



SWINDON BOROUGH COUNCIL

Municipal Year 2012/13

Meeting of Council on Thursday, 11 April 2013

ITEM - MINUTES OF OTHER COUNCIL BODIES

SECTION 1 - SPECIAL, AUDIT AND STANDARDS COMMITTEES

1. Minutes of meeting Monday, 18th March, 2013 of Special Committee (Pages 3 - 6)
2. Minutes of meeting Wednesday, 12th December, 2012 of Standards Committee (Pages 7 - 8)
3. Minutes of meeting Tuesday, 29th January, 2013 of Standards Committee (Pages 9 - 12)
4. Minutes of meeting Monday, 18th March, 2013 of Standards Committee (Pages 13 - 16)

SECTION 2 - OVERVIEW AND SCRUTINY COMMITTEES

5. Minutes of meeting Monday, 21st January, 2013 of Scrutiny Committee (Pages 19 - 22)
6. Minutes of meeting Monday, 11th February, 2013 of Scrutiny Committee (Pages 23 - 28)
9. Minutes of meeting Monday, 4th March, 2013 of Scrutiny Committee (Pages 29 - 30)

8. Minutes of meeting Wednesday, 30th January, 2013 of Health Overview and Scrutiny Committee (Pages 31 - 34)
9. Minutes of meeting Thursday, 21st March, 2013 of Health Overview and Scrutiny Committee (Pages 35 - 40)
10. Minutes of meeting Wednesday, 16th January, 2013 of Children and Young People's Overview and Scrutiny Committee (Pages 41 - 46)
11. Minutes of meeting Wednesday, 6th March, 2013 of Children and Young People's Overview and Scrutiny Committee (Pages 47 - 52)
12. Minutes of meeting Thursday, 7th February, 2013 of Economic, Environmental and Sustainability Overview and Scrutiny Committee (Pages 53 - 56)
13. Minutes of meeting Thursday, 22nd November, 2012 of Safer and Stronger Communities Overview and Scrutiny Committee (Pages 57 - 58)
14. Minutes of meeting Thursday, 24th January, 2013 of Safer and Stronger Communities Overview and Scrutiny Committee (Pages 59 - 60)

SECTION 3 - REGULATORY COMMITTEES

15. Minutes of meeting Wednesday, 13th February, 2013 of Licensing Committee (Pages 63 - 64)
16. Minutes of meeting Tuesday, 26th February, 2013 of Licensing Committee (Pages 65 - 66)
17. Minutes of meeting Tuesday, 22nd January, 2013 of Licensing Panel (Pages 67 - 68)
18. Minutes of meeting Tuesday, 22nd January, 2013 of Licensing Panel (Pages 69 - 72)
19. Minutes of meeting Wednesday, 23rd January, 2013 of Licensing Panel (Pages 73 - 74)
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22. Minutes of meeting Wednesday, 30th January, 2013 of Licensing Panel (Pages 79 - 80)
23. Minutes of meeting Tuesday, 15th January, 2013 of Planning Committee (Pages 81 - 82)
24. Minutes of meeting Tuesday, 12th February, 2013 of Planning Committee (Pages 83 - 84)
25. Minutes of meeting Tuesday, 12th March, 2013 of Planning Committee (Pages 85 - 88)

- 26. Minutes of meeting Tuesday, 29th January, 2013 of Footpaths and Rights of Way Committee (Pages 89 - 90)
- 27. Minutes of meeting Monday, 7th January, 2013 of Education Transport Appeals Sub-Committee (Pages 91 - 92)
- 28. Minutes of meeting Thursday, 7th March, 2013 of Education Transport Appeals Sub-Committee (Pages 93 - 94)

SECTION 4 - CHILDREN SERVICES BODIES

- 29. Minutes of meeting Tuesday, 15th January, 2013 of Schools Forum (Pages 97 - 106)
- 30. Minutes of meeting Thursday, 6th December, 2012 of Swindon Children's Trust Board (Pages 107 - 112)
- 31. Minutes of meeting Tuesday, 19th March, 2013 of Standing Advisory Council on Religious Education (Pages 113 - 118)

SECTION 5 - POLICE AND CRIME PANEL, FIRE AUTHORITY AND OTHER BODIES

- 32. Minutes of the meeting of the Wiltshire Police and Crime Panel (Pages 121 - 130)
- 33. Minutes of the meeting of the Wiltshire & Swindon Fire Authority (Pages 131 - 134)
- 34. Minutes of the meeting of the Town Twinning Network (Pages 135 - 138)
- 35. Minutes of the meeting of the One Swindon Board (Pages 139 - 140)

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Section 1

Special, Audit and Standards Committee Minutes

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SPECIAL COMMITTEE

MONDAY, 18 MARCH 2013

PRESENT:- Councillors Roderick Bluh (Chair), David Renard (Vice-Chair), Mark Dempsey, Fionuala Foley, Jim Grant, Garry Perkins, Brian Mattock, Des Moffatt and Stan Pajak.

13. Declarations of Interest

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

The Chair advised that the Council's Standards Committee had under Section 33 of the Localism Act 2011 granted dispensations to Councillors Roderick Bluh, Fionuala Foley, Brian Mattock, Des Moffatt and Garry Perkins in respect of any discussions on any matters which had a bearing on the setting of the discounts and exemptions for Council Tax (Agenda item 6).

14. Minutes

Resolved – That the minutes of the meeting held on 20th December 2012 be confirmed and signed as a correct record.

15. Public Question Time

No public questions were asked under Standing Order 28.

16. Exempt Items - Exclusion of Press and Public

Resolved – That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in Agenda Item No. 9 (Redundancy Severance) of the Notice of the Meeting on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A to the Act, and that the public interest in maintaining the exemption outweighs the public interest in disclosing the information concerned.
(Minute 20 refers.)

17. Council Tax Empty Homes Discounts and Exemptions

The Cabinet Member for Finance and the Head of Revenues and Benefits submitted a joint report concerning proposed changes and clarification of changes to Council Tax discounts and exemptions that were agreed by the Council on 20th December 2013 (Minute 80(1) of the Council refers) in order to encourage empty homes to be used.

The Head of Revenues and Benefits presented the report and explained the proposed changes to be made to Council Tax discounts and exemptions and the reasons why the changes were necessary to protect the Council's interests and revenue and to encourage properties to be brought into use.

Resolved – That the Special Committee, on behalf of the Council, approves that –

- (a) In respect of the amendments to empty and unfurnished properties (former Class C), properties undergoing structural exemptions (former Class A) and properties that are subject to the empty premium as a result of being empty and unfurnished for two years, a property must be occupied and furnished for a minimum of 6 weeks and 1 day, in order to qualify for any new discount period or period without a premium applying.
- (b) The discount period that applies to the Swindon Borough determined empty and unfurnished discount (former Class C) of 50% for three months, shall expire on 1st April 2013, for properties that have been empty in excess of three months. 100% Council Tax will be chargeable on such empty dwellings. Those properties that have been empty and unfurnished for less than three months, as at 1st April 2013, will receive discount a 50% discount until the end of the three month period, but will not receive a further 3 months discount after 1st April 2013.
- (c) The discount period that applies to the Swindon Borough determined structural alterations discount (former Class A) of 50% for 12 months, shall expire on 1st April 2013, for properties that have been empty in excess of 12 months. 100% Council Tax will be chargeable on such empty dwellings. Those properties that have been undergoing alterations for less than 12 months, as at 1st April 2013, will receive a 50% discount from 1st April 2013 until the end of the 12 month period, but will not receive a further 12 months discount after 1st April 2013.
- (d) The 150% premium will be payable from 1st April 2013, for those properties empty and unfurnished for two years or more, as at this date. Those properties that have been empty and unfurnished for less than two years as at 1st April 2013, will be subject to the premium on the exact date that the two years ends.

18. Appointment to Council Bodies

The Director of Law and Democratic Services submitted a report concerning proposed changes to appointments to Council bodies for the remainder of the Municipal Year 2012/13, that had been requested by the Council's Labour Group.

Resolved – That the Special Committee, on behalf of the Council approves the following appointments –

Committee	Councillor Appointed	Councillor Replaced
Swindon Children's Trust Board	Cindy Matthews	Rochelle Russell
Joint Commissioning Board (Adults and Children)	Cindy Matthews (Deputy to Councillor Ray Ballman)	Rochelle Russell (Observer status)

19. Adjustments to the Council's Organisational Structure

The Leader of the Council and the Chief Executive submitted a joint report concerning proposed changes to the Council's Stronger Together Management Structure to (i) reflect the outcome of recent restructuring consultation processes and exercises to identify cost savings, (ii) ensure that the Council's safeguarding requirements were managed in the most effective way, (iii) deliver the Council's strategic objectives in the most effective and efficient way, and (iv) enable the transfer of Public Health into the Council on 1 April 2013.

The Chief Executive presented the report and explained the reasons for the proposed changes and the way in which it was intended the new management structure would operate to deliver the outcomes the Council required.

The Chair and Special Committee Members asked questions regarding the proposed changes and asked the Chief Executive and the Head of People and Development to review, in consultation with the political group leaders, the proposed titles of "Change Leader and Stronger Together Programme Director" and "Change Leader and Head of Finance" in order that any risk of ambiguity or misunderstanding of the roles associated with these posts could be avoided.

The Committee noted that the Change Leader and Programme Director Stronger Together had, further to the decision of the Council on 21st February 2013, developed three possible future Locality Team Structure options. Special Committee Members believed that it would be useful for the implications of these options to be clarified with the political group leaders and the political groups, prior to a preferred option being agreed.

Resolved – (1) That the changes to the Council's Management Structure, as referred to in paragraph 3.3 of the joint report and set out in the Appendix (2) circulated at the meeting, be approved, and that the revised structure be implemented on 1st April 2013.

(2) That the Director of Law and Democratic Services be authorised to amend the Council's Constitution accordingly to reflect the decision in (1) above.

(3) That the Chief Executive and the Head of People and Development be requested to review, in consultation with the political group leaders, the proposed titles of "Change Leader and Stronger Together Programme Director" and "Change Leader and Head of Finance" in order that any risk of ambiguity or misunderstanding of the roles associated with these posts can be avoided.

(4) That the issue of future Locality Team Structure options be deferred to enable the Change Leader and Programme Director Stronger Together to explain and clarify the available options to the Council's political group leaders and political groups, prior to him submitting a report and preferred options to the Council meeting on 11th April 2013.

20. Redundancy Severance

The Leader of the Council and the Chief Executive submitted a joint report concerning the redundancy severance arrangements for Employee No. 1440844A.

The Head of People and Development and the Director of Law and Democratic Services explained the rationale that had been adopted in arriving at the

financial position set out in the report and how this was comparable to the approach adopted in other similar circumstances.

Councillor Jim Grant referred to his political group's continued support for a situation where redundancy severance arrangements were based on the same criteria for all employees regardless of their position within the authority and that additional discretionary compensation payments to certain categories of senior employees should be avoided.

The Chair highlighted the contents of the reports and the reasons why he believed the proposals put forward were in the best interests of the Council.

The Chief Executive and Committee Members referred to their disappointment that confidential personal information contained in the "Not for Publication" report had been published in the local media. The Chief Executive advised that he would write to the Editor of the Evening Advertiser expressing the Council's concern in the strongest terms at its actions and asking that such disclosures not be published.

The Chief Executive confirmed that together with the Director of Law and Democratic Services and the Head of People and Development he would undertake a review of how sensitive personal information was currently presented to this Committee in order that confidentiality could be maintained without hindering the openness and transparency of the Council's Committee process.

Resolved – (1) That the redundancy severance arrangements for employee 1440844A, as set out in the joint report, be approved.

(2) That the Head of People and Development be authorised to issue notice to employee 1440844A by no later than 31st March 2013.

(Councillors Dempsey, Grant and Moffatt requested that their vote against the decision in (1) above be recorded. Councillor Pajak abstained from voting in respect of the above item.)

STANDARDS COMMITTEE

WEDNESDAY, 12 DECEMBER 2012

PRESENT:- Councillor David Wood (Chair), Councillor Richard Hurley (Vice-Chair), Councillor Mary Friend, Councillor Fay Howard, Mr Trevor Davies, Mr Mike Compton and Mr Richard Hailstone.

Apologies for absence were received from Councillor Rex Barnett, Councillor Teresa Page and Mr David Dawson.

4. **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.

5. **Minutes**

Resolved – That the minutes of the Standards Committee on 15th October 2012 and the minutes of the Standards Committee Hearings Panel on 19th October 2012, be confirmed and signed as a correct record.

6. **Public Question Time**

No public questions were received during the meeting.

7. **Dispensations**

The Committee considered a report of the Director of Law and Democratic Services (Monitoring Officer) on the granting of dispensations to Councillors to speak and vote on matters which they would otherwise be excluded due to a declarable pecuniary interest.

Two reports were going to the next Cabinet and onto Full Council, where a number of Councillors would be unable to participate if dispensations were not granted. The Committee gave consideration to the applications received to date in relation to the subject matter of each report in a tabled Appendix. The Committee also delegated authority for any further applications on the same subject matter to be approved by the Monitoring Officer.

In addition, it was agreed that to save the need to all Special Meetings of the Standards Committee on a regular basis, that the Monitoring Officer in consultation with the Chair of the Committee should have delegated authority to deal with other urgent applications for dispensations received in between scheduled Standards Committee meetings, with a list of any granted being reported to the next meeting.

Resolved – (1) That the applications for a dispensation set out Minutes Appendix 1 as tabled at the meeting be approved for a period of 4 years, and the Director of Law and Democratic Services be authorised to grant any additional applications

received on the same subjects for a 4 year period.

(2) That the Director of Law and Democratic Services be authorised to grant applications for Dispensations, in consultation with the Chair of the Standards Committee, on any subject matter, when the application is urgent and cannot wait to the next scheduled meeting of the Standards Committee. Any such dispensations to be reported to the next scheduled meeting of the Committee.

STANDARDS COMMITTEE

TUESDAY, 29 JANUARY 2013

PRESENT:- Councillor David Wood (Chair), Councillor Richard Hurley (Vice-Chair), Councillor Mary Friend, Councillor Fay Howard, Councillor Teresa Page, Mr Trevor Davies, Mr David Dawson, Mr Mike Compton and Mr Richard Hailstone.

Mr Peter Morgan (Independent Person) was also in attendance.

Apologies for absence were received from Councillor Rex Barnett and Mr Paul Morris (Independent Person).

8. **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.

9. **Minutes**

Resolved – That the minutes of the meeting held on 12th December 2013, be confirmed and signed as a correct record.

10. **Public Question Time**

No public questions were received during the meeting.

11. **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 8 on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 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.)

12. **Question and Answer Session - Leader of the Council and Chief Executive**

The Leader of the Council, and the Chief Executive, attended the meeting to discuss the Council's approach to ethical governance, and their key priorities in relation to ensuring that high ethical standards were promoted and maintained within the Council.

It was appreciated that it had been an interesting year with implementation of the Localism Act 2011, and the adoption of a local Members Code of Conduct and arrangements for dealing with complaints under the Code. The Leader and Chief Executive agreed that the new local arrangements were working well in Swindon, and that this was not the experience across the country.

At the last question and answer session, the continuing growth of social media had

been discussed, together with the difficulties that presents for Councillors knowing how and when to engage, and ensuring that their contributions are compliant with the Media Guidelines for Councillors and the Members Code of Conduct. It was noted that the Media Guidelines had been updated after the last meeting, with a specific requirements to comply with those Guidelines included in the Members Code of Conduct. This had reinforced that the Code applied to Councillors when using Social Media, and that Councillors were strongly advised not to use pseudonyms when using social media, although it was recognised that this was more difficult to track.

The Chief Executive and Leader confirmed that they considered the relationships and interactions between Officers and Members to be good and respectful, with the appropriate level of challenge. In a similar way, Member to Member interactions were generally good, even when robust in a political context, but the exchanges were generally respectful and self-regulating. It was recognised that the Group Leaders had a key role to play in asking their Councillors to make sure that political attacks were directed at policy and not personal.

The Chief Executive and Leader praised the excellent work carried out by the Monitoring Officer during the last year, in his robust professionalism in dealing with difficult and complex situations.

A question was asked about the Leader and Chief Executive's view on how the Council was perceived, which had implications for an assessment of its governance, and the role of consultation in setting that view. In response, it was stated that it was important to be prepared to listen to different views from local people and the community. It was recognised that there was a sometimes a perception that the Council did not listen to the results of consultation. The Leader and Chief Executive were of the view that the Council did listen, but it was not always possible to please everyone, when balancing the views of some against the general need.

It was agreed that there could be improvements in distinguishing between different types of consultation, so that it was clear what was being asked, and what options were available. The Leader advised that the 'Big Conversation' initiative was intended to bring about a different form of engagement, but that this was different to formal statutory consultations on proposals, such as on the Local Plan. The Chief Executive suggested that he report back to the Committee at a future meeting on how the Council was continuing to develop its engagement with local people and communities.

Resolved -

- 1) That the Leader of the Council and the Chief Executive be thanked for attending the Committee and answering the questions of the Committee.
- 2) That the Chief Executive report back to a future meeting of the Committee on how the Council was continuing to develop its engagement with local people and communities.

13. Ethical Framework Update

The Committee received a report from the Director of Law and Democratic Services (Monitoring Officer) providing an update on matters relating to the Ethical Framework, including:

- a) Parish Councils – The Committee received the latest update on Parish Council training, and their adoption of new Codes of Conduct and publication of parish register of interests on the website under the Localism Act 2011. It was agreed that there was some outstanding information and some training still to be carried out. The Monitoring Officer agreed to write to all Parishes on training, and ask for additional information from specific parishes where it has not yet been provided, and report back to a future meeting with an update.
- b) Member Code of Conduct – The Committee noted that they were due to receive an update on the work of the Code and its procedures, but as only one complaint had been received to date it was difficult to assess. It was agreed that this be deferred and considered further as part of the 2013/14 work programme.
- c) Dispensations – There were no new dispensations granted since the last meeting by the Monitoring Officer in consultation with the Chair of the Committee, which needed to be reported at this meeting.
- d) Protocol of Member / Officer Protocol – It was noted that the procedure for dealing with Protocol complaints had been adopted prior to the new procedure for dealing with Code of Conduct complaints. It was recommended to the Committee that this procedure be reviewed by the Monitoring Officer, so that the two were aligned.
- e) Public Concern at Work Act – The subscription for the Public Concern at Work Act Whistleblowing Advice was due for renewal. It was noted that the helpline had only received between 0 and 3 self-identified calls since September. However, the Committee felt that the service was well worth having available for employees, regardless if the current usage figures were low. It was agreed this should be renewed for a further four years.
- f) Independent Person Protocol – The Committee had been advised at the last meeting that both Independent Persons had attended a regional workshop in September 2012 to discuss their role. An Independent Persons Protocol had been prepared subsequently by the workshop facilitators. It was agreed that the Monitoring Officer should give consideration to the protocol and report back to the next meeting.

Resolved –

- (1) That the Ethical Framework update be noted.
- (2) That the Director of Law and Democratic Services write to all Parish Councils in relation to training and where appropriate, the adoption of a Member Code of Conduct and publication of registers of interest and report back with an update to a future meeting.
- (3) Request that the Director of Law and Democratic Services review the procedures for dealing with Complaints under the Protocol of Member / Officer Relations to align these with the procedure for dealing with Member Code of Conduct complaints.
- (4) Include a review of the Member Code of Conduct and how it is working in the 2013/14 Standards Committee Work Programme.
- (5) The Public Concern at Work Act Whistleblowing subscription should be renewed for a further 4 years.

- (6) The Director of Law and Democratic Services review the Independent Persons' Protocol and report back to the next meeting.

14. Ethical Compliance Report

The Committee considered an exempt report from the Director of Law and Democratic Services (Monitoring Officer) regarding the outcome of various ethical framework compliance matters, including progress on Whistleblowing cases since the last Committee, Breach of the Protocol for Member/Officer Relations and Code of Conduct Complaints.

(Mr Mike Compton left the meeting)

At the request of the Monitoring Officer, Members reviewed the Parish Council representation on the Committee and concluded that there should be no change for the remainder of the current Municipal Year.

Resolved –

- 1) That the Ethical Framework Compliance report be noted.
- 2) That there be no change in the Parish Council representation on the Committee for the remainder of the current Municipal Year.

STANDARDS COMMITTEE

MONDAY, 18 MARCH 2013

PRESENT:- Councillor David Wood (Chair), Councillor Richard Hurley (Vice-Chair), Councillor Rex Barnett, Councillor Mary Friend, Councillor Fay Howard, Councillor Teresa Page, Mr Trevor Davies, Mr Mike Compton and Mr Richard Hailstone.

Apologies for absence were received from Mr David Dawson.

15. 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.

16. Minutes

Resolved – That the minutes of the meeting held on 29th January 2013, be confirmed and signed as a correct record.

17. Public Question Time

No public questions were received during the meeting.

18. 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 7 on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 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 20 refers.)

19. Ethical Framework Update

The Committee received a report from the Director of Law and Democratic Services (Monitoring Officer) providing an update on matters relating to the Ethical Framework, including:

- a) The 14th Report of the Committee on Standards in Public Life – the Committee agreed the revised description of the 7 principles in the preamble to the Members Code of Conduct, as listed in Appendix 1 to the report and which had been agreed by the Corporate Governance Review Working Group on 7th March 2013.
- b) Annual Governance Statement – The Committee noted the Annual Governance Statement Framework as listed in Appendix 2 to the report and the Group Directors' Assurance Statement at Appendix 3. It was agreed that an additional statement be added under section 7 (staff) stating 'are you and your staff aware of the Council's rules relating to the Whistleblowing Policy?' The Director of Law and Democratic Services commented that he was

unaware of any control or governance issues that had resulted in significant public interest or had seriously damaged the Council's reputation but that he would ask internal Audit if they were aware of any and, if so, would email details round to members of the Committee.

- c) Dispensations – the Committee noted that no dispensations had been granted by the Monitoring Officer, in consultation with the Chair of the Standards Committee, since the last meeting.
- d) Independent Person Protocol – The Director of Law and Democratic Services tabled a draft protocol relating to the role of the Independent Person. The Director of Law and Democratic Services agreed to review previous minutes to confirm whether or not agreement had been reached regarding the role of the Independent Person in Assessment Panels. It was also agreed that the two Independent Persons would meet with the Director of Law and Democratic Services to review the draft protocol in detail and submit their proposals to a future meeting.
- e) Parish Councils - the Committee noted the update on Parish Council training, the adoption of a Members Code of Conduct and the Register of Interests published since the last meeting. Further training would be provided to Chiseldon Parish Council on 26th March 2013 and would be available to other Parish Councillors.
- f) Standards Exchange – the Director of Law and Democratic Services reported that the Council had subscribed to this interactive website and had requested alerts on particular issues. He agreed to investigate the possibility of posting issues on the website.

Resolved –

- (1) That the Ethical Framework update be noted.
- (2) That the Council amend the Members Code of Conduct to reflect the updated principles of public life in the 14th report of the Committee on Standards in Public Life as set out in Appendix 1, to promote consistency with the standards to which other holders of public office are held.
- (3) That, subject to the inclusion of a statement outlining the requirement for Group Directors and their staff to be aware of the rules relating to the Whistleblowing Policy under Section 7, the process and questionnaire for the preparation of the Council's Annual Governance Statement as set in Appendices 2 and 3, be agreed.
- (4) That information on any control or governance issues that had resulted in significant public interest or had seriously damaged the Council's reputation be circulated to members of the Committee.
- (5) That agreement on the draft protocol relating to the role of the Independent Person be deferred until the next meeting, pending further discussion between the Independent Persons and the Director of Law and Democratic Services.
- (6) That the Council's subscription with Standards Exchange be noted.

20. Ethical Compliance Report

The Committee considered an exempt report from the Director of Law and Democratic Services (Monitoring Officer) regarding the outcome of various ethical framework compliance matters, including progress on Whistleblowing cases since the last Committee, Breach of the Protocol for Member/Officer Relations and Code of Conduct Complaints.

The Committee noted that controls had improved as a result of two of the Whistleblowing cases and the Director of Law and Democratic Services agreed to investigate whether any of the complainants had received any unfavourable treatment as a direct result of making the complaint.

Resolved – (1) That the Ethical Framework Compliance report be noted.

(2) That the Director of Law and Democratic Services investigate whether any of the Whistleblowing complainants had received unfavourable treatment as a direct result of making the complaint.

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Section 2

Overview and Scrutiny Committee Minutes

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SCRUTINY COMMITTEE

MONDAY, 21 JANUARY 2013

PRESENT:- Councillors Kevin Small (Chair), Peter Heaton-Jones (Vice-Chair), Toby Elliott, Claire Ellis, Brian Ford, Richard Hurley, Colin Lovell, Des Moffatt, Robert Wright, Stan Pajak and Abdul Amin

Councillor Roderick Bluh, the Leader of the Council, was also in attendance.

Apologies for absence were received from Councillors John Ballman, Maureen Penny, James Robbins and David Wood

49. Declarations of Interest

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

50. Public Question Time

Mr Richard Symonds, of 73 The Bramptons, put questions regarding the following matters:

- the Committee's Digital City (UK) Task Group
- the financial penalties incurred due to the late submission of the Digital City (UK) Ltd accounts
- responsibility for the payment of those penalties
- the incorporation of elements of the Council's previous electronic voting system into the current UK Broadband scheme
- the treatment of roads during the recent poor weather conditions.

The Chair confirmed that written answers would be provided in response to Mr Symonds questions.

51. Minutes

Resolved – That the minutes of the meetings held on 26th November and 17th December 2012 be confirmed and signed as a correct record.

52. Leader of the Council: Annual Report - Half Year Update

Further to Minute 4, Councillor Rod Bluh, the Leader of the Council, presented his half-yearly report on the Council's performance in delivering its service priorities and targets for 2013/14 and beyond. Councillor Bluh placed his report in the context of what had been another very difficult year as a result of the continuing financial pressures and increased demand for services and also addressed particular developments and new challenges that had arisen since the report was deferred from consideration at the meeting of the Scrutiny Committee on 17 December 2012

Following Councillor Bluh's introduction of the report, members were given the opportunity to put questions to him on the subject matter of his report and presentation. Issues raised by members included:

- the reality of the budget and other pressures on the Council and the duty of members to focus on the legitimate and constructive debate of issues in order to keep the public informed and to identify sustainable solutions
- the public response to "the big conversation" and progress generally in getting local communities involved in the Council's decision making process
- the feasibility of making use of the HRA to deliver dividends for the General Fund
- consultation in support of the development of the Local Plan and flexibility in relation to the identification of land for employment development
- progress in relation to the Union Square development and the commencement of building work on the College site
- Community Right to Bid and community plans
- the level of Government funding in support of the transfer of Council Tax support responsibilities to the Council and the impact on benefits levels of recently announced job losses in the borough
- the development of the localities and the intention to devolve more funding and responsibility to the localities
- Locality involvement in the development of by-laws, the existing role of the parishes in this function and the relevance and effectiveness of by-laws in supporting modern local governance
- the delivery of care services for vulnerable people
- school building costs generally and, specifically, the cost attributed to the Croft School development
- the requisite cultural change to the operation of the Council in order to best support the Localities model
- the master plan for the town centre
- the scrutiny role in relation to the evaluation of the operation of the Localities
- the future use of the big screen at Wharf Green and its possible use to promote local content
- the memorandum of understanding between the Council and Bristol and Cardiff
- potentially negative and unintended effects of the Community Right to Bid arrangements
- the Council's arrangements for working with the newly elected Police and Crime Commissioner
- the success of sports related activities in Wharf Green over the period of the Olympic Games and proposals for more such activities in future
- the surge in interest recognised by sports clubs during and immediately after the Olympics and the possibility of the Council actively seeking to extend this surge in interest into local schools
- problems over the recent holiday period around extended periods of "non-collection" of refuse and green waste and measures to promote a greater level of community responsibility for taking care of their areas
- the need for recognisable and definitive links between locality plans and the Local Plan itself
- "mixed party wards" and the need to ensure all elected ward members are equally involved in the work of the Localities

- ward member involvement in corporate, strategic and local planning and transportation issues
- the protection of the continued community use of Community assets that might be the subject of interest under the Community Right to Bid provisions of the Localism Act

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 members.

The Chair concluded this item by thanking the Leader of the Council for his attendance and for his full and open answers to members' questions in relation to the issues and priorities identified in his presentation.

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SCRUTINY COMMITTEE

MONDAY, 11 FEBRUARY 2013

PRESENT:- Councillors Kevin Small (Chair), Peter Heaton-Jones (Vice-Chair), John Ballman, Toby Elliott, Claire Ellis, Brian Ford, Richard Hurley, Des Moffatt, Maureen Penny, Robert Wright, Mary Friend, Cindy Matthews and Stan Pajak.

Councillors Roderick Bluh, Leader of the Council and Chair of Cabinet, Mark Edwards, Cabinet Member for Finance, Fionuala Foley, Cabinet Member for Streetsmart and Corporate Services, Dale Heenan, Cabinet Member for Strategic Planning and Sustainability, Russell Holland, Cabinet Member for One Swindon, Localities and Housing, Brian Mattock, Cabinet Member for Health and Adult Social Care, Vera Tomlinson, Cabinet Member for a Safer and Stronger Borough, and Keith Williams, Cabinet Member for Leisure and Strategic Transport, were also in attendance.

Apologies for absence were received from Councillors Colin Lovell, James Robbins and David Wood and from Councillor David Renard, Deputy Leader of the Council and Cabinet Member for Children's Services.

53. Declarations of Interest

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

54. Public Question Time

Mr Richard Symonds asked for an update on questions put by him to the Scrutiny Committee meeting on 21st January 2013. Mr Symonds was advised that responses had been received in respect of his questions regarding (i) the incorporation of elements of the Council's previous electronic voting system into the current UK Broadband scheme and (ii) the treatment of roads during the recent poor weather conditions, and that these would be forwarded to him at the earliest opportunity. The outstanding answers, to his questions regarding the Digital City (UK) accounts, would be pursued and forwarded when available.

The Chair apologised to Mr Symonds for the delay and expressed a concern that, perhaps, responses to public questions were not being given an appropriate level of importance. The Leader of the Council assured him, and the meeting, that that was not the case and that questions put through the Cabinet Office were being responded to within the agreed time frame.

Mr Jim Boyd asked questions regarding (i) apparently contradictory information, reported in the local press and given to a recent locality meeting, about the status of building work at the Croft School, and (ii) the role of this Committee in relation to the scrutiny of the accuracy of press statements attributed to members of the Council. The Chair and Councillor Rod Bluh, the Leader of the Council, responded to Mr Boyd's questions.

55. Minutes

Resolved – That the minutes of the meeting held on 21st January 2013 be confirmed and signed.

56. Consideration of Cabinet Decisions

The Director of Law and Democratic Services submitted a report introducing decisions arising from the Cabinet meeting held on 6 February 2013.

88. *Community Governance Review*

Resolved – That Minute 88 of the Cabinet be noted.

91. *Outcome of Ofsted Inspection - Swindon's Fostering Service*

Resolved – That Minute 91 of the Cabinet be noted.

92. *Budget Management 2012/13*

Councillor Mark Edwards, Cabinet Member for Finance, responded to questions put by Councillors Des Moffatt and Bob Wright concerning the financial management arrangements between SCS and the Council.

Resolved – That Minute 92 of the Cabinet be noted.

93. *Special Expenses 2013/14 (Minute for Confirmation)*

Resolved – That Minute 93 of the Cabinet be noted.

94. *Budget 2013/14 and Beyond (Minute for Confirmation)*

Councillor Rod Bluh, the Leader of the Council, and Councillor Russell Holland, Cabinet Member for One Swindon, Localities and Housing, responded to member's comments regarding the consultation to be undertaken in relation to the implications of proposals for the future support of locality working.

Resolved – That Minute 94 of the Cabinet be noted.

95. *Capital Programme and Treasury Strategy Statement 2013/14 (Minute for Confirmation)*

Resolved – That Minute 95 of the Cabinet be noted.

96. *Housing Revenue Account - Revenue and Capital Investment Budget 2013/14 (Minute for Confirmation)*

Resolved – That Minute 96 of the Cabinet be noted.

97. *A Community Infrastructure Levy for Swindon*

Resolved – That Minute 97 of the Cabinet be noted.

98. City Deal Round 2

Resolved – That Minute 98 of the Cabinet be noted.

99. Devolved Major Transport Scheme Funding - Establishment of the Swindon and Wiltshire Local Transport Body

Councillor Rod Bluh, the Leader of the Council, and Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, responded to members' remarks regarding the balance of representation on the proposed new Swindon and Wiltshire Transport body.

Resolved – That Minute 99 of the Cabinet be noted.

100. Swindon Borough Neighbourhood Planning Protocol

Resolved – That Minute 100 of the Cabinet be noted.

101. Pay Policy Statement 2013/14 (Minute for Confirmation)

Resolved – That Minute 101 of the Cabinet be noted.

102. Events in Parks and Open Space Guidance

Councillor Fionuala Foley, Cabinet Member for Streetsmart and Corporate Affairs, responded to questions from Councillors Stan Pajak and Bob Wright regarding (i) the regulation of future events in parks and the discretionary level of bonds that might be applied to events on behalf of charities and similar bodies, and (ii) the regulation of events in parks not listed in the report.

Resolved – That Minute 102 of the Cabinet be noted.

103. Motion at Council - Green Waste Collections

In response to a question by Councillor Bob Wright, Councillor Foley, Cabinet Member for Streetsmart and Corporate Affairs, commented on the limitations of the current green waste collection arrangement to reduce or expand the scope of the contract according to season-led demand.

Councillor Foley also responded to members' questions regarding:

- the management of demand for garden waste collections and, in particular, the enforcement of the proposed limitation on the amount of green waste that can be presented from each household
- the feasibility of introducing the use of bio-degradable paper sacks for green waste
- the cost of green waste collection and the promotion of the composting alternative
- the future review of any increase in the incidence of green waste fly tipping
- the reliability of waste collection service.

Resolved – That Minute 103 of the Cabinet be noted.

104. Wichelstowe Development Delivery Strategy

In response to a question by Councillor Brian Ford, Councillor Mark Edwards, the Cabinet Member for Finance, assured Councillor Ford, and the meeting, that all options for providing pedestrian access to the Wichelstowe development would be investigated.

Resolved – That Minute 104 of the Cabinet be noted.

105. University Technical College Swindon - Building Contract and Use of Contributory Council Funding

At the request of the Chair, the Council's Head of Commissioning - Economy /Attainment, responded to points made by Councillor Bob Wright regarding the delivery of the project in a way that would benefit the local community, making particular reference to residents' parking in the Railway Village and the potential detrimental impact on that area of existing and increased bus services and the need to engineer traffic solutions as part of project. The Chair emphasised the importance to the success of the project of detailed consultation with Ward Members.

Resolved – That Minute 105 of the Cabinet be noted.

57. One Swindon Report

The Committee received a joint report of the Leader of the Council and the Board Director, Localities, providing members with an update on the progress of the One Swindon programme, and the key achievements for 2012, and presenting the One Swindon Annual Report (Appendix 1 to the report).

Councillor Rod Bluh, the Leader of the Council, and Councillor Russell Holland, Cabinet Member for One Swindon, Localities and Housing, introduced the report, placing it in the context of localities as the Council's new way of working under the Stronger Together organisation structure and highlighting particular successes in relation to the achievement of One Swindon priorities.

Following their opening remarks, Councillor Bluh and Councillor Holland responded to members' questions on the following related topics:

- attendance at the most recent One Swindon Board meeting
- the outcomes from the "away day" held on 19th January 2013
- parish and rural representation on the One Swindon Board
- representation of the two opposition groups on the Council on the One Swindon Board
- community engagement with One Swindon and Stronger Together
- the future of the Esprit Gymnastics Academy
- the measurement of achievement of One Swindon priorities
- representation of the new Ambulance Trust on the One Swindon Board

Resolved – That the report be noted.

58. Question and Answer - Cabinet Member for Leisure and Strategic

Transport

Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, was in attendance to introduce this report. 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 better or differently and what challenges his portfolio would face over the next year, Councillor Williams, supported by his officer team, responded to members' specific questions and observations on the following topics:

- the provision of a cycle track between Highworth and Swindon
- the impact on the road network of the refurbishment of the Oasis and the development of the surrounding area into a regional leisure destination
- the reasons for the apparently limited effect of the Olympic year on municipal leisure facility usage and measures to enhance both the promotion and usage of these facilities
- the council's successful lottery bid for support of the Youth Sport Swindon Project and investment to enhance the level of community engagement and facilitate communities' public transport access to leisure services
- the development of the Council's leisure strategy and the level of supported leisure provision across the borough
- health and exercise and the implications for the Council's sport and leisure offer of recent evidence suggesting that the common approach to a healthy exercise regime is incorrect
- the effectiveness of traffic light systems as a means of traffic flow management and facilitating safe pedestrian routes across highways
- the impact of changed bus routes on Fleet Street and the need to ensure public transport schemes are organised according to the needs of public transport users
- the launch of the "co-wheels scheme"
- outreach work with local communities and the provision of leisure and sporting opportunities for children and individuals from deprived areas
- the establishment of the new marketing and sales team and its intended approach to improve marketing activities across the range of leisure services on offer
- the availability and promotion of primary and pre-school leisure activities
- the composition of the new marketing and sales team
- the data relating to killed and seriously injured casualties on Swindon's roads
- the detrimental impact on traffic flow of the temporary lights on Highworth Road
- the logic of the "split" of the Cabinet Member's sport-related responsibilities, specifically in relation to the delivery of football and the management of recreation grounds
- the possibility that the sum of money available to localities to address local highways issues might be increased

Resolved – That Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, and his officer support team, be thanked for attending the meeting and for their full and open responses to members' questions on service areas and issues within the Cabinet Member's portfolio of responsibility.

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SCRUTINY COMMITTEE

MONDAY, 4 MARCH 2013

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

Councillors Mark Edwards and Keith Williams, Cabinet Member for Leisure and Strategic Transport, were in attendance.

An apology for absence was received from Councillor David Wood

59. Declarations of Interest

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

60. Public Question Time

Mr Brian Cockbill referred to a question he had put to the Council meeting on 17th January 2013, regarding the accuracy of some information in the report to the Corporate Governance Working Party on the Community Governance Review of Swindon, and enquired about the status of his formal complaint about this and other matters relating to the review. At the invitation of the Chair, the Director of Law and Corporate Governance responded to Mr Cockbill's question and agreed to provide him with a copy of the relevant updated information, after it had been presented to the Corporate Governance Working Party later in the week. In response to Mr Cockbill's contention that his formal complaint remained outstanding, the Director agreed to progress the matter to conclusion.

61. Minutes

Resolved – That the minutes of the meeting held on 11th February, 2013, be confirmed and signed.

62. Question and Answer - Cabinet Member for Finance

Councillor Mark Edwards, Cabinet Member for Finance, was in attendance. Following a position statement, in which he (i) placed the report in the context of the major local and national issues impacting on service delivery in relation to his portfolio responsibilities, and (ii) 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 over the next year, Councillor Edwards responded to members' specific questions and observations on the following topics:

- the Council Tax freeze grant and the likelihood that a zero per cent council tax increase can be sustained beyond 2014/15

- community engagement regarding the key financial challenges facing the Council and the disappointing level of public participation in the budget setting process
- the scope for discretion in relation to the levels of council tax payable by persons owning more than a single domicile
 - the intention, and likely effectiveness, of the policy of returning empty properties to occupation
- the loss on recompense for paying council tax grant and the ability of central government to make further cuts to the amount of the Council's recompense
- the Council's use of the new homes bonus to support the base budget in the current year
- the potential for revenue savings in relation to the Council's democratic process
- the sustainability of Forward Swindon in its current role and the opportunity for the function to be managed effectively "in-house"
- the level of consultancy work that might be taken back "in-house"
- recognition of the hard work undertaken by the Council's finance team in delivering the 2012/13 budget
- the level and management of the Council's overall debt position
- issues around the Council's debate and challenge of the 2013/14 budget proposals, particularly in relation to collaborative working with the minority political groups on the Council
- community engagement and measures to raise awareness and promote debate around the detail of the Council's budget expenditure
- the Cabinet Member's assessment of the effectiveness of partnership working and the application of Pareto analysis to public services dealing with, and supporting, disenfranchised individuals in the community
- the localisation of business rates (the Business Rates retention scheme)
 - local opportunity to benefit from growth in business rates
 - recognition of the increased income risk
- the cost of interest payments on loans and the Council's monitoring and review of these charges
- council tax collection rates and debt recovery and the importance of working with people to facilitate the repayment of outstanding debts
- the Cabinet Member's reservations regarding the proposed loan to Swindon Commercial Services Ltd to fund the build costs of a refuse derived fuel plant
- the attraction of investment in the town centre and the viability of the suggested canal project

Resolved – That Councillor Mark Edwards, Cabinet Member for Finance, be thanked for attending the meeting and for his full and open responses to Members' questions on service areas and issues within his portfolio of responsibility.

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 30 JANUARY 2013

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, Ann Richards, Rochelle Russell and Julie Wright

Jose Ortega (NHS Swindon and Swindon Borough Council), Michelle Howard (SEQOL), Sue Wald (Swindon Borough Council), Paul Bearman (NHS Gloucestershire and Swindon), Kevin Connor (AWP), Kevin McNamara (GWH NHS Foundation Trust), Heather Mitchell (SEQOL), and Dr. Peter Crouch.

Councillors Brian Mattock and Bob Wright were also in attendance.

44. Declarations of Interest

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

45. Public Question Time

Chris Watts, Acting President of the Wiltshire and Swindon branch of the GMB, referred to questions he had put at the last meeting of the Committee regarding disciplinary action taken by Carillion against GMB members working at the hospital, in apparent contravention of the Protected Disclosure Act ("Whistleblowers Act"), and action the Committee might take to ensure that staff are not intimidated into not reporting incidences of malpractice. He asked what was the Council's practice regarding the recording in the minutes of members' comments about issues raised in public questions. Mr Watts was advised that, in relation to public questions, the Council's practice is to record only the name of the questioner, a brief summary of the issue raised and whether a written answer was to be provided. In response to a supplementary question, the Chair agreed to pursue the Chief Executive of the Trust for answers to Mr Watts' previous questions.

Mr Watts concluded by asking that the officer(s) investigating the matters, the subject of his previous questions, be advised that these have no bearing on the on-going dispute with Carillion.

46. Minutes

Resolved - That the minutes of the meeting held on 14th November 2012 be confirmed and signed.

47. Avon and Wiltshire NHS Partnership Trust: Community Services Report

Kevin Connor, Area Director with the Avon and Wiltshire Mental Health Partnership NHS Trust, presented a report on the implementation of the redesign of Community Services, as agreed by NHS Swindon and Swindon Borough Council, and the current position and on-going work to continue to improve Mental Health Services in

Swindon. The report also set out the Trust's current position in addressing the findings of the recent NHS South SHA independent Review on governance and management arrangements, the recommendations from which review formed the basis of the objectives in the Trust's implementation plan, "Fit for the Future". In particular, Mr Connor drew the Committee's attention to part 5 of the report, which set out the key updates for January 2013.

Resolved – That the report be noted.

48. 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 Great Western Hospital. Kevin McNamara, Head of Communications and Stakeholder Engagement at the Hospital, presented the report on behalf of the Chief Executive, highlighting matters of particular significance and responding to members' questions and observations on the following issues:

- the change of provider of the shop in the main entrance to the Hospital and funding implications for the WRVS volunteer service
- the new automated telephone reminder service for patients
- the launch of the Hospital's Nursing strategy investment in nursing leadership and the base line for measuring the effectiveness of the new approach to nursing within the Trust
- falls prevention and possible links between prescribed sleeping tablets and night-time falls

Resolved – (1) That the report be noted.

(2) That the WRVS be advised of members' thanks and appreciation for its operation of the shop and for the patient services provided by that group through the hospital shop.

(3) That a report be made to a future meeting on the effectiveness of the new automated telephone reminder service for patients

(4) That summary information of the Hospital's falls cause analysis be made available to members, to include any identified correlation between falls and the use of prescribed sleeping medications.

49. NHS Swindon Chief Executive Report

Paul Bearman, NHS Gloucestershire and Swindon, presented a report of the Chief Executive, NHS Swindon, on current activity within NHS Swindon and updating the meeting on local and national health-related issues. In particular, it was noted that the NHS Commissioning Board had confirmed that, with conditions, the Swindon CCG had been authorised with effect from 18th January 3, and that, subject to the conditions being resolved before 31st March, the Swindon CCG would be fully authorised on 1st April 2013.

Resolved – That the report be noted.

50. SEQOL Partner Organisation Update Report

Heather Mitchell (SEQOL), introduced a report providing the Committee with an update on matters relating to SEQOL. The report highlighted the continuing national interest in the work going on in Swindon in relation to the SEQOL social enterprise

model and employee ownership, as evidenced in the number of visits by representatives of key health organisations that SEQOL had hosted in recent weeks, and also drew the committee's attention to the Voluntary Sector event and Community events, scheduled for 8th February and 15th March respectively, aimed at building SEQOL's relationship with other local providers and to develop the way SEQOL works with local people and encourage them to have an active role in the way that services are developed.

Resolved – That the report be noted.

51. Alternative Medicines and Therapies

The Committee considered a presentation by Councillor Wane Crabbe on the topic of complementary and alternative medicines (CAMS) and therapies. Supported by several local providers and users of CAMS, who made their own representations to the Committee on their personal experiences of CAMS, specifically homeopathy, auricular acupuncture, chiropractic and osteopathy, Councillor Crabbe commented on his own positive experiences of osteopathic treatment, and suggested that there were many others in the local community who could benefit from CAMS that are not currently provided under NHS and can only be accessed privately or by means of the individual funding request process, a process that could take up to 12 weeks before treatment was forthcoming. He summarised what he saw as internationally available evidence of the effectiveness of CAMS, citing, in particular, the results of a study commissioned by the Northern Ireland government into the effects of complementary medicine and the outcome of a conference held on 9th October 2012 at the European Parliament in Brussels, that concluded that the potential that CAM has to maintain health, prevent ill health, promote healthier lifestyles and contribute to the sustainability of health systems should not be disregarded by the EU at a time when health funding is under so much pressure from economic and demographic pressures.

Following contributions from members and health colleagues on their views of the issues raised by Councillor Crabbe in his presentation, and in the individual presentations of CAMS users and providers, the Committee agreed that the issue of support for the more general provision under the NHS of complementary and alternative medicines be considered at the next meeting of the Committee for inclusion in the Committee's work programme for 2013/14.

52. Adults Services Performance Report

The Committee received a report providing an update on performance in Adults Services and Health. It was noted that the Health Overview and Scrutiny Committee had a key role in providing robust monitoring and challenge of performance of services for adults, and, to enable the Committee to identify priority performance measures for reporting and discussion at future meetings, members were invited to comment on the performance detailed in the report, based on the position at end of September 2012 and where data is available and is routinely reported.

Resolved – That the report, and the data relating to the performance in Adults Services and Health for the period to end September 2012, be noted.

53. Day Services Transformation Programme

Heather Mitchell (SEQOL), introduced a report providing an update on progress being made by SEQOL on the implementation of the commissioning requirements to remodel and develop adult day services. The Committee was advised that, in particular, the transformation related to the services currently provided out of the Clapham Hobbs site and noted that, as well as the modernisation of day services day services, SEQOL would be improving other services currently located within Clapham Hobbs, making them more accessible to service users.

Resolved – (1) That the move to personalised menus of care for day service clients currently using Clapham Hobbs be supported.

(2) That the move to community based services for the Footcare service be noted.

(3) That the move of the balance and falls clinic to SwICC be noted.

(4) That the change in the model of service delivery, resulting in SEQOL ceasing to use the Clapham Hobbs site, be supported.

(5) That it be noted that the Team Manager of Clapham Hobbs and Day Services Manager will implement robust action plans to ensure each service user has a plan for the change and that families or carers are aware of the change, date, transport changes and other pertinent information in advance of the move date. It was also noted that the change date would be incremental from January until March 2013.

54.

Asthma Update

Paul Bearman, NHS Gloucestershire and Swindon, introduced a report on the development of services and whole system care pathways of care for people diagnosed with asthma. It was noted that the provision of an integrated network of services providing urgent care services for sufferers remained a priority for the CCG, recognising that, in Swindon, the total spend on respiratory disease is £14.8m and there are approximately 14,000 people diagnosed with asthma.

Resolved – That the report, and developments to date in the development of services and care pathways for people diagnosed with asthma, be noted.

55.

Work programme report

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 the 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 members and health partners be invited to put forward topics to the next meeting of the Committee for consideration to be included on the Committee's work programme for 2013/14.

HEALTH OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 21 MARCH 2013

PRESENT:- Councillors Claire Ellis (Chair), Ray Ballman (Vice-Chair), Steve Allsopp, Wayne Crabbe, Brian Ford, John Haines, Richard Hurley, Derique Montaut, Maureen Penny, Ann Richards and Julie Wright

Heather Mitchell (SEQOL), Michelle Howard (SEQOL), Paul Bearman (NHS Gloucestershire and Swindon), Dr Peter Crouch, Doug Bale (Adult Social Care, SBC), Amanda Plummer (Adult Social Care, SBC), Peter Wilson (Swindon Mental Health Services), Dr Kate Tredgett (GWH), Catherine Piggitt (GWH) and Dr. Ayoola Oyinloye (SBC)

Councillors Brian Mattock, Cabinet Member for Health and Adult Social Care, and Keith Williams, Cabinet Member for Leisure and Strategic Transport, were also in attendance.

Apologies for absence were received from Councillors Alan Bishop and Maureen Penny.

56. Declarations of Interest

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

57. Public Question Time

Ms Karyse Day, a resident of Chiseldon, referred to the Committee's previous discussion around the topic of complementary and alternative medicines (CAMs) and invited the Committee to include in its work programme for 2013/14 the consideration of the availability of CAMs in Swindon. The Chair thanked Ms Day for her question and agreed that her suggestion be included in the topics to be considered by the Committee for inclusion in its Work Programme for 2013/14.

The Chair advised that a written question had been submitted by Stephen McManaman, on behalf of the Swindon and District Voluntary Group, regarding foot care service provision in Swindon and the limited number of podiatrists available to meet foot care needs, particularly in relation the needs of people with diabetes. Mr McManaman referred to failing national, as well as local, standards and asked the Committee to investigate the issue. The Chair advised that the matter had been referred to health partners with a request that a written answer be provided to Mr McManaman.

58. Minutes

Resolved – (1) That the minutes of the meeting held on 30th January 2013 be confirmed and signed.

(2) That the comments of the Chief Executive of SEQOL, regarding community based foot care services, and her confirmation that clients previously using the Clapham Hobbs facility should already have been given appointments in

their new service provision location, be noted.

59. NHS Swindon - Chief Executive's Report

Paul Bearman, NHS Gloucestershire and Swindon, presented a report of the Chief Executive, NHS Swindon, on current activity within NHS Swindon and updating the meeting on local and national health-related issues. It was noted that this would be the final report on behalf of NHS Swindon, that the Primary Care Trust would cease to operate from 31st March, its current responsibilities transferring to other organisations, and that the NHS Swindon Clinical Commissioning Group (CCG), currently working in “shadow form” to the PCT, would be going fully “live” from 1st April. The Committee also noted that the CCG had already been authorised with three conditions.

Resolved – (1) That the report be noted.

(2) That NHS Swindon be thanked for its hard work in providing high quality health services for Swindon residents and for its commitment to, and support of, the Council’s health scrutiny function.

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

Peter Wilson, the interim Managing Director for Swindon Mental Health Services, presented a report on the now completed implementation of the redesign of Community Services, as agreed by NHS Swindon and Swindon Borough Council, and the current position and on-going work to continue to improve Mental Health Services in Swindon. Mr Wilson responded to members questions regarding the following matters:

- the social work vacancy within the Complex Intervention and Treatment Team (Older People’s Service)
- measures to reduce the currently lengthy wait between referral to memory services and initial assessment
- the exploration with local commissioners of a memory service pilot scheme in Swindon
- the sustainability of the improved service performance standards highlighted in the report

Resolved – (1) That the report be noted.

(2) That regular progress reports be made to the Committee on the development and enhancement of the memory service.

61. Liverpool Care Pathway

The Committee received a report of the Chief Executive of the Great Western Hospital’s NHS Foundation Trust providing members with a briefing on the Liverpool Care Pathway (LCP) and how it is designed to support patients who are diagnosed as dying. Dr Kate Tredgett (Consultant in Palliative Medicine at the Prospect Hospice and GWH), supported by Catherine Piggitt (Clinical Nurse Specialist with the Palliative Care Team), presented the report, describing the Liverpool Care Pathway (LCP) as a nationally recognised pathway used in many hospitals to support patients at the end of life and outlining what the LCP “is and is not” and how it is applied in care of patients.

Resolved – (1) That Dr Tredgett be thanked for attending the meeting and for

her comprehensive and very informative presentation of the Liverpool Care Pathway and the use of the Pathway at the Great Western Hospital in providing quality end of life care to patients.

(2) That the report be noted.

62. SEQOL Partner Organisation Update Report

Heather Mitchell (SEQOL) introduced a report providing the Committee with an update on matters relating to SEQOL. In particular, the Committee's attention was drawn to the "drop in" event to be held at the Central Community Hall in the Railway Village, which it was hoped would present an opportunity to inform people of SEQOL's purpose and intention ("what it does"), and also to highlight the organisation's achievements during its first year of operation.

Resolved – That the report be noted.

63. Supporting vulnerable people within Adult Social Services

The Committee received a report of the Board Director, Commissioning, regarding members' concerns regarding the poor inspection report in respect of Selena House, and the subsequent closure of the facility. Doug Bale, the Council's Head of Adult Social Care, introduced the report, outlining the actions taken by Adult Social Services in response to the Care Quality Commission's (CQC) determination that the service was judged to be non-compliant with standards and also outlined the preventative measures that had been put in place to safeguard individuals and ensure dignity, respect and high standards.

Resolved – (1) That the report, and the process in place to work towards improving standards of care delivered locally, be noted.

(2) That, with reference to the information sharing protocol developed between the Council and the Care Quality Commission (CQC), it be noted that representatives of the Health Overview and Scrutiny Committee will meet with the CQC on a quarterly basis, to discuss areas of concern in relation to service provision. That members of the Committee advise the Scrutiny Support Officer of their interest in representing the Committee at the aforementioned meetings with the CQC.

64. Cabinet Member Question and Answer Session - Cabinet Member for Health and Adult Social Care

Councillor Brian Mattock, Cabinet Member for Health and Adult Social Care, was in attendance and presented a detailed report summarising progress and performance in respect of the various service areas within his portfolio of responsibility. Councillor Mattock commented on the significant changes to the health service environment in response to Government legislation and guidance, including the new public health role for local authorities, and expanded on progress in 2012/13 in relation to:

- the development of the new commissioning model and the establishment of the Swindon Health and Wellbeing Board
- the Joint Strategic Needs Assessment process to assess the health and wellbeing needs of the local population
- the Adult Demand Enquiry (Adult Change Programme) to determine optimum solutions to challenges of increasing demand and reducing resources
- accountability and the Adults Peer Challenge

- Managing Expectations
- Systems and processes
- SEQOL and its achievements in building upon the development around integrated approaches to Health and Social Care
- Safeguarding and the role of the Swindon Local Safeguarding Board

Councillor Mattock remarked on the budget position, and the successful management of the saving plan to achieve a forecast underspend in 2012/13, the pressures on Adult Social Care and the increasing demand for Adult Social Care services beyond available resources. He concluded his presentation by outlining the following service priorities for 2013/14:

- Demand management/demand enquiry work streams
- Personalisation
- Safeguarding
- Public Health

Following his presentation of his report, Councillor Mattock responded to members' and health colleagues' specific questions and observations on the following topics:

- the prevalence of "disability hate crime" and "mate hate" offences
- tobacco control and this Committee's previous suggestion that "No smoking" signs be displayed in play areas
- demand management and integrated working
 - the potentially detrimental impact of national strategies on the effectiveness of local health care strategies and the level to which these are "factored into" the Council's 2013/14 health care priorities and beyond
- the maximisation of regional adult social health care resources and the individual case to be made for Swindon's particular and exceptional needs
- the current and appropriate positioning of the Council's licensing function within Cabinet Member portfolios

Resolved – That Councillor Mattock be thanked for attending the meeting and for his full and open responses to members' and health colleagues' questions.

65. Cabinet Member Question and Answer Session - Cabinet Member for Leisure & Strategic Transport

Councillor Keith Williams, Cabinet Member for Leisure and Strategic Transport, was in attendance and presented a detailed report summarising progress and performance in respect of the Leisure Services and Sports Development elements of his portfolio of responsibility. Councillor Williams placed in his report in the context of leisure services as non-statutory services and the recently completed options appraisal to assess for the future management and delivery of both the leisure and culture portfolio in order to mitigate the impact of leisure services provision on the Council's overall budget position. He summarised the key successes within the service area over the last year and also highlighted some of the major challenges faced by the Council in continuing to deliver high quality leisure services.

With reference to the particular remit of the Health Overview and Scrutiny

Committee, Councillor Williams commented on the work of the Sport Development and Health Improvement Team in developing outreach programmes with local communities and individuals, aimed at providing opportunities for people to become more involved in sport, particularly those parts of the community in more disadvantaged circumstances.

Following his presentation of the report, Councillor Williams responded to members' and health colleagues' specific questions and observations on the following matters:

- the transfer of the Oasis Leisure Centre and the decision of the new management company not to allow the use of the Swindon Card to access discounted leisure activities
- the outcome of the presentation of the Leisure and Culture Options Appraisal to Cabinet on 20th March
- the details of the proposal to replace the Swindon Card with a new Leisure (specific) Card and the anticipated cost of the new card
- Primary Schools' funding for sports and the promotion of existing municipal leisure activities within Primary Schools
- the Council's support for, and promotion of, wheelchair rugby
- healthy physical activity and the "prevention agenda"
 - the Council's strategy to increase the participation in healthy physical activity of people within those groups that are "hard to reach" and are, traditionally, less likely to be involved in healthy leisure activities

Resolved – That Councillor Williams be thanked for attending the meeting and for his full and open responses to members' and health colleagues' questions.

66. Work Programme Report

The Committee received a report of the Director of Law and Democratic Services regarding the development of its work programme for 2013/14 and inviting members and health partners to suggest topics for review.

Resolved – (1) That, in addition to the issues identified during the Committee's consideration of this evening's agenda, particularly during the question and answer sessions with the Cabinet Members for Health and Adult Social Care and Leisure and Strategic Transport, the following topic areas be also included for consideration in the Committee's draft work programme for 2013/14:

- the Northern Ireland model of alternative and complementary care
- Healthwatch

(2) That members advise the Committee's Scrutiny Support Officer of any additional issues they might wish to be considered in the Committee's Work Programme for 2013/14.

67. Chair's Closing Remarks

The Chair concluded this final meeting of the Committee in 2012/13 by thanking members and health colleagues for their continued support of the Council's Health Overview and Scrutiny function.

CHILDREN AND YOUNG PEOPLE'S OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 16 JANUARY 2013

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

Co-opted Representatives: - Dick Mattick (National Association of Schoolmasters and Union of Women Teachers) and Rachael Matthey (Swindon Association of Secondary Headteacher).

Apologies for absence were received from Councillors Rex Barnett, Maureen Penny and David Renard, Mrs Melanie Sancto (Swindon Association of Primary School Headteachers) and Andrew Wild (Church of England Diocese).

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.

Councillor James Robins made a personal and non-prejudicial declaration of interest in respect of item 8 (Minutes of Local Safeguarding Children's Board) as he was a foster carer in Swindon and Item 9 (Update on Academies Conversions) as he was employed by Churchfields Academy.

24. Minutes

Resolved: That the minutes of the meeting held on 21st November 2012 at STEPS, Nythe Centre, The Drive, Nythe, Swindon, be confirmed and signed as a correct record.

25. Public Question Time

Mrs Kareen Boyd, Hesketh Crescent, Old Town, put a series of questions relating to the Council's processes, the Task Group Review into the opening and closing of schools within the Borough and School Place Planning in Old Town and the Town Centre.

The Chair responded to Mrs Boyd's questions at the meeting and agreed to provide her with a fuller response in respect of her questions regarding (i) the report on the processes of opening and closing of schools and (ii) information provided in the School Place Planning report.

Mrs Carole Bent, Old Town, asked questions on Council processes, leaflets circulated by the Liberal Democratic Party and sought clarity as to the author of the report regarding processes of the opening and closure of schools.

The Chair and Scrutiny Officer responded to Mrs Bent's questions at the meeting and agreed to provide her with a fuller response in respect of her question regarding the leaflets circulated by the Liberal Democratic Party.

Resolved: That a response to the above questions be circulated to the Committee.

26. Co-optees Report

The Committee considered a report of the Director Law and Democratic Services regarding the appointment of a new co-optee to this Committee for the remainder of the Municipal Year 2012/13.

Resolved – (1) That the appointment of Paul Sunners as a non-voting representative for the Standing Advisory Council for Religious Education be confirmed.

(2) That Penny Summers be thanked for her work and contributions to the Committee over the past years.

27. Children's Services Performance Report

Sara Tough, Head of Children and Families, presented a report updating Members of the Committee on the performance within Children Services for the period to September 2012. She referred to the performance in educational attainment of children in care.

The Committee welcomed the report and commented on the following points:

- “Virtual School”. In response to a query regarding the on-line accessibility of the “virtual school”, Paddy Bradley, Head of Commissioning Economy/Attainment confirmed that this was not a virtual school in IT terms but was a means of tracking the performance and progress of children in care attending Swindon and Out of Borough schools.

- Reasons why the performance of children in care had improved and the feasibility of this work being extended to cover young carers. Paddy Bradley, Head of Commissioning Economy/ Attainment advised that various factors affected data relating to the small number of children in care and whilst this had improved, further work would be required to enhance attainment. The Committee noted that similar work could be undertaken with young carers once they were suitably identified.

- English Baccalaureate in Swindon schools. The Committee were informed that not all schools offered this qualification.

- The number of children placed in foster care. Sara Tough, Head of Children and Families, referred to the successful campaign programme of placing children in foster care and advised that this was positively commented upon during the Ofsted inspection undertaken in November 2012. Paddy Bradley, Head of Commissioning Economy/Attainment commented on the network available to support children in care.

- That the academic route to the workplace was not ideal for all young people and that apprenticeships were to be offered.

Resolved –That the performance data for the period end of September 2012, be noted.

28. Children's Services Revenue Budget Monitoring Position 2012/13

Steve Haley, Head of Finance, Education and Innovation presented the latest projected outturn position on Core funded, Dedicated Schools Grant funded and Section 75 PCT funded Children Services 2012/13 revenue budgets.

Mr Haley advised that all budget responsibilities had been transferred to the Commissioning and Delivery Pillars in accordance with the Stronger Together model. He commented on the report and informed the Committee on high-risk areas and other variances that affected the budget. He referred to the budget underspend on the Dedicated Schools Grant and the Committee noted that the main issues affecting the budget were the delay of the academy conversion programme and the Value for Pupil Funding to be transferred from the Department for Education.

The Committee welcomed the report and commented on the following issues:

- In response to a query regarding the Early Years Single Funding Formula Payments, the Committee were advised that childcare was considered expensive and places were available but take-up was low.
- Dedicated Schools Grants (DSG) - The Committee noted that with effect from April 2013, DSG funding would be allocated directly to schools and these included the Academies.
- Funding Out of Borough Placements –Chris Wilson, Head of Finance, Adults and Children referred to reasons attributed by Sara Tough, Head of Children and Families, for the budget overspend and advised that pressure on Council's social care budgets was a national issue.

Resolved: That the projected outturn position on Core, Dedicated Schools Grant and Section 75 Primary Care Trust Funding, be noted.

29. Minutes of Local Safeguarding Children's Board

Mike Howard, Chair, Swindon Local Safeguarding Children Board, presented a summary of the Swindon Local Safeguarding Children Board Annual Report for 2011/12. He referred to the main points arising from the report and the Committee noted the role of the Board and the benefits that diverse membership and interagency participation would bring.

The Committee welcomed the report and noted Mr Howard's comments on what difference the Swindon Local Safeguarding Children Board made. In response to a query regarding the involvement of the new Police Commissioner, Mr Howard confirmed that a meeting had been held with Mr McPherson and that safeguarding would continue to be part of his agenda.

Resolved – That the Local Safeguarding Children Board Annual Report 2011/1, be noted.

30. Update on Academies Conversions

Paddy Bradley, Head of Commissioning Economy/Attainment, introduced a report regarding the number of maintained schools that had converted to academies or those that were planning to do so in 2013 and on the financial impact to budgets as a result of the move to academy status. He referred to the different types of academies and commented on the academy programme in Swindon.

The Committee were informed of proposed changes within the funding distribution allocated by the Department of Education, how this affected schools

converting to academies and the impact of service provision by the Local Authority.

Resolved – That the report be noted.

31. School Place Planning

Paddy Bradley, Head of Commissioning Economy/Attainment, presented a report to inform the Committee of the forecast increase in school places in both primary and secondary provision and to advise on plans to address the shortage of school places.

He referred to the extended process in school place planning and explained how financial implications of capital borrowing could be offset by utilising identified under capacity in schools outside of the local area.

Mr Gareth Cheal, Strategic Planning Manager, explained that a feasibility study had been commissioned to identify suitable sites to meet the increase in primary age pupils moving through the education system. He confirmed that public consultation would be undertaken when sites were identified.

Members of the Committee noted the report and discussed the following issues:

- Scale of population growth and if this had been reflected in school place planning. Paddy Bradley confirmed that national data was gathered through the Census available from the Office of National Statistics. He explained that school population data was provided through Primary Care Trust Live Birth information and these were incorporated into school place planning.
- Possible transport issues if pupils were unable to attend a local school.
- Further property development within the Northern Sector of Swindon and how this would affect school placement in that area.

Resolved – (1) That the report be noted.

32. Standards and Provision

The Committee received a report from the Board Director, Commission and the Head of Commissioning Economy/ Attainment summarising the aggregate 2012 pupil performance data for Swindon school students and identifying key indicators of the overall quality of provision in schools. The report also outlined the successes, areas for development and issues that need to be tackled to ensure every school in Swindon is successful for all its students.

Paddy Bradley, Head of Commissioning Economy/ Attainment, informed the Committee that the report reflected outcomes of statutory assessment which were undertaken during the previous academic year and preliminary results had indicated that pupils assessed at ages 5, 7 and 11 were at or above the national average, with pupils at ages 16 and 19 were below the national average. He referred to the strategies being implemented to raise achievement at Key Stage 4 and Key Stage 5.

The Committee welcomed the improvements seen in 2012 and discussed following points:

- Why the level of attainment fell between the different Key Stages. Paddy Bradley confirmed that various factors may affect a pupil's progress such as

- quality of teaching, family re-location and change of personal circumstances.
- The percentage drop in Mathematics. The Committee noted the variations in teaching maths within Swindon schools and that Maths was a difficult subject to recruit teachers in.

Resolved – (1) That the report on the performance and standards in maintained schools and academies across Swindon, be noted.

33. Work Programme 2012/13

The Committee received a report detailing its updated work programme for the Municipal Year 2012/13. The Council's Scrutiny Officer advised:

- That further to 3.3 in the report (Review into Young Carers Standard Mark) a working group would not be required as the request for support by young carers had been withdrawn.
- That the report by the independent review panel on school openings and closures would be presented in March 2013.

Resolved: (1) That the report be noted.

(2) That the report on school openings and closures be circulated to the Committee when completed.

(3) That the report be made publicly available when completed.

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CHILDREN AND YOUNG PEOPLE'S OVERVIEW AND SCRUTINY COMMITTEE

WEDNESDAY, 6 MARCH 2013

PRESENT:- Councillors David Wood (Chair), Andrew Bennett, Fay Howard, Colin Lovell, Cindy Matthews, Maureen Penny, James Robbins, Nadine Watts, Steve Weisinger, Alan Bishop, Claire Ellis and John Haines.

Co-opted Representatives: - Rachael Matthey (Swindon Association of Secondary Headteacher), Mrs Melanie Sancto (Swindon Association of Primary School Headteachers), Andrew Wild (Church of England Diocese) and Mr Paul Sunners (Standing Advisory Council on Religious Education).

Apologies for absence were received from Councillors David Renard, Rex Barnett, Nick Martin, Emma Faramarzi and Rochelle Russell and Dick Mattick (National Association of Schoolmasters and Union of Women Teachers).

34. 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 James Robbins made a personal and non-prejudicial declaration of interest in respect of Agenda item 7 (Update on the UTC (University Technical College) as he was employed by Churchfields Academy.

35. Public Question Time

No public questions were submitted for this meeting.

36. Minutes

Resolved: That the minutes of the meeting held on 16th January 2013 be confirmed and signed as a correct record.

37. Children Services Performance Update

Sue Wald (Head of Commissioning - Children and Adults) presented a report updating members on the performance within Children's Services for the period to end of December 2012. Members noted that the report had been structured to highlight the improvements that had been made and identify areas where further work would be undertaken. She referred to the partnership work undertaken that had resulted in improved breast feeding figures, a reduction in teenage pregnancies and to the challenges addressing child obesity.

Members of the Committee enquired on the following points:

- Was there an average age at which diabetes was associated with obesity? Sue Wald confirmed that a link had been established between childhood obesity and health issues in later life and agreed to circulate further information to members of the Committee.

- How young people affected by mental health issues were treated where they were unable to live at home. Sue Wald (Head of Commissioning - Children and Adults) informed the Committee on the processes used to help young people with mental health issues. Members noted that Oxford Health was the service provider supporting young people and options included referral to an in-patient unit in Swindon. Members further noted that the cohort of young people with mental health issues was small. She further advised that young people in care with mental health issues were referred through the Child and Adolescent Mental Health Services (CAMS) and were usually seen within four weeks of referral.
- Children Centres – impact on service provision following restructure. Sue Wald confirmed that work was being undertaken with Children Centres to target their work around vulnerable children and that breast feeding was one on the areas currently being addressed.
- Reason why the number of Children on Child Protection Plans had increased. Sue Wald (Head of Commissioning - Children and Adults) explained that work had taken place with social workers to ensure children suffering neglect and abuse were identified early and this had led to an increase in the number of children with a child protection plan. She commented on the peer challenge undertaken by Bath & North East Somerset Councils and confirmed that information regarding thresholds would be published to provide greater clarity for partners.
- The staffing impact due to an increase in Children in Care and the subsequent court process and increased work to support children in care. The Committee noted that social workers were in the process of being recruited and that whilst the Adoption Reform Grant would soon be available, a cultural change had to be undertaken and different ways of working with the community needed to be further developed.
- Data regarding the School Sports Partnership. In response to a query regarding this partnership, the Committee was informed that funding for the partnership was no longer available. They noted that there was no minimum time requirement for physical activity in schools.

Resolved – (1) That the Head of Commissioning – Children and Adults be asked to circulate information regarding the link between diabetes and obesity in children before the next full meeting of this Committee.

(2) That the Head of Commissioning – Children and Adults be asked to circulate information regarding Mental Health issues of young people in Swindon before the next full meeting of this Committee.

(3) That further to 4.2 and 5.4 of the report and 4.1 within Appendix 1 of the report, the Head of Commissioning Economy/ Attainment be requested to circulate numerical data including percentages before the next full meeting of this Committee.

(4) That further to (3) the Head of Commissioning Economy/ Attainment be requested to include information regarding the Baccalaureate concept.

(5) That the Head of Commissioning Economy/ Attainment be requested to gather information from schools regarding the Schools Sports Partnership and to circulate this before the next full meeting of this Committee.

(6) That further to Appendix 1 of the report, the Head of Commissioning – Children and Adults be requested to update and circulate Table 2 (Schools and IMD score in Swindon Wards) when new data is available from Census 2011.

(7) That the performance for the period end of December 2012, be noted.

38.

Signs Of Safety

Debbie Deimert, (Principal Officer, Social Work, Children and Families), introduced a report informing the Committee of how Children Services were to implement the Signs of Safety approach to child protection and decision making that aimed to improve the involvement and buy-in from families and professionals who were linked to the child.

In response to a query regarding the optimistic approach of presenting the information, Debbie Deimert, (Principal Officer, Social Work, Children and Families) advised that the child was always the focus of work being undertaken and that solutions were found through working closely with the family.

Members enquired if the Committee was able to effectively monitor the work being undertaken. Debbie Deimert, (Principal Officer, Social Work, Children and Families) confirmed that a report on work undertaken would be available at the end of March 2013.

Resolved - (1) That the Signs of Safety report and the success of the pilot exercise, be noted.

(2) That the Principal Officer, Social Work, Children and Families be requested to circulate an updated report before the next full meeting of this Committee.

39.

Review into Opening and Closing Schools

The Chair introduced the report on the review into opening and closing of schools and recommended that due to the lateness of the report, this item be deferred to a future meeting of this Committee.

The Committee discussed the merits of postponing a decision on the recommendations of the report. The request for deferment was put to the vote and declared carried.

Resolved – (1) That this item be deferred to a future meeting of this Committee.

(2) That the Scrutiny Officer be requested to set up an extraordinary meeting before the end of this Municipal Year, ideally within the next four weeks, and with the Chair of the Review present, to enable the Committee to debate this item.

40.

Update on the UTC (University Technical College) Swindon)

Paddy Bradley, (Head of Commissioning Economy/ Attainment) submitted a report to update the Committee on progress made towards the planned opening of the University Technical College (UTC) in Swindon. He advised that a public consultation exercise was currently being undertaken regarding the concept of opening a UTC in Swindon and stated that the submission of the report to this Committee was part of the consultation exercise.

The Committee noted the financial support provided by the Council, that the UTC was an Academy Trust jointly sponsored by Oxford Brooke's University and Johnson Matthey Fuels Cells and that the Council, together with Swindon College were key partners. Paddy Bradley, (Head of Commissioning Economy/ Attainment) elaborated on the educational provision of University Technical Colleges, the

collaborative work to establish an employer-led curriculum and advised that the UTC plan on opening in September 2014.

The Committee considered the report and commented on the following issues:

- Further to 2.13 of the report, reference to the virtual freehold donated by Network Rail. Paddy Bradley, (Head of Commissioning Economy/ Attainment) advised that Network Rail had agreed to lease the site at Bristol Street to the Academy Trust managing the UTC for 124 years at a peppercorn rate.
- The possible impact on Swindon schools as 14 year old pupils transferred to the UTC and whether Swindon schools were prepared for this transition phase. Paddy Bradley, (Head of Commissioning Economy/ Attainment) stated that one of the challenges would be in raising participation and ensuring the UTC concept incorporated business needs requirements or differing skill sets and capabilities of young people leaving school. This would make it the right choice for some young people while ensuring that the Swindon schools' curriculum complemented that offered at the UTC.
- Concerns on the timing of the project with regards to the impact on school administration and what would be the effect on the educational performance of pupils transferring to the UTC. Paddy Bradley, (Head of Commissioning Economy/ Attainment) stated that the UTC marketing campaign was due to be launched in approximately May 2013 and any impact on schools or pupils transferring could not be reported on until UTC started recruiting and operating.
- Clarification of "technical" education. The Committee noted that this related to technical engineering skills and that the curriculum would be designed in collaboration with employers and Oxford Brookes University to respond to real time issues experienced within the engineering sector. They noted that the aim would be for pupils to be offered the opportunity to continue into apprenticeship or undertake further education. To enable pupils to develop a spread of skills, Business and Enterprise would also be covered as part of the curriculum.
- Transport for students from rural areas. Paddy Bradley, (Head of Commissioning Economy/ Attainment) advised that transport funding for pupils would be dependent on decisions of the Academy Trust which may use its revenue budget or, for example, seek sponsorship from relevant local businesses. In the current economic climate, this was not currently available and therefore no transport provision was currently envisaged for the UTC.
- Pastoral care facilities. Members noted that this would be available to ensure proper support was in place for pupils to make informed choices and decisions regarding their educational paths.
- Name of the preferred builders. Members noted that this had not yet been confirmed.
- Type of qualifications students may attain. The Committee noted that these would include GCSE and technical qualifications allowing pupils to progress into apprenticeships and further and higher education.
- In response to a query regarding the make-up of students, Paddy Bradley, (Head of Commissioning Economy/ Attainment) confirmed that there was a strong desire to promote opportunities available to female students wishing to undertake a technical or engineering career.

- The predicted percentage of out of borough and Swindon pupils attending the UTC. Paddy Bradley, (Head of Commissioning Economy/ Attainment) advised that given the location of UTC, it was probable there would be more pupils from Swindon attending.
 - Funding for the UTC. Members noted the part of the £500,000 funding agreed at Cabinet on 11th January 2012 would be used towards the renovation of the listed water tower. Further investment would be made by the Department for Education.
 - The effect on traffic in the area following the opening of the UTC. Paddy Bradley, (Head of Commissioning Economy/ Attainment) referred to the detailed traffic assessment under preparation by the building project manager, with advice from the Council's Highways and Transport Department and confirmed that a comprehensive travel plan would be produced by the Academy Trust.
- Resolved – (1) That the report on the University Technical College, be noted.
 (2) That a minute of this Committee be submitted to the Department for Education as part of the formal consultation process.
 (3) That the Head of Commissioning Economy/ Attainment be requested to circulate information on the listed water tower before the next full meeting of this Committee.

41. Work Programme 2012/13

The Committee considered a report of the Director of Law and Democratic Services setting out the achievements of the Children and Young People's Overview and Scrutiny Committee during the Municipal Year 2012/13.

Resolved: (1) That the report setting out the achievements by the Committee, be noted.

(2) That any additional proposals for this Committee's Work Programme be forwarded to the Council's Scrutiny Team for consideration by 1st May 2013.

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

THURSDAY, 7 FEBRUARY 2013

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, Nicky Sewell and Steve Wakefield

Councillor Foley, Cabinet Member for StreetSmart and Corporate Services was also in attendance.

24. 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 Mark Dempsey made a non-prejudicial declaration of interest in respect of Agenda Item Nos. 5 and 6 in his capacity as an Environmental and Waste Consultant.

25. Minutes

Resolved – That the minutes of the meeting held on 13th December 2012, be confirmed and signed as a correct record.

Matters Arising

Mechanics Report – Following concerns stated by Councillor Dempsey, the Chair advised that the Swindon Heritage Board were in the process of arranging a meeting with all interested parties to discuss the Advisory Group's report and findings, following the recommendation of Cabinet on 12th December 2012. He agreed to pursue this and ensure that all Members of the Advisory Group were invited to the meeting and the Committee agreed that a progress report be submitted to the next meeting on 4th April 2013.

26. Public Question Time

No public questions were received during the meeting.

27. Q & A - Waste Management and Recycling Report (Cabinet Member for StreetSmart and Corporate Services)

Councillor Foley, Cabinet Member for StreetSmart and Corporate Services attended the meeting to present a report on the Council's waste management provision and its work regarding recycling. She explained that Cabinet had considered a report outlining the Council's proposed measures for the management of demand for garden waste collections at their meeting on 6th February, following a Motion at Council on 20th September 2012. Cabinet had also asked for a further report to be presented to them outlining how the Council could support those residents who support their communities by cutting highway verges and collecting leaves in autumn.

The number of missed collections was very low, although it was

acknowledged that there were some pressures, especially in the Northern expansion, where rounds would need to be re-structured. There were also exceptional demands placed on the service as a result of the wet summer and a number of steps were taken to respond to these problems at the time. The proposal, which was approved by Cabinet, was to introduce a limit on the volume of garden waste presented from each house to four bags per fortnight and Councillor Foley advised that the cost for the scheme would be £850K.

Officers and the Cabinet Member for StreetSmart and Corporate Services responded to the following issues raised by Members of the Committee:-

- A leaflet campaign would take place to ensure that all households were aware of the waste collection services and would include information on the opening hours of the Household Waste Recycling Centre.
- Compost bins were bought in bulk a few years ago in response to a government initiative. Unfortunately, this scheme is no longer available but compost bins are more widely available to purchase at a relatively low cost.
- All services, except for cemeteries and crematorium and waste disposal will be publicly tendered through the Official Journal of the European Union (OJEU) from January 2014. Sue Mendham (Head of Commercial Services) would be leading the tender process for StreetSmart and Rachel Ind (Commercial Partnership Manager) for Highways maintenance.
- The vision is that StreetSmart should be delivered at a local level, except for green waste and recycling, and each StreetSmart officer has their own areas.
- Just over 1% of Council Tax is spent on green waste. There were high capital costs in the purchase of wheelie bins and Councillor Foley agreed to find out the total cost of using these bins.
- Information on the talks and educational visits to groups in order to encourage recycling was shared with Ward Members.
- Councillor Foley agreed to investigate the rates of the Council's StreetSmart services with other comparable Local Authorities.
- The green waste bags are taken to a composting facility at Brinkworth where farmers either buy it or it is bagged up and sold at a low cost.
- Green waste recycling accounts for about 20 – 25% of the recycling target.
- Swindon Council were above the national average for the percentage of household waste sent for re-use, recycling or composting.
- Localities were encouraged to communicate to local residents information relating to collections and the recycling services.
- Biodegradable bags had been considered but these were very expensive and difficult to source.
- Only 4 bags per household would be collected and each bag has to be able to be lifted by one person. Stickers on additional/overweight bags would identify why the bag had not been collected.
- Three areas have been identified where improvements were needed and an action plan developed to implement these changes.
- Weekly waste collections would cost around £3M and this was therefore not an option.
- Full monitoring and review would be undertaken and Councillor Foley would welcome any comments/feedback from Ward Members.

Resolved – That the Cabinet Member for StreetSmart and Corporate Services and officers be thanked for attending the meeting and responding to questions and comments from Members of this Committee.

28. Q & A - Operation of Waste to Energy (Managing Director Swindon Commercial Services Limited)

Councillor Foley, Cabinet Member for StreetSmart and Corporate Services, and Sean Magee, Head of Waste Solutions, explained the process that turned household waste into fuel, otherwise known as refuse-derived fuel (RDF). They explained that the Council were currently tendering for a fuel use contract and were keen to ensure that the waste was treated in the UK, although it was not envisaged that this would happen in Swindon. It was likely to be a five year contract plus three years plus two years, therefore giving time for the processes to develop. The UK, in particular, was interested in the long term research from thermal treatment incinerators. It was hoped that the first waste would be produced by the end of October 2013.

Officers and the Cabinet Member for StreetSmart and Corporate Services responded to the following issues raised by Members of the Committee:-

- The moisture from the plant is dispersed as steam through a chimney and there is the provision to shut down if there is any smell emanating outside the boundary of the plant.
- The plant would be running seven days per week, 24 hours per day. Very strict response times would be included within the contract and there will need to be back-ups in place should there be any breakdowns.
- Fully trained local staff will run the facility.
- This would not affect the frequency of the recycling services.
- Alternative options were considered and this model was the most financially viable for the Council to take.
- Only household waste and not commercial waste would be used.

Resolved – That officers and the Cabinet Member for StreetSmart and Corporate Services be thanked for attending the meeting and responding to questions from Members of the Committee.

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

THURSDAY, 22 NOVEMBER 2012

PRESENT:- Councillors Brian Ford (Chair), Robert Wright (Vice-Chair), Abdul Amin, John Ballman, Alan Bishop, Toby Elliott, Mary Friend, John Haines, Nick Martin, Ann Richards, Joe Tray, Julie Wright, Claire Ellis, Brian Mattock and Vera Tomlinson

Apologies for absence were received from Councillors Colin Lovell.

78. Minutes

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

79. Declarations of Interest

There were no declarations of interest.

80. Public Question Time

Paul Sunners, asked the following questions:

1. Is this Committee now able to provide information pertaining to a cost analysis on terms of Wiltshire Police supporting policing and security measures at the recent Olympic Games?
2. In light of the merger involving community safety functions between Wiltshire Police and Swindon Borough Council, can this Committee shed light on the current confusion as it relates to the responsibility for setting up and the co-ordination of local Neighbourhood Watch Schemes?

The Chair responded at the meeting.

81. The Watches

Neighbourhood Watch

Gavin Williams from Wiltshire Police gave a presentation on the Neighbourhood Watch Scheme, which at present is run by the Police but, as part of the merger agreement, will come under the overall direction of the Community Safety Partnership. There are currently 503 such schemes in Swindon and the scheme is cost neutral. Mr. Williams took the Committee through and answered questions by members of the Committee concerning Neighbourhood Watch.

Members of the Committee felt that the relative success of the Neighbourhood Watch Schemes varied depending on the area.

Resolved – That Officers report back to the Committee in six months' time to include: (1) measures to gauge success and failures (2) measures of "where we are now" compared to six months' time, and (3) an audit and action plan.

Speed Watch

Representatives from Wiltshire Police and the Chair of Blunsdon Parish Council gave a brief presentation of how the Community Speed Watch scheme was

operating within Blunsdon. Community Speed Watch is a scheme that allows suitably trained and police cleared local residents to monitor the speed of vehicles in their neighbourhood and to report those vehicles that are found to be exceeding the tolerance level of speed. Speed Watch can only be established in a 30 or 40 MPH speed limit where a road survey has evidenced that vehicles regularly speed. Speed Watch locations are risk assessed and scheme members are only allowed to operate from those agreed areas. The equipment used by Speed Watch to measure individual vehicle speed is the same as is used by the police. This scheme was established by the Community Safety Team and was launched in February 2012 in Blunsdon. It has been passed to Localities to develop and roll out in their communities, based on residents demand. The scheme is administered by the Community Safety Partnership.

Street Watch

Richard Palusinski gave a brief presentation on the Street Watch scheme. There are three Street Watch schemes currently active in Swindon, two of which are in the Parks area and the third in Kingshill.

Street Watch members have to be police cleared for their activities as they will be in a position to exert influence within their community and there is a need to ensure that people do not engage in Street Watch for improper ends.

Members of the Committee asked questions about the operation of the Street Watch scheme.

Resolved – (1) That a further report be submitted in six months' time when more Street Watches are operating.

(2) That the Scrutiny Officer request that the Lead Member, Localities promote the Street Watch scheme through Locality meetings.

Pub Watch

Gavin Williams from Wiltshire Police briefly introduced the Pub Watch scheme. He advised that the Police have taken a "hands-off" approach and that the scheme is run by the Trade.

The Chairs of the Old Town and Town Centre Pub Watches outlined how the scheme works in their respective areas. They advised there was a scheme to replace/renew the CCTV cameras in the Town Centre.

The Chair thanked everyone for their useful and informative presentations and asked that members of the Committee forward any possible items they may have for the work programme, to the Scrutiny Officer.

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

THURSDAY, 24 JANUARY 2013

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

Apologies for absence were received from Councillors Nick Martin.

82. Minutes

Resolved - That the minutes of the meeting held on 22nd November 2012 be confirmed and signed.

83. Declarations of Interest

There were no declarations of interest.

84. Public Question Time

There were no public questions

85. Public and Private Space Violence - Wiltshire Police (to be tabled)

Superintendent Williams gave a presentation on public and private space violence. He explained that Wiltshire Police had exceeded the benchmark they had set themselves by 3.6%. This equates to 570 less victims of crime than expected. He explained the term 'violence without injury' and advised there were 115 more cases in the North area than anticipated. He advised that:

- There had been 24 more cases of 'violence with injury' cases than anticipated
- Serious Violence was 24% below anticipated
- Robbery was 21.8% below anticipated
- Anti-Social Behaviour was 25% below anticipated
- There were 237 domestic abuse incidents in December 2012, of which 9 were classified as high risk
- Wiltshire Police had a resolution rate of 40.9%

Detective Inspector Carr answered questions from the Committee on issues surrounding public and private violence.

The Committee discussed the work being undertaken in Schools around bullying and domestic violence.

86. Public and Private Space Violence - Swindon Borough Council

Phil Thomas submitted a report containing background information on the work undertaken by the Council in respect of reducing public and private space violence

across the Borough.

He advised that the Council's actions in the run to up and during the Christmas period to help reducing public space violence were mainly targeted at the night time economy in the town centre and old town. This was due to the fact that the night time economy accounts for the majority of public space violence.

He commented that the Community Safety team had worked over the Christmas and New Year period with the police, and other partners to help police Swindon's night time economy.

87. Wiltshire Police Question and Answer Session

Members of the Committee asked the representatives from Wiltshire Police how they felt about the new Police Commissioner role. They replied that they had no specific concerns; it was a new way of working and would take time to embed in the culture.

Section 3

Regulatory Committee Minutes

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LICENSING COMMITTEE

WEDNESDAY, 13 FEBRUARY 2013

PRESENT:- Councillors Richard Hurley, Andrew Bennett, Junab Ali, John Ballman, Alan Bishop, Wayne Crabbe, Claire Ellis, Emma Faramarzi, John Haines, Peter Heaton-Jones, Derique Montaut, Steve Wakefield and Robert Wright.

Apologies for absence were received from Councillors Teresa Page and David Wood.

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. Public Question Time

No public questions were received during the meeting.

22. Minutes

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

23. Sub-Committee Membership

The Committee received an oral report regarding a request from the Council's Conservative Group to make appointments to Licensing Sub-Committees to fill vacancies in its representation on those Sub-Committees.

Resolved – (1) That Councillor John Haines be appointed to serve a member of the Ad-Hoc Licensing Sub-Committee.

(2) That Councillor John Haines be appointed to serve a member of the Private Hire and Hackney Carriage Licensing Sub-Committee.

24. Review of the Policy of Street Trading in Swindon Town Centre in light of the consultation of Street Trading and Pedlar laws - Compliance with European Services Directive

The Head of Public Protection and Streetsmart submitted a report reviewing the Policy of Street Trading in Swindon Town Centre in light of the consultation of Street Trading and Pedlar laws and to ensure compliance with the European Services Directive.

Resolved – (1) That the report be noted.

(2) That, having regard for the comments made by Members at this meeting, the Head of Public Protection and Streetsmart be authorised to complete the consultation questionnaire attached to the "Street Trading and Pedlary Laws- Compliance with the European Services Directive" document attached to the report.

(3) That the Head of Public Protection and Streetsmart be requested to submit a report to a meeting of this Committee on 26th February 2013 reviewing the

decision relating to Street Trading made by this Committee on 29th November 2012 to ensure that it does not conflict with the proposals in the "Street Trading and Pedlary Laws- Compliance with the European Services Directive".

(4) That, further to (3) above, the report also include both Licensing and Planning measures available in respect of the enforcement of Street Trading.

(5) That an update to submitted to the next meeting of this Committee in respect of the Town Centre Street Market consultations currently being undertaken.

LICENSING COMMITTEE

TUESDAY, 26 FEBRUARY 2013

PRESENT:- Councillors Richard Hurley, Andrew Bennett, John Ballman, Alan Bishop, Wayne Crabbe, Claire Ellis, Emma Faramarzi, John Haines, Peter Heaton-Jones, Derique Montaut, Teresa Page, Steve Wakefield and Robert Wright.

Apologies for absence were received from Councillors Junab Ali and David Wood.

25. 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.

26. Public Question Time

No public questions were received during the meeting.

27. Review of the Policy of Street Trading in Swindon Town Centre

The Committee considered (a) a report of the Head of Public Protection and Streetsmart regarding the rules and procedures that govern Street Trading in Swindon, (b) and oral presentation on the rules and procedures that govern Street Trading in Swindon and in particular how these might be affected by changes following current consultations on European Union Directives, and (c) the views of Members.

Resolved – That the Head of Public Protection and Streetsmart be requested to review the Council's Street Trading Policy in light of the "Street Trading and Pedlar Laws – Compliance with European Service Directive" consultation and submit a revised policy to the Planning and Licensing Committees for consideration.

28. Presentation - Community Alcohol Partnerships

The Committee received a presentation by Mr. Russell Sharland regarding Community Alcohol Partnerships and how Swindon might benefit from the creation of a local scheme.

Resolved – (1) That Mr. Sharland be thanked for his presentation.

(2) That the Health and Well-Being Board be requested to consider the creation of a Community Alcohol Partnership in Swindon and to propose a suitable location for a pilot project.

(3) That, further to (2) above, the findings of the Health and Well-Being Board be reported to this Committee together with a further report on the creation of a Swindon Community Alcohol Partner Pilot Project.

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LICENSING PANEL

TUESDAY, 22 JANUARY 2013

PRESENT:- Councillors Andrew Bennett, Alan Bishop and Claire Ellis.

52. Appointment of Chair

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

53. Minutes

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

54. 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.

55. Application to Review the Premises Licence for The Goddard Arms, 1 High Street, Old Town, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out details of an application made by Wiltshire Police for a review of the Premises Licence for The Goddard Arms, Old Town, Swindon, (b) oral representations from Wiltshire Police in support of their application for a review, (c) representatives from the management of The Goddard Arms opposing the review, (d) questions from Members to the applicants and the Police and the answers received, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

Resolved - After considering: -

1. The application for variation to the licence made by the Licensee; and
2. Representations and material put forward on behalf of the Objectors;

And taking into account: -

1. The Secretary of State's Guidance; and
2. The Licensing Authority Licensing Statement:

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

- i. The Prevention of Crime and Disorder;
- ii. The Protection of Children from Harm.

The Panel determined the following:

The Panel considered the sale of alcohol to minors to be very serious and in line with Statutory Guidance the Panel first considered the revocation or suspension of the premises licence, but in the light of the evidence presented to it in relation to the management systems in place, checks and training together with the management's cooperation with the Police at the premises felt that in this instance revocation was

not appropriate and the Panel decided therefore not take further action at this time.

However, despite the checks and systems in place the Panel was concerned that a failure of a test purchase had occurred. The Panel determined that a Challenge 25 condition be substituted for the Challenge 21 condition currently on the licence.

Reasons

The Panel considered that the current training regime and management policies at the premises were adequate and accepted the management argument that the underage sale was a mistake by an individual member of staff.

The Panel heard evidence that the member of staff who sold alcohol to an underage female volunteer had refused to serve alcohol to an underage male volunteer accompanying her.

The Panel considered that its determination was fair and proportionate given the failed test purchases at the premises and given the management had provided evidence that a "Think 25" policy was currently operated by management to support the existing Challenge 21 condition on the current Premises Licence.

The Chair reminded both parties that they had the right of appeal to the Magistrates Court.

LICENSING PANEL

TUESDAY, 22 JANUARY 2013

PRESENT:- Councillors Andrew Bennett, Alan Bishop and Teresa Page

56. Appointment of Chair

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

57. 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.

58. Application for Premises Licence for The Grapes Hotel, 135 Faringdon Road, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out details of an application made by two "other persons" in respect of an application for a premises licence made by Enterprise Inns for The Grapes Public House, Faringdon Road, Swindon, (b) oral representations from Mr. J. E. Plaister against the application submitted, (c) representatives from the management of Enterprise Inns in support of the application for a Premises Licence, (d) questions from Members to the applicants, representatives of Enterprise Inns and Mr. Plaister, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

After considering: -

1. The application for premises licence; and
2. Representations and material put forward on behalf of the Objectors;

And taking into account: -

1. The Secretary of State's Guidance; and
2. The Licensing Authority Licensing Statement:

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

- i. The Prevention of Crime and Disorder;
- ii. The Prevention of Public Nuisance

The Panel has determined the following: -

1. The permitted hours for the sale of alcohol be:
Monday to Saturday 11:00 until 12:00 midnight.
Sunday 11:00 am until 11:00pm

Reason

The Panel accepted the offer made by representatives of Enterprise Inns to reduce the hours for the sale of alcohol on Sundays from midnight to 11:00pm. and considered that the hours approved were fair and reasonable to both the business

and local residents.

2. The permitted hours for regulated entertainment (excluding Live Music) be:
Monday to Saturday 11:00 until 10:30pm.
Sunday 11:00 until 10:00 pm.

Reason

The Panel considered that regulated entertainment on Sundays should cease at 10:00pm in order to protect the amenity of local residents.

The Panel considered that the hours for regulated entertainment were fair and reasonable and in line with other establishments of a similar nature.

3. Live Music
Friday and Saturday 9:00pm to 10:30pm

Reason

The Panel did not consider the application for live music limited to Fridays and Saturdays to be unreasonable and felt that the requested hours would not have a detrimental effect on the amenity of local residents.

4. That the conditions set out in 1 to 8 of the tabled document, as agreed by the applicant, be approved and appended to the Premises Licence.

Reason

The conditions tabled were deemed by the Panel to be appropriate as a means of promoting the Licensing Objectives and ensuring a rigorous management regime at the premises.

5. That in addition to the conditions set out in (4) above the following additional conditions should be applied to the licence: -
 - i. That a Refusals Book, to include all refused sales, shall be kept and maintained by the management of the premises and made available at any reasonable time for inspection by authorised officers.

Reason

The Panel considered that the maintenance of a refusals book was good practice and given the problems experienced with the previous management of the premises to be necessary to monitor compliance with the Licensing Objectives.

- ii. That smoking by patrons be restricted to the smoking area identified by the applicant in the garden area to the rear of the premises. Management shall ensure that patrons do not smoke

on the public highway to the front or side of the premises.

Reason

To protect the amenity of local residents and to prevent public nuisance.

The Chair reminded both parties that they had the right of appeal to the Magistrates' Court against the determination of the panel and that any such an appeal, must be commenced within 21 days of this determination.

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LICENSING PANEL

WEDNESDAY, 23 JANUARY 2013

PRESENT:- Councillors Junab Ali John Ballman, Alan Bishop and Wayne Crabbe.

An apology for absence was received from Councillor Alan Bishop.

59. Appointment of Chair

Resolved – That Councillor Wayne Crabbe Chair this meeting of the Panel.
(Councillor Crabbe took the Chair.)

60. 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.

61. Application to Review the Premises for The Village Inn, Ramleaze Drive, Shaw, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out details of an application to review the Premises Licence held by the Village Inn, Ramleaze Drive, Shaw, Swindon, made by a local resident, Mr. Vernon Montgomery and joined by six "other persons" (b) oral representations from Mr. Vernon Montgomery, Mrs. Simpson and Mr. Barnes in support of the application submitted, (c) written and oral representatives on behalf of Mitchells and Butler and Ms Greta Richardson (Manager and Designated Premises Supervisor, opposing the review in support of the application for a Premises Licence, (d) questions from Members to the applicants, representatives of Mitchells and Butlers, Ms. Richardson, Mr. Vernon Montgomery, Mrs. Simpson and Mr. Barnes, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

After considering: -

1. The application for premises licence; and
2. Representations and material put forward on behalf of the Objectors;

And taking into account: -

1. The Secretary of State's Guidance; and
2. The Licensing Authority's Licensing Statement:

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

- i. The Prevention of Public Nuisance

The Panel has determined the following: -

That the management and company is taking appropriate measures to reduce noise problems arising from smokers using the smoking area. Given the assurances of the solicitor acting on behalf of Mitchells and Butlers that the current voluntary

arrangement stopping the use of the smoking area after 11:00pm until effective remedial measures has been put into place, and given the Panel's opinion that reducing the hours of operation at this time is disproportionate, the Panel determined that no action be taken in respect of the review.

Reasons

1. The Panel took into account the actions taken by Mitchells and Butlers and the manager of the Village Inn to interact with local residents by organising a meeting at the Village Inn.
2. The Panel took into account evidence from Mitchells and Butlers with respect to work being undertaken, on a voluntary basis, to reduce noise levels emanating from the smoking area.
3. The Panel heard, uncontested evidence, from Mitchells and Butlers that neither the company nor manager had been approached by local residents with concerns prior to the review application.
4. The Panel considered the request from those bringing the review that the smoking area be relocated to the side of the premises. However given evidence from Mitchells and Butlers as to the layout of the premises and from the manager that smokers using the current smoking area were unlikely to use a relocated smoking area the Panel determined that in this instance a remodelled smoking area designed to prevent unacceptable noise omissions was likely to be a more effective solution.
4. The Panel noted that no statutory authority had joined the review application.
6. The Panel heard evidence that only one noise complaint had been received in relation to the premises by the Council's Environmental Health team. Officers had not attended the site on this occasion to confirm noise nuisance or to take sound level measurements.
7. Given the absence of evidence from statutory authorities, the receipt of one noise complaint by the Council's Environmental team and the willingness of Mitchells and Butlers to seek remedial measures to reduce noise from the smoking area the panel considered that any reduction in hours in line with those set out in the review would be disproportionate given the evidence before it.
8. The Panel considered the alternative of altering opening hours that saw an earlier commencement time and closing time and an overall reduction of 5 hours of operation, as put forward by those bringing the review but determined that this was a management issue and to impose any such condition would be disproportionate given the evidence before it. Indeed the Panel heard evidence that there was no proportionate uplift in sales arising from operating between 11:00pm and midnight.

The Chair reminded both parties that they had the right of appeal to the Magistrates' Court against the determination of the panel and that any such appeal must be commenced within 21 days of this determination.

LICENSING PANEL

WEDNESDAY, 23 JANUARY 2013

PRESENT:- Councillors Junab Ali, John Ballman and Wayne Crabbe

An apology for absence was received from Councillor Alan Bishop.

62. Appointment of Chair

Resolved – That Councillor Wayne Crabbe Chair this meeting of the Panel.
(Councillor Crabbe took the Chair.)

63. Minutes

Resolved – That the minutes of the meeting held on 27th November, 3rd and 5th December 2012 be confirmed and signed.

64. 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.

65. Application to Review Premises Licence for The Victoria Public House, Old Town, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out details of an application to review the Premises Licence held by Wiltshire Constabulary (b) written representations by the solicitor acting on behalf of the Victoria Public House, (c) conditions to be applied to the Premises Licence as agreed between the Police and solicitor acting on behalf of the Victoria Public House, (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

The Panel noted that it had been agreed by the Police and solicitor acting on behalf of the Victoria Public House that neither party would attend to make additional representations unless required to do so by the Licensing Panel.

After considering: -

1. The application for the review of the premises licence; and
2. Representations and material put forward on behalf of the Licensee;

And taking into account: -

1. The Secretary of State's Guidance; and
2. The Licensing Authority's Licensing Statement:

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

- i. The Protection of Children from Harm

The Panel has determined the following: -

That the conditions agreed between the Police and Solicitor acting for the Victoria Public House be approved and appended to the Premises Licence and that no further action be taken at this time.

Reasons

The Panel was satisfied that the conditions agreed between the Police and Solicitor acting for the Victoria Public House addressed the concerns of the Police when reviewing the Premises Licence.

The Panel considered that the amended Premises Licence would put into place the necessary measures to allow the management of the Victoria Public House to meet the Licensing Objectives.

Given the additional conditions agreed and the co-operation of the management with the Police the Panel considered that a suspension at this time would be disproportionate.

The Chair reminded both parties that they had the right of appeal to the magistrates' Court against the determination of the Panel and that any such appeal must be made within 21 days of this determination.

LICENSING PANEL

FRIDAY, 25 JANUARY 2013

PRESENT:- Councillors Junab Ali, Andrew Bennett and Robert Wright.

66. Appointment of Chair

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

67. 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.

68. Application for Premises Licence - Texaco Petrol Station, Queens Drive, Swindon

Resolved – That the hearing be adjourned until Wednesday 30th January 2013 at 10:30 am in order to allow representatives of Wiltshire Constabulary to be in attendance.

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LICENSING PANEL

WEDNESDAY, 30 JANUARY 2013

PRESENT:- Councillors Junab Ali, Andrew Bennett and Robert Wright

69. Appointment of Chair

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

70. 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.

71. Application for a variation of a Premises Licence in respect of Queens Drive Service Station, Queens Drive, Swindon

The Panel considered (a) a report of the Council's Licensing Officer setting out details of an application for a variation of the Premises Licence held by Texaco Service Station, Queens Drive, Swindon, (b) an objection to the grant of the variation received from Wiltshire Constabulary, (c) oral submissions by Wiltshire Constabulary in support of their objection (d) submissions received in support of the application received from Mr. Roy Light (Barrister to the applicant), Mr. Richard Baker (Consultant), and Mr. Vallipuram (applicant) in support of the application for variation, (e) questions from Members to the applicants, Wiltshire Constabulary and the representatives of the applicants and answers received, and (e) the Council's procedure for licensing hearings, Government Guidance and the Council's Licensing Policy.

After considering: -

1. The application for variation to the licence made by the Licensee; and
2. Representations and material put forward on behalf of the Objectors;

And taking into account: -

1. The Secretary of State's Guidance; and
2. The Licensing Authority's Licensing Statement:

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

- i. The prevention of crime and disorder;

The Panel has determined the following: -

1. The permitted hours for the sale of alcohol shall be:
Monday to Sunday 0:00 until 24:00.

Reason

The Panel found that there was insufficient evidence to prove that the Prevention of Crime and Disorder Licensing Objective would be undermined by granting an extension of hours to the Premises Licence.

2. That Condition 3 (Annexe 2) of the current Premises Licence be amended to incorporate a Challenge 25 Policy as offered by the applicant.

Reason

The panel considered that the introduction of a Challenge 25 Policy, as offered by the applicant would strengthen management policies in the maintenance of the Licensing Objectives.

3. That Condition 6 (Annexe 2) of the current Premises Licence be amended to read: "The Garage shall only serve through the night hatch between 22:00 hours and 06:00 hours with no public access to the shop".

Reason

The Panel considered that this measure offered protection to staff members in the early hours of the morning and assisted management with the maintenance of the Licensing Objectives.

4. That the measures offered by the applicant and set out in paragraph 2.3 of the Licensing Manager's report be included in the operating schedule.

Reason

The Panel considered that the conditions offered by the applicant assisted management with the maintenance of the Licensing Objectives.

The Chair reminded both parties that they had the right of appeal to the Magistrates' Court against the determination of the panel and that any such appeal must be commenced within 21 days of this determination.

PLANNING COMMITTEE

TUESDAY, 15 JANUARY 2013

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

Apologies for absence were received from Councillors Paul Baker.

179. Declarations of Interest

There were no declarations of interest.

180. Minutes

Resolved – That the minutes of the meeting held on 11th December 2012, be confirmed and signed.

181. Public Question Time

There were no public questions

182. Exempt Items - Exclusion of Press and Public

That, in accordance with Section 100A(4) of the Local Government Act 1972, the public be excluded during the discussion of the matters referred to in the items listed below, on the grounds that they involve the likely disclosure of exempt information, as defined in the respective paragraph of Part 1 of Schedule 12A of the Act, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information".

<u>Item No.</u>	<u>Paragraph No.</u>
11	1 and 2

183. 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 comments of the following interested persons:-

<u>App No.</u>	<u>Name</u>	<u>Address/Organisation</u>
S/12/1492	Stephanie Exell	Haydon Wick Parish Council

Resolved – (1) That permission to develop be granted in respect of application numbered S/12/1492, subject to the conditions listed in the Committee Report.

(2) That advertisement consent be granted in respect of application numbered S/ADV/12/1683, subject to the conditions listed in the Committee Report.

184. Planning Performance and the 'Planning Guarantee'

The Cabinet Member for Strategic Planning and Sustainability and the Head of Planning submitted a joint report seeking to formalise a response to the Government consultation document "Planning Performance and the Planning Guarantee". The consultation document seeks views on what measures to use to assess each Local Authority's planning performance, how to performance is measured and a range of related measures to underpin the Government's "Planning Guarantee".

The report also details actions that the Council needs to undertake in readiness for the implementation of the Government's new planning performance regime.

Resolved – That the Committee:

(1) Agrees the response to the Government's consultation paper as set out in Appendix 2 of the report;

(2) Agrees the actions in paragraphs 3.14 and 3.21 of the report to ensure that the Council is actively monitoring its planning performance; and

(3) Notes that

- 70.6% of major applications in Swindon Borough are decided within 13 weeks, (the proposed Government target being 30%); and
- Only 2.7% of major planning application decisions in Swindon Borough over the last two years have been overturned on appeal.

185. Planning Agreements

The Director of Law and Democratic Services submitted a report concerning the current position in relation to Planning Agreements authorised by the Committee, or by officers under delegated powers, which need to be completed before planning permission can be issued. The report also sets out details relating to Unilateral Planning Obligations ("Unilateral Undertakings") accepted in lieu of Planning Agreements.

Resolved – That the report be noted.

186. Enforcement

The Director of Law and Democratic Services submitted a report concerning the current position in relation to enforcement action authorised either by the Committee or by officers under delegated powers.

Resolved – That the report be noted

PLANNING COMMITTEE

TUESDAY, 12 FEBRUARY 2013

PRESENT: - Councillors Brian Ford (Vice-Chair), Steve Allsopp, Abdul Amin, Paul Baker, John Ballman, Toby Elliott, Dale Heenan, Richard Hurley, Nick Martin, Teresa Page, Nicky Sewell, Vera Tomlinson, Peter Watts and Keith Williams.

Apologies for absence were received from Councillors Colin Lovell.

187. Declarations of Interest

Councillor Page declared an interest in respect of application numbered S/12/1765 as both she and the applicant were Magistrates. She took no part in the discussion or voting in respect of this application.

188. Minutes

Resolved – That the minutes of the meeting held on 15th January 2013 be confirmed and signed.

189. Public Question Time

There were no public questions.

190. 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;
- (f) The comments of Councillor Penny in respect of application numbered S/12/1765
The comments of Councillor Moffatt in respect of application numbered S/12/1079
- (i) The comments of the following interested persons:-

<u>App No.</u>	<u>Name</u>	<u>Address/Organisation</u>
S/12/1765	Olga McBride	
	Mike Delacole	
	Angela Livall	Pentylands Farm Highworth
	Mr Munroe	
S/12/1079	Christopher Strang	Agent

Resolved – (1) That permission to develop be granted in respect of application numbered S/12/1765, subject to the conditions listed in the Committee Report.

(2) That permission to develop be granted in respect of application numbered S/12/1079, subject to the conditions listed in the Committee Report, as amended below:

Condition 7 being amended to read:

This decision is in respect of Location Plan at scale 1:1250 received by the Local Planning Authority 7th August 2012, Drawing Number 12/GS06/09 Rev B at scale 1:100 received by the Local Planning Authority 26th October 2012 and Drawing Numbers 12/GS06/10 Rev F* at scales 1:500, 1:200 and 1:100 and 12/GS06/11 Rev E* at scale 1:100 received by the Local Planning Authority 6th February 2013. The development hereby permitted shall be carried out in accordance with these approved plans.

Additional Condition:

8 No construction work including site clearance and delivery of materials shall be carried out except between the hours of 07.30 to 17.00 Monday to Friday and 08.00 to 13.00 on Saturdays and at no times on Sundays or Bank Holidays unless agreed otherwise in writing by the Local Planning Authority.

Reason: To protect neighbours from unacceptable noise and disturbance.

Relevant Policy: DS6 Swindon Borough Local Plan 2011 (2006)

Additional NB's

- 3 The Developer is requested to be sympathetic to the neighbouring residents during building works and is encouraged to adhere to the code and checklist in the 'Considerate Constructors Scheme' (www.ccscheme.org.uk)
- 4 The operator of the home is encouraged to have regard to the traffic and parking implications arising from the development and to consider alternative travel and parking arrangements for staff and visitors so as to minimise the impact on the residents and parking conditions in Church Walk South.

(3) That advertisement consent be granted in respect of application numbered S/ADV/12/1743, subject to the conditions listed in the Committee Report.

191. Wichelstowe District Centre Design Code

On consideration of (a) a report of the Head of Planning concerning the adoption of the Wichelstowe Design Code for the District Centre by LDA Design on behalf of Swindon Borough Council (Property) for development control purposes; (b) the responses from the public consultation carried out; (c) the comments of Councillor Richards and (d) the comments of the following member of the public: Steve Harcourt, Local resident.

Resolved – That this Committee:

- (1) Approves the Wichelstowe District Centre Design Code and discharges condition 3 of outline planning permission S/02/2000
- (2) Adopts for development control purposes the Wichelstowe District Centre Design Code.
- (3) Authorises the Head of Planning to ensure future codes are developed in consultation with the Cabinet Member for Leisure and Strategic Transport, Cabinet Member for Planning and Wroughton and Wichelstowe Ward Councillors.

PLANNING COMMITTEE

TUESDAY, 12 MARCH 2013

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

Apologies for absence were received from Councillors Vera Tomlinson.

192. Declarations of Interest

Councillors Allsopp and Page made personal and prejudicial interests in respect of application numbered S/12/1289 and left the room during the voting and discussion thereon.

Councillor Ford made a personal and prejudicial interest in respect of application numbered S/12/1646 and left the room during the voting and discussion thereon.

193. Minutes

Resolved – That the minutes of the meeting held on 12th February 2013, be confirmed and signed, subject to Minute 191 (1) being amended to read “That the Wichelstowe District Centre Design Code be approved, and discharges condition 3 of outline planning permission S/02/2000, subject to consultation with the Chair of Planning, the Cabinet Member for Leisure and Strategic Transport, the Cabinet Member for Planning, and Wroughton and Wichelstowe Ward Councillors.

194. Public Question Time

Kareen Boyd, Old Town, Swindon asked whether the Planning Committee was accountable to the people of Swindon.
The Chair responded that yes, it was.

Steve Harcourt, Swindon, asked whether the Wichelstowe Design Code had been adopted yet.

The Head of Planning replied that it had not, but would be in consultation with the Cabinet Member for Leisure and Strategic Transport, Cabinet Member for Planning, and the Wroughton and Wichelstowe Ward Councillors.

195. 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 Councillors Bray, Matthews and Wakefield in

- respect of application numbered S/12/1646
- (e) The comments of Councillor Tray in respect of application numbered S/12/1829
- (i) The comments of the following interested persons:-

<u>App No.</u>	<u>Name</u>	<u>Address/Organisation</u>
S/12/1646	Glen Godwin	Agent
	Michael Gray	London
	Keith Williams	Lydiard Fields Action Group
	Sarah Finch Crisp	Friends of Lydiard
	Molly Groom	32 Chestnut Springs
S/12/1829	Andy Miles	Agent
	Frank Chambers	32 Cloche Way
	Terence Reynolds	110 Wheeler Avenue

Resolved – (1) That permission be refused in respect of application numbered S/12/1646 for the following reason:

The proposed development by reason of its scale and location would adversely affect the setting of a Registered Grade II Heritage Asset - Lydiard Park and Gardens - and would undesirably diminish the value of the Lydiard Ridge Landscape Character Area in which it is situated, to the detriment of visual amenity and the rural character of the area, contrary to Saved Policies DS6, ENV4 and ENV10 of the Adopted Swindon Borough Local Plan 2011 (2006), Adopted Landscape Character Areas Supplementary Planning Guidance (2004) and the National Planning Policy Framework.

(2) That permission be refused in respect of application numbered S/12/1829 for the following reasons:

1. The scheme will have a negative impact on the existing streetscene by virtue of the loss of Nos 33 & 34 Cloche Way, which together with the access to the development and replacement frontage dwelling will be seen as an incongruous addition to the streetscene that is incompatible with the existing form of development along Cloche Way, to the detriment of visual amenity. The design of the proposed units are inconsistent with the existing built form in this locality and is seen to be at odds with built environment in this location. By virtue of the location, layout and design of the proposed units, the proposal fails to satisfy Policy DS6, Swindon Borough Local Plan 2011 (2006) and 'Backland and Infill Development' Supplementary Planning Document 2007 and the NPPF.
2. The layout of the scheme represents a cramped form of development that is considered to be overdevelopment of the site, which also offers little in the way of landscaped open space for the benefit of future occupiers. As such the proposal is out of context and will have an adverse impact upon the character and appearance of the surrounding area and is thus contrary to Policy DS6, Swindon Borough Local Plan 2011 (2006) and the Adopted 'Backland and Infill Development' Supplementary Planning Document 2007 and the NPPF.

3. The proposal does not provide for adequate contributions to mitigate the infrastructure demand arising from the development. As such the proposal is contrary to Policy DS8 of the Swindon Borough Local Plan 2011(2006) and Development Control Guidance Note: Developer Contributions (2010) and Policy DP2 of the Adopted Wiltshire & Swindon Structure Plan 2016 and the NPPF.

NB In the event that a planning obligation is entered into, to secure necessary contributions towards infrastructure provision to mitigate the impact of the development, incorporating a 'clawback' provision that if, following a post completion review, the scheme is found to be more economically viable, contributions may be payable, this will overcome refusal reason 3.

196. National Planning Policy Framework and Local Planning Policy Position Statement

The Head of Planning submitted a report providing a 'position statement' to clarify how the policies in the Local Plan 2011, and related guidance documents, will be applied in the determination of planning applications until such time as the emerging Swindon Borough Local Plan 2026 is adopted.

Resolved – (1) That, from 27th March 2013, the assessment of planning policy and consistency with the National Planning Policy Framework as set out in the schedule attached as Appendix 1 of this report, be endorsed.

(2) That the Head of Planning be authorised to make the 'Schedule of Consistency' to be made public in accordance with the provision of paragraph 4.1 of the report

197. Draft Local Development Order for Blagrove

The Head of Planning submitted a report seeking the approval of this Committee for the Draft Blagrove Local Development Order and accompanying documents to be made available for public consultation.

Resolved – That this Committee agrees:

- (1) That the Head of Planning be authorised to make the Draft Local Development Order and accompanying documents available for public consultation for a period of six weeks as soon as is practicable;
- (2) That the Head of Planning be authorised to make minor drafting or typographical changes to the content of the document if required prior to public consultation;
- (3) That the results of the public consultation are reported to Planning Committee along with the final version of the Local Development Order, which will incorporate consultation issues as appropriate; and
- (4) That the Head of Planning be authorised to carry out the steps detailed in paragraphs 3.1 to 3.4. of the report.

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FOOTPATHS AND RIGHTS OF WAY COMMITTEE

TUESDAY, 29 JANUARY 2013

PRESENT:- Councillors Andrew Bennett (Chair), Abdul Amin, John Ballman, Peter Watts and John Haines.

31. Minutes

Resolved – That the minutes of the meeting held on 5th April 2012 be confirmed and signed.

32. Declarations of Interest

There were no declarations of interest

33. Public Question Time

Councillor Steve Allsopp attended the meeting in anticipation of a public question from Councillor Mark Dempsey. Councillor Dempsey did not attend the meeting therefore his question was not asked.

The Committee agreed that Councillor Dempsey could have asked his question, which, following legal advice, the Committee would have noted, rather than endorsed.

34. Terms of Reference of the Footpaths and Rights of Way Committee

The Director of Law and Democratic Services submitted a report concerning the Terms of Reference for this Committee as outlined in the Council's Constitution. The Committee discussed its Terms of Reference and future work which the Committee felt could be undertaken in its role.

Resolved – (1) That the report be noted and that an annual report be produced listing the Footpaths works carried out by the Council

(2) That the report referred to in (1) above be submitted to the next meeting of the Committee

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EDUCATION TRANSPORT APPEALS SUB-COMMITTEE

MONDAY, 7 JANUARY 2013

PRESENT:- Councillors Andrew Bennett, Claire Ellis and Joe Tray.

36. Appointment of Chair

Resolved – That Councillor Joe Tray Chair this meeting of the Sub-Committee.

(Councillor Tray took the Chair.)

37. 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.

38. Minutes

Resolved – That the minutes of the meeting held on 3rd December 2012, be confirmed and signed as a correct record.

39. 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 40 refers.)

40. 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 numbers TA/12/440 and TA/12/504 be refused.

(2) That, due to the exceptional circumstances outlined in the appeals, appeal numbers TA/12/537, TA/12/447, TA/12/446 and TA/12/485 be upheld.

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EDUCATION TRANSPORT APPEALS SUB-COMMITTEE

THURSDAY, 7 MARCH 2013

PRESENT:- Councillors Andrew Bennett, John Ballman and Alan Bishop.

41. Appointment of Chair

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

(Councillor Bennett took the Chair).

42. 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.

43. Minutes

Resolved – That the minutes of the meeting held on 7th January 2013, be confirmed and signed as a correct record.

44. 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 45 refers).

45. Home to School Transport Appeals

On consideration of (a) a report of the Board Director, Commissioning – Economy and Attainment, 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 the exceptional circumstances outlined in the appeal, appeal number TA/12/544 be upheld and reimbursement of costs be provided for the period 7th January 2013 to 24th July 2013.

(2) That, due to the exceptional circumstances outlined in the appeal, appeal number TA/469 be upheld and reimbursement of £10.00 weekly towards petrol expenses be provided for the period 7th January 2013 to 24th July 2013.

(3) That, due to the exceptional circumstances outlined in the appeal, appeal numbers TA/12/540, TA/12/541, TA/12/521 and TA/12/543 be upheld and petrol expenses of £1231.20 be provided for the period to 24th July 2013.

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Section 4

Children Services Bodies Minutes

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SCHOOLS FORUM

TUESDAY, 15 JANUARY 2013

PRESENT: -

School Members: Steve Colledge, Chair - Academy Headteacher
Paul Boyles, Vice-Chair - Academy Governor
Janet Urban, Primary Headteacher
Rhian Cockwell, Primary Headteacher
David Easter, Primary Governor
Robert Jackson, Primary Governor
Rachael Matthey, Secondary Headteacher
Julie Tridgell, Secondary Headteacher
Jackie Smith, Special Headteacher
Derek Fry, Special Governor
Richard Marshall, PRU
Lauren Connor, Academy Headteacher
Wendy Conaghan, Academy Headteacher
Andy Hazelton, Academy Governor

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

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

Councillor David Renard (Cabinet Member for Children's Services) was also in attendance.

Apologies for absence were received from Alison Lowe (Primary Headteacher), Lynne Fletcher (Academy Business Manager), Nick Capstick (Academy Headteacher) and Graham Taylor (16-19 Partnership). Beverley Pennekett, from the Education Funding Agency (EFA) funding reform team also gave her apologies.

17. Minutes of Previous Meeting

Resolved – That the minutes of the meeting held on 9th October 2012, be confirmed and signed as a correct record.

Further to minute 15 (page 3), Steve Haley (Head of Finance – Education and Innovation) apologised for the late distribution of the agenda papers, which was primarily due to the short time frame available to assess the implications for the Council following the Government announcement of Dedicated Schools Grant

(DSG) funding on 19th December 2012.

Further to minute 15 (page 6), Mr Haley confirmed that he would seek further clarification on the question as to whether a fee was payable by the school when a student moved from a school to an alternative provision setting.

18. Retained Dedicated Schools Grant Budget Position 2012-13

Steve Haley (Head of Finance – Education and Innovation) presented a report on the latest position of the 2012/13 retained Dedicated Schools Grant (DSG) budget.

Mr Haley advised that based on information at the end of November 2012 an underspend of £1.5m was projected against the retained DSG Budget for the current year. This was an improvement of £0.5m over the position at the end of August 2012 which was reported to the Forum in October. Annex A to the report set out information on the changes. In addition there was a balance of £0.33m brought forward from 2010/11 and 2011/12. This gave an estimated total of £1.833m to be available for distribution via the local formula, although the exact value would not be known until May 2013.

Members noted that in establishing a new formula in accordance with Department for Education (DfE) a number of schools would be detrimentally affected by the changes and would be eligible for Minimum Funding Guarantee (MFG) payments. It had previously been agreed that the underspend in the DSG, should be used as one-off funding in the next two years, 2013/14, and 2014/15, to help limit the cost of the Minimum Funding Guarantee. The Forum confirmed this position, and noted that approximately £900k would be available in each year for this purpose.

Resolved – That the Schools Forum:

- 1) Notes that based on information available at the end of November 2012, an in year underspend of approximately £1.5m is projected against the 2012/13 retained DSG budget.
- 2) Notes that a total of £0.333m remains available from 2010/11 and 2011/12.
- 3) Notes that the Local Authority is provisionally forecasting that a total of £1.833m will be carried forward at the end of the current financial year, and confirms that, as previously supported by School Forum, 50% of the available funding (£0.900m) be distributed to schools as part of the 2013/14 budget setting process and approximately £0.933m be redistributed in 2014/15.

19. Dedicated School Grant and local formula issues 2013/14

The Forum considered a report by Steve Haley (Head of Finance – Education and Education) seeking the Forum's approval to the Locality Authority's proposals for local formula and funding issues for 2013/14. The report also asked the Forum to consider proposals on how to allocate funding released from the retained budget to enhance delegated school funding, and to note the impact of these decisions on individual settings.

Mr Haley talked members through the report, commenting on key issues and answering questions on each section. He highlighted the specific changes since the last report to the Forum in October and the decisions required by the Forum. The Forum considered each recommendation in turn and voted on each element of the funding formula and proposals.

The Forum made decisions in respect on the following matters:

Estimated DSG Funding available in 2013/14 - It was noted that the total grant had increased from £140.8m in 2012/13 to £144.6m in 2013/14, but no inflationary increases had been provided, and paragraph 2.3 of the report showed a breakdown in the additional funding of £3.8m. In addition approximately £5.4m of Pupil Premium funding was expected to be allocated across Swindon Schools and Academies in 2013/14.

Schools Block - Central Items – The Forum noted and supported the final 2013/14 budget for central items totalling £516,700. An update would come to the March meeting on the practical arrangements for the new central funding of licences for schools, when clarification was received.

Schools Block – Pupil Growth – The Forum supported the revised 2013/14 budget of £577,600 for pupil growth.

De-delegation – The only services proposed to be subject to de-delegation funding in 2013/14 were for Free School Meals eligibility at £11,000 and Trade Union Duties release funding at £22,300. At the initial consultation, both the primary and secondary Headteacher Associations (SAPH and SASH) had indicated that they would not support the continuation of central funding for trade union release time. The matter had been deferred from the October meeting to give the Unions time to advise on the benefits of the current arrangements, and Schools had received advice from the Local Authority's HR Schools Advisor on the implications of withdrawing central funding. The Forum received further feedback from the Headteacher Association representatives present. Representatives of SAPH advised that they would support de-delegation continuing for a further year to give time for a longer term solution, but would not support an increase in fees to participating schools to cover the costs of other schools choosing not to buy the service. Rachel Matthey and Julie Tridgell, representing the two remaining non-academy secondary schools, confirmed they also were concerned that there should not be an increase in costs to participating schools. Representatives of SASH Academies indicated that they would not want the de-delegation to continue for trade union release time. Peter Smith (Trade Union representative) suggested that it would be more costly for individual schools to meet their legal obligations on time off for union representation if they did not buy into a central service. Concern was expressed by members of the Forum that the scheme only paid for some unions and not all. It was agreed that a decision on the matter should be deferred for the Local Authority to investigate an alternative model of funding based on union membership and to consult further, and bring a recommendation back to the next meeting.

Centrally Funded High Needs Block Items – The Forum supported the setting of a retained high needs budget of £6.3m, which was unchanged from the position reported in October. Detailed breakdowns of the proposed budgets for SENRAP, the Tuition Service and Out of Borough placements were provided. Further information would be available to the next Forum meeting on the outcome of a review of the criteria and referral process for accessing additional Special Education Needs funding via the SENRAP panel.

Corporate Overheads – It was agreed that £660,000 should be allocated for corporate overheads in the 2013/14 retained budget which included approximately £107,000 for the Education Other Than At School (EOTAS) budget. The overall budget reflected a £200,000 reduction from the current year and the continual downward trend in the level of DSG funding being retained to contribute to LA costs.

Early Years (2 year olds) - The Forum supported the setting of the budget for disadvantaged 2 year olds at £1.987m in line with the DfE's notional funding allocation. Councillor Renard highlighted to the Forum that although there was this additional funding in the DSG formula for disadvantaged 2 year olds, the Local Authority's Early Intervention Grant had in turn been reduced. Although, it was discouraged by the DfE, the Forum supported the retention of 2.8% (£55,000) of the funding to contribute to early years staffing costs in 2013/14, to be reviewed on an annual basis, to enable the development work related to the new legislative duty, including creation of places and working with health visiting and children centre staff to identify vulnerable children, and to ensure increased take up. The hourly rate for nursery education for disadvantaged 2 year olds would be presented at the next meeting.

Early Years (3 and 4 year olds) – It was confirmed that the funding rates for 3 and 4 year education should be as set out in Table 9 of the report, and the basis for setting the budget at £7.3m as set out in Table 10 of the report be endorsed. Mr Haley advised that as funding would be revised on a termly basis based on actual take up (rather than based on a single census figure), it was not necessary to include a contingency budget for growth in 2013/14.

High Needs Funding (Special Schools) - The Forum approved the proposed special school place numbers as shown in Table 11 of the report which were based on discussions to date with Head Teachers, and agreed the proposed 2013/14 special school top up fees as set out in Table 12 of the report. In addition, the Forum noted the indicative 2013/14 funding allocations for special schools estimated to be £10.2m of which it was anticipated that £177k would be paid by other local authorities or the Education Funding Agency. The allocations were subject to further head teacher feedback which would be reported to the next meeting. The level of post 16 funding for Uplands was also subject to review as part of the LA's assessment as to whether sufficient funding was being received for its new 1st September 2013 responsibilities.

High Needs Funding (Special Resource Provision) - The place numbers for each special resources provision (SRPs) in the borough were approved as set out in Table 14 of the report, as representing the estimate of the likely demand to be met during 2013/14 based on discussions with relevant head teachers. Mr Haley confirmed that the move to 'Place Plus' as the basis for calculating funding was much more difficult for SRPs than for Special Schools. The Forum noted the indicative funding allocations as set out in table 16, which was estimated in total at £4,034,947. Further work was required in relation to the level of funding for Mountford Manor, as users of the services were currently charged for transport, and the Education Funding Agency had indicated it may be necessary to reclassify this as an Alternative Provision setting. An update on this and on further head teacher feedback on the allocations would be provided to the next meeting.

High Needs Funding (Special Education Needs Outreach and Education Support Services) – It was noted that the Local Authority was able to continue to commission Borough wide SEN outreach and Support Services. The list of services set out in Table 17 was approved, at a cost of £1,108,000. Mr Bradley explained the need for the development of a new provision for British Sign Language at Isambard, to enable children who are part of the effective Special Resource Provision at Red Oaks Primary school to transition into Isambard with the appropriate support from September 2014 onwards should they wish to do so. The intention was to develop both the Special Resource Provision, and capacity throughout the school to support children who use British Sign Language. The cost in 2013/14 was £50,000.

High Needs Funding (Alternative Provision – Pupil Referral Units) – Mr Haley confirmed that the proposed 2013/14 alternative provision places, as set out in Table 19, were unchanged since the last report and these were noted by the Forum. Each place would be allocated £8k and indicative top up fees of £3,000 for primary and £6,170 for secondary pupils were proposed. These were calculated based on the current net cost of services (£1,626,000) after exclusion and other income was taken into account. However, the Forum was advised that under the new Schools Finance regulations the value of exclusion income was likely to increase next year and it was agreed therefore that the level of top up fees should be subject to a further report at the next meeting.

High Needs Funding (Charging for Permanent Exclusion) – Mr Haley outlined the changes in the way in which funding would be clawed back from a school following a permanent exclusion, and the implications of moving from a January to October survey of pupils for funding purposes. It was agreed that funding should be recovered for both the current year and the following financial year if the exclusion takes place after the October census date.

High Needs Funding (Provision for Services to Non-Excluded Schools) – The DfE had recommended that top up fees for short term placements should be calculated on a half-termly rate and part time placements on a daily rate. A question was raised as whether both rates could be calculated daily, but Mr Haley advised that this was not DfE guidance. The Forum noted the provisional rates for primary and secondary pupils, and that it was anticipated this change would lead to higher charges to schools in 2013/14. It was noted that the rates might need further amendment as part of a final decision on top up values at the next meeting.

High Needs (Alternative Provision – Hospital Education) – The Forum were advised of the DfE introduction of a separate element of the DSG aimed at meeting the costs of operating hospital schools. It was noted that the funding of £191,000 was being provided in 2013/14 based on the estimates of 2012/13 costs and that this was therefore satisfactory.

High Needs (Post 16 Provision – New Responsibilities) – Mr Haley explained that officers would be liaising with the EFA and post 16 providers over the next few weeks to establish top up rates to cover new post 16 responsibilities in 2013/14. An additional £432,000 DSG had been provided by DfE and has been provisionally set aside to meet additional costs but a report to agree the detail would be presented at the March meeting.

Mainstream Funding (Funding for Newly Qualified Teachers) – The Forum noted that the funding previously including with the local government grant settlement for newly qualified teacher inductions had now been transferred to the DSG. £43,000 had been included in the DSG settlement for Swindon, based on the pupil based shared of the national allocation. This would be fully delegated to schools in the 2013/14 formula allocations.

Mainstream Funding (New Formula Factors) – At the last meeting the Forum had agreed the structure of factors in the local formula for 2013/14, which had been submitted to the Education Funding Agency to ensure the proposals complied with the new School Finance Regulations. The EFA had sought clarification on two areas, pupil growth and PFI funding and in both cases the LA scheme was approved. Although provisional confirmation had been received, the LA was required to provide the final mainstream funding values to the Education Funding Agency (EFA) by 22nd January 2013.

During December the Department for Education (DfE) had provided the Local Authority with October 2012 pupil census data to be used as the basis for 2013/14 mainstream funding, and had confirmed next year's DSG funding levels. The total funding allocations to mainstream schools in 2013/14 would total £108.161m. The Forum noted in Table 22 of the report the proposed mainstream funding for schools, compared to the previous year.

Chris Davis (Primary Headteacher) expressed some concerns that the move to using the October census for calculating annual school funding had been disadvantageous where pupils had been allocated a place from September but deferred entry until the following January. This meant that the school had lost out on funding. It was agreed that Paddy Bradley (Director for Commissioning – Economy and Attainment) would investigate with the Admissions Team and SAPH the extent to which this is an issue for schools, and identify whether any actions could be taken to remedy this issue.

Mainstream Funding (Remaining Funding Available and Options to apply capping) – It had been estimated that £1.536m of DSG would be available for permanent distribution in 2013/14 and approximately £0.9m of one-off funding, subject to the individual funding allocations discussed above being agreed. The Forum were advised that prior to any additional funding being allocated the Minimum Funding Guarantee (MFG) costs would be £650,000 and that this would need to be funded by capping schools that were gaining in the formula distribution. It was noted that although the Local Authority could not provide funding to directly offset MFG costs, any increase to mainstream funding would reduce MFG. The Forum considered and approved two proposals set out in paragraphs 6.9 – 6.11 of the report. On a recurring basis the Forum agreed to an increase in low prior attainment funding from £360 to £702 per pupil and for 2013/14 only (subject to review) the Forum agreed an increase in primary BPPE funding from £2,590 to £2,642 per pupil. These measures would increase the overall value of delegated schools funding by £2.4m, reducing the level of MFG required to £290k.

An additional Appendix was tabled at the meeting which set out implications on individual school budgets of accepting these proposals, which reduced the number of schools who would lose out from the proposals, and also reduced the number of schools for which a cap was required to fund the costs of MFG. The Forum noted the letter received from Eldene Primary School in particular on the option being

used to calculate capping, but the Forum reconfirmed their support for option B (to limit the % of increase per pupil in all gaining school and not a % of the cash increase).

The Forum noted that some areas of funding were still subject to review at the next meeting, in particular in relation to post 16 special education needs funding responsibilities. However, Mr Haley confirmed that following the decisions made by the Forum at this meeting, the Local Authority would be able to issue firm indicative funding allocations to early year's settings, mainstream schools, special schools and Special Resource Provisions in the next few days subject to EFA confirmation that proposals were still in compliance with the new School Finance regulations. The Forum thanked Steve Haley and Sarah Higgins for their work on the report.

Resolved - That the Schools Forum:

- 1) Notes that the estimated value of the **2013/14 DSG** notional funding blocks is **£144,584,544**, as set out in report section 2 (table 2).
- 2) Notes the value of **Pupil Premium** funding relating to 2013/14 as set out in the agenda report paragraph 2.6, which would generate funding of approximately **£5.4m** in respect of Swindon pupils.
- 3) In relation to centrally retained funding (report section 2), notes and agrees the 2013/14 proposals with regard to:
 - a. Central Items - **£516,700** (Table 3)
 - b. Central Schools Items – pupil growth **£577,600** (Table 4)
 - c. High Needs items - **£6,267,900** (Table 6)
 - d. Corporate overheads - a reduction of £200,000 to **£553,100** (excluding Education Other Than At school (EOTAS) - paragraphs 3.9 to 3.10)
- 4) In relation to centrally retained funding (report section 2), the 2013/14 proposal in relation to De-delegation items at £33,300 or £11,000 (Table 5), be deferred for the Local Authority to look at an alternative trade union membership model, and to report back to the next meeting.
- 5) In relation to Early Years funding, for **disadvantaged 2 year olds** (section 4):
 - a. Notes and agrees that the 2013/14 budget for disadvantaged 2 year olds be set at the value of the funding allocated - **£1,987,000** (Table 7)
 - b. Supports the Local Authority retaining £55,000 of this sum in 2013/14 to support capacity building and increased take up – subject to annual review (paragraph 4.7).
 - c. Notes that a proposed funding rate for disadvantaged 2 year olds will be presented to the 5th March 2013 Schools Forum after regional discussions.
- 6) In relation to Early Years funding, for **3 and 4 Year Olds** (section 4):
 - a. Notes and agrees the 2013/14 funding rates for 3 and 4 year old nursery provision as set out at Table 9 of the report.
 - b. Notes and agrees the 2013/14 budget for 3 and 4 year old nursery provision at **£7,300,000** as set out at Table 10 of the report.
- 7) In relation to High Need Pupils funding for **Special Schools** (Section 5),
 - a. Agrees the planned place numbers as set out at Table 11 of the report.

- b. Agrees the provisional top up fees as set out at Table 12 of the report.
 - c. Notes the indicative impact of the new place plus funding on individual Special Schools, as set out at Table 13 of the report.
 - d. Notes that the indicative net cost of funding Special Schools in 2013/14 is estimated at **£10,217,337** (paragraph 5.6), subject to final confirmation at the 5th March schools Forum.
- 8) In relation to High Need Pupils funding for **Special Resource Provision** (Section 5):
 - a. Agrees the planned place numbers, as set out at Table 14 of the report.
 - b. Agrees the provisional top up fees, as set out at Table 15 of the report.
 - c. Notes the indicative impact of the new place plus funding on individual Special Resource Provision settings, as set out at Table 16 of the report.
 - d. Notes that the indicative net cost of funding Special Resource Provision in 2013/14 is estimated at **£4,034,947** (paragraph 5.12) - subject to final confirmation at the 5th March schools Forum.
- 9) In relation to High Need Pupils funding for **Outreach and Support Services** (Section 5)
 - a. Agrees the proposed 2013/14 delegated funding to relevant settings for Borough wide Special Education Needs (SEN) outreach and support services at a cost of **£1,108,000** (Table 17) including £50,000 to establish a new British Sign language (BSL) provision at Isambard school (Table 18)
- 10) In relation to High Need Pupils funding for **Alternative Provision** (Section 5):
 - a. Agrees the place numbers set out at Table 19 of the report
 - b. Agrees the provisional top up fees set out at paragraph 5.21 of the report.
 - c. Notes the indicative impact of the new place plus funding on individual Alternative Provision settings which is provisionally estimated at **£1,626,000** (set out at Table 20 of the report), subject to final confirmation at the 5th March schools Forum
 - d. Notes the basis of charging for permanent exclusions and agrees that funding should be recovered for the following financial year if an exclusion takes place after the October Pupil Level Annual School Census (PLASC) date (as set out in paragraphs 5.27 to 5.31 of the report)
 - e. Notes the basis of charging for non-excluded pupils, as set out in paragraphs 5.32 to 5.34 of the report.
 - f. Notes the basis of funding for hospital education services and that costs and funding are estimated at **£191,000** (as set out in paragraphs 5.36 to 5.37 of the report).
- 11) In relation to High Need Pupils funding for **New Post 16 Special Education Needs responsibilities** (Section 5):
 - a. Notes that funding of **£432,000** has been provided within the DSG settlement and has been provisionally allocated as a new budget provision (as set out in paragraphs 5.38 to 5.39 of the report)
 - b. Notes that proposed funding rates will be presented to the 5th March 2013 Schools Forum.
- 12) In relation to **Mainstream funding** (Section 6):
 - a. Notes that funding of **£43,000** has been allocated for Newly Qualified

- Teachers which will be distributed across schools in 2013/14.
- b. Notes the agreed formula factors and provisional funding rates (as set out in Table 21 of the report).
 - c. Notes the indicative impact of formula changes on individual settings (as set out in Table 22 and Annex E of the report).
 - d. Supports a permanent increase (Proposal 1) in low prior attainment funding to £701.57 per pupil at a cost of **£1.5m** (funded from available DSG) and notes the impact on individual settings (as set out in Table 23 and Annex G of the report).
 - e. Supports a temporary increase (Proposal 2) in Primary Basic Per Pupil Entitlement (BPPE) funding to £2,642.28 per pupil at a cost of **£0.9m** (funded from cumulative underspends on the retained budget and note the impact on individual settings (as set out in Table 24 and Annex H of the report).
 - f. Confirms that Minimum Funding Guarantee (MFG) costs are to be funded by capping gaining school budget increases by a % per pupil (as set out in paragraph 6.15 of the report)
- 13) Notes the Local Authority's conclusions and concerns regarding the school funding reform changes, and where risks have been mitigated, set out at Section 7 of the report.
- 14) The Director for Commissioning – Economy and Attainment, investigate with the Admissions Team and SAPH the implications for schools of any deferred admissions which take place after the October PLASC school funding calculations.

20. Date of Next Meeting

The next meeting was scheduled for 5th March 2013 at 4 pm.

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SWINDON CHILDREN'S TRUST BOARD

THURSDAY, 6 DECEMBER 2012

PRESENT: Liz Holmes, Jo Garton (Head teachers), Valerie Johnstone (Governors), Louise Tapper (Swindon Primary Care Trust), John Gilbert (Group Director), Phil Thomas (Community Safety), John Popowicz (Fire Service), Mike Howard (LSCB), Doug Morris (Parent & Carers Advisory Group), Riana Taylor (Probation Service), Kate Rowe (Sure Start), Steve Colledge (Schools Forum), Inspector Roger Bull (Wiltshire Police) and Keith Blackmore (Parent & Carers Advisory Group).

Apologies for absence were received from Councillors David Renard and Rochelle Russell, Julie Tridgell (Head teachers), Katherine Bryan (Head Teachers), Ruth Fitzjohn (Swindon Primary Care Trust), Joanna Bryant (Voluntary Sector), Teresa Harding (GWH Foundation Trust), Paul Gregory (Equalities), Jill Annal (Jobcentre Plus), Liz Mearns (General Practitioners), Andrew Miller (Swindon College), Graham Taylor (New College) and Tim Carter (Sure Start).

20. Minutes

Resolved – That the minutes of the meeting held on 27th September 2012 be confirmed and signed as a correct record.

Matters Arising:

The Board noted that Peter Wells would be stepping down as the Diocese representative.

Resolved – That Peter Wells be thanked for his work and contributions to the Board over the past years.

21. Public Question Time

No public questions were submitted for this meeting.

22. School Exclusion in Swindon; National and local Data - An Overview

The Cabinet Member for Children's Services and the Board Director, Commissioning submitted a joint report setting out an overview of exclusion data in Swindon over the last five academic years and provided local data relating to good practice in Swindon.

Nigel Pickering, Additional Provision and Reintegration Manager, gave a presentation regarding School Exclusions in Swindon. The Board noted the current and future challenges faced by the Council and schools in supporting pupils excluded from school or who were at risk of exclusion to ensure access to full time educational provision.

Nigel Pickering referred to the good practice by schools, in particular the support for primary schools pupils. The Board noted the "One Stop Shop Model" at Nyland Campus that provided an Outreach Service and Special School Provision through the Pupil Referral Unit. These provisions were part of therapeutic intervention models for Primary Schools.

Mr Pickering commented on the provision for Secondary Schools and advised that all Secondary Schools had adopted the Secondary Fair Access Model. This allowed participation ensuring positive outcomes for pupils at risk of exclusion. He further commented on a different but effective and close relationship with Academies.

The Board was advised of the new Local Authority Duties for pupils out of school to be introduced in 2017. It was noted that until then, it was the Local Authority's duty to support excluded pupils. The new duties would also include young people needing support who were not currently covered by existing criteria.

As part of the presentation, Mr Pickering provided two case studies that reflected issues two young people had experienced and explained the support actions undertaken by the Council.

The Board welcomed the report and noted the:

- Accuracy of the number of pupils on roll over the past five scholastical years. Steve Colledge, Schools Forum, advised that these figures were provided to give a basis for statistical accuracy.
- Number of excluded Swindon pupils attending out of borough schools. Nigel Pickering confirmed that pupils living in Swindon that were excluded from out of borough schools would be supported by his department.
- Financing provided for excluded pupils attending Wiltshire schools. It was confirmed that devolved funding from Central Government granted to Wiltshire Council covered the support for excluded young persons and it was still the responsibility of the excluding school to offer support.
- Effect of Academy status on exclusions. The Board enquired if the Exclusions Policy was skewed given the academy status of some schools. Nigel Pickering referred to the supportive partnership working that existed with academies and explained the functions of the Fair Access Protocol. He referred to the exclusions guidance that came into effect in September 2012 and the Board noted his concerns regarding gaps within the guidance that could affect young people. In response, Paddy Bradley, Head of Commissioning Economy and Attainment, explained the Memorandum of Understanding that existed between Secondary Schools and the Council.
- Transitional work that was to be undertaken before the new duties came into effect in 2017. The Board supported the undertaking of the preliminary work required to ensure that the present high standards and results were maintained.

Resolved: (1) That the report regarding School Exclusions in Swindon, be noted.

(2) That the Head of Commissioning Economy and Attainment inform the Board of the actions to be undertaken in preparation of the adoption of the new directive, "School Responsibility for the Education of Pupils Permanently Excluded".

(3) That a report regarding Tuition Services be presented at a future meeting of this Board.

23. Minutes of Local Safeguarding Children's Board for July and September 2012

The Cabinet Member for Children's Service and the Board Director Commissioning submitted a joint report setting out the minutes of the Local Safeguarding Board meetings of 12th June and 11th September 2012.

Mike Howard, Chair, Swindon Local Safeguarding Children Board, commented on the Minutes and informed the Board of the main points arising from the Swindon Local Safeguarding Children Board Annual Report for 2011/12.

The Trust Board welcomed the report and noted the:

- Issues regarding the provision of appropriate training. Mike Howard confirmed that this chargeable service was provided on a voluntary contribution basis to supported schools. He commented on feedback received confirming that the service provided value for money. The Trust Board noted that the challenge would be to ensure that the validity and value for money continued to be offered by this service.
- Work being undertaken by the Swindon Local Safeguarding Children Board on child exploitation. Mike Howard advised that this was a national issue with initiatives being supported by Central Government. He highlighted the “justWhistle” campaign and the intelligence gathering and partnership working used to tackle this issue. He referred to the use of an audit tool developed by the University of Bedford to assist with this process. John Gilbert (Board Director, Commissioning) referred to the “Early Help Strategy” that targeted issues at an early stage and explained how the Information Sharing Protocol helped partnership working to ensure appropriate action was taken to help vulnerable young people.
- Single point of contact for safeguarding issues. John Popowicz, Fire Service, reminded the Trust Board of the need to establish a single contact number for partners to refer safeguarding issues. Sara Tough, Head of Children and Families, confirmed the running of a pilot to seek to address this. This aimed to raise awareness of an early intervention hub providing a single point of contact to gather information that ensured issues were dealt by appropriate department / staff. This would be launched and widely publicised in April 2013.
- Differences in interpretation of safeguarding issues between different agencies as reflected in the Wiltshire Police Inspection and Safeguarding Audit feedback. The Board Director, Commissioning agreed to update the Trust Board at a future meeting. The Board noted that the action plan also took into account the area of concern in respect of detaining children and young persons under S136 of the Mental Health Act 1983. It further noted that this was seen as an issue across not only Wiltshire and Swindon, but within other local authorities.
- The Trust Board welcomed comments confirming that Swindon was a leader in advocacy work.

Resolved – (1) That the report and minutes of the Local Safeguarding Children’s Board meetings held on 12th June and 11th September 2012, be noted.

(2) That, at a future meeting of the Swindon Children’s Trust Board, the Board Director Commissioning inform on any developments that may take place concerning any discussions.

(3) That the Trust Board welcome for the opportunity to provide support on future Local Safeguarding Children’s Board work.

24. Youth Forum - Update Report

The Chair welcomed Grishma Ramesh, the elected Member of the Youth Parliament and her deputy, Naheda Miah to the Board meeting.

Grishma Ramesh referred to the contents of the report submitted by the Cabinet Member for Children’s Services and the Board Director, Commissioning updating the Board on work undertaken by the Youth Parliament.

The Youth Parliament representatives referred to the opportunities and challenges the Youth Forum and Parliament would encounter over the next year and confirmed that:

- The Youth Parliament campaigned to find constructive and meaningful ways to combat discrimination amongst young people.
- The Forum's priorities for this year included the removal of obstacles from sports, leisure and cultural activities. This would include identifying Youth and community centres for young people to frequent. They also commented on the need for affordable public transport.
- A film had been created to raise awareness regarding mental health issues affecting young people.
- "Chatterbox" was fully established and was a platform to allow young people an outlet to express their views and needs.
- A film had been produced to raise awareness on what Chatterboxes were doing and how this affected young people.
- Young Inspectors had undertaken an inspection of the Big Arts Day 2012 and future inspections would include visits to the Great Western Hospital, the Central Library and the Oasis.
- Partnership working being undertaken with Locality Teams.
- Schools would be contacted to invite young people to become involved in the Youth Forum.

The Chair thanked the Members of Youth Parliament and the Board noted the following:

- Transport issues. Paddy Bradley, Head of Commissioning, Economy and Attainment, commented on the challenge to improve present transport provision. Following discussions with Secondary School Headteachers, it was hoped schools would liaise with the Youth Parliament representatives to identify appropriate actions to address highlighted issues.
- Sara Tough, Head of Children and Families, confirmed that Support would be provided to assist the Youth Forum in its work.
- Work being undertaken to identify the best methods to strengthen the relationship between young people and adults within the community. The Board noted that schools were one medium and examples such as "Young Creators" were referred to.

Resolved – (1) That the Board note the report and presentation and reiterates that it will continue to support the work of the Youth Forum, Youth Parliament and Chatterbox Group.

(2) That, as a voice for the young people of Swindon, the Youth Parliament be invited to actively engage with the Children's Trust Board on future work.

(3) That, in response to the request from the Youth Forum, a Trust Board member be invited to volunteer to join the proposed Youth Forum Board of Trustees.

(4) That, further to (3) above, a briefing note with further information on the Youth Forum Board of Trustees be circulated to members for their consideration.

25. Child Obesity Update

The Director of Public Health submitted a report providing an update on child obesity prevalence and on the work being undertaken locally to reduce obesity.

Cherry Jones, Deputy Director of Public Health, Swindon Primary Care Trust, introduced the report and advised that the figures for Swindon had plateaued. She referred to the multi-agency work undertaken with schools, the voluntary sector and partners. The Board noted the programmes in place to reduce obesity in adults and was advised of how lifestyle choices impacted on the obesity figures.

The Board noted the report and discussed the following issues:

- Concerns regarding eating disorders - The Board recognised the importance of creating an environment that promoted healthy eating.
- School meals - The importance of ensuring choices were made available to promote a balanced diet.
- Lifestyles - Sue Wald, Head of Commissioning, Children and Adults, referred to the rise in the obesity figures for young people between 5 and 11 years old and the challenge for all agencies and the community to promote a healthy lifestyle.

Resolved: (1) That the report on Child Obesity, be noted.

(2) That the Director of Public Health and the Board Director, Commissioning be requested to provide an update on the Child Obesity Strategy to a future meeting of this Board.

26. Initial Assessments Report

The Cabinet Member for Children's Services and the Head of Children and Families submitted a joint report providing an update on the Children's "front door" data set in respect of assessments.

Sara Tough, Head of Children and Families, introduced the report confirming that it reflected the processes, progress made and changes within the service provision.

Frances Matchett, Head of Community Social Care, informed the Board that demands on the Assessments team had increased as result of an increase in complex new cases and the number of referred assessments was below the national average. The demands on the early support hub had proved difficult to meet. The Board noted that performance had improved and that a peer challenge would be undertaken by February 2013.

The Board welcomed the report and enquired if the decrease in referrals was sustainable and could be built upon. Frances Matchett Head of Community Social Care, commented that whilst she was unable to confirm that the decrease could be maintained, she believed that the early support hub would be pivotal in ensuring information was shared between teams to provide the right support.

The Board enquired if the initial assessment thresholds were the same across the Borough. It also highlighted the importance of reviewing the thresholds with schools. Sara Tough, Head of Children and Families, recommended that random sampling of primary schools would be undertaken to identify any issues.

Resolved: (1) That the report on Initial Assessments, be noted.

(2) That an update following the peer challenge audit in February 2013 be presented to a future meeting of this Board.

27.**Children's Services Performance Report.**

The Cabinet Member for Children's Services and the Board Director, Commissioning presented a joint report providing an update on the performance within Children Services for the period to September 2012.

Sue Wald, Head of Commissioning – Children and Adults, introduced the report and advised that it addressed the issues raised at the previous Board meeting and reflected information that had previously been presented to the Joint Commissioning Board. The Board noted reasons why the referral figures were low and the adoption scorecard information that effected performance during this reporting period.

The Board welcomed the report and commented on the following points:

- The stability of education provision for children in care. The Board noted the policy of not changing area or schools unless the child is adopted or placed in long term foster care.
- Children on Free School Meals appear on school data for six years, but children placed in care only appear on the school data for one year. Paddy Bradley advised that information could be gathered and shared with schools through the information sharing protocol. The Board noted that provision was also provided through the CAMS services.
- The Board asked Kevin Leaning, Head of Service, Helping Children and Families, to comment on the type of support the agencies within the Board could offer to ensure young people do not become young offenders. Kevin Leaning advised of the responsibilities of all agencies to offer support and guidance to families faced with this issue. He added that the "Stronger Together" structure supported this work as it improved communication between families and supporting agencies.
- In response to a query regarding the effectiveness of exchange of information and data, Kevin Leaning confirmed that communication between Swindon agencies was excellent and intelligence sharing was effective.

Resolved: That the Children Services Performance report, be noted.

28.**Minutes of Joint Commissioning Board (Adults & Children)**

Sue Wald, Head of Commissioning – Children and Adults submitted a report and the minutes of the Joint Commissioning Board (Adults and Children) meeting of 18th September 2012.

Resolved – (1) That the report and minutes of the Joint Commissioning Board (Adults and Children) meeting held on 18th September 2012, be noted.

(2) That the Head of Commissioning – Children and Adults be asked to submit further information on the demand enquiry programme at a future meeting of the Board.

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

TUESDAY, 19 MARCH 2013

PRESENT:-

Group A:
Christian Denominations and
Other Religions or Religious
Denominations

Mr Mark Cawte (Methodist) (Chair),
Mr Arun Bedi (Sikh Community), Mr David
Burbidge (Baptist Church), Mr Mark Cawte
(Methodist), Mrs Sarah Lane Cawte (United
Reformed Church), Reverend David Howell
(Swindon Evangelical Alliance), Mr M S Khan
(Muslim Community), Mr Tony McAteer (Catholic
Community) and Mr Dinesh Patel (Hindu
Community)

Group B:
Church of England

Miss Janet French, Reverend Norma McKemey,
Ms Steph Mundin and Mrs Penny Summers

Group C:
Teacher Organisations

Mrs Tracy Mason, Miss Lottie Rowe and Mr Paul
Sunners.

Group D:
Councillors

Councillors Claire Ellis, Fay Howard and
James Robbins

Also in attendance:

Katy Staples (SACRE Advisor) and Paddy Bradley
(Head of Commissioning – Economy and
Attainment).

Apologies for absence were received from Councillor Russell Holland, Reverend Beth Brown, Mrs Mandy Sandleton, Ms Mel Shepherd, Ms Catherine Lomax and Sarah Foulkes (School Improvement Advisor).

30. Declarations of Interest

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

Cllr Robbins advised that he was a member of staff at Churchfields School.

31. Public Question Time

No public questions were received during the meeting.

32. Minutes

Resolved - That the minutes of the meeting held on 4 December 2012 be confirmed and signed as a correct record, subject to the amendment that Councillor Robbins was a member of staff at Churchfields School, but not a teacher as recorded.

Further to Minute 20, the Chair welcomed Lottie Rowe to her first meeting as the new Vice-Chair of the SACRE.

Further to Minute 24(1), it was noted that the NASUWT had approved the appointment of Mel Shepherd and Catherine Lomax (Deputy) to the SACRE. Unfortunately, Victoria Misselbrook had had to tender her resignation due to personal circumstances.

Further to Minute 24(2), Paul Sunners advised that he had been appointed as the non-voting co-opted member on the Children and Young People's Overview Committee to represent the SACRE. He explained that this had gone to a vote in his absence due to his referral to the General Teaching Council. It was noted that the Overview Committee had asked that their thanks be passed to Penny Summers for her service on the Committee.

Further to Minute 25(3), a briefing note had been circulated to SACRE members, confirming that the SACRE could not be directly involved in fundraising for the RE Council for England and Wales, and therefore could not arrange a sponsored walk. However, the SACRE could assist with the development of RE Trails to be used in support of the syllabus, which could be used for the walk. The Chair advised that those who in an individual capacity wished to assist with the sponsored walk should meet informally after this meeting.

33. RE at Seven Fields Primary School

This item had been cancelled as Sevenfields School had been unable to host the meeting.

34. SACRE Annual Report and Development Plan 2012-14

The SACRE received its draft Annual Report covering the period September 2011 to August 2012. It was agreed that the Chair would add his introduction following the meeting. This set out the work of the SACRE for the year, including the development of new guidance for Collective Worship and the activity to support RE in schools. In addition to the examination results for August 2012, the report included a summary of the results of a survey undertaken by the SACRE with schools on the delivery of the Agreed Syllabus. A further analysis of the results of the survey by phase was attached at Appendix 2, as requested at the last meeting. It was noted that this gave an indication on the teaching of RE in Swindon Schools, but should be approached cautiously when drawing conclusions, due to the small sample. For example only 4 out of the 16 schools who had responded, were primary schools.

Paddy Bradley (Head of Commissioning – Economy and Attainment) presented the examination results for Religious Education for 2012 as set out in the Annual Report. He advised that there had been an increase in the number of students entered into public examination and all but one school had entered pupils for GCSE RE. There was a slight decrease in the number of pupils achieving A to C at GCSE, but the level was above the national average. However, there was anecdotal evidence through the surveys and local networks that schools were increasingly teaching RE in Year 10 and not Year 11. It was anticipated that many schools would move away from providing RE short-course and this would represent a decrease in access to RE. The SACRE noted that there had been a large increase in the number of pupils taken AS Level (from 19 to 57) and an increase in proportion

of A-C grades. There had been a slight decrease in the number of pupils taking A levels, but the proportion of A-C grades achieved had increased. The numbers of pupils were small, and therefore it was difficult to compare across years, but overall the level of performance of pupils had generally been maintained over the last few years. The SACRE were concerned that at least one school had not entered any pupils for RE examinations, and what this meant in terms of access to RE for pupils in the school.

It was recognised that Ofsted were no longer monitoring RE provision.

The SACRE discussed the impact of schools becoming academies.

In Swindon there was good collaboration between secondary academies and sharing of good practice through the subject based secondary learning and teaching group. Lottie Rowe advised that it made a significant difference to the group when Katy Staples (SACRE Advisor) was able to attend, and it was agreed it was important to continue to fund her time for this purpose from the SACRE budget. In future years, it was suggested that it may be appropriate to seek a contribution from the academies for this support.

It was understood that Academies were expected to teach a locally agreed syllabus as there was not a national curriculum. Paddy Bradley (Head of Commissioning, Economy and Attainment) agreed to check on whether use of the locally agreed syllabus was specifically included in the funding agreements for Swindon schools.

The SACRE received an update on its Development Plan, which had been discussed at the last meeting. The SACRE noted that £5,000 had been approved for its work in the next year and agreed a number of amendments to the programme. Katy Staples advised of the training which had been available to schools this year, in particular on a self-purchase basis.

Mark Cawte suggested that he write to the Headteachers of academy schools to advise them of the continued support available from the SACRE. Katy Staples suggested as part of the network meeting work at target 1b), that she begin to work with schools to identify local leaders of learning, which was a successful pilot activity in Bristol. For the work on establishing a list of local faith groups (item 3b), David Howell advised that he would contact Youth for Christ who held a comprehensive list of Christian contacts in the area, which could be added to any baseline list available from the Interfaith network of all faith groups and contacts.

Resolved – 1) That the draft SACRE Annual Report attached as Appendix 1 to the Report be approved, subject to the typographical amendments advised at the meeting, and the SACRE Advisor be authorised to finalise the report including the Chair's introduction, and to submit it to the National Association of SACREs (NASACRE).

2) That the summary of Swindon Examination Results for 2012 be noted, and SACRE continue to support all schools in Swindon in relation to the provision of Religious Education to all pupils.

3) That the analysis of SACRE Survey Results requested at the last meeting be noted.

4) That the SACRE endorse its Development Plan 2012-2014 as attached at

Appendix '2' and continue to implement it, subject to the amendments as follows:

- 1b) be amended to 'Promoting High Standards of Teaching and Learning in RE'.
- The target date for 3b) relating to the development of a directory of local people and places of faith be amended to September 2013, and Mark Cawte be included in list of those responsible on this action and that for 4b).
- Where possible the indicative costs of actions be reduced or moved to future years, in order for the plan to be achieved within the SACRE's £5,000 budget.

35. National Developments in RE

Katy Staples (SACRE Advisor) advised the SACRE of the significant national developments in RE since the last meeting as follows:

- a) It was noted that although RE did not count as one of the subjects which could be included in the English Baccalaureate, it was one of 8 subjects which would count for assessing progress made between Key Stage 2 and Key Stage 4. The Chair welcomed the clarity that this decision brought to schools on the status of RE, but noted that this was reliant on proper assessment of attainment in RE.
- b) It was noted that national bursaries for Teachers of RE had been withdrawn, although some small amounts were still available from Culham St Gabriel's charity. There was concern that this would lead to a reduction in the number of subject specialist RE teachers.
- c) The Government had issued the consultation framework for a new national curriculum for England and invited comments by 16th April 2013. This includes in its introduction a re-stating of the duty for there to be a daily act of collective worship in schools, and the requirement to teach RE at every key stage.
- d) The SACRE noted that Phase 2 of the RE Council's RE curriculum review as underway. Although RE was not included in the national curriculum, the RE Council's review was taking into account the way in which other subjects will be assessed, so that assessment of RE can be in line with subjects such as Geography.
- e) The report of the All Parliamentary Party Group for RE had been published, and the SACRE Advisor circulated a summary. It was agreed that the Clerk to the SACRE would circulate the link to the full report to all members after the meeting. This was a comprehensive overview of the supply and support of RE. It was noted that Robert Buckland MP was a member of the Group. Sarah Lane-Cawte advised that Justin Tomlinson MP had agreed to be formally presented with a copy of the report at Haydonleigh Primary School in

a few weeks' time, and to be committed to looking at the issues it raises.

- f) The RE Quality Mark had now been achieved by 40 schools. This was open to all schools and it was agreed that this should be promoted via schools online. If a school did not want to apply for the quality mark, but was interested in self-evaluation, the criteria could be downloaded as an improvement tool from the Religious Education Quality Mark website (www.reqm.org).
- g) It was noted that RE was now included in the list of subjects for which a Specialist Leaders of Education (SLE) role was available and this was welcomed.
- h) It was noted that the Tri-annual RE Report was due out from Ofsted in the next few months. In addition, the report on GCSE RE was also due out soon.
- i) Katy Staples had attached as an Annex for information a perspective from John Keast, Chair of the RE Council on the current national approach to RE.
- j) The SACRE noted the NASACRE newsletter for Spring 2013, and the advertisement of the National Association of SACREs (NASACRE) AGM ON 23rd May 2013. The SACRE did not usually send a representative, but as the Chair was keen to attend, it was agreed that this be supported, subject to the necessary budget being available.
- k) Katy Staples confirmed that she had attended the Dillington House South West SACRE conference on 14th March, and Victoria Misselbrook of Sevenfields School had also attended. It was agreed that information on the Conference be reported to the next meeting.

Resolved -

- 1. That the update on national developments be noted.
- 2. That the SACRE Clerk and Advisor make information on the RE Quality Mark available to schools via Schools Online.
- 3. That the Clerk to the SACRE send to all Members of the SACRE a link to the full report from the All Parliamentary Party Group for RE.
- 4. That the Chair of the SACRE be authorised to attend the National Association of SACREs (NASACRE) AGM on 23rd May, subject to the appropriate budget being available.
- 5. That the SACRE receive information on the Dillington House South West SACRE conference at its next meeting.

The SACRE received an update from the Secondary Humanities Teaching and Learning Group for RE, which had taken place on 16th January 2013. The Primary Network had had to be deferred due to ill health, and was now due to take place on 22nd March 2013.

Resolved – That the report be noted.

37. Dates for Future Meetings

The SACRE was asked if it wished to hold its meetings on Tuesdays or Thursdays evenings in 2013/14. It was agreed that the current day and time of meeting should continue. The following indicative dates for SACRE meetings were noted:

Tuesday 25th June 2013 at 6 pm.

Tuesday 1st October 2013 at 6 pm.

Tuesday 3rd December 2014 at 6 pm.

Tuesday 18th March 2014 at 6 pm.

Section 5

Police and Fire Authorities Minutes

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WILTSHIRE POLICE AND CRIME PANEL

MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 11 JANUARY 2013 AT WESSEX ROOM - THE CORN EXCHANGE, MARKET PLACE, DEVIZES, SN10 1HS.

Present:

Cllr Junab Ali, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Chris Caswill, Cllr Peter Doyle (Substitute), Cllr Brian Ford (Vice Chairman), Malcolm Grubb, Cllr Keith Humphries, Cllr Peter Hutton, Amanda Newbery, Cllr Stephen Petty (Substitute), Cllr Pip Ridout and Cllr Bob Wright

Also Present:

Angus Macpherson, Police and Crime Commissioner, Mr Patrick Geenty – Acting Chief Constable

12 Apologies for Absence

Apologies were received from Councillor Dalton and Hewitt.

Councillors Doyle substituted for Councillor Hewitt.

Councillor Petty substituted for Councillor Dalton.

13 Declarations of interest

Councillors Ali, Britton, Caswill and Ford declared a interest as they were known to the proposed candidate being members of the Police Authority.

Councillor Humphries declared an interest being the Wiltshire Council Cabinet Member for Public Health and Protection.

14 Chairman's Announcements

There were no Chairman's announcements.

15 Public Participation

There were no questions or statements from members of the public.

16 **Selection Process**

Angus Macpherson, Police and Crime Commissioner introduced the Independent Person's report which detailed the selection process.

The panel raised its concern over the detail within the report, particularly the lack of information around the applicant's relationship to the core competencies and how these were confirmed. The Commissioner explained that whilst the content of the report fulfilled the obligations of the independent member there were lessons to be learnt for the future including the suggestion of liaison between the Independent Person and the Panel prior to a hearing.

The Commissioner explained that the decision of the Selection Panel had been unanimous and introduced Mr Geenty as his proposed candidate.

17 **Selection process**

18 **Review the proposed appointment**

Mr Geenty introduced himself to the Panel and expressed his delight in being the proposed candidate.

In response to questions he detailed his ambition as delivering an outstanding service of quality to the public, and recognised the need to create an organisation that could deliver flexibly and dynamically.

Mr Geenty felt he understood where the boundaries lay between his role and the Commissioner's, explaining his strategy would be to work in a symbiotic relationship. He didn't see the operation independence changing with the new arrangements and was confident in his relationship with the Commissioner to address issues face to face and in a timely manner.

The Panel highlighted its displeasure to the Commissioner over his press release ignoring the statutory role of the Panel in approving the proposed appointment. The Commissioner acknowledged this, stating there was no discourtesy meant.

19 **Exclusion of the Press and Public**

Resolved

The Panel agreed that in accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public from the meeting for the business specified in Item Number 8 because it was likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 1 of Part I of Schedule 12A to the Act and the public interest in withholding the information outweighs the public interest in disclosing the information to the public.

20 **Decision**

During the evaluation process the Panel considered whether the candidate had the professional competence to and the personal independence to exercise the role as set out in the role profile.

The Panel were unanimous in reaching their decision.

Resolved

To recommend to the Police and Crime Commissioner that his proposed candidate, Mr Geenty be appointed to the role of Chief Constable.

(Duration of meeting: 10.33 am - 12.15 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

MINUTES OF THE WILTSHIRE POLICE AND CRIME PANEL MEETING HELD ON 6 FEBRUARY 2013 AT COUNCIL CHAMBER - COUNCIL OFFICES, MONKTON PARK, CHIPPENHAM, SN15 1ER.

Present:

Cllr Junab Ali, Cllr Andrew Bennett, Cllr Richard Britton (Chairman), Cllr Chris Caswill, Cllr Brian Dalton, Cllr Peter Doyle (Substitute), Cllr Brian Ford (Vice Chairman), Malcolm Grubb, Cllr Mike Hewitt, Cllr Keith Humphries, Amanda Newbery, Cllr Pip Ridout and Cllr Bob Wright

Also Present:

Dr Carlton Brand – Corporate Director, Kieran Kilgallen – Chief Executive (OPCC), Angus Macpherson – Police and Crime Commissioner and Mike Prince – Treasurer (OPCC).

21 Apologies for Absence

There were no apologies received.

22 Minutes and matters arising

Decision:

The minutes of the meeting held on 4 January 2013 were agreed as a correct record and signed by the Chairman.

23 Declarations of interest

Councillor Humphries declared an interest being the Cabinet Member with responsibility for Community Safety and Public Protection at Wiltshire Council.

24 Chairman's Announcements

There were no Chairman's announcements.

25 Public Participation

26 **Questions**

There were no questions from the public.

27 **Statements**

There were no statements from the public.

28 **Public Participation protocol**

John Quinton, Head of Democratic Services at Wiltshire Council introduced the Public Participation Protocol which clarified issues and statements raised by the public should relate to the function of the Panel and not the Commissioner.

Resolved:

The Panel agreed the Public Participation Protocol.

29 **PCC Update report**

Angus Macpherson, Police and Crime Commissioner provided an update on his work since the last Panel meeting, explaining his focus had been on continuing to establish connections with partners and preparation of the Police and Crime Plan, and confirming that the appointment of the Independent Adjudicator should be completed by the end of the month. He confirmed his blog was now up and running.

He drew attention to a local consultation on court sittings in Wiltshire and a national paper on Transforming Justice.

In response to concerns raised over licensing and the impact and effect of funding issues on local groups and organisations and in particular the Community Safety Partnership (CSP) the Commissioner confirmed he had met with the leaders of both Councils to discuss these. A further update could be provided to the Panel once he had receipt of a report Mrs Scott, Leader of Wiltshire Council was leading on which would detail the work of the CSP's.

30 **Formal Consideration of PCC's proposed precept 2013-14**

The Commissioner presented his precept proposal which remained the same as the previous year.

In response to questions he explained that a breakdown of costs for the OPCC would be available in the Plan and a short consideration had been given to a reduction of the precept.

In the debate that followed the Panel highlighted the difficulty in considering this proposal without sight of the Police and Crime Plan and expressed

disappointment over the lack of detail in paper which impacted on its ability to make an informed decision. Concern was raised over the levels of reserves and the lack of consideration given to alternative levels of precept.

A motion to approve the proposal, recording the Panel's reservations was seconded and accepted. Councillors Bennett and Caswill requested that their abstention from voting was noted.

Resolved:

The Panel expressed the following reservations:

- **The Panel expressed disappointment over the limited amount of information available to the Panel**
- **The Panel strongly recommends that in future it should not be required to consider the setting of the precept in isolation from the police and crime plan**
- **The Panel regrets the absence of a paper discussing alternative levels of precept**
- **The Panel showed unease over the size of reserves and highlighted the absence of any discussion over the justification for or increase in them**

Notwithstanding these concerns and in the interests of introducing some certainty into an otherwise uncertain financial situation the Panel reluctantly agreed to approve the precept.

The Panel's report and recommendations are attached to these minutes.

31 Complaints against the Police and Crime Commissioner

John Quinton, Head of Democratic Services at Wiltshire Council introduced the report and invited comments.

A proposal to remove the words 'either directly or indirectly' from paragraph 8.10 was seconded and approved.

The Panel expressed its expectation of receiving a regular update report on complaints.

On debating the Sub-Committee the Panel agreed that members should be appointed on demand.

Resolved:

- a. To approve the complaints process as set out in the appendix to the report with the amendments detailed above.
- b. To review the process after 12 months to reflect both local and national learning in this area.

32 Community Safety Partnership (CSP) and Crime and Disorder (C+D) relationship

The Chairman, Councillor Richard Britton, introduced the paper and explained that since it writing it events had taken over. He recognised the concerns of the Panel and a proposal to defer work on this was seconded and accepted.

33 Forward Work Plan

The Panel noted the forward work plan.

34 Future meeting dates

The next meeting of the Police and Crime Panel will be on 1 March 2013 at Wessex Room, Devizes Corn exchange and will focus on the draft Police and Crime Plan.

Future meeting dates were confirmed as:

26 March 2013
12 June 2013
16 September 2013
26 November 2013

(Duration of meeting: 10.00 am - 1.15 pm)

The Officer who has produced these minutes is Kirsty Butcher, of Democratic Services, direct line 01225 713948, e-mail kirsty.butcher@wiltshire.gov.uk

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WILTSHIRE POLICE AND CRIME PANEL

REPORT TO THE POLICE AND CRIME COMMISSIONER ON HIS PRECEPT PROPOSAL

The Wiltshire Police and Crime Panel met on Wednesday 6 February 2012, during which, and as required by law, it reviewed your proposed precept for 2013-14.

It noted the brevity of the your report, highlighting that figures for previous years had shown a budget under spend in the budget and resulted in reserves held being forecast to increase to circa £10 million by the end of the financial year. Concerns were raised over the lack of detail and the difficulty in understanding the proposal in the absence of a Police and Crime Plan.

The Panel noted that you recognised its frustrations and you clarified that it would not be in this position again.

The Panel expressed the following concerns:

- The Panel expressed disappointment over the limited amount of information available to the Panel
- The Panel strongly recommends that in future it should not be required to consider the setting of the precept in isolation from the police and crime plan
- The Panel regrets the absence of a paper discussing alternative levels of precept
- The Panel showed unease over the size of reserves and highlighted the absence of any discussion over the justification for them or increase in them.

Notwithstanding these concerns and in the interests of introducing some certainty into an otherwise uncertain financial situation the Panel reluctantly agreed to approve the precept.

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**MINUTES of a MEETING of the WILTSHIRE & SWINDON FIRE AUTHORITY
held at the WILTSHIRE FRS TRAINING & DEVELOPMENT CENTRE, DEVIZES
on THURSDAY 14 FEBRUARY 2013**

Present : Cllr Brigadier R Hall (Chairman), Cllr P Davis, Cllr C Devine,
Cllr Mrs M Groom, Cllr H Marshall, Cllr N Martin, Cllr B Mattock,
Cllr C Newbury, Cllr G Payne, Cllr G Perkins, Cllr J Osborn,
Cllr Mrs B Wayman, Cllr B Wright

1 Minutes of last Meeting

The minutes of the meeting held on 13 December 2012 were confirmed and signed.

2 Members' Interests

The Clerk reported that:

- members had been advised to consider whether they had a potential disclosable pecuniary interest by virtue of any beneficial interest in land in the area of the Authority and if so whether to apply for a dispensation to enable them to participate and vote in the setting of the precept (minute 9 below refers); and
- under his delegated powers, he had granted the dispensations which had been applied for, namely to Cllrs Davis, Mrs M Groom, Brig. R Hall, H Marshall, N Martin, B Mattock, J Osborn, G Payne, G Perkins, Mrs B Wayman, and R Wright.

The Chairman referred to a letter which the Minister had sent to local authority leaders in which, notwithstanding an acknowledgement that the Dept of Communities and Local Government did not issue legal advice, it was opined that members of local authorities need not seek dispensations in relation to the setting of the council tax or precept. The Clerk informed members that this view was not shared by the Authority's Monitoring Officer nor himself whose advice to members remained unaltered.

3 Chairman's Announcements

The Chairman:

- Referred to the forthcoming retirements from Wiltshire Council of Cllr Peter Davis and himself. He paid tribute to the contribution made by Cllr Davis since joining the Authority in 1997 and presented him with a Long Service Certificate and a Service plaque.
- Informed members of the forthcoming retirement of Russ Symons, Personnel Adviser to the Authority since 2008. He advised that Ian Morgan, Head of HR Services at South West Councils would be acting in his stead.
- Advised members that he would be attending the Fire Commission in London the following day. If there was anything to report to Members after the meeting he would communicate with them via e-mail.
- Expressed his good wishes to those Members of the Authority who would be standing in the May elections for Wiltshire Council. He thanked those who might be unsuccessful at the polls or who might not be re-appointed to the Fire Authority, for their service on the Authority and for the valuable contributions they had made to the work of the Authority.

4 Questions from the Public

There were no questions from the public.

5 Programme & Scrutiny Board

A report of the meeting of the Programme & Scrutiny Board held on 24 January 2013 was received.

6 Peer Review

On considering a report by the Chief Fire Officer providing an overview of the Fire Peer Challenge and Operational Assessment process undertaken in January 2013,

Resolved:

- (a) *To note the report.*
- (b) *To agree to the final report of the Peer Review team and the Service's improvement plan being published on the Service's website when to hand.*
- (c) *To ask the Chief Fire Officer to send a copy of the final report and the improvement plan to members as soon as practicable.*

7 Finance Review & Audit Committee

The minutes of a meeting of the Committee held on 11 December 2012 were received.

8 Capital Programme 2013/14 and Prudential Indicators

On considering a paper by the Brigade Manager, Finance & ICT,

Resolved:

- a) *To approve the Capital Programme for 2013/14 as shown in Appendix A to the paper presented;*
- b) *In accordance with the Local Authorities (Capital Finance and Accounting) (England) (Amendment) Regulations 2008, to approve the asset life (equal instalment) method for prudential borrowing as the Authority's policy for the calculation of minimum revenue provision in 2013/14.*
- c) *To approve the key prudential indicators in respect of the Capital Programme for 2013/14 as shown in Appendix B to the paper presented.*

9 Revenue Budget 2013/14 and Council Tax Resolution

On considering a paper by the Brigade Manager, Finance & ICT and the Chief Fire Officer, which included the strong recommendation of the Brigade Manager, Finance & ICT (in his capacity as Treasurer of the Authority) and the Chief Fire Officer that, in order to protect the Authority's long term financial position, the Council Tax Freeze Grant for 2013/14 offered by Government be rejected,

Resolved:

- (a) *Not to increase the council tax requirement for 2013/14 and to accept the Governments' offer of Council Tax Freeze Grant equivalent to a 1% increase in council tax.*
- (b) *To acknowledge the long term financial risks (identified in the paper presented) inherent in the acceptance of the Council Tax Freeze Grant for 2013/14.*

- (c) *To approve a Net Revenue Budget for 2013/14 of £25,447,300 as shown in Appendix A to the paper presented, and the use of £400,100 of general reserves to balance the budget.*
- (d) *To approve the Authority's basic amount of council tax for 2013/14 of £62.38 (i.e. no change from 2012/13) with the following consequential council tax levels at each band:*

<i>Band A</i>	<i>£41.59</i>
<i>Band B</i>	<i>£48.52</i>
<i>Band C</i>	<i>£55.45</i>
<i>Band D</i>	<i>£62.38</i>
<i>Band E</i>	<i>£76.24</i>
<i>Band F</i>	<i>£90.10</i>
<i>Band G</i>	<i>£103.97</i>
<i>Band H</i>	<i>£124.76</i>

- (e) *To authorise the Brigade Manager, Finance & ICT to give notice of the approved council tax requirement to the appropriate billing authorities.*
- (f) *To authorise the Brigade Manager, Finance & ICT to pay out of the combined fire service fund sums required in respect of:*
- i. All accounts and debts due by the Authority forming the Authority's gross revenue expenditure for 2013/14 in the approved budget and such changes as may be agreed subsequently by the Authority;*
 - ii. The cost of capital items including the purchase and leasing of equipment specified in the capital budget, and*
 - iii. Such loans made by the Authority as may be approved.*
- g) *To authorise the Brigade Manager, Finance & ICT to borrow such sums as may be required in respect of schemes in the capital budget.*

(Note: Members requested that it be recorded that their approval of the above resolutions was unanimous.)

10 Protection, Prevention and Intervention

A short visual presentation was made.

11 Staffing Committee

The minutes of the Staffing Committee held on 24 January 2013 were received.

12 Pay Policy Statement

On considering a paper by the Brigade Manager, People and Development, and a recommendation of the Staffing Committee,

Resolved:

- a) *To approve the Authority's pay policy statement for 2013/14 as presented.*

b) *To ask the Staffing Committee, when next reviewing the pay policy, to consider the comment made by Cllr Wright in relation to the final paragraph of the statement for 2013/14.*

13 Appeal Committee

A summary of the minutes of the Appeal Committee held on 17 December 2012 was received.

14 Closing Remarks

Cllrs Martin and Osborn and a number of other Members paid tribute to the considerable contribution that Cllr Brigadier Hall had made whilst serving on the Authority since 2005, and as Chairman of the Authority since 2009. They referred in particular to the time invested by him in making sure he was totally briefed on all relevant subjects; and to the very able and effective way he discharged his duties as Chairman. Members offered their best wishes to Brigadier Hall in his forthcoming retirement from the Authority and Wiltshire Council.

15 Exclusion of the Public

Resolved:

In accordance with Section 100A(4) of the Local Government Act 1972, to exclude the public from the business specified in minute no. 16 below because it is likely that if members of the public were present there would be disclosure to them of exempt information as defined in paragraph 4 of Part 1 of schedule 12A to the Act.

16 Future Organisation

The Chief Fire Officer gave a short verbal update on progress of the proposed plans for the future organisation of the Service. This included an update on consultations with the representative bodies.

(Duration of meeting 10.30 a.m. to 12.30 p.m.)

TOWN TWINNING NETWORK

WEDNESDAY, 27 FEBRUARY 2013

PRESENT:- Councillors Kevin Small (Chair), Junab Ali and Richard Hurley; Mr Bruce Clarke (Swindon Ocotal Link), Andy Lane (Chattanooga, USA), Derrick Gustafson (Highworth Twinning Association), Peter Mallinson (Swindon Salzgitter Twinning Association) and Hasan Nur (

Apologies for absence were received from Roger Gower, John Mayell, Councillor Brian Mattock, Councillor John Ballman and Councillor Michael Bray

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. Councillors Kevin Small and Junab Ali made personal declarations of interest in respect of Agenda Item No. 7 in their capacity as members of the Salzgitter Twinning Association and therefore did not participate in the voting on the grant application from the Swindon Salzgitter Twinning Association.

11. Public Question Time

No public questions were received during the meeting.

12. Minutes

Resolved – That the minutes of the meeting held on 5th December 2012 be confirmed as a correct record.

Matters Arising – Minute No. 6 - the request for the minutes of the Town Twinning Network meetings to be forwarded onto Full Council will be considered by the Corporate Governance Review Working Group on 7th March.

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 7 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 15 refers.)

14. Reports from Town Twinning Associations and Links

The Network considered (a) a report of the Director of Law and Democratic Services listing the Town Twinning Associations and Links in and around Swindon and (b) the following verbal reports from those Town Twinning Associations and Links present at the meeting:-

Swindon Salzgitter Twinning Association

Peter Mallinson advised that work was currently underway to organise the programme for the visit to Swindon by a group from Deutsch-Englische Gesellschaft, Salzgitter from 29 May to 5 June 2013. Social evenings and business meetings were also being held.

The Chair advised that he would be participating in a Civic Twinning visit to Salzgitter leaving on 28th February 2013, along with the Mayor and Mayoress of Swindon, Councillors Amin and Richards. He added that a PDF booklet had been produced of his visit with the skittles team in 2012 and that he would let the Association have a copy.

Swindon Ocotal Link (SOL)

Bruce Clarke advised that SOL were scaling back their activities. A link had been established with Lydiard Park Academy and two people had joined SOL from the Academy. Jake the Juggler would be visiting Ocotal for three months with a view to teaching them circus skills. The assessment centre for disability and access needs was the first one established in Nicaragua and the Emmanuel Church had raised £3,200 to support a project for women facing abuse/pregnancy and the first 30 women had participated in the project. SOL meet every other month.

Chattanooga

Andy Lane reported that he had met with Phil Young from Forward Swindon and that consideration was being given as to the viability of taking business delegates over to Chattanooga. Andy would also be talking to the two MP's next month in order to promote twinning activities in general. Andy was very positive about the progress that was being made.

Highworth Twinning Association

Derrick Gustafson circulated a newsletter that had been produced outlining the activities of the Association. Only 20 people turned up for the quiz which was disappointing and it had been agreed that Highworth would not be visiting Pontorson at the same time as the Germans. The AGM would be held on 15th March in the Community Room, Highworth Offices.

Somali

Hasan Nur reported that a new Mayor and Council had recently been elected. A letter had been received from the previous Mayor regarding a friendship link with Swindon and it was agreed that the clerk, in consultation with the Chair, would ensure that a response was sent from the Mayor of Swindon.

15. Involvement of Schools and Young People in Twinning Activities

Paddy Bradley (Head of Commissioning – Economy/Attainment) attended the meeting to discuss the possibility of young people becoming more involved in twinning activities. There were potential opportunities relating to the University Technical College, due to open in 2014, which had close links with Germany, the

involvement of young people, not linked to schools, in the various twinning projects and the possibility of new investment relating to the Chattanooga Link in the form of a virtual dragons den.

Paddy added that schools already had their own links and that the Network would need to make links with the Head Teachers Association in order to seek their participation. Bruce Clarke added that there was the opportunity to involve schools in Civic links and to promote the role of the Council and Mayor amongst young people. Members of the Network also felt that it would be useful to visit schools to find out more about their links. It was agreed that Paddy would develop a strategy on how the Network could engage with schools on Town Twinning and bring it to the next meeting.

Resolved – (1) That Paddy Bradley be thanked for attending the meeting.

(2) That Paddy Bradley develop a strategy on how the Town Twinning Network could engage with schools on Twinning activities and bring it to the next meeting.

16. Application for a town twinning grant

Peter Mallinson explained that the application for a Town Twinning grant of £1000 was to assist with the costs of a cultural visit to Swindon by a group from Deutsch-Englische Gesellschaft from 29th May to 5th June 2013 and briefly outlined the programme planned for the visit.

Peter confirmed that the total cost for the visit was £2063 and that the costs for 10 guests from Salzgitter amounted to £1101. Any deficit would be paid for by members of the Association and host families would pick up any costs relating to guests staying in their homes. He added that transport costs were included as this was a reciprocal arrangement with Salzgitter who always ensured that visitors from Swindon were transported to and from the airport.

Resolved – That the Town Twinning Network recommends to the Director of Law and Democratic Services that a grant of £1000 be approved to assist with the costs of a cultural visit to Swindon by a group from Deutsch-Englische Gesellschaft from 29th May until 5th June 2013.

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One Swindon Leadership Board Away Day – 15th January 2013 : Key Points of Discussion, Agreement and Associated Actions

Present : Gavin Jones (SBC), Cllr David Renard (SBC), Matt Gott (MG) (SBC), John Gilbert (SBC), Jose Ortega (NHS Swindon), Alison Chamberlain (SBC), Phil Harrison (JCP), Liz Rijnenberg (Wiltshire Probation), Cllr David Renard (SBC), James Griffin (JGr)(SBC), Tom Charnock (Chair of OMG), Michelle Howard (SEQOL), Cllr Stan Pajak (SBC), Nicky Alberry (Chair of Influence), Heather Mitchell (SEQOL), Liz Holmes (Chair of CTB), David Wray (VAS), Cllr Jim Grant (SBC). Tony Ranzetta (NHS Swindon), Angus MacPherson (Police & Crime Commissioner)

Apologies: Cllr Roderick Bluh (SBC), Stephen Hedley (Wilts Police), Paul Bearman (NHS Swindon), John Popowicz and Chris Hartrick (Wilts Fire & Rescue), Jan Stubbings (NHS Swindon & Glos), Paul Aviss (Wilts Probation), Nerissa Vaughan (GWH), Mike Veale (Wilts Police), Dr.Peter Crouch (CCG), Cllr Russell Holland (SBC),

Purpose and Outcome of the day

- Consider what a Swindon Community Budget could look like, what are the opportunities and how can we work together to share the risks and the rewards.

Key Discussion Points

Item 1: Community Budgets – the context:

- Gavin updated the group on the 4 Whole Place Community Budget pilots that have been taking place in Greater Manchester, Cheshire & Chester, Essex and Tri-Borough (Hammersmith & Fulham, Royal Kensington & Chelsea and Westminster Councils). He talked through a presentation detailing the learning from the pilots and explained the Governments view and the LGA commitment.
- Ministers received feedback in October 2012 from the 4 pilot areas and were pleasantly surprised with initial findings. Ernst and Young have produced an aggregated summary of the findings from the pilots and indicated scalable savings of around £22bn to the public purse over a period of time.
- As yet we it's still not clear what the Government push will around this agenda or what level of support will be available from them. The level of support provided to the 4 pilots is not sustainable.
- Gavin added that the catalyst for the pilots was money but it would be a mistake for Swindon to do this just for financial reasons. The question of budget pressures was aired and reassurance requested that Community Budgets is not a tool for Government to further cut diminishing budgets to Local Authorities and other agencies. Members also questioned if Swindon would keep any savings achieved. Gavin indicated that there would be no lump sum of money from Government, but the Government may save 80% Local Authorities 20% but this is unknown.
- There is a lot of rhetoric in the Pilots about innovation but Swindon could be more transformational. Nicky asked about the Private Sector and businesses involvement in these pilots. The pilots didn't seem to include this area but Swindon would, along with the voluntary and community sector. Swindon is a very small place in comparison to the pilot authorities and we have to remember that every area will be starting from a very different place. The pilots indicated new investment models – these are an interesting concept but still very under developed.
- Gavin talked about 'what's next' – within the pilot framework there are multiple business cases; no-one is at implementation stage yet. There is a wider rollout due and Swindon could be the next place for Government to rollout the Community Budget. The next step for us as a Board is to discuss emerging themes then undertake a deep-dive into business cases which will need to contain good up to date information with supporting data.

Item 2: Honda update

- Phil gave the Board an update on Honda's position following the announcement of job cuts by the firm last week. DWP are working with partner organisations to support Honda. The current position is that 360 production workers will be lost through voluntary redundancy by April ; 300 agency staff will be lost by the end of February; a further 440 support staff (including managers, technicians and ancillary staff) will be lost through voluntary redundancy by end of April.
- Tremento and public sector organisations are offering support with financial advice, benefits advice, upskilling, CV writing and jobsearch.
- Jill Annal is the designated Project Lead and is working with Forward Swindon and partners. She is meeting with Honda this week to establish what Honda can offer. Timeframe for support is narrow; partners are in place and ready to go.
- Jaguar/Landover is engaging in talks with Honda to discuss opportunity for Honda staff at risk.
- Phil was asked what the impact to the supply chain is, he felt at the moment that there could be another 1800 jobs lost.

One Swindon Leadership Board Away Day – 15th January 2013 : Key Points of Discussion, Agreement and Associated Actions

- Tony advised that there are lots of health care vacancies in Swindon that they have been unable to fill. He said he would be happy to put something on the table for Honda to consider around re-training some of their workforce to take up some of the vacancies.
- Nicky added that regular external communication is required to include a message out to Business News and websites. Phil confirmed that all communication is coming out from Forward Swindon.

Item 3: Community Budgets

- Gavin began this session by asking the Board to consider what projects they felt would be good community budget projects. He advised that any ideas from the meeting would be taken to the One Swindon Delivery Board in February to get them to work up the detail and come back to the Board in March.
- Nicky suggested that the current Economic Strategy's key priorities are looked at to cross check what we want – Delivery Board could map this.
- Phil added that work has already started on Employment and Skills mapping.
- Health enablers could include a monthly ministerial presence; joint centre for Health & Social Care research; family investment; Single HR & Payroll plan Swindon.
- James suggested looking at what we haven't done as a Board and considers what's different this time.

Opportunities for Community Budget Pilots

- **Reduce Re-offending** – Liz talked about what this project could look like and the savings which could be made. The project would be around repeat offenders and access to services there are around 600 service users in Swindon. The benefits for the community around this project are huge.
- **Joined up Local Procurement (public & private sector)** – Nicky asked if we know how much we spend locally and felt that there were huge savings to be made.
- Nicky Alberry & Phil Harrison - **Identifying/mapping vacancies and Skills** - where is the mismatch? what are the stats around conversion (volunteering into paid work)? Tony R has a map for health services which might be a starter for ten
- **Integration of back office functions (HR/payroll/transport)** Tony and Angus were interested in this project
- **Self Care / personalisation** - Tony felt this project would release savings in the system to invest elsewhere
- **Listening and engaging with communities to encourage them to do more for themselves** – Matt felt that this could be a transformational project which longer term would release savings in to the system.
- **Integrated commissioning** – Matt felt that we should be looking at an outcome based commissioning model for all partners

Next Steps

- Matt will draft a report for board members to take to their respective organisations to get sign up and commitment to the community budget proposals.
- Gavin will talk to Government about Swindon being considered for the next roll-out
- Tony & John undertook to bring an update to the Board meeting in March around Health – 'Coping and Self-Care' – work is currently underway and John and Tony can bring an update to the March meeting.
- Tony also agreed to work with John on finding a way forward to fill some of the health care vacancies – they will update the Board on progress in March.
- Tony agreed to bring something to the Board meeting in March to help us think about enablers we would need to help us bring together the information for the projects eg: data & information/HR info/Research functions - how we invest in ourselves to get the job done is important and also the governance/communication arrangements.
- Angus asked the Board to comment on the policing plan which will come out at the end of the month.