers TA/11/110 and TA/11/114 be refused.

(2) That, due to the exceptional circumstances outlined in the appeals, appeal numbers TA/11/540, TA/11/91 and TA/11/198 be upheld.

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