



**SWINDON BOROUGH COUNCIL**  
**Municipal Year 2015/16**

**Thursday, 25 February 2016**

**COUNCIL CHAMBER  
CIVIC OFFICES  
SWINDON**

17 February 2016

Dear Councillor,

**Summons to attend Council Meeting**

A MEETING of the **Council**, which you are requested to attend, is to be held at the CIVIC OFFICES, SWINDON, on **Thursday, 25 February 2016 at 7.00 p.m.**

The business to be transacted will be as follows:-

**AGENDA**

- 1. Apologies for Absence**
- 2. Communications**  
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.
- 3. Minutes** (Pages 5 - 10)  
To receive the minutes of the previous meeting.
- 4. Declarations of Interest**  
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

**5. Public Question Time**

See explanatory note below.

**6. Appointment of Chief Executive and Head of Paid Service** (Pages 11 - 12)

To confirm the appointment of Mr. John Gilbert as Chief Executive and Head of Paid Service, as set out in the recommendation of Minute 5 of the meeting of the Chief Officer Appointments Sub-Committee held on 29<sup>th</sup> January 2016 (attached).

**7. Council Budget 2016/17** (Pages 13 - 110)

To approve, following a recorded vote, the Council's Budget for the Financial Year, 2016/17. The Cabinet met on 10<sup>th</sup> February 2016. The following reports considered at this meeting relate to the Council's Budget, 2016/17.

(i) Budget 2016/17 and Beyond.

(ii) Capital Programme 2016/17.

(iii) Update to Budget 2016/17 and Beyond.

Cabinet Minutes 59 and 60 relating to these reports are attached. (Pages 13 to 18)

**8. Council Tax Setting, 2016/17** (Pages 111 - 130)

To enable Members, following a recorded vote, to formally resolve the Borough Council's Council Tax for 2106/17.

**9. Housing Revenue Account - Rents and Charges 2016/17** (Pages 131 - 156)

To approve the Council's Housing Account Budget for the Financial Year, 2016/17. The Cabinet met on 10<sup>th</sup> February 2016. The attached report on the Housing Revenue – Rents and Charges 2016/17 was considered at that meeting.

Cabinet Minute 61 relating to this report is attached. (Pages 131 to 132)

**10. Minute for Note** (Pages 157 - 166)

To receive a Minute for Note from the Cabinet.

- Minute 66(3) (Superfast Broadband).

**11. Motion - Self Funding Care Costs**

**Councillor Ray Ballman will move and Councillor Stephanie Exell will second:**

"This Council:

- Expresses its concerns about the Government's decision to delay capping the cost of care on individuals to £72,000, leaving only those with assets below £23,250 to receive support towards their costs. The 2014 Care Act stated that the new care cap would be implemented by April 2016.
- Notes that the last time Swindon Council researched the number of self-funding care users in Swindon, in 2014, it was estimated that there were 1450 service users self-funding their domiciliary care and 750 self-funding users receiving Domiciliary care.
- Requests the Leader of the Council to write to the Secretary of State for

Health expressing the Council's concerns about the Government's delay in introducing the capping of people's funding of their own care.

**12. Swindon Pay Policy Statement 2016** (Pages 167 - 190)

To approve the Council's Pay Policy Statement 2016/17. The attached report on the Council's Pay Policy Statement 2016/17 was considered by the Cabinet at its meeting on 10<sup>th</sup> February 2016. The figures and salary information contained in the report will be updated as of 1<sup>st</sup> April 2016 prior to publication on the Council's website.

Cabinet Minute 64 relating to this report is attached. (Page 167)

**13. Councillors Question Time**

Questions (if any) of which notice has been given by Councillors in accordance with Standing Order 15.

Yours faithfully

Director of Law and Democratic Services

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

Swindon Borough Council remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website (<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

**Access Arrangements** - The venue is wheelchair accessible and an infrared receiver hearing system is provided. If you have any special requirements to enable you to attend the meeting or would like to receive any of the pages contained in this agenda in a larger print size, please contact the Committee Officer as soon as possible prior to the date of the meeting.

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**COUNCIL**

**THURSDAY, 21 JANUARY 2016**

PRESENT:- The Worshipful The Mayor in the Chair; Councillors Junab Ali, Steve Allsopp, Abdul Amin, Ray Ballman, Alan Bishop, Michael Bray, Emma Bushell, Wayne Crabbe, Paul Dixon, Oliver Donachie, Mark Edwards, Toby Elliott, Claire Ellis, Stephanie Exell, Emma Famarzi, Fionuala Foley, Brian Ford, Mary Friend, Jim Grant, John Haines, Dale Heenan, Russell Holland, Fay Howard, Richard Hurley, Mary Martin, Nick Martin, Cathy Martyn, Brian Mattock, Gemma McCracken, Des Moffatt, Derique Montaut, Teresa Page, Stan Pajak, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, James Robbins, Eric Shaw, Carol Shelley, Kevin Small, Timothy Swinyard, Caryl Sydney-Smith, Vera Tomlinson, Joe Tray, Chris Watts, Nadine Watts, Peter Watts, Steve Weisinger, David Wood, Julie Wright and Robert Wright.

**54. Section 100(4)(b) of the Local Government Act 1972**

In accordance with Section 100B(4)(b) of the Local Government Act 1972, the Mayor determined that an additional item concerning “a Motion on the recent planning decision relating to Land at Berkley Farm, Wroughton, Swindon” be considered as a matter of urgency in order to allow Council to consider this matter which had been announced following the dispatch of the Notice of Meeting. (Minute 64 refers.)

**55. Apologies for Absence**

Apologies for absence were received from Councillors Paul Baker, Ray Ballman, Colin Lovell and Keith Williams.

**56. Communications**

The Interim Chief Executive reported that correspondence had been received from Andrew Jones MP (Parliamentary Under Secretary of State – Department for Transport) regarding Travel Concessions in response to a Motion at Council (Minute 34 refers).

**57. Minutes**

Resolved – That the minutes of the meeting held on 12<sup>th</sup> November 2015, be confirmed and signed.

**58. Declarations of Interest**

In accordance with the Code of Conduct Councillors Toby Elliott and Jim Robbins made personal declarations of interests in respect of Agenda Item 7 (a) (Motion – Lydiard Park and House) as they had been had been appointed to a Charitable Trust seeking to manage Lydiard Park and House on behalf of the Council.

In accordance with the Code of Conduct Councillor Steve Allsopp made a non-prejudicial declaration of interest in respect of Agenda Item 7 (b) (Motion – Children’s Nursery) as he was a Director of the Mid Counties Nursery.

In accordance with the Code of Conduct Councillor Bob Wright made a non-prejudicial declaration of interest in respect of Agenda Item 7 (d) (Motion – Land at Berkley Farm) because he worked as a consultant to a company sourcing produce from the farm.

## **59. Public Question Time**

Ms Jo Heavens submitted written questions in respect of the tented market site in the town centre, particularly concerning its future, legal agreements and lease arrangements pertaining to the site. The Cabinet Member for the Economy Regeneration and Skills tabled a written response.

A representative of Ms Heavens asked supplemental questions regarding (a) re-housing tenants of the tented market and (b) protecting the heritage of the site. The Cabinet Member for the Economy Regeneration and Skills responded at the meeting.

Mr Tony Hillier submitted a written question regarding the establishment of an independent scrutiny body to oversee Lydiard Park and House. The Cabinet Member for the Economy Regeneration and Skills tabled a written response.

Mr Hillier asked a supplemental question regarding public involvement in the scrutiny process for Lydiard House and Park. The Cabinet Member for the Economy Regeneration and Skills responded at the meeting.

Ms Kareen Boyd asked that all votes relating to Lydiard House and Park during the meeting should be recorded. The Mayor advised Ms Boyd this was a matter for Members to determine.

Ms Boyd asked a supplemental question regarding recorded voting in relation to Lydiard House and Park during the meeting. The Mayor responded at the meeting.

Ms Georgina Akers asked a question regarding covenants in place on the use of Lydiard House and Park. The Cabinet Member for the Economy Regeneration and Skills responded at the meeting.

Ms Akers asked a supplemental question seeking written clarification of the covenant position from the Council. The Cabinet Member for the Economy Regeneration and Skills responded at the meeting.

## **60. Minutes for Confirmation**

(1) Councillor Fionuala Foley moved and Councillor David Renard seconded:

“That Minute 49(1) of the Cabinet (Changes to Swindon Borough Council’s Fostering Agency Foster Panel Membership) be confirmed and adopted.”

The Motion was put to the vote and declared carried.

(2) Councillor Vera Tomlinson moved and Councillor David Renard seconded:

“That Minute 31(2) of the Licensing Committee (Statement of Licensing Policy) be confirmed and adopted.”

The Motion was put to the vote and declared carried.

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

“That Minute 50(2) of the Cabinet (Response to Council Motion on Refugees) be noted subject to it being amended to read:

That Council:

(1) Notes and endorses the extent of the work the Council has already taken in accommodating those seeking asylum within the Borough.

(2) Requests that the Board Director, Commissioning continue to work closely with the Home Office and South West Councils to assist the current refugee crisis to accommodate refugees within the parameters set out in paragraph 3.9 of the Cabinet Report, 9<sup>th</sup> December 2015.”

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

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

## **61. Motion - Lydiard Park and House**

Councillor David Renard moved and Councillor Brian Mattock seconded and Council unanimously agreed that, in acknowledgement of an online petition of over 8,000 signatures and the significant public interest in this matter, the petition organiser, or another representative of the petitioners, be permitted to address the meeting for up to 5 minutes regarding the petition's concerns.

Mr Mike Bowden addressed the Council setting out the concerns of petitioners concerns regarding the future of Lydiard House and Park and suggested the possibility of a charitable trust being created to prepare a business case to run Lydiard House and Park on behalf of the Council.

Councillor Garry Perkins moved and Councillor Tim Swinyard seconded:

“This Council notes the online petition signed by over 8,300 people, saying: “We the undersigned oppose Swindon Borough Council's plans to hand over Lydiard House and Park to the commercial sector.”

This Council requests that the Board Director, Service Delivery ensures that the report scheduled to go to Cabinet in February sets out a timetable allowing a further

three months for all proposals to be developed more fully so as to reflect the Council's goal of securing a sustainable future for Lydiard House and Park."

Councillor James Robbins (mover) and Councillor Jim Grant (seconder advised Council that the Motion set out in Agenda Item 7(a)(ii) had been withdrawn.

Councillor James Robbins moved and Councillor Jim Grant seconded that the Motion be amended to read:

"This Council:

- Notes the online petition signed by over 8,400 people, which states "We the undersigned oppose Swindon Borough Council's plans to hand over Lydiard House and Park to the Commercial sector.
- Requests that the Board Director, Service Delivery reports to Cabinet in February setting out how the process of outsourcing Lydiard House and Park can be halted for a minimum period of 3 months, and the implications of this.
- Requests the Lead Cabinet Member to meet with the Friends of Lydiard and Swindon Heritage to discuss how a staff-led independent charitable trust (or similar not for profit community based legal entity) could take over the day to day running and management of Lydiard House and Park or should this option be unviable, continue to manage the day to day running of the Lydiard House and Park by the Council."

The amendment was put to the vote and declared lost.

A formal division was requested in accordance with Standing Order 14(2).

Members voting for the motion were Councillors Junab Ali, Steve Allsopp, Abdul Amin, John Ballman, Emma Bushell, Paul Dixon, Stephanie Exell, Jim Grant, Fay Howard, Des Moffatt, Derique Montaut, Teresa Page, Stan Pajak, James Robbins, Carol Shelley, Kevin Small, Joe Tray, Chris Watts, Nadine Watts, Peter Watts, Dave Wood, Julie Wright and Robert Wright.

Members voting against the motion were Councillors Andrew Bennett, Alan Bishop, Michael Bray, Wayne Crabbe, Oliver Donachie, Mark Edwards, Toby Elliot, Claire Ellis, Emma Faramarzi, Fionuala Foley, Brian Ford, Mary Friend, John Haines, Dale Heenan, Russell Holland, Richard Hurley, Colin Lovell, Mary Martin, Nick Martin, Cathy Martyn, Brian Mattock, Gemma McCracken, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, Eric Shaw, Tim Swinyard, Caryl Ann Sydney-Smith, Vera Tomlinson and Steve Weisinger.

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

(In accordance with the Code of Conduct, Councillors Toby Elliott and Jim Robbins made personal declarations of interest in respect of the above item on the grounds they had been appointed to a Charitable Trust seeking to run Lydiard Park and House on behalf of the Council.)



**62.**

**Motion - Children's Nursery**

Councillor Paul Dixon moved and Councillor Carol Shelley seconded:

"This Council:

Notes Cabinet's proposal to close the Euclid Street Children's Nursery.

- Notes that this nursery is providing an income to the Council of £74,000 this year.
- Notes that Cabinet are proposing to invest £175,000 on the maintenance backlog of the Highworth Recreational Centre in order to transfer the centre to another operator, yet are not proposing to make similar capital investment on the Children's Nursery.
- Requests the Cabinet Member for Children's Services take note of the views of parents and local people who feel the Council should retain the nursery and the income the nursery generates."

The Motion was put to the vote and declared lost.

(In accordance with the Code of Conduct, Councillor Steve Allsopp made a non-prejudicial declaration of interest in respect of this item as he was a Director of the Mid-Counties Nursery.)

**63.**

**Motion - Living Wage**

Councillor Kevin Small moved and Councillor Chris Watts seconded:

"This Council welcomes the Government's announcement of a National Minimum Wage and their recent adoption of the principle that every worker is entitled to a wage they can live on. This Council supports the Government adopting this principle. This Council requests the Cabinet Member for Finance, People and Performance to bring a report to Cabinet on how the Council can include paying its staff a Living Wage as part of the Council's 2016/17 Budget."

Councillor Russell Holland moved and Councillor David Renard seconded that the Motion be amended to read:

"This Council welcomes the Government's announcement of a National Living Wage. This Council supports the Government in adopting this principle. This Council requests the Cabinet Member for Finance, People and Performance to bring a report to Cabinet on how the Council would include paying its staff the National Living Wage as part of the Council's 2016/17 Budget."

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

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

**64. Motion - Land at Berkley Farm, Swindon**

Councillor Toby Elliott moved and Councillor Brian Ford seconded:

“That the Leader of the Council and the Cabinet Member for Strategic Planning and Communities write to the Secretary of State for Communities and Local Government and the Minister for Housing and Planning expressing the Borough Council’s commitment to being pro-housing and pro-growth and setting out their concerns as to the implications of the recent Inspector’s Decision in relation to Land at Berkeley Farm which puts at risk the implementation of the Borough Council’s Local Plan, developing Neighbourhood Plans and undermines local democracy.”

The Motion was put to the vote and declared carried.

(In accordance with the Code of Conduct, Councillor Robert Wright made a non-prejudicial declaration of interest in respect of Agenda Item 7 (d) (Motion – Land at Berkley Farm) because the farm sourced produce for his employer.)

(In accordance with the Code of Conduct, Councillor Cathy Martyn made a personal declaration of interest in respect of this item as she had a predetermined position on the application. Councillor Martyn left the room during the discussion of the item.)

**65. Minutes of Cabinet and Decisions Delegated to Cabinet Members**

The Council considered (a) the minutes of the meeting of the Cabinet held on 9<sup>th</sup> December 2015, and (b) questions to the Cabinet Members regarding their portfolio responsibilities and answers received.

**66. Minutes of other Council Bodies**

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

**67. Councillors Question Time**

The Director of Law and Democratic Services reported that Standing Order 15 questions had been received from Councillor Des Moffatt.

Councillor Des Moffatt asked a supplementary question regarding expected budget savings from the libraries budget up to 2020. The Cabinet Member for the Economy, Regeneration and Skills responded at the meeting.

**COUNCIL**

**THURSDAY 25<sup>TH</sup> FEBRUARY 2016**

**CHIEF OFFICER APPOINTMENTS SUB-COMMITTEE**

**FRIDAY, 29 JANUARY 2016**

**5. Appointment of Chief Executive**

The Committee considered the outcome of interviews with several candidates for the post of Chief Executive and Head of Paid Service for Swindon Borough Council.. The Committee felt that there had been a very high quality field of candidates and members expressed their thanks to the various panels that had supported the Chief Executive assessment centre. The Committee was grateful for the time and effort of those involved in the assessment centre and wished to record their thanks in the minutes of the meeting.

**Resolved – That, subject to the agreement of the Council, Mr. John Gilbert be offered the post of Chief Executive and Head of Paid Service for Swindon Borough Council.**

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**COUNCIL**

**THURSDAY, 25<sup>TH</sup> FEBRUARY 2016**

**MINUTES FOR CONFIRMATION**

**CABINET**

**WEDNESDAY, 10 FEBRUARY 2016**

**59. Budget 2016/17 and Beyond (Minute for Confirmation)**

Councillor Russell Holland, Cabinet Member for Finance, People and Performance, and the Council's Board Director, Resources, submitted a joint report proposing a Budget for 2016-17. It was noted that, in accordance with the Council's Constitution, the Cabinet was required to recommend a budget and level of Special Expenses to Council as part of its formal Council Tax Setting responsibilities.

The report specifically addressed:

- a) The Forecast Out-turn 2015-16.
- b) The 2016-17 Finance Settlement.
- c) Council Tax 2016/17.
- d) Public Power Solution Limited (PPS) (formerly Swindon Commercial Services (SCS)) Business Plan 2016-17.
- e) Specific feedback on the budget setting process received from the Scrutiny Committee.
- f) Consultation Feedback.
- g) The Proposed Budget 2016-17.
- h) Business Rates Discounts 2016-17.
- i) The relationship between Revenue and Capital Budgets.
- j) Members' Allowances.
- k) Special Expenses (charges for services provided in the non-parished area).
- l) The reflection in the budget proposals of the adoption of the motion agreed at Council on 21<sup>st</sup> January 2016 that all staff will be paid at or above the Government's National Living Wage in 2016-17.
- m) Contingencies and Risk.
- n) One-off Resources commitments.
- o) Fees and Charges.
- p) General Reserves.
- q) The Schools Budget 2016-17.
- r) The outcome of Budget consultations.

Councillor Holland introduced the report, placing the budget proposals within the financial context for 2017-18 and beyond, most particularly the projected level of savings required to be made by the Council in the period of the next three years

against a background of an unprecedented reduction in the Revenue Support Grant and a reduction in New Homes Bonus. Councillor Holland commented that this significant decrease in Central Government funding was, almost inevitably, occurring at a time when inflation, particularly in relation to social care, continued to increase. He advised that there would be an increased level of funding available to the Council from changes in Business Rates but that the details remained to be confirmed.

Councillor Holland referred to the Final Local Government Finance Settlement, which was announced on 8<sup>th</sup> February 2016, sooner than expected but after the Cabinet agenda was published. He advised that, although a number of small adjustments were made to the provisional settlement announced in December, most of which did not affect Swindon, the Government had also announced £150m of additional one-off funding in the form of transitional grant, in both 2016-17 and 2017-18, for those councils most adversely affected by the change in Revenue Support Grant (RSG), and that Swindon would receive £826k and £827k respectively over the two years.

Councillor Holland commented that, in the context of the overall savings required to be made, the additional funding did not significantly change the Council's financial position but it did, however, present an opportunity to provide additional financial resource for existing programmes to achieve outcomes for the long term sustainability for the organisation and its services. Councillor Holland advised that additional recommendations, proposing how the additional funding might be utilised, had been tabled at the meeting.

The Director of Law and Democratic Services advised the meeting of members' equality duties under the Equality Act 2010 (the Act), in relation to decision making, covering the following nine protected characteristics:

Age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

It was also noted that, under the Act, the Council must, when exercising its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

In concluding his advice, the Director of Law and Democratic Services advised that Cabinet must, therefore, in reaching its decision on the matter of its budget for 2016/17, consider its duties as set out above under the Equality Act. It was noted that the duty is a "have regard duty", and the weight to be attached to it is a matter for Cabinet, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.

Following Councillor Holland's introduction of the report, members were given the opportunity to put questions on the issues raised. Councillor Holland, with the Leader

of the Council, Councillor Brian Mattock, Cabinet Member for Adult Health and Social Care, Councillor Dale Heenan, Cabinet Member for Sustainability and Transport, Councillor Garry Perkins, Cabinet Member for the Economy, Regeneration and Skills, and Councillor Fionuala Foley, Cabinet Member for Children's Services, responded to questions put by Councillors Jim Grant (JG) and Stan Pajak (SP) on the following issues:

- The exploration of partnership opportunities to operate the Shopmobility service. (JG)
- The review of community transport service provision in order to achieve value for money whilst minimising impact on service users. (JG)
- The proposed street lighting electricity cost reductions. (JG)
- The potential net income from the introduction of car parking charges at Lydiard Park and House and Coate Water Country Park and the reduction in the overall subsidy for Lydiard Park and House. (JG)
- The proposed employment by the Council of a Communications Manager. (JG)
- The proposed use of the Government's additional one-off funding in the form of transitional grant in both 2016-17 and 2017-18. (SP)
- Additional income from planning, licencing and car parking enforcement. (SP)
- The enforcement of the town centre public service protection order. (SP)
- One-off resources commitments. (SP)
- Members allowances. (SP)

Resolved – (1) That the Cabinet notes:

- a) The medium term financial context and impact on Swindon of the Local Government Finance settlement.
- b) The projected out-turn for 2015-16 and that savings arising from the early delivery of 2016-17 Budget Proposals will be used to partly finance one-off costs incurred in-year to deliver the 2017-18 Budget, thus helping to preserve the level of funding held in reserves for future years' transformation.
- c) The Council does not expect to need to replenish General Reserves as part of the 2016-17 Budget Setting process.
- d) The consultation feedback set out in Appendix 11 to the report, in relation to the Budget proposals presented to Cabinet in December 2015.
- e) The minutes of a consultation meeting with business representatives from Swindon, on behalf of non-domestic rate payers, held on 27<sup>th</sup> January 2016 (Appendix 6 to the report, tabled at the meeting).
- f) That the detailed Dedicated Schools budget for 2016-17 has been set by the Interim Director of Children Services under her delegated powers, within the provisional funding envelope of £163.550m.
- g) That the proposed budget includes provision to pay all Council staff in line with or above the Government's National Living Wage, in accordance with the resolution at Council on 21<sup>st</sup> January 2016.
- h) That in line with the requirements of the Local Government Act 2003, the Board Director, Resources, in his Section 151 capacity, confirms the robustness of the estimates underlying the recommended Budget and having reviewed the financial risks being faced by the Council concludes that the proposed level of General Reserves (£6m) is adequate in the context of the

earmarked reserves held, specific contingencies and the proposed general contingency of £0.5m.

(2) That, in respect of Children Centres:

- a) The responses to the consultation carried out on the proposals to changes to children's centre provision, set out in Appendix 11 to the report, be noted.
- b) It be noted that there have been initial discussions with the providers of early years' education currently in the children's centre buildings and they would all be interested in providing additional early years' places and can also see the benefit of having protected space for parents of 0 – 5 year olds and health provision.
- c) The approach set out in this report, in relation to improving children's lives in those areas with the most vulnerable children and families, through the development of a Family Service 0 – 18 delivered out of Penhill Sure Start Children's Centre building at an investment of £672k, be endorsed.
- d) That the children's centres at Penhill & Pinehurst, Drove, Moredon, Gorse Hill and Parks & Walcot East be de-registered.
- e) It be noted that, in response to the specific consultation issues, the Council is committed to the on-going conversation with parents and carers and will be making funding available of £76k per annum for two years for staffing (£66k) and premises costs (£10k) to facilitate parent groups for parents of 0 – 3 year olds. That the staff will be working three-fifths of the time in Goddard Park (Parks and Walcot East), one-fifth in Drove (Central) and one-fifth in Swindon Academy (Pinehurst). That this will be funded from the £826k 2016-17 Transition Grant.
- f) The Board Director Commissioning (DCS/DASS) be authorised to implement the proposals after giving notice to existing providers of three months from 1<sup>st</sup> April 2016.
- g) The Director of Law and Democratic Services, in consultation with the Cabinet Member for Children's Services, the Head of Property Services and the Interim Directors of Children Services (DCS) and Adult Social Care (DASS), be authorised to agree terms and conditions on which any changes to lease arrangements would be made to protect the Council's interests and ensure continued use of children's centre buildings for services for children and families.

(3) That the 2015-16 virements set out in Appendix 5 to the report be approved.

(4) That the Medium Term Financial Strategy, set out in Appendix 9 to the report, be endorsed and that it be noted that this will be updated and presented to Cabinet before submission to the Secretary of State before the deadline of 14<sup>th</sup> October 2016.

(5) That no changes be made to the proposed fees and charges set out in Appendix 1 to the report to Cabinet on 9th December 2015 but that it be noted that the HMRC is exploring the possibility of requiring councils to charge VAT on land charges "Con29 - Standard Enquiries relating to information pending or not disclosed on LLC1".

(6) That the Specific Reserves held in support of the 2016-17 Revenue Budget, set out in Appendix 7 to the report, be agreed.

(7) That it be agreed that one-off funding of £2m is earmarked to support delivery of the 2016-17 Budget, as set out in paragraph 16.1 of the report.



(8) That the detailed budget proposals set out in Appendix 4 to the report, and summarised in Table 3 of the report, as amended by the proposals under paragraph 1.4 in the tabled update Paper, that the £826k 2016-17 Transition Grant is used to smooth the implementation of planned services changes, including for Libraries, to allow more time and/or increased pump-priming capacity to ensure that the transition to new service models is managed as effectively as possible, be agreed.

(9) That the previous decision of Cabinet to cease the business rates scheme under which small business rate discounts are doubled from 31<sup>st</sup> March 2016, be endorsed.

**(10) That the Council be recommended:**

- a) **That the level of Special Expenses for 2016-17 shall be £1,770,000 and that the areas of land and services that will be charged as special and general expenses be as set out in Appendix 10 to the report.**
- b) **That the 2016-17 Budget be set at £135.226m and the Budget Requirement for tax setting purposes be set at £133.632m, with the difference being the Adult Social Care precept.**

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

## **60. Capital Programme 2016/17 (Minute for Confirmation)**

The Cabinet Member for Finance, People and Performance and the Board Director, Resources, submitted a joint report concerning new Capital Programme requirements for the period 2016/17 to 2017/18 and beyond, including:

- a) Children's Services schemes.
- b) Local Priority Highways and Transport Schemes.
- c) Property and Assets.
- d) Older People and Other Proposals.
- e) The Waterside depot.

**Resolved – That the Council be recommended:**

- a) **That the position and future budget requirement for the additional Children's Services schemes, referred to at paragraphs 3.7 of the report, be noted.**
- b) **That a budget of £2.090m for the schemes referred to at paragraph 3.8 in the report and detailed in Appendix 1 to the report, be approved.**
- c) **That a total budget of £3.944m for the 2016/17 local priority Highways and Transport schemes, referred to at paragraph 3.9 in the report and detailed at Appendix 2 to the report, be approved.**
- d) **That a total budget of £2.391m for 2016/17 for Repairs and Maintenance on Corporate Property, as referred to in paragraphs 3.11 and detailed at Appendix 3 to the report, be approved.**
- e) **That a total budget requirement of £1.188m for Older Peoples and other capital schemes, referred to in paragraph 3.15 and detailed at Appendix 4 to the report, be approved.**
- f) **That a budget of £38,507 for refurbishment work to the Highdown play area, funded from Abbey Stadium S106 monies, as detailed at paragraph 3.18 in the report, be approved.**

- g) That an increase in the budget for Waterside improvement works, from £3.8m to £4.0m, as detailed at paragraphs 3.19 to 3.21 of the report, be approved.**

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

# Budget 2016-17 and Beyond

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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Author:	Cabinet Member for Finance, People and Performance and Board Director Resources
Wards:	All
Locality Affected:	All
Parishes Affected:	All

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## **1. Purpose and Reasons**

- 1.1 This report proposes a Budget for 2016-17 and sets out the financial context for 2017-18 and beyond.
- 1.2 Under the Council's Constitution, the Cabinet is required to recommend a budget and level of Special Expenses to Council as part of its formal Council Tax Setting responsibilities.
- 1.3 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.

## **2. Recommendations**

### Cabinet is recommended to note:

- 2.1 The medium term financial context and impact on Swindon of the draft Local Government Finance settlement;
- 2.2 The final Local Government Finance settlement is not expected until after the date of the Cabinet meeting and that the funding figures assumed in the report are therefore draft;
- 2.3 The projected out-turn for 2015-16 and that savings arising from the early delivery of 2016-17 Budget Proposals will be used to partly finance one-off costs incurred in-year to deliver the 2017-18 Budget, thus helping to preserve the level of funding held in reserves for future years' transformation;
- 2.4 The Council does not expect to need to replenish General Reserves as part of the 2016-17 Budget Setting process;
- 2.5 The consultation feedback set out in Appendix 11 in relation to the Budget proposals presented to Cabinet in December 2015;
- 2.6 That a consultation meeting with business representatives from Swindon, on behalf of non-domestic rate payers took place on 27<sup>th</sup> January 2016 and the minutes will be provided at the meeting;

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Further information on the subject of this report can be obtained from Kirsty Cole on (01793) 464610 or Email [kcole@swindon.gov.uk](mailto:kcole@swindon.gov.uk)

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- 2.7 That the detailed Dedicated Schools budget for 2016-17 has been set by the Interim Director of Children Services under her delegated powers, within the provisional funding envelope of £163.550m;
- 2.8 That the proposed budget includes provision to pay all Council staff in line with or above the Government's National Living Wage, in accordance with the resolution at Council on 21<sup>st</sup> January 2016;
- 2.9 That in line with the requirements of the Local Government Act 2003, the Board Director, Resources, in his Section 151 capacity, confirms the robustness of the estimates underlying the recommended Budget and having reviewed the financial risks being faced by the Council concludes that the proposed level of General Reserves (£6m) is adequate in the context of the earmarked reserves held, specific contingencies and the proposed general contingency of £0.5m.

In respect of Children Centres, Cabinet is asked to:

- 2.10 Consider the responses set out in Appendix 11 of the consultation carried out on the proposals to changes to children's centre provision;
- 2.11 Note that there have been initial discussions with the providers of early years' education currently in the children's centre buildings and they would all be interested in providing additional early years' places and can also see the benefit of having protected space for parents of 0 – 5 year olds and health provision;
- 2.12 Endorse the approach set out in this report in relation to improving children's lives in those areas with the most vulnerable children and families through the development of a Family Service 0 – 18 delivered out of Penhill Sure Start Children's Centre building at an investment of £672k;
- 2.13 De-register children's centres at Penhill & Pinehurst, Drove, Moredon, Gorse Hill and Parks & Walcot East;
- 2.14 In response to the specific consultation issues, note the Council is committed to the on-going conversation with parents and carers and will be making funding available of £33k per annum for two years for staffing to facilitate parent groups for parents of 0 – 3 year olds. The staff will be working three-fifths of the time in Goddard Park (Parks and Walcot East), one-fifth in Drove (Central) and one-fifth in Swindon Academy (Pinehurst);
- 2.15 Authorise the Board Director Commissioning (DCS/DASS) to implement the proposals after giving notice to existing providers of three months from 1st April 2016;
- 2.16 Authorise the Director of Law and Democratic Services and Head of Property Assets, in consultation with the Cabinet Member for Children's Services and the Interim Directors of Children Services (DCS) and Adult Social Care (DASS), to

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agree terms and conditions on which any changes to lease arrangements would be made to protect the Council's interests and ensure continued use of children's centre buildings for services for children and families.

Cabinet is requested to:

- 2.17 Agree the 2015-16 virements set out in Appendix 5;
- 2.18 Endorse the Medium Term Financial Strategy set out in Appendix 9;
- 2.19 Agree that the efficiency statement included within Appendix 9 is shared with the Secretary of State alongside confirmation that the Borough Council will be accepting the four-year financial settlement for Swindon shared by the Government;
- 2.20 Agree that there are no changes to the proposed fees and charges set out in Appendix 1 to the report to Cabinet on 9th December 2015 but note that the HMRC is exploring the possibility of requiring councils to charge VAT on land charges "Con29 - Standard Enquiries relating to information pending or not disclosed on LLC1";
- 2.21 Agree the Specific Reserves held in support of the 2016-17 Revenue Budget set out in Appendix 7;
- 2.22 Agree that one-off funding of £2m is earmarked to support delivery of the 2016-17 Budget as set out in paragraph 16.1;
- 2.23 Endorse the previous decision to cease the business rates scheme under which small business rate discounts are doubled from 31<sup>st</sup> March 2016;
- 2.24 Authorise the Board Director Resources to balance any changes between the provisional Local Government Finance settlement and the final numbers expected to be released in mid-February by using the Corporate Contingency Fund of £0.5m, up to the value of £250k;
- 2.25 Recommend to Council the level of Special Expenses for 2016-17 shall be £1,770,000 and the areas of land and services that will be charged as special and general expenses set out in Appendix 10; and
- 2.26 Recommend to Council, subject to any changes resulting from the Government's announcement of the final Local Government Finance Settlement for 2016-17 that:-
  - 2.26.1 The 2016-17 Budget be set at £135.226m and the Budget Requirement for tax setting purposes be set at £133.632m, with the difference being the Adult Social Care precept;

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2.26.2 The Council Tax should be increased by 3.99%, made up from 1.99% for the basic amount of Council Tax and a specific Adult Social Care Precept representing a further 2%, and;

2.26.3 It be determined that the proposed increase in the basic amount of Council Tax for 2016-17 is not excessive in accordance with Schedule 5 of the Localism Act 2011 and therefore does not trigger the requirement for a referendum.

## 3. Detail

- 3.1 Central Government policy has had a specific focus on reducing the public sector deficit which has meant that Local Government (together with the public sector as a whole) is required to reduce its expenditure. The Chancellor of the Exchequer has recently confirmed his intention to continue with public sector Government funding reductions as part of an overall deficit reduction strategy.
- 3.2 Within this context, it will be necessary for the Council to continue to drive significant savings from its services and set aside any resources delivered in advance of future year grant reductions to help achieve the annual budget challenges in future years. Members are reminded that, prior to the 2016-17 Budget round, £100m of savings have already been implemented during the last seven years, over 500 post deletions have been identified during the last four years and management capacity was reduced by nearly £1m during the period 2006 to 2013.
- 3.3 As part of its on-going strategy to remain financially sustainable, officers operate an on-going cycle of savings identification. Recognising the sustained nature of the challenging financial position, the Council needs to use its one-off reserves to fund the implementation of significant transformation programmes rather than relying on them to fund on-going expenditure, where possible.
- 3.4 The Council's Medium Term Financial Strategy and Efficiency Statement are set out in Appendix 9. This sets out the strategic approach adopted to develop budget proposals within the national and local financial and economic context, which Members are asked to endorse.

## 4. The Forecast Out-turn 2015-16

- 4.1 The starting position for the 2016-17 Budget is the current year's Budget for 2015-16. Table 1 below and appendices 1 and 2 set out the forecast position to 31st March 2016, which shows that the Council expects to be able to deliver the 2015-16 Budget without drawing on General Reserves. On that basis, no provision has been included in the Proposed Budget for 2016-17 to replenish Reserves as a result of projected drawings in-year.
- 4.2 As part of the continuous cycle of savings identification and implementation and the strategy adopted by Cabinet to implement savings as early as possible,

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officers have delivered a significant proportion of the 2016-17 Adult Social Care savings in-year. This has created some in-year funding capacity that can be redirected on funding costs incurred in year than were planned to be funded from reserves plus offset both older people and children social care cost pressures that emerged in year.

Table 1 – Forecast Out-turn 2015-16

Department	Budget 2015-16	Full-Year Projected Out-turn	Projected Variance	Movement since last report
	£'000	£'000	£'000	£'000
Chief Executive	3,246	2,970	(276)	(100)
Resources	19,639	19,487	(152)	(91)
Corporate	(14,011)	(15,136)	(1,125)	0
Commissioning	98,063	100,154	2,091	167
Service Delivery	29,803	29,318	(485)	(22)
<b>Total General Fund</b>	<b>136,740</b>	<b>136,793</b>	<b>53</b>	<b>(46)</b>

- 4.3 A number of budget virements have been proposed since the last meeting and Members are asked to approve the budget transfers set out in Appendix 5.

## 5. The 2016-17 Provisional Finance Settlement

- 5.1 On 17<sup>th</sup> December 2015, the Government published information to advise councils of the impact of the 2016-17 Provisional Local Government Finance Settlement which included a number of key changes compared to previous years.

### Four-Year Settlement

- 5.2 For the first time, the Government has set out clearly the level of funding it expects councils to have during the current parliamentary period up to 2019-20. This includes both Government funding and its expectation around locally-raised funding; making assumptions around both growth and Council Tax levels.
- 5.3 Having greater clarity around funding levels is certainly welcomed and will help the Council plan its services better in the coming years. One element of funding that is currently unclear though relates to specific grant funding. As well as the Government giving councils Revenue Support Grant (RSG), ring-fenced grants are also paid that have to be spent on specific services. Over the last few years the number and value of these specific grants has been reducing with an increasing number being rolled up into the RSG. However, a number of grants still exist, most notably the Public Health and Education Support Grants and, in total, Swindon receives £13.7m of cyclical specific grants in 2015-16. These fund services which have demands that are not directly influenced by their funding

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levels and our Medium Term Financial Plan assumes a reduction of £8m over the next four years. (In addition, there are a small number of specific reserves that relate directly to service levels and fluctuate from year to year).

- 5.4 To date, no information has been released by the Government on the expected future trends in this overall specific grant funding level, albeit some communication has been released suggesting a 25% reduction in Public Health funding and a significant withdrawal of parts of the Education Services Grant during the parliamentary period. Therefore a certain degree of uncertainty remains despite the four year settlement.

## Council Tax Levels

- 5.5 For the last five years, the Government has encouraged and incentivised councils to minimise Council Tax increases using a Council Tax Freeze Grant. From 2016-17 onwards, the Government is instead assuming that Councils will increase Council Tax to help offset the on-going reductions in Government Grant funding and to help manage new cost pressures, in particular in relation to Adult Social Care.
- 5.6 In relation to services generally, no Council Tax Freeze grant is available, the threshold by which Councils have to hold a referendum has been set at 2% (£5 for some District Councils) and the Government's modelling assumes that authorities will increase Council Tax by at least 1.75%. Feedback from Councils nationwide suggests that most are considering an increase just below the referendum threshold at 1.99% for their basic amount of Council Tax.
- 5.7 In response to feedback from councils and the Local Government Association, the Government has also given authorities responsible for Adult Social Care further flexibility to raise an Adult Social Care precept up to the value of a 2% Council Tax increase. The Government's four year spending power forecasts assume that councils will raise Council Tax by a further 2% and, again, feedback from councils nationally is that most are considering this.
- 5.8 An additional 2% Adult Social Care Precept Council Tax increase would generate an extra £1.594m in 2016-17 for Swindon, £6.492m over the next four years.

## Efficiency Statement

- 5.9 A new requirement is included asking Councils to confirm their acceptance of the four-year settlement on the basis that they share with the Secretary of State their individual plans to drive local savings as part of a Council-wide efficiency agenda.
- 5.10 At the time this report was published, it was unclear from the announcement what the implications were for councils either accepting or rejecting the offer and whether any alternative options were available. In addition, despite receiving greater clarity on major grant funding levels, there remained significant uncertainty around future specific grant funding.



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- 5.11 However, after seeking greater clarity over future funding levels for many years, it is recommended that the Council submits the Efficiency Statement set out in Appendix 9 and does accept the four year funding levels with the caveat that the information has been taken at face value and still contains significant levels of uncertainty and therefore the Council will not be held to this irrevocably.

## New Homes Bonus

- 5.12 The Draft Budget assumes that 100% of New Homes Bonus received by the Council from 2016-17 is spent supporting the on-going revenue budget. This was proposed based on forecast growth levels and resulting bonus levels in future years payable for six years from the point of occupation of the new dwellings.
- 5.13 A Government consultation document issued on 17<sup>th</sup> December 2015 proposes to reduce the level of national funding allocated for New Homes Bonuses by £800m and to reduce the period over which the grant is payable from six years to four or less years. In addition, the ability to withhold the grant from councils without a local plan is also being established.
- 5.14 The changes would reduce the level of bonus received by Swindon from £28.3m over the next four years to £23.0m, with the reductions falling in years three and four.

## Revenue Support Grant (RSG)

- 5.15 The Draft Budget assumed that Swindon would no longer receive RSG by 2020. The four year funding announcement suggests that around £4m will remain in 2019-20 which will broadly offset the reduction in New Homes Bonus referred to above. It is unclear whether further reductions will continue beyond the current parliamentary period or whether any further specific grants will be rolled into the RSG

## Better Care Fund (BCF)

- 5.16 At present, Swindon benefits from £4.8m of BCF passported from the Clinical Commissioning Group (CCG) to the Council towards the cost of Adult Social Care to help reduce costs within the hospital and our Medium Term Financial Strategy assumes this will continue and grow moderately negotiated through continued good working relationships between the two organisations. Over and above this, the Government has announced that it will re-target some of the money freed up from the New Homes Bonus into new BCF funding to be paid directly to Councils in 2018-19 and 2019-20. This could be up to £5m for Swindon but will be flexed based on the number of councils raising an Adult Social Care Precept.

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## Impact of the Provisional Settlement

- 5.17 At a national level, the Local Government Association has welcomed the increased flexibility given to Councils to raise new local funding.
- 5.18 The Medium Term Financial Strategy in Appendix 9 sets out in more detail the assumed future funding levels for Swindon but in overall terms, the announcement for Swindon was very much in line with previous predictions with the grant levels for 2016-17 being within £2k of local predictions. The Draft Budget assumed an overall change in funding of £10m in 2016-17 but wasn't explicit over the proportions across general and specific grants. Table 2 below summarises the provisional settlement and compares it to the assumptions in the Draft Budget considered by Cabinet on 9<sup>th</sup> December 2015.

Table 2 – Comparison of Provisional Settlement with Draft Budget Assumptions

	2016-17	2017-18	2018-19	2019-20	Total
<b>Actual</b>	£m	£m	£m	£m	£m
Revenue Support Grant	20.823	13.577	8.949	4.268	
New Homes Bonus	7.079	7.117	4.471	4.290	
	<b>27.902</b>	<b>20.694</b>	<b>13.42</b>	<b>8.558</b>	<b>70.574</b>
<b>MTRP Forecast</b>					
Revenue Support Grant	20.821	13.623	6.623	0	
New Homes Bonus	7.079	7.079	7.079	7.079	
	<b>27.9</b>	<b>20.702</b>	<b>13.702</b>	<b>7.079</b>	<b>69.383</b>
<b>Difference</b>	<b>0.002</b>	<b>-0.008</b>	<b>-0.282</b>	<b>1.479</b>	<b>1.191</b>

## Final Local Government Finance Settlement

- 5.19 In recent years, the final Local Government Finance settlement has been received in late January but the consultation document this year refers to a February announcement with an expectation that this is likely to be after the date of the Cabinet meeting. On that basis, it is proposed that authority is delegated to the Board Director Resources in consultation with the Cabinet Member for Finance, People and Performance to manage any differences in numbers between the provisional and final settlement from within the Council's £0.5m contingency fund, up to a value of £250k.

## **6. Council Tax 2016-17**

- 6.1 In line with Government expectations and the feedback from other Councils, it is proposed that the Council increases the basic amount of Council Tax by 1.99% (as opposed to 1.94% in the Draft Budget) and raises an adult social care precept of £1.594m resulting in a further 2% increase.

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- 6.2 If agreed, the total 3.99% increase will be broken down on the face of the Council Tax bill, in line with national guidance, to explain that 2% of the increase is specifically to respond to the rising demand for adult social care.
- 6.3 A 3.99% increase would increase the average bill by £45.73 per annum. Freezing bills during the last five years has saved the average Council Tax payer £342.27 with bills in 2015-16 being £115.57 lower than they would have been with annual increases just below the 2% referendum threshold.
- 6.4 PPS is required to share with the Council, as its shareholder, its Business Plan for the following financial year in January each year in order that the financial implications can be considered as part of the Council's Budget setting process.
- 6.5 Adoption of the PPS 2016/17 – 2019/20 Business Plan was postponed pending news regarding its Wroughton Solar Park project. As a result, it was agreed that the final drafting would be agreed at its January Board meeting on 28<sup>th</sup> January 2016.
- 6.6 As a result of this postponement, Cabinet Members have not yet had a chance to consider the detailed plan. However, the Wroughton Solar Park project is now progressing well and the key financial information is not expected to be significantly different to the plan adopted by Cabinet in February 2015 and therefore, no significant changes have been reflected in the proposed Budget for the Council for 2016-17. However, a cost pressure reflecting a fall in global recycling values has been included in the detailed appendices.

## **7. Feedback from Scrutiny Committee**

- 7.1 On 11th January 2016, the Scrutiny Committee considered a report on the 2016-17 Budget setting process and took the opportunity to better understand the strategic context and framing for the direction of travel of the organisation to deliver the Vision for Swindon over the next four years. The Committee debated a range of points and asked that the Cabinet be recommended to consider the following comments in relation to the Budget setting process 2016/17:
- a. That the new health demand change from acute to prevention to facilitate budget saving initiatives be investigated;
  - b. That Swindon's economic development, the Council's savings proposals and the identification of new forms of revenue streams be supported;
  - c. That highway projects already approved and committed through the Localities Fund by 31<sup>st</sup> March 2016 be ring-fenced;
  - d. That the Director of Law and Democratic Services include the review of the delegation of Locality Community Grants within the future review of the Scheme of Delegation to keep current funding in 2016.
- 7.2 As was reported at the Scrutiny Committee, the Council's has been driving changes to the way adult social care services are provided to help mitigate the demand for the service. As a result of this work, the detailed Budget proposals

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for 2016-17 include £4.5m of savings to care package costs that have been either avoided due to prevention work or reduced in cost due to putting in place more suitable forms of support.

- 7.3 In addition, in accordance with the recommendations of the Scrutiny Committee, the detailed Budget proposals assume that highway projects already approved and committed through the Localities Fund by 31<sup>st</sup> March 2016 will be ring-fenced and completed thereafter; and that the level of grants to be made available will be maintained at 2015-16 levels.

## 8. Consultation Feedback

The Council published details of all proposed service changes included within its Draft Budget on its website on the 18<sup>th</sup> December 2015 and also undertook targeted consultation on some specific proposals. The feedback from the consultation is set out in Appendix 11 of this report with the majority of feedback focused around the proposals affecting Children Centres, the provision of localised services such as libraries and the joint work with parish councils; and the proposed changes to the Voluntary Action Swindon contract. As stated in the Council's Consultation policy (Cabinet Minute 89, 2013/14 refers), "the Council recognises that consultation is one of a number of important factors in making its decisions e.g. a consultation is certainly not a referendum; and that the decisions made will not always be supported by all consultees".

### *Children Centres*

- 8.1 The rationale for decommissioning the children centres was set out clearly in the report to Cabinet on 9th December 2015 and the full consultation document produced to engage with stakeholders. Since that date, extensive consultation has been undertaken. The full consultation report and the full responses are available for inspection in the Members Room or on request from the report author and are summarised in Appendix 11.
- 8.2 The proposals comply with relevant duties under the Childcare Act 2006 and relevant associated guidance. Section 1 of the Childcare Act places a duty on Local Authorities to improve the well-being of children in their area and reduce inequalities between them. Section 3 places a duty on local Authorities to make arrangements to secure that early childhood services in their area are provided in an integrated manner in order to facilitate access and maximise the benefits of those services to young people and their parents.
- 8.3 The majority of the responses received to the consultation on the over-arching proposal to decommission the sites as registered children centres were negative and opposed the idea. A number of respondents expressed a willingness to volunteer although cited the need for adequate training and support to equip them to do this. Initial discussions have been held with the providers of early years' education currently in the children's centre buildings and they would all be interested in providing additional early years' places and can also see the benefit

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of having protected space for parents of 0 – 5 year olds and health provision. The Council is expecting a petition opposing the closure from parents and stakeholders in the Parks and Walcot area. In addition a proposal has been received from Goddard Community School to provide a Family Centre and also one from 4Children to provide a Family Support Service for a reduced budget. These have been considered however are not seen as viable given the Council's current budget position. Alongside the wider evidence included in the December report, it is therefore proposed that the Council continues with its proposal to decommission the centres.

- 8.4 In response to the specific consultation issues, Members are asked to note the Council is committed to the on-going conversation with parents and carers and are asked to make funding available of £33k per annum for two years for staffing to facilitate parent groups for parents of 0 – 3 year olds. The staff will be working three-fifths of the time in Goddard Park (Parks and Walcot East), one-fifth in Drove (Central) and one-fifth in Swindon Academy (Pinehurst). The expectation would be that within two years the parent groups would become established and become self-sustaining.

## *Going Local*

- 8.5 A number of groups responded to proposals affecting community assets, libraries and grounds and street cleaning services within the context of moving services closer to local people. The Council will be engaging with the groups responding to the consultation as well as wider stakeholders as part of the engagement planned around the consultation on the libraries strategy, work on wider community asset proposals and the Community Governance Review currently in progress to determine the number and shape of parish councils across the Borough. Feedback is welcomed and the Council is keen to engage to help develop the future shape of services with residents within the proposed reduced funding envelope.

## **9. The Proposed Budget 2016-17**

- 9.1 Since publication of the draft Budget in December 2015, the Council has consulted with a range of stakeholders and the key findings from that consultation is summarised in Appendix 11. The Council is also undertaking further consultation with the business community via a meeting with business representatives from Swindon, on behalf of non-domestic rate payers on 27<sup>th</sup> January 2016. The minutes of the meeting with Business Representatives will be circulated as Appendix 6 at the meeting.
- 9.2 No material changes to the Draft Budget are proposed as a result of feedback from the general consultation but further changes have been required to close the remaining gap between income and expenditure commitments and specific actions are recommended to respond to issues raised on the Children Centres

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consultation set out in Appendix 11. Members are asked to agree to these recommendations.

- 9.3 All proposals that have been added or amended since the Draft Budget was presented to Cabinet on 9<sup>th</sup> December 2015 are shown in Table 3 below and within an additional column in Appendix 4. Should any changes be required to any of the proposals in response to consultation feedback prior to implementation, these will be reported to Cabinet as part of the 2016-17 scheduled Budget Management reports. The figures in both Appendix 4 and Table 3 assume that the recommendations in reports earlier on the agenda are agreed by Cabinet.

Table 3 – Changes between the Draft and Final Proposed Budget 2016-17

	£'000
<b>Changes to assumptions and proposals in Draft Budget Report:-</b>	
Difference between total funding assumption and provisional settlement	(2)
Expected further reduction in Public Health Grant (not yet announced) ##	200
Further inflationary cost pressure	735
Further reduction in recycles income due to falling prices	200
Reduction in placements/agency Children and Families cost pressure	(100)
Increase in Budget reductions driven through a 2014-15 Out-turn versus 2015-16 Budget comparison.	(21)
Delete contingency for worse settlement as not required	(500)
Increase in change programme savings since Draft Budget	(274)
<b>New savings expected to be in place by 1<sup>st</sup> April 2016:-</b>	
Public Health savings to offset grant reduction above ##	(200)
Reductions in Supporting People contracts	(245)
Restructuring of Children Safeguarding Advisory service	(73)
Saving on Building Maintenance costs for the Children's Nursery	(13)
Home Office contribution to Child Sex Exploitation prevention work	(33)
Investment in growth in older people care packages by Health	(190)
Replacement of Adult Social Care funding of Localities Service with 2015-16 unspent ring-fenced funding	(65)
Reduction in Adult Social Care Voluntary Sector expenditure	(65)
Review of Business Support and Customer Services structures	(100)
Education efficiency savings across a number of budgets	(40)
Additional fuel savings on fleet due to falling oil prices	(45)
Additional income from planning, licencing and car park enforcement	(110)
Partnership opportunities to operate the Shopmobility service	(20)
<b>Further new savings to be targeted during 2016-17:-</b>	

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Targeting part-year savings from new Adult Social Care operating model and reduced care costs to be held centrally until new model in place	(500)
Review of future funding for bus services to be based on social need criteria - part year saving.	(100)
Review of community transport service whilst minimising impact on the service users – part-year saving	(100)
Joint working with Wiltshire Council to identify efficiencies in the cost of running the Wiltshire History Centre. SBC's contribution will reduce in 16/17. There will be no impact on the level of service currently provided	(23)
Canteen Subsidy Reduction - review operations to explore options to reduce the net running cost of the service.	(30)
Enforcement of Public Service Protection Order - penalty charge notice income generated as a result of behaviour change work in town centre	(127)
<b>Proposed Funding Changes:-</b>	
Increase in Basic Council Tax increase from 1.94% to 1.99%	(40)
Further increase in NNDR income	(247)
Further 2% Council Tax increase through Adult Social Care Precept	(1,594)
<b>Total changes between Draft and Final Proposed Budget</b>	<b>(3,722)</b>

## Public Health expenditure reductions will be matched to the reduction in the grant to be confirmed in February 2016.

<b>Total of Draft Budget Proposals (9<sup>th</sup> December 2015)</b>	<b>133,720</b>
Less Draft Budget funding gap closed above	(3,722)
Increased Council Tax income from increase above Draft Budget	1,634
Rolling of specific grants into Revenue Support Grant	1,777
Assumed growth in Business Rates moved as a funding source and increased by £247k	997
Allowance for other specific grant changes (to be confirmed)	820
<b>Final Proposed Budget 2016-17</b>	<b>135,226</b>
<b>Financed By:</b>	
~ Revenue Support Grant	20,823
~ Business Rates	30,305
~ Council Tax Income – basic amount of Council Tax	81,292
~ Council Tax Income – Adult Social Care precept	1,594
~ Collection Fund Surplus – Council Tax	1,462
~ Collection Fund Deficit – Business Rates	(250)
<b>Final Proposed Budget 2016-17</b>	<b>135,226</b>
Less Adult Social Care Precept	(1,594)
<b>Budget Requirement for Basic Tax Setting Purposes</b>	<b>133,632</b>

### **Business Rates Discounts 2016-17**

Further information on the subject of this report can be obtained from Kirsty Cole on (01793) 464610 or Email [kcole@swindon.gov.uk](mailto:kcole@swindon.gov.uk)

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- 9.4 Following announcements made in the Chancellor's autumn statement, it should be noted that the national scheme under which Small Business Rate discounts are doubled will continue in 2016-17. However, the funding of the retail relief scheme, under which shops and restaurants were given an additional £1,500 annual rates discount ends in March 2016. If the Council wishes to continue its own local scheme, under the Business Rates finance retention scheme, it would have to fund 50% of any payments. This is not recommended at the current time, as it would cost approximately £350,000 to continue.

## **10. Relationship between Revenue and Capital Budgets**

- 10.1 The 2016-17 Revenue Budget includes a cost pressure of £0.5m to cover the estimated increase in debt charges to finance the capital programme being delivered during 2016-17 and any interest incurred on schemes starting in 2016-17. This is modelled on previous years' capital cash outflows, which tend to be in the order of around £60m per annum.
- 10.2 The 2016-17 Capital Programme is set out elsewhere on the agenda and any significant increase in the published programme will have an impact on the annual revenue budget of £0.85m per £10m of capital expenditure financed from corporate resources.

## **11. Members Allowances**

- 11.1 The Council agreed at its meeting on 23<sup>rd</sup> July 2015 (Minute 21 of the Council) to increase Councillors' Basic and Special Responsibility Allowances by an amount equivalent to the percentage increase in pay awarded to local authority staff nationally in the 2015/16 Pay Round and that this be on the basis of the percentage of the increase in the Council's pay to meet the cost. The 2016-17 Budget allows for a 1% uplift in staff pay and therefore Councillors' allowances. (A 1% uplift in Members Allowances costs £6,700). Appendix 8 shows the indicative levels of allowances for 2016-17.

## **12. Special Expenses (charges for services provided in the non-parished area)**

- 12.1 As part of the Borough of Swindon is parished and part unparished, the Borough Council is responsible for providing some services to a proportion of its residents that parishes provide elsewhere within the Borough. In order that the cost of these local services are only charged to residents in the non-parished area (to avoid residents living within parishes paying for the same services twice) a special calculation has to be made as part of the annual Council Tax setting process.
- 12.2 The costs of "parish-type" services provided by the Borough Council in the non-parished area are called special expenses. In recent years, whilst Council Tax levels have been frozen, there has been little change to the services charged as special expenses and the charge per Band D household has been £27.81.



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- 12.3 One of the change programmes delivering savings in 2016-17 involves transferring services from the Borough Council to parish councils. As the level of service provision undertaken by parish councils increases, the range of services that the Borough Council provides to residents living in the non-parished part of the Borough only increases.
- 12.4 The service transfers to parish councils in 2016-17 are focused mainly around grounds maintenance and street cleaning services. The proportion of the Borough Council's Budget chargeable as special expenses has therefore increased between 2015-16 and 2016-17 for these two services. Previously, street cleaning services were viewed as a benefit to all households but now some aspects of the service is provided by parish councils.
- 12.5 A breakdown of the sum to be charged as special expenses is summarised below with full details set out in Appendix 10. Members are asked to approve the value of £45.80 for 2016-17 in order that this figure can be included in the Council Tax calculations to be presented to Council on 23<sup>rd</sup> February 2015. This compares to the average parish precept of £65 in 2015-16 which is expected to increase to around £75 in 2016-17.

Table 4 –Level of Special Expenses and Council Tax impact 2015-16 to 2016-17

	2015-16	2016-17	Change
<u>Special Expenses (tax base 38,643.2)</u>			
Total value of Special Expenses	£1,041,229	£1,770,000	70.0%
Divided by tax base for the non-parished area	37,440.8	69,545.80	85.7%
Charge per Band D Household	£27.81	£45.80	64.7%
<u>General Expenses (tax base 69,545.8)</u>			
General Expenses assuming no other change	£1,130.70	£1,120.64	-0.9%
General Expenses with a 3.99% uplift in Council Tax	£1,130.70	£1,166.37	3.2%

- 12.6 The effect of a £17.99 increase in the charge payable per household for special expensive will result in a reduction in the charge for General Expenses, which are charged to every household. Ignoring the proposed Borough-wide Council Tax increases, the reduction in the general expenses charge equates to £10.06 per household on average which is very similar to the expected average increase in parish precepts as a result of the service transfers. This means that in the parished areas, on an average basis, households will be paying the Borough Council around £10 less and their parish council £10 more and therefore the charge for grounds and street cleaning services overall is broadly unchanged.
- 12.7 As present, most of the grounds and street cleaning costs are spread across all households as part of the general expenses charge. However, the scale of investment in more urban areas is greater than in rural areas and therefore the proportion now being paid for residents just in the non-parished area is greater

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than the proportionate number of households. This has resulted in the charge per household increasing by £17.99 in comparison to the £10 changes referred to above. A comparison of the service costs proposed to be charged as Special Expenses in 2015-16 and 2016-17 is set out below.

Table 5 - Special Expenses 2015-16 and 2016-17

	2015-16	2016-17	Change
	£	£	£
Allotments	49,440	45,000	(4,440)
Bus Shelters	17,510	8,000	(9,510)
Community Centres	178,279	83,000	(95,279)
Open Spaces/Recreation	740,000	717,000	(23,000)
Dog Bins	56,000	56,000	0
Street Cleaning	0	861,000	861,000
	<b>1,041,229</b>	<b>1,770,000</b>	<b>730,771</b>

- 12.8 During 2016-17, the Council is undertaking a community governance review that may result in changes to parish boundaries and/or the establishment of new parish councils. Should the Council reach a position whereby the whole Borough becomes parished in future, a special expenses calculation is unlikely to be required as all households would be charged for the same services.

## 13. Council Motion: National Living Wage

- 13.1 On 21<sup>st</sup> January 2016, Council resolved:

“This Council welcomes the government’s announcement of a National Living Wage. This Council supports the Government in adopting this principle. This Council requests the Cabinet Member for Finance, People and Performance to bring a report to Cabinet on how the Council would include paying its staff the National Living Wage as part of the Council’s 2016-17 budget.”

- 13.2 The Proposed Budget assumes an increase in salaries in line with the latest employer’s offer based around a 1% rise plus a weighted increase for lower-paid staff. All staff will be paid at or above the Government’s National Living Wage in 2016-17 and Members are asked to note that this Council Motion was adopted and has been reflected in the Final Proposed Budget to Council.

## 14. Contingencies and Risk

- 14.1 Each of the savings proposals put forward as part of the Budget setting cycle has been individually risk assessed and the levels of contingency built into the proposed Budget for 2016-17, and alongside the level of general and earmarked reserves, reflect the overall potential risk associated with delivering the Budget proposals. The corporate contingency fund has been set at £0.5m and the specific reserves held to support the budget are set out in Appendix 7. In light of

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these, the Board Director Resources, as part of his Section 151 responsibilities, is content that the 2016-17 Budget as proposed, including the specific reserves and general contingency is deliverable.

## 15. One-Off Resources Commitments

- 15.1 The Council has a specific reserve to fund severance costs and a number of proposals have impacts on staff that will be met from this fund. Over and above that, it is proposed that £2m of one-off resources are earmarked to enable delivery of the 2016-17 Budget with an expectation that pump-priming and transitional funding may be required for the following proposals:-

- Transfer of services to parish councils
- Community and Culture Assets Review
- ICT and Adult Social Care new operating models
- Children Centres

## 16. Fees and Charges

- 16.1 No changes are proposed to the fees and charges proposed to Cabinet on 9th December 2015 and therefore the charges for 2016-17 that have been increased by more than 3% remain unchanged from the Draft Budget. Members are asked to note that the HMRC is currently considering the introduction of a mandatory VAT levy of 20% on land charges “Con29 - Standard Enquiries relating to information pending or not disclosed on LLC1”.

## 17. General Reserves

- 17.1 The Comprehensive Performance Assessment ‘rule of thumb’ introduced for 2003-04 suggested that a level equivalent to not less than 5% of net revenue expenditure excluding School budgets should be considered, unless there is a formal risk assessment, which would justify a lower level. This implies a level of around £7m for Swindon. However, despite the significant level of savings identified since 2006-07, the Council has not overspent and is on track to deliver the Budget in the current year despite the challenging financial climate. Protection against budget risks is also provided through earmarked reserves and contingencies and benchmarking suggests that Swindon is holding higher levels of reserves than other Councils of a similar size and complexity. In this context, it is recommended that the level of General Reserves the Council holds is maintained at £6m.

## 18. Schools’ Budgets 2016-17

- 18.1 The provisional Dedicated Schools Grant (DSG) for 2016-17 is £163.550m, the majority of which is passported directly to schools. The Local Authority prepared its budgets based on existing spend, inflation and known increases in demand

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and this identified a spending requirement of £164.790m, leaving a gap of £1.240m.

- 18.2 The LA consulted with Schools Forum on how this funding gap could be met which involved exploring a range of options, The options had different funding implications for individual schools and after long debate, the Schools Forum were unable to agree on a proposed way forward.
- 18.3 The LA has to set a balanced budget and, in circumstances when Schools Forum is unable to agree, the LA's Director of Children Services (DCS) is authorised to agree the DSG Budget. Following consultation with the Cabinet Member for Children Services, the Council's Interim DCS has decided that an overall reduction of all mainstream school funding factors of 1.508% is to be implemented to balance the overall DSG budget. Full details of the decision making process were set out in a Cabinet Member Briefing Note which is available in the Members Room.
- 18.4 Cabinet is asked to note that the Interim DCS has used her delegated powers (paragraph 99 of the Council's scheme of delegations) to advise the Education Funding Agency of Swindon's decisions on funding for all schools within the Local Authority (LA) area for 2016-17.

## 19. Alternative Options

- 19.1 The full range of options is set out in the body of the report.

## 20. Implications, Diversity Impact Assessment and Risk Management

### Financial and Procurement Implications

- 20.1 Where there are financial implications these have been reflected in the body of the report and in the appendices.

### Legal and Human Rights Implications

- 20.2 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

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

- 20.3 There are no such direct implications.

### Diversity Impact Assessment

- 20.4 A Diversity Impact Assessment (DIA) has been produced for each of the savings proposals that could affect minority groups and these are available for inspection.

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## **21. Consultees**

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

## **22. Background Papers**

- 22.1 None

## **23. Appendices**

- 23.1 Appendix 1: Forecast Out-turn by Directorate and by Service Type 2015-16  
23.2 Appendix 2: Summary of Proposed Budget By Group 2016-17  
23.3 Appendix 3: Summary Budget Proposals By Directorate 2016-17  
23.4 Appendix 4: Detailed Budget Proposals 2016-17 By Group  
23.5 Appendix 5: Virements 2015-16  
23.6 Appendix 6: Minutes of the Ratepayers meeting on 28th January 2015 (to follow)  
23.7 Appendix 7: Reserves Policy and Specific Reserves held to support the 2016-17 Budget  
23.8 Appendix 8: 2016-17 Members Allowances  
23.9 Appendix 9: Medium Term Financial Strategy Update and Efficiency Statement 2016 - 2020  
23.10 Appendix 10: Special Expenses 2016-17  
23.11 Appendix 11: Consultation Feedback

## **24. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 24.1 The Council's Budget will be determined by the full Council on 22nd February 2016. This is therefore not a key decision for the Cabinet at this meeting. It is included in the Cabinet Work Programme and Forward Plan for February 2016

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Fund	Tier 2 Function	Heads of Service	Budget 2015/16 £'000	Full-Year Projected Out-turn £'000	Projected Variance £'000	Movement since last report £'000	Commentary on Reasons for Movement in Variance
<b>General Fund</b>	Internal Audit	Nick Hobbs	399	374	(25)	(25)	Restructure and reduced hours
	Law & Democratic Services	Stephen Taylor	3,714	3,522	(192)	(51)	Further underspend reflects the overall net position on benefits subsidy, court cost income and one-off funding.
	Localities	Patrick Weir	779	779	0	1	
	Economy & Regeneration	Paddy Bradley	(1,646)	(1,705)	(59)	(25)	Savings arising from new management arrangements for the big screen
			<b>3,246</b>	<b>2,970</b>	<b>(276)</b>	<b>(100)</b>	
	Finance & Change	Kirsty Cole	4,811	4,794	(17)	(16)	Vacancy savings
	Corporate	Kirsty Cole	(14,011)	(15,136)	(1,125)	0	
	IT	Glyn Peach	5,678	5,678	0	0	
	Performance, People & Engagement	Sam Mowbray	1,866	1,846	(20)	(20)	Reduction in estimate of outstanding Print Room costs for prior year.
	Business Services & Support	Karen McMahon	7,284	7,169	(115)	(55)	Further vacancy savings and underspends on other office expenses.
			<b>5,628</b>	<b>4,351</b>	<b>(1,277)</b>	<b>(91)</b>	
	Management	John Gilbert	576	576	0	0	
	Children & Adults	Sue Wald	63,338	62,895	(443)	104	Cost pressure on care packages and additional investment in care management to support the delivery of the Adult Change Programme.
	Skills & Attainment	Paddy Bradley	2,212	2,154	(58)	(53)	Additional income received plus vacancy savings offsetting pressures in recruitment, materials/design and printing costs.
<b>General Fund Total</b>	Public Health	Cherry Jones	10,575	10,523	(52)	12	Revision to vacancy savings.
	Children, Families and Community Health Services	Karen Reeve	20,932	23,635	2,703	89	Increase in placement costs and legal fees.
	Housing Services	Mike Ash	430	371	(59)	15	Increased costs for Bed and Breakfast accommodation.
			<b>98,063</b>	<b>100,154</b>	<b>2,091</b>	<b>167</b>	
	Streetsmart	Leon Barrett	14,616	14,918	302	55	One-off additional vehicle costs identified within the Streetsmart service area.
	Infrastructure Assets excluding HRA	Sue Mendham	11,353	10,418	(935)	(158)	Improved income forecasts for car parking, enforcement and external security contracts.
	Planning & Regulatory	Richard Bell	3,834	3,982	148	81	Additional projected overspends across Steam and Lydiard House and Park which will continue to be closely monitored.
			<b>29,803</b>	<b>29,318</b>	<b>(485)</b>	<b>(22)</b>	
	<b>General Fund Total</b>		<b>136,740</b>	<b>136,793</b>	<b>53</b>	<b>(46)</b>	
<b>Health</b>	Other Adults	Sue Wald	20,738	20,579	(159)	0	Demand for Funded Nursing Care remains below budget.

Fund	Tier 2 Function	Heads of Service	Budget 2015/16 £'000	Full-Year Projected Out-turn £'000	Projected Variance £'000	Movement since last report £'000	Commentary on Reasons for Movement in Variance
	Mental Health Children & Families		16,718 3,627	16,718 3,518	0 (109)	0 (148)	The number of child placements assessed to require health support has fallen. Net savings to be returned to Swindon Clinical Commissioning Group.
	Swindon CCG funding		(41,083)	(40,815)	268	148	
	Children's Health Delivery Services - CCG Funded	Karen Reeve	1,406	1,406	0	0	
	Funding from CCG	Karen Reeve	(1,406)	(1,406)	0	0	
<b>Health Total</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>Dedicated Schools Grant</b>	DSG Skills and Attainment	Paddy Bradley	82,453	81,578	(875)	(42)	Underspend on external placements due to changes in placement costs and ending of two placements; further savings due to the Education Funding Agency (EFA) reducing the recoupment expected in 15-16 to fund academies. These savings are mitigating an increase in expenditure for Early Years due to increased participation for 3&4 year olds.
<b>Dedicated Schools Grant</b>	DSG Skills and Attainment	Paddy Bradley	(82,453)	(80,819)	1,634	(57)	Additional DSG funding expected for Early Years block due to increased participation for 3&4 year olds.
<b>Dedicated Schools Grant Total</b>			<b>0</b>	<b>759</b>	<b>759</b>	<b>(99)</b>	
<b>Housing Revenue Account</b>	Supervision & Management	Mike Ash	(37,487)	(37,915)	(428)	(39)	Additional staff savings relating to the Estate Management team. Staff saving across Resettlement team and Sheltered Housing schemes. Minor variances.
	Special Services	Mike Ash	90	(146)	(236)	(32)	
	Repairs	Sue Mendham	10,536	10,091	(445)	(10)	
	HRA Capital Financing	Mike Ash	26,861	27,031	170	0	
<b>Housing Revenue Account Total</b>			<b>0</b>	<b>(939)</b>	<b>(939)</b>	<b>(81)</b>	
<b>Grand Total</b>			<b>136,740</b>	<b>136,613</b>	<b>(127)</b>	<b>(226)</b>	



# Summary of Proposed Budget By Group 2016-17

Appendix 2

	Chief Executive's £'000	Resources £'000	Commissioning £'000	Service Delivery £'000	Total £'000
<b>2015-16 Budget</b>	<b>5,112</b>	<b>3,763</b>	<b>98,063</b>	<b>29,802</b>	<b>136,740</b>
<b>Reversal of One Off funding</b>	<b>(56)</b>	<b>205</b>	<b>(100)</b>	<b>(49)</b>	<b>0</b>
<b>2015-16 Base Budget</b>	<b>5,056</b>	<b>3,968</b>	<b>97,963</b>	<b>29,753</b>	<b>136,740</b>
Changes in Funding (outside Formula Grant)	93	431	(216)	0	308
Inflation	74	2,071	1,315	435	3,895
Other Cost Pressures	45	2,783	5,005	770	8,603
Savings not directly impacting front-line services	(290)	(1,879)	(1,046)	(755)	(3,970)
Transformational and Service Changes	(150)	(611)	(6,236)	(1,597)	(8,594)
New Income	(393)	(50)	(153)	(1,160)	(1,756)
<b>Net Changes set out in Appendix 4</b>	<b>(621)</b>	<b>2,745</b>	<b>(1,331)</b>	<b>(2,307)</b>	<b>(1,514)</b>
<b>2016-17 Budget</b>	<b>4,435</b>	<b>6,713</b>	<b>96,632</b>	<b>27,446</b>	<b>135,226</b>

Summary of Proposed Budget for 2016-17 by Function (Department)

Appendix 3

	Budget 2015-16  £'000	Reverse One-offs  £'000	Base Budget 2015-16  £'000	Funding Changes  £'000	<-----Inflation----->			Other Costs  £'000	<-----Savings & New Income----->				Draft Budget for 2016-17  £'000
					Inflation - Pay	Inflation - Contracts	Inflation - Income		Other Savings	Front Office Transform- ation	New Income	Service Changes	
					£'000	£'000	£'000		£'000	£'000	£'000	£'000	
<b>PP001 - Chief Executive</b>													
PF110 - Internal Audit	399		399	0	4	0	0	0	(30)	0	0	0	373
PF310 - Law & Democratic Services	3,714		3,714	93	42	49	(66)	45	(102)	0	(133)	0	3,642
PF400 - Localities	779		779	0	10	2	(2)	0	0	0	0	(150)	639
PF410 - People, Performance and Engagement	1,866	(56)	1,810	0	16	1	0	0	(108)	0	0	0	1,719
PF430 - Economy & Regeneration	(1,646)		(1,646)	0	5	24	(11)	0	(50)	0	(260)	0	(1,938)
<b>Total for Chief Executive</b>	<b>5,112</b>	<b>(56)</b>	<b>5,056</b>	<b>93</b>	<b>77</b>	<b>76</b>	<b>(79)</b>	<b>45</b>	<b>(290)</b>	<b>0</b>	<b>(393)</b>	<b>(150)</b>	<b>4,435</b>
<b>PP002 - Resources</b>													
PF200 - Finance & Change	4,811	(156)	4,655	0	38	89	(3)	0	(150)	0	(50)	0	4,579
PF240 - Corporate	(24,658)	424	(24,234)	431	1,155	624	0	2,064	(577)	(600)	0	(11)	(21,148)
PF240 - Corporate Contingency	507		507	0	0	0	0	0	0	0	0	0	507
PF240 - Debt Charges	10,140		10,140	0	0	0	0	500	0	0	0	0	10,640
PF250 - IT	5,678	(32)	5,646	0	6	79	0	0	(700)	0	0	0	5,031
PF660 - Business Services & Support	7,285	(31)	7,254	0	80	9	(6)	219	(452)	0	0	0	7,104
<b>Total for Resources</b>	<b>3,763</b>	<b>205</b>	<b>3,968</b>	<b>431</b>	<b>1,279</b>	<b>801</b>	<b>(9)</b>	<b>2,783</b>	<b>(1,879)</b>	<b>(600)</b>	<b>(50)</b>	<b>(11)</b>	<b>6,713</b>
<b>PP005 - Commissioning</b>													
PF500 - Management	576		576	0	6	0	0	0	0	0	0	0	582
PF510 - Children & Adults	63,338		63,338	0	39	985	(178)	2,900	(200)	(5,098)	(33)	(646)	61,107
PF520 - Skills & Attainment	2,212		2,212	(50)	39	17	(2)	0	(139)	0	0	(30)	2,047
PF540 - Public Health	10,575		10,575	0	22	54	(3)	0	(494)	0	0	(314)	9,840
PF600 - Children, Families and Community Health Services	20,932	(100)	20,832	0	154	187	(13)	2,105	(213)	(75)	(120)	(73)	22,784
PF630 - Housing Services	430		430	(166)	10	5	(7)	0	0	0	0	0	272
<b>Total for Commissioning</b>	<b>98,063</b>	<b>(100)</b>	<b>97,963</b>	<b>(216)</b>	<b>270</b>	<b>1,248</b>	<b>(203)</b>	<b>5,005</b>	<b>(1,046)</b>	<b>(5,173)</b>	<b>(153)</b>	<b>(1,063)</b>	<b>96,632</b>
<b>PP006 - Service Delivery</b>													
PF610 - Streetsmart	14,616		14,616	0	67	98	(11)	400	(267)	(272)	(175)	(170)	14,286
PF640 - Infrastructure Assets Excluding HRA	11,353	(49)	11,304	0	91	319	(95)	320	(465)	(335)	(550)	(320)	10,269
PF650 - Planning & Regulatory	3,833		3,833	0	54	36	(124)	50	(23)	(500)	(435)	0	2,891
<b>Total for Service Delivery</b>	<b>29,802</b>	<b>(49)</b>	<b>29,753</b>	<b>0</b>	<b>212</b>	<b>453</b>	<b>(230)</b>	<b>770</b>	<b>(755)</b>	<b>(1,107)</b>	<b>(1,160)</b>	<b>(490)</b>	<b>27,446</b>
<b>Total for General Fund</b>	<b>136,740</b>	<b>0</b>	<b>136,740</b>	<b>308</b>	<b>1,838</b>	<b>2,578</b>	<b>(521)</b>	<b>8,603</b>	<b>(3,970)</b>	<b>(6,880)</b>	<b>(1,756)</b>	<b>(1,714)</b>	<b>135,226</b>

# 2016-17 Budget - Detailed Proposals

Appendix 4

## Service Area - Funding

	Change Proposed in December 2015 £'000	Change Proposed in February 2016 £'000	Total Changes Proposed for 2016-17 £'000	Post Deletions 2016-17 (FTEs)	
Proposal				Filled	Vacant
<b>Cost Pressures (positive numbers)</b>					
Council Tax Freeze Grant rolled into Revenue Support Grant	0	861	861		
Care Act Grant rolled into Revenue Support Grant	0	916	916		
Public Health indicative grant reduction	0	774	774		
Education Services grant reduction	0	83	83		
Housing Benefit Admin grant reduction	0	93	93		
<b>Additional Income (negative numbers)</b>					
New Homes Bonus - use of 100% of on-going grant to fund base budget	(2,000)	68	(1,932)		
Home-line - removal of General Fund subsidy for control room staffing	(166)		(166)		
Housing Revenue Account (HRA) central support charges - review of cost drivers	(271)		(271)		
Outset Swindon - removal of £20k General Fund budget as being absorbed within existing team, plus inclusion of £30k HRA funding	(50)		(50)		
<b>Total</b>	<b>(3,237)</b>	<b>3,545</b>	<b>308</b>	<b>0.0</b>	<b>0.0</b>

Service Area - Delivery

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
<b><u>Cost Pressures (positive numbers)</u></b>					
Additional waste disposal costs related to the anticipated increase in the number of properties within the Borough in 2016/17	100		100		
Reduction in income generated from recyclates during 2015/16 is expected to continue based on the current market trends.	100	200	300		
Additional net operating costs within the Heritage service area relating to current year shortfalls in income budgets and expenditure budget pressures which are expected to continue into 2016/17.	50		50		
Additional traffic management staff to minimise queuing time for residents during peak periods of activity at the Waterside facility between 1st April and 31st October each year	120		120		
Reduction in the level of recharges from the highways operations team to capital scheme budgets in line with the work programme expected for 2016/17.	200		200		
<b>Culture &amp; Communities Change Programme - see separate page for Change Programme detail</b>	<b>(750)</b>	<b>(150)</b>	<b>(900)</b>		
<b><u>Other Savings (negative numbers)</u></b>					

## Service Area - Delivery

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Fuel savings based on current usage and forecasts in 2015/16 for the existing vehicle fleet due to falling oil prices.	(70)	(45)	(115)		
Bus lane enforcement income. Current levels of income are in excess of the existing budget and it is proposed to roll out similar approaches in other areas of the Town. Any surpluses contribute to the costs of maintaining and improving the highway.	(500)		(500)		
Target opportunities within the Home to School Transport service area for alternative service provision such as independent travel training and personalised travel budgets as well as efficiencies from tendering exercises.	(200)		(200)		
Reduction in expenditure budget aligned to a more targeted approach to road safety campaign programmes	(100)		(100)		
Income arising from the enforcement of the Public Spaces Protection Order introduced in November 2015 with a particular focus on environmental offences such as anti-social behaviour, littering, graffiti/petty vandalism and dog fouling.	0	(127)	(127)		
An increase in planning income, net of additional resources required to meet the increase in planning application numbers and associated planning service workstreams.	(100)	(50)	(150)		
Further opportunities to generate income from licensing activities.	0	(10)	(10)		

Service Area - Delivery

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Explore partnership opportunities to operate the Shopmobility service	0	(20)	(20)		
Additional car parking income from Penalty charge notices due to increased enforcement activities.	0	(50)	(50)		
Future funding for bus services to be based on social need criteria - part year saving.	0	(100)	(100)		
Review of community transport service provision in order to achieve value for money whilst minimising impact on the service users.	0	(100)	(100)		
Joint working with Wiltshire Council to identify efficiencies in the cost of running the Wiltshire History Centre. SBC's contribution will reduce in 16/17. There will be no impact on the level of service currently provided	0	(23)	(23)		
Canteen Subsidy Reduction - review operations to explore options to reduce the net running cost of the service.		(30)	(30)		
<b>Total</b>	<b>(1,150)</b>	<b>(505)</b>	<b>(1,655)</b>	<b>0.0</b>	<b>0.0</b>

**Service Area - Vulnerable People**

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
<b>Cost Pressures (positive numbers)</b>					
Adults - Learning Disability Care Packages - increased demand through number of young adults	1,300		1,300		
Adults - Older People Care Packages - increased demand through growth in population, clients living longer and more complex health needs.	1,700	(100)	1,600		
Children and Families Placements - Increase in complex needs of clients and increasing prices through national demand for placements.	1,500	(100)	1,400		
Children and Families - Agency Staff to cover vacant social care posts	530		530		
Upgrade of SWIFT ICT platform to Cloud in accordance with SBC ICT strategy	140		140		
Children's sexual exploitation team net of funding from Police and Crime Commissioner.	139	(33)	106		
Children's Services - 4G cards to ensure efficiency of workforce and ability to achieve mobile working.	45		45		

**Service Area - Vulnerable People**

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Children's Services - closure of Children's Nursery due to significant building improvement costs required and resulting loss of operating surplus	37	(13)	24		
<b>Adult Social Care Change Programme - see separate page for Change Programme detail</b>	<b>(4,500)</b>	<b>0</b>	<b>(4,500)</b>		
<b>Other Savings (negative numbers)</b>					
Public Health - review of sexual health and substance misuse contracts	(380)	(20)	(400)		
Public Health - review of staffing structure and grades including reduction of intelligence officer posts from three to two by consolidating some work with duties within the Communications Team.	(94)		(94)		<b>1.0</b>
Public Health - reshaping of stop smoking services to ensure a targeted approach.	(100)	(135)	(235)		
Public Health - review of Public Health programmes	0	(45)	(45)		
Public Protection - service changes for pest control (previously agreed by Cabinet ) and staff restructure	(34)		(34)		<b>1.0</b>



Service Area - Vulnerable People

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Children and Families - additional income from traded services	(68)		(68)		
Children and Families - Troubled Families - additional 'payments by results' income achieved as a result of improved outcomes.	(100)		(100)		
Children and Families - workforce development efficiency savings and deletion of part time vacant post	(14)		(14)		0.4
Children and Families - Education Welfare Offices - additional penalty income based on previous years actual income received.	(20)		(20)		
Children and Families - Restructure of Early Help Management - part year savings from restructure completed in 15/16	(37)		(37)		
Children & Families - Efficiency saving on travel costs.	(14)		(14)		

## Service Area - Vulnerable People

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Children and Families - reduction in legal fees	(35)		(35)		
Children and Families - Reduction of two social work posts (currently agency) through implementation of Swindon Multi-Agency Safeguarding Hub (MASH). Reductions achieved from 1st Oct 2016.	(75)		(75)		2.0
Children and Families - Renegotiation of Children's early help contracts completed in 2015/16	(5)		(5)		
Children and Families - Efficiency in provision of disabled children's care packages	(40)		(40)		
Education - realignment of roles within Looked after Children's education team (LACEs)	(40)		(40)		1.0
Adults - renegotiation of Supporting People Contracts	(105)	(245)	(350)		
Adults - efficiency through effective commissioning of voluntary sector contracts.	(118)	(65)	(183)		
Adults - Saving on the contribution to Localities projects as this work is now funded via the transformation award and on-going funding will be dependent on success of the projects.	0	(65)	(65)		

## Service Area - Vulnerable People

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Adults - The current contract with Voluntary Action expires on 31/3/2016. The services include providing a volunteer centre service, support to small organisations, governance and funding support as well as representing the third sector. From 01/04/2016 Swindon Borough Council is proposing to offer Voluntary Action a one year contract with a reduced budget focusing on support to small organisation, funding and representation.	(46)		(46)		
Adults - Income from deferred payment scheme ( to cover costs incurred).	(33)		(33)		
Adult Social Care Transport Contracts - re-procurement of transport contracts. New contracts commenced on 1st September 2015.	(200)		(200)		
Children and Families - Children's Centres services to be insourced to Swindon Borough Council and targeted support provided to those service users who are most vulnerable.	(600)		(600)	27.0	
Children & Families – consultation on future funding options for Children's safeguarding advisors.	0	(73)	(73)	2.0	
Education – reduction in Early Years training budget that is used to provide training for early years providers, savings from Music Service, and a number of small savings across all other budget areas	0	(40)	(40)		
<b>Total</b>	<b>(1,267)</b>	<b>(934)</b>	<b>(2,201)</b>	<b>29.0</b>	<b>5.4</b>

## 2016-17 Budget - Detailed Proposals

Appendix 4 ctd

### Service Area - Corporate, Resources and Economy

Proposal	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
	£'000	£'000	£'000	Filled	Vacant
<b>Cost Pressures (positive numbers)</b>					
Pay Inflation (at 1%)	1,636	200	1,836		
Contract Inflation (at average of 1.5% but some specific areas are different)	2,360	535	2,895		
Income inflation (at 3%)	(430)	(90)	(520)		
Negative inflation on utilities as a result of falling prices in 2015	(316)		(316)		
Pensions - increase in contribution to fund deficit and impact of employer's contribution increase from 17.4% to 18.4%	1,000		1,000		
National Insurance Contributions (NIC) - cost pressure arising from employers NICs following legislative changes to replace the current state pension and state second pension with a single tier state pension. As a result the employers Class 1 NICs will increase by 3.4%.	1,064		1,064		
Debt Charges - cost of interest and debt repayment on investment through additions to the capital programme and reprofiling of debt from short to longer-term	500		500		
Reduction in Legal income due to loss of some externally funded work.	45		45		
HR & Payroll - loss of traded services income from schools	23		23		
<b>Change Programmes - See separate page for Change Programme detail:-</b>					
<b>Parishes Change Programme</b>	(300)	(72)	(372)		
<b>Waterside Change Programme</b>	(770)	(45)	(815)		
<b>People Change Programme</b>	(197)	(7)	(204)		
<b>ICT Change Programme</b>	(700)	0	(700)		
<b>Other Savings (negative numbers)</b>					
Budget reductions driven through a 2014-15 Out-turn versus 2015-16 Budget comparison. These savings cut across many service areas and do not impact service levels as the budgets are being realigned to actual expenditure levels.	(56)	(21)	(77)		

# 2016-17 Budget - Detailed Proposals

Appendix 4 ctd

## Service Area - Corporate, Resources and Economy

Proposal	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
	£'000	£'000	£'000	Filled	Vacant
Reduction in Finance staffing costs achieved through a review of work across the team enabling the deletion of 4 posts.	(150)		(150)		4.0
Additional income from the management of Deputyship accounts by the Finance team on behalf of vulnerable people (contributes towards the cost of running the service).	(50)		(50)		
Business Support - review of the Customer & Business Services structures - removal of one management post and the consolidation of business support roles serving the campus and operational services. Savings will come from modernising practices, realigning work where best delivered and from stopping some tasks that are not in service of the Councils vision.	(200)	(100)	(300)	3.0	11.0
Restructure in Internal Audit.	(30)		(30)	1.0	
Law and Democratic Services - minor restructures across the department.	(31)		(31)		1.0
Law and Democratic Services - back office savings such as printing and postage.	(21)		(21)		
Law and Democratic Services - additional Crematorium income.	(133)		(133)		
Discontinuation of Localities Streetsmart hours and new locally prioritised highways schemes alongside a review of the purpose and regularity of Locality meetings and the scale of grants administered by the team. Savings will materialise from a net reduction in the operating costs of the Localities function through the deletion of vacant posts, rationalisation of grants and roles, operational savings within Streetsmart and Highways plus the generation of new income to offset the costs of the function.	(150)		(150)	2.5	4.2
Capita Revenues and Benefits contract savings as a result of a reduction in benefits caseload volumes.	(50)		(50)		
Government grant reduction passported to parishes through a small reduction in the Council Tax Support grant paid to them.	(11)		(11)		
Revenue Repairs & Maintenance - reduction on annual allowance as existing budget not fully spent.	(50)		(50)		

**2016-17 Budget - Detailed Proposals**

Appendix 4 ctd

**Service Area - Corporate, Resources and Economy**

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
PFI contract review - renegotiation of the financing elements of the schools PFI contract to reduce the on-going cost to the Council and Schools.	(500)		(500)		
Transfer of the Big Screen in the town centre to a private operator to manage thereby removing the annual subsidy paid by the Council.	(45)		(45)		
Removal of funding to In Swindon for a support officer to manage the Big Screen.	(20)		(20)		
Reduction in Arts Grants agreed with individual organisations.	(10)		(10)		
Strategic Growth budget - miscellaneous savings	(14)		(14)		
Revenue surplus from Common Farm Solar Farm proposal	(70)		(70)		
Additional commercial rent from the buy out of Thamesdown Transport Depot	(190)		(190)		
Targeting savings from new Adult Social Care operating model and reduced care costs to be held centrally until new operating model in place with the savings met from other in-year proposals if not forthcoming until 2017-18.	0	(500)	(500)		
<b>Total</b>	<b>2,634</b>	<b>(600)</b>	<b>2,034</b>	<b>6.5</b>	<b>20.2</b>

**2016-17 Budget - Detailed Proposals**  
**Service Area - Change Programme Detail**

Appendix 4 ctd

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
<b>Change Programme Detail (negative numbers)</b>					
<b>People Change Programme</b>					
Reductions in support staff across Human Resources administration and Business Support as managers and employees move to self-serve in iTrent.	(135)	(7)	(142)	4.0	1.0
Reductions in costs of printing and postage related to payslips as employees will receive payslips electronically.	(10)		(10)		
Software licensing costs for new self serve modules in iTrent.	56		56		
New operating model for the provision of Learning and Development across the Council which will deliver improved outcomes for service areas as well as efficiency savings.	(108)		(108)		
	<b>(197)</b>	<b>(7)</b>	<b>(204)</b>		
<b>Adult Care Change Programme</b>					
Reshaping care package costs - Learning Disabilities working with parents, carers and service users in managing expectations. Older People - working with hospital & discharge teams to ensure appropriate levels of care to maintain independence as much as possible	(4,500)		(4,500)		
	<b>(4,500)</b>	<b>0</b>	<b>(4,500)</b>		
<b>Parishes Change Programme</b>					
Full-year impact of pilot service transfers that became effective from 1st April 2015 involving the transfer of services to Haydon Wick, Highworth, Nythe and Wroughton Town and Parish Councils.	(100)		(100)		
Further transfer of grounds and street cleaning services to existing parish councils with effect from 1st April 2016.	(200)	(72)	(272)		
	<b>(300)</b>	<b>(72)</b>	<b>(372)</b>		

**2016-17 Budget - Detailed Proposals**  
**Service Area - Change Programme Detail**

Appendix 4 ctd

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
<b>Waterside Change Programme</b>					
Stores and Purchasing – improved value for money on Waterside related purchasing and reduced material costs through more effective and compliant processes	(245)	95	(150)		
Fleet – Productivity improvement through use of better technology and more efficient processes	0	(20)	(20)		1.0
Streetsmart - a number of service changes within the grounds maintenance and street cleaning service areas; 1. Reduction in service standards within grounds maintenance; 2. Consult with bowls clubs to explore an agreed approach to remove the subsidy incurred by SBC relating to this work; 3. Stop purchasing bedding plants and roadside beds for the winter period; 4. Litter picking and bin emptying - maintain current standard on main routes but reduce standard elsewhere; 5. Public conveniences - remove dedicated resources from remaining sites; 6. Fly tipping – review dedicated resources and develop enforcement campaign; 7. Undertake a review of management structures within the service area where posts remain vacant.	(170)		(170)	6.5	(mainly agency)
Fleet - Reductions in number of repairs and cost of parts through the improvements in driving standards and newer fleet.	(40)		(40)		
Fleet - Better value for money related purchasing for tyres and parts	(20)		(20)		
Fleet - Reduced number of hire vehicles	(60)		(60)		
Waste service – work has been commissioned, using route optimisation software, to review the existing waste service. Efficiencies are anticipated to result in a saving of £140k.	0	(140)	(140)		
Highways - Street Lighting electricity cost reductions due to a review of updated energy efficient stock.	(100)		(100)		
Green waste service - a marketing campaign which will aim to increase the number of customers to 15,000 from the current level of 13,000.	(50)		(50)		



**2016-17 Budget - Detailed Proposals**  
**Service Area - Change Programme Detail**

Appendix 4 ctd

	Change Proposed in December 2015	Change Proposed in February 2016	Total Changes Proposed for 2016-17	Post Deletions 2016-17 (FTEs)	
Proposal	£'000	£'000	£'000	Filled	Vacant
Highways maintenance – investment in a specialist highway maintenance vehicle has created an efficiency in the resources required to deliver highway patching works.	(65)		(65)		3.0
	(770)	(45)	(815)		
<b>ICT Change Programme</b>	0				
Difference between 2015-16 and 2016-17 operational IT costs linked to the insourcing of services from Capita early in 2016	(700)		(700)		
	(700)	0	(700)		
<b>Culture &amp; Community Assets Change Programme</b>					
Net income from the introduction of car parking charges at Lydiard Park and House – consultation to be held around charging structure to meet this income target		(275)	(275)		
Further reduction in the overall subsidy for Lydiard House and Park as part of an objective for the facility to become sustainable without Council financial support		(100)	(100)		
Net income from the introduction of car parking charges at Coate Water country park – consultation to be held around charging structure to meet this income target		(125)	(125)		
Reviewing service delivery options and assets within local areas where services are provided in multiple locations. This review includes all services operated from local buildings including community assets and libraries as part of an over-arching strategy to make services more	(200)	(100)	(300)		
Complete the transfer of the Highworth Recreation Centre to be managed by an external operator for a sustainable future without a financial contribution from the Council. Decision to discontinue subsidy taken by Cabinet on 25th June 2014	(100)		(100)		
	(750)	(150)	(900)		
<b>Total</b>	<b>(7,217)</b>	<b>(274)</b>	<b>(7,491)</b>	<b>10.5</b>	<b>6.0</b>

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	Chief Executive	Resources & Corporate	Commissioning	Delivery	Contingency Fund	Total General Fund
	£'000	£'000	£'000	£'000	£'000	£'000
<b>Cabinet 09/12/2015</b>	<b>3,246</b>	<b>6,115</b>	<b>97,097</b>	<b>29,775</b>	<b>507</b>	<b>136,740</b>
<u>New Virements</u>						
Switch in funding for some Childrens Services to Public Health grant which is held corporately		(851)	851			
Transfer of posts between services		(143)	115	28		
<b>Cabinet 10/02/2016</b>	<b>3,246</b>	<b>5,121</b>	<b>98,063</b>	<b>29,803</b>	<b>507</b>	<b>136,740</b>

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## **BUDGET CONSULTATION - NATIONAL NON-DOMESTIC RATEPAYERS**

**WEDNESDAY, 27 JANUARY 2016**

PRESENT:- Councillors Russell Holland and David Renard

Representatives of the Business Community: Richard Lay (Lay Holdings) Sue Pycroft (Vox PR) Leigh Robinson (Swindon Chamber of Commerce) Kevin Williams (Brunel Centre) LPO Conway (RWEpower) James Phipps (Exaclibur)

### **2. 2016-2020 Direction of Travel Financial Context and Budget Proposals 2016/17**

Councillor Russell Holland, the Cabinet Member for Finance, People and Performance welcomed the invited representatives of local businesses to the meeting. He explained that the meeting was designed to inform local businesses of the Council's Budget proposals for 2016/17, due to be considered in detail by the Cabinet at its meeting on 10<sup>th</sup> February 2016, and to give representatives an opportunity to put questions on some of the issues to himself and David Renard, Leader of the Council,

It was noted that Under Section 65 of the Local Government Finance Act 1992 the Council had a duty to consult with representatives of Non-Domestic Ratepayers about its proposals for expenditure. The Council had set out to achieve this by way of (a) a Public Notice placed in the Swindon Evening Advertiser, (b) a similar notice and information being placed on the Council's website from 2<sup>nd</sup> December 2015, and (c) arrangements being made for this meeting to which representative from businesses had been invited.

Copies of the following reports considered by the Cabinet at its meeting on 9<sup>th</sup> December 2015, were included in the agenda pack for this meeting:

- Delivering The Vision – Growing Swindon's Economy
- 2016 – 2020 Direction of Travel, Financial Context and Budget Proposals 2016-17

Councillor Holland introduced the reports, expanding on the strategic context and framing for the direction of travel of the Council to deliver the Vision for Swindon over the next four years, and placing the specific proposals within the expected financial context, and the particular processes the Council had adopted to ensure it has a balanced budget for 2016-17 and a sustainable financial position moving forward. It was members' view that responsible financial management underpinned the Council's Vision priorities and pledges by ensuring best use is consistently made of all available resources as well as providing focus for its transformation work. Councillor Holland also provided a current budget position statement from the Cabinet Member for Finance, People and Performance, with particular regard to:

- The detail of the Local Government Finance Settlement for 2016-17
- Progress in relation to engagement and consultation with residents,

stakeholders and service users on the organisational strategic response approved by Cabinet at its meeting on 9 December 2015.

Following their introduction of the reports, Councillors Renard and Holland, supported by the Council's responded to questions put by the Council's Board Director Resources, responded to questions put by the representatives on the following issues:

- The economy promoting self-employers
- Lack of encouragement for small businesses to get started
- Resourcing Forward Swindon
- Making Swindon more attractive for decision-makers
- Making the Planning system more user-friendly
- The resourcing for the Business Support Officer post referred to in the report
- Business Rates
- Problems recruiting high calibre staff
- A central repository for information that could be given to businesses concerning Swindon
- Property options in Swindon Town Centre
- National Parking policies
- Measuring the success of Forward Swindon
- A forum for the scrutiny of Forward Swindon
- Private business representation on the Economic and Regeneration Board
- the Council's finances
- the filling of Council staffing posts

## Reserves Policy

Swindon is a very ambitious Council with plans to continue transforming services and improve the local area at a time when national austerity measures are putting the finances of local Councils under tremendous strain. The pace of change at the Council and the scale of savings being delivered bring with them risks in relation to the Council's capacity to deliver the planned stepped changes. These risks are both in relation to the complexity of some of the transformational changes required to deliver the ongoing budget savings and secondly in respect of the potential need for funds to pump-prime work on future changes. The Council is managing these risks using a number of means:

### Risk Assessment

Each of the savings proposals put forward as part of the Budget setting cycle has been individually risk assessed against a number of factors, namely:

- Impact on service
- Complexity of implementation
- Impact on equalities
- Contribution to strategic plans

### Contingencies

The Council has a base budget general contingency fund of £0.5m to support its 2016/17 Budget.

### Reserves

It is recommended that the minimum level of General Reserves the Council needs to hold to support the 2016/17 Budget is £6m. This is in the context of the Council delivering its services within Budget for the last six years.

Alongside the General Reserve, the Council is holding a number of specific reserves to support key risks and future commitments. These have been established following a thorough review of risks and needs.

By the start of 2016/17, the Council expects to be holding around £69m of reserves, of which £44m support the General Fund. By holding these reserves, the Council is accruing investment interest of around £175k per annum (assuming investment returns of around 0.4%). Should the Council decide to hold lower levels of reserves in future, for every £0.8m brought back into the revenue budget as a funding source to help balance the budget, the Council Tax increase for that financial year could be reduced by 1%. However, this would increase the level of risk within the annual budget and make future years' Budgets increasingly unsustainable. The Board Director Resources would therefore not recommend using a significant proportion of specific reserves to support the annual budget in this way.

The £69m expected to be held in 2016-17 is summarised below. Full details will be brought back to Cabinet early in the next Financial Year as normal for consideration and approval:

**General Fund (£44m)**

- **£6.4m** relates to ring-fenced sums to cash flow the major Wichelstowe (£2.8m) and PFI (£3.6m) projects. These reserves fluctuate depending on the yearly cash flows of each project and will be fully depleted by the end of each project's life (well before, in the case of Wichelstowe).
- **£10m** relates to infrastructure and regeneration funding, which has been sourced mainly from the Planning Delivery Grant and New Homes Bonus issued by the Government.
- **£17m** of cash flowing reserves to fund programmes of work to deliver future years' budgets. This includes funding for future year's savings implementation, such as £3m for severance costs, plus commitments already approved by Cabinet, such as the Recreation and Golf asset transfers (£2m), Business Rates Appeals Deficit (£2m), IT service reshaping funding (£2m) etc. This reserve funding has been created through the Council's on-going strategy to delivery future year's Budget savings early. Around £12m of funding is available to fund future programmes of work.
- **£10m** of service specific reserves set out below:

Insurance Fund	£4m	This fund is set at an industry standard level of covering twice the aggregate excess liability in any financial year. It was increased in 2013 to reflect the increased liabilities associated with bringing SCS back in-house and higher levels of self-funding which was offset by a significant reduction in premiums
Section 106 Administration	£0.5m	To fund the team delivering the projects funded from Section 106 receipts
Other	£5.5m	A number of smaller service-specific reserves often financed from external funding or earmarked for committed projects

**Other Funds (£25m)**

- **£6m** of Schools balances representing the combined total of all individual schools' rolled-forward balances (£5m) and the non-schools retained DSG reserve (£1m).
- **£12m** of HRA Balances representing both general (£2m) and specific reserves (£1m) that have deliberately been increased to fund regeneration work (£3m) in the next few years. The remainder is the main HRA balance.
- **£7m** for Thamesdown Transport Bus Companies liabilities; this is unusable for day-to-day costs.



**ALLOWANCES APPLYING TO ALL COUNCIL MEMBERS**

The Council agreed at its meeting on 23<sup>rd</sup> July 2015 (Minute 21 of the Council) to increase Councillors' Basic and Special Responsibility Allowances by an amount equivalent to the percentage increase in pay awarded to local authority staff nationally in the 2015-16 pay round.

**Basic Allowance\***

- (a) Basic Allowance is intended to recognise the time devoted by Councillors to their work, including approved duties, Council meetings and such inevitable calls on their time as meetings with Constituents, and incidental costs for which no other provision is available.
- (b) The Basic Allowance for each member will be £7,959 for 2016-17.

**ALLOWANCES APPLYING TO CERTAIN COUNCIL MEMBERS AND CO-OPTED NON-ELECTED MEMBERS****Special Responsibility Allowances\***

For each year a Special Responsibility Allowance shall be paid to those Councillors who hold special responsibilities in relation to the work of the Council. Only one Special Responsibility Allowance is payable. If a Councillor is appointed to more than one position where a Special Responsibility Allowance is payable, then the larger of the allowances will be paid. The Council has agreed that the following Special Responsibility Allowances will be payable in the 2016-17 Municipal Year.

<b>Type of Allowance</b>	<b>Allowance</b>
Leader of the Council	£20,308
Deputy Leader of the Council	£12,076
Cabinet Member	£10,154
Chair of Audit	£4,390
Chair of Overview	£3,842
Chair of Scrutiny and Leader of the Opposition	£10,154
Chair of Scrutiny <b>if not</b> Leader of the Opposition	£5,088
Chair of Planning	£6,586
Leader of the Opposition <b>if not</b> Chair of Scrutiny	£4,821
Leader of Minority Group	£1,646
Chair of Licensing	£4,390
Licensing Committee Members	£1,097
Chair of Standards	£4,390
Co-opted Standards Members / Independent Persons	£1,032
Chair of Joint Swindon and Wiltshire Police and Crime Panel if a Swindon Councillor	£5,087
Vice-Chair of Joint Swindon and Wiltshire Police and Crime Panel if a Swindon Councillor	£2,581

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## Medium Term Financial Strategy Update and Efficiency Statement 2016 - 2020

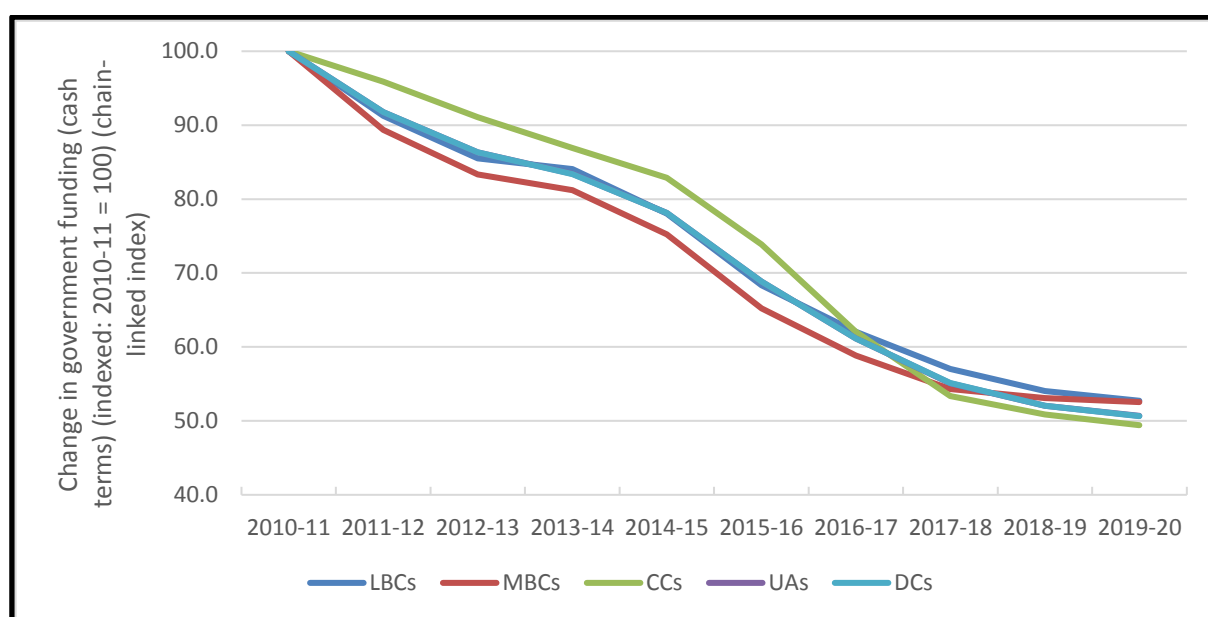
### 1 Background and Scope

- 1.1 The Council's Medium Term Financial Strategy agreed by Cabinet in February 2015 set out the financial context for the Council up to 2019-20. This document updates that strategy for changes announced in the 2015 Autumn statement and also sets out the Council's updated financial position.
- 1.2 Alongside increasing demands for services, councils nationally have seen cumulative reductions in Government funding since 2010-11 as part of the Government's response to the national funding deficit. The 2015 Autumn Statement and its accompanying forward projections confirmed that this position is set to remain in place throughout the current parliamentary period at least until 2019-20 but also announced some new changes to the future funding of councils.
- 1.3 Linked to a move to four-year funding settlements from Central Government, the Council is now required to submit an efficiency statement to the Secretary of State demonstrating its high-level funding position and responding strategies to ensure medium-term financial sustainability. This is included within this document for endorsement by Members before submission to Central Government.

### 2 Forecast Resources

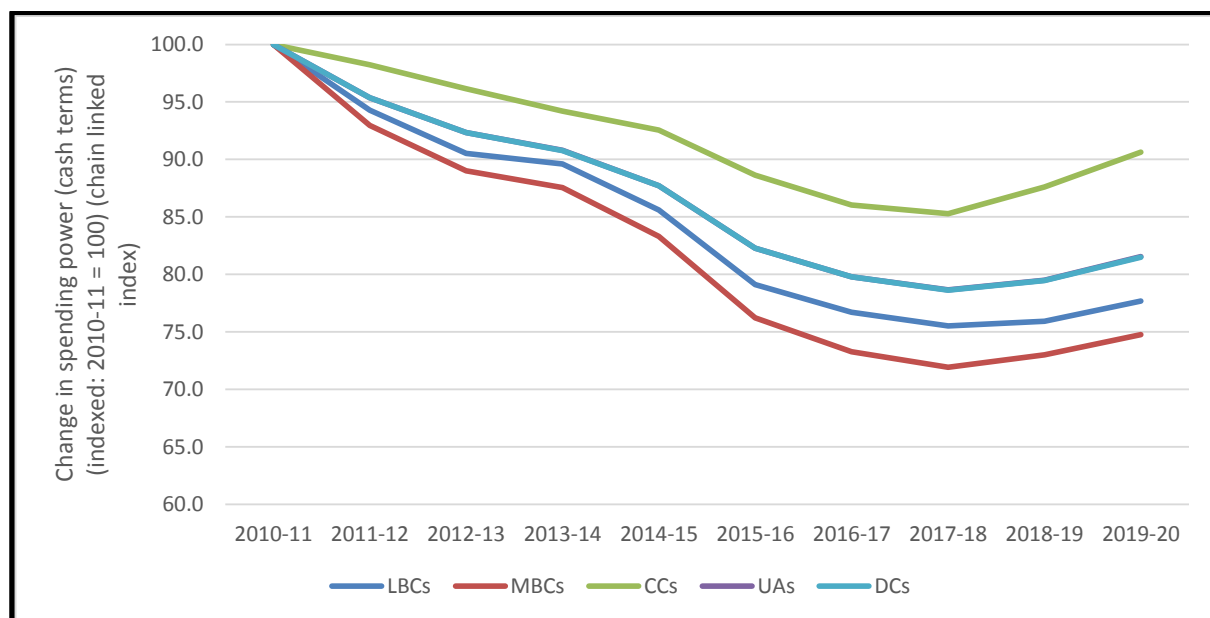
- 2.1 Annual reductions in government funding of councils were 6.3% in cash terms during the period 2010-11 to 2015-16 and are predicted to reduce by 6.6% during the period 2016-17 to 2019-20. Real terms reductions on Revenue Support Grant (RSG) are much more significant with a proportion of overall government funding being targeted for specific purposes through specific grants and growth funding outside of the formula grant available to support councils' on-going budgets. However, it is clear from the Autumn statement, that the challenging financial context seen in the last five years is set to continue until at least the end of the parliamentary period as set out in Chart 1 below.

**Chart 1 – Reduction in Government Funding 2010 to 2020**

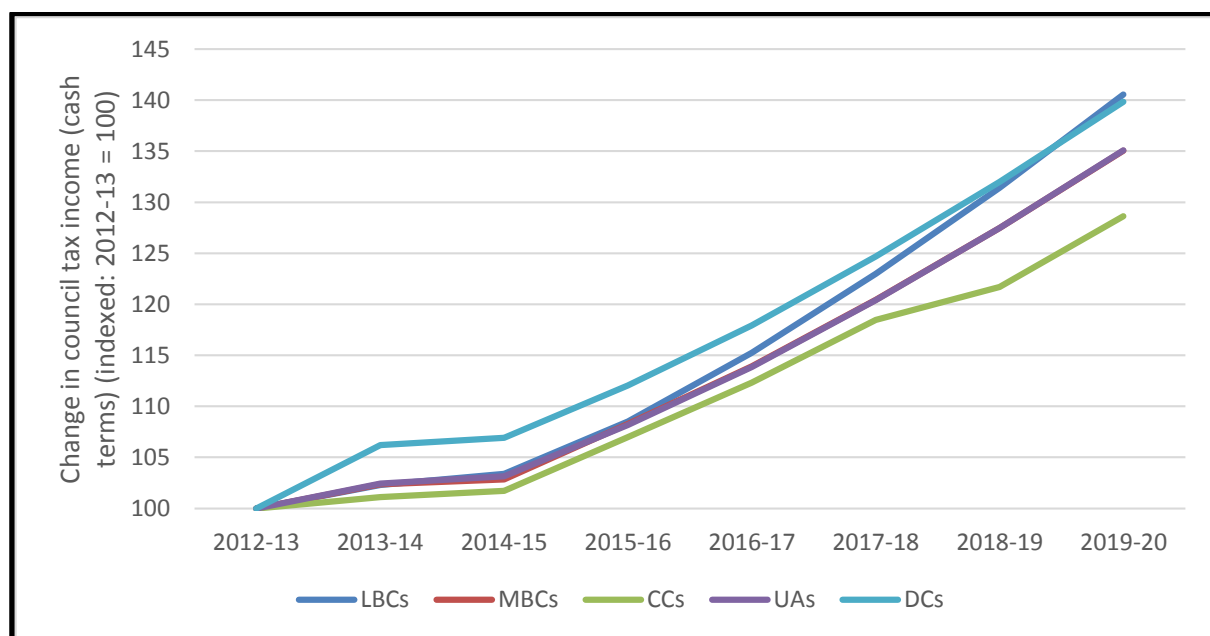


- 2.2 A key change in national policy announced in the Autumn statement relates to overall council spending power which is predicted to continue to reduce up to 2017-18 but then returns to growth in cash terms. This change is driven by the Government now assuming councils will replace government funding with Council Tax income.
- 2.3 Set against a backdrop of five years of freezing Council Tax levels incentivised by national policies, the Government's assumed spending power for councils now assumes on-going rises in annual Council Tax levels. This is demonstrated in Charts 2 and 3 below.

**Chart 2 – Council Spending Power 2010 to 2020**



**Chart 3 – Change in Council Tax Levels assumed by Government**



- 2.4 The key headlines from the Autumn Statement and Provisional Local Government Finance settlement focus on the following key areas:-
- Business Rates Retention
  - New Homes Bonus (NHB)
  - Council Tax Increases
  - Better Care Fund (BCF)
  - Four-Year Settlement and Efficiency Statement

- 2.5 **Business Rates Retention** - The Local Government Finance Settlement that followed the 2015 Autumn Statement set out greater flexibility for councils and confirmation of the Government's intention to move to full retention of business rates by 2020. This will result in all business rates collected nationally being retained to fund council services but mechanisms will remain in place to ensure funding is distributed fairly across geographical areas to recognise need. The existing Business Rates Retention Scheme already allows councils to benefit from a proportion of local growth.
- 2.6 **New Homes Bonus** - Alongside this, the Government also announced a move to shift New Homes Bonus towards more targeted support towards adult social care costs. This will effectively divert funding from districts to county, metropolitan and unitary councils depending on how much new funding for adult social care services is allocated. The specific NHB changes focus around five key areas as follows:-
- Reducing NHB payments from 6 years to 4 years which will reduce the level of funding paid to Swindon in years three and four of the four-year settlement.
  - Lose NHB payments if there is no Local Plan in place which will not impact Swindon
  - 50% or 100% reduction in NHB payments for homes allowed on appeal which we are unsure at this stage how this will impact Swindon from one year to the next
  - Introducing a baseline for NHB payments & only pay above that which, at this stage, it is unclear how this will impact Swindon
  - Changing to lower based Council Tax band which would impact Swindon as we have more houses in bands below Band D than above.
- 2.7 **Council Tax Increases** – Moving away from the previous Government policy around Council Tax freezes, the latest announcement assumes that Councils will increase Council Tax levels as part of its normal calculation of the “Basic Level of Council Tax” with an on-going 2% threshold beyond which a referendum is necessary, plus up to a further 2% to contribute towards adult social care costs.
- 2.8 **Better Care Fund** – Linked to the proposed diversion of NHB referred to above, the announcement included a proposal to pay new BCF directly to councils from 2018-19. The high-level estimates included within the provisional settlement suggest that Swindon may receive more BCF than it will lose in NHB and this is in alignment with the rhetoric to shift resources towards councils responsible for adult social care services.
- 2.9 **Four-Year Settlement and Efficiency Statement** – Councils have been pushing for greater certainty around funding levels for many years and the Government has responded to this with a four-year settlement that sets out provisional funding allocations for RSG, NHB and BCF and also makes assumptions around growth in households and businesses and future Council Tax and Business rates income. Alongside giving councils greater certainty over their funding levels and the ability to raise greater local income, the Government wishes to encourage councils to continue their work to explore new service models and manage down future cost pressures rather than just relying on new income streams. As a result, there is a requirement for councils wishing to accept the four-year settlement to produce an Efficiency Statement to be shared with the Secretary of State and this is included at the end of this appendix for agreement by Members.
- 2.10 The impact of these changes in overall terms for Swindon have little impact on the level of Government funding predicted to be received from central government but does raise the possibility of raising new sources of income from Council Tax. In overall terms, the Council still expects to receive Government funding reductions of £10m in 2016-17, £9.5m in 2017-18, £9m in 2018-19 and £7.7m in 2019-20. This equates to £35.2m compared to previous forecasts of £36.4m.

### **3 Forecast Expenditure**

- 3.1 Previous forecasts of expenditure pressures have remained broadly unchanged since the February 2015 plan but with a slight increase in likely social care pressures and slightly lower other cost pressures.
- 3.2 In overall terms, alongside the government funding reduction of £35.2m over the next four years, cost pressures add a further £50m to the Council's funding gap before Council Tax increases and Better Care funding.

### **4 One-off Resources**

- 4.1 The on-going strategy adopted by Cabinet some years ago to deliberately implement future years' savings as early as possible to create one-off funding capacity continues. It is estimated that by the end of 2015-16, the Council will hold around £19m of one-off reserves available to pump-prime and cashflow future year's budget savings, of which £12m is currently uncommitted although a proportion of this will be required to deliver savings assumed in its three-year plan.

### **5 Responding Strategies**

- 5.1 The 2016 – 2020 Direction of Travel, Financial Context and Budget Proposals 2016-17 report to Cabinet on 9<sup>th</sup> December 2015 set out Swindon's response to the financial context orientated around three themes:-
- Theme 1: Growing Swindon's Economy and Identifying New Forms of Funding
  - Theme 2: Going Local
  - Theme 3: Building Resilience
- 5.2 Should the Council agree to increase Council Tax levels by 3.99% in 2016-17 and adopt a similar strategy in the three years ahead, the funding gap to be met from changes in service models, a reduction in cost pressures and new income sources will need to identify solutions totalling around £49m over the three years from 2017-18 to 2019-20.
- 5.3 The Growing Economy theme set out clearly in the December report will enable Swindon to continue to growth its housing and business base with expected increases in revenue from this work over the three year period of over £6m.
- 5.4 Significant work is underway to work in partnership with community groups, residents and parish councils to take services closer to local people and this is expected to free up £7m of Council resources. Alongside this, the Council proposes to work with the private sector generating new income sources, driving down the cost of place-based services and putting in place cheaper operating models to free up a further £12m of costs and alleviate future pressures from place-based services.
- 5.5 Through building resilience in our communities, the Council's financial strategy targets a flat cash position across services supporting vulnerable people over the three year period resulting in a net £17m of cost pressures having to be managed down or offset by savings achieved by putting in place new service models.
- 5.6 In addition to the focused work structured within the three themes, other service reshaping and efficiency work will continue across council services generally and also to ensure the enabling functions respond to the changing needs of the wider organisation that work is expected to deliver around £8m of further savings over the year-year period 2017-18 to 2019-20.
- 5.7 The Efficiency Statement on the next page sets out an overview of the Council's financial plan for this period and Members are asked to endorse this plan before it is submitted to the Secretary of State as part of the requirements placed on local councils wishing to accept a four year funding settlement.

## Efficiency Statement

	2017-18	2018-19	2019-20	Total
	£'000	£'000	£'000	£'000
<b><u>Pressures:-</u></b>				
Reduction in Revenue Support Grant	7,246	4,628	4,682	<b>16,556</b>
Reduction in New Homes Bonus	(38)	2,646	181	<b>2,789</b>
Predicted Reduction in Other Specific Grants	2,292	1,726	2,837	<b>6,855</b>
Pay and Prices Inflation	4,700	5,200	5,500	<b>15,400</b>
Social Care Packages	4,000	3,500	3,000	<b>10,500</b>
Pension, NI and Debt Charges	2,000	2,000	2,000	<b>6,000</b>
Other Cost Pressures	1,500	1,500	1,500	<b>4,500</b>
Reduction in Collection Fund Surplus	300	300	300	<b>900</b>
<b>Total of Funding and Cost Pressures</b>	<b>22,000</b>	<b>21,500</b>	<b>20,000</b>	<b>63,500</b>
Income if Members choose to increase Council Tax by 1.99%	(1,641)	(1,697)	(1,755)	<b>(5,093)</b>
Income if Members choose to increase Council Tax by further 2% for Adult Social Care Precept	(1,649)	(1,706)	(1,764)	<b>(5,119)</b>
Estimated new Better Care Funding (15% reduction allowed for redistribution)		(1,362)	(2,876)	<b>(4,238)</b>
<b>Gap after assumed increases in income</b>	<b>18,710</b>	<b>16,735</b>	<b>13,605</b>	<b>49,050</b>

<b><u>Responding Strategies to close the Gap:-</u></b>				
<b>Theme 1: Growing Swindon's Economy and Identifying New Forms of Funding</b>				
Business Rates Growth	(800)	(800)	(900)	<b>(2,500)</b>
Council Tax Base Growth	(1,169)	(1,192)	(1,216)	<b>(3,577)</b>
<b>Theme 2: Going Local</b>				
Removal of Council subsidy of place-based discretionary services by accessing new forms of community-based funding and commercial opportunities	(4,000)	(2,000)	(1,000)	<b>(7,000)</b>
Reduction in Council subsidy of statutory place-based services by reducing service levels and market-testing service costs	(4,000)	(4,000)	(4,000)	<b>(12,000)</b>
<b>Theme 3: Building Resilience</b>				
Flat-line Social Care / Vulnerable People Costs through more targeted upstream prevention and service provision, outcome-based commissioning and demand management	(6,000)	(6,000)	(5,000)	<b>(17,000)</b>
<b>Other emerging strategies:-</b>				
Mitigation of part of inflationary growth through pay and procurement strategies	(600)	(600)	(600)	<b>(1,800)</b>
Reduction in enabling functions, cost of democracy & other services through service reductions and better use of technology	(2,141)	(2,143)	(889)	<b>(5,173)</b>
<b>Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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## Items proposed to be charged as Special Expenses in 2016/17

Service	Reason for being charged as a Special Expense	Power/Duty of Authority to provide services	Parishes which will provide Services in 2016/17
<b>ALLOTMENTS</b> <b>£45,000</b>	<p>Swindon Borough Council only provides allotments (Leisure gardens) in the non-parished area of Swindon. Therefore the costs should be borne by taxpayers in the non-parished area of the town <i>only</i>.</p> <p>In other areas of the Borough, allotments are provided by Parish Councils themselves and are paid for by the collection of Parish Precepts from local residents.</p>	<p>Power to provide allotments.</p> <p>Duty to provide allotment gardens if demand unsatisfied.</p>	<p>Bishopstone Blunsdon Chiseldon Covingham Highworth Haydon Wick South Marston Stratton St Margaret Wanborough Wroughton</p>
<b>BUS SHELTERS</b> <b>£8,000</b>	<p>Swindon Borough Council only provides bus shelters in the non-parished area of Swindon. Therefore the costs should be borne by taxpayers in the non-parished area of the town <i>only</i>.</p> <p>In other areas of the Borough, Bus shelters are provided by Parish Councils themselves and are paid for by the collection of Parish Precepts from local residents</p>	<p>Power to provide and maintain bus shelters.</p>	<p>Bishopstone Chiseldon Covingham Hannington Haydon Wick Highworth South Marston Stratton St Margaret Wanborough Wroughton</p>
<b>COMMUNITY CENTRES</b> <b>£83,000</b>	<p>Most Community Centres that are provided by Swindon Borough Council are in the non-parished area of the town and generally benefit people in the immediate vicinity. Therefore the costs should be borne by tax-payers in the non-parished area only.</p> <p>In other areas of the Borough, Community Centres are provided by Parish Councils themselves and are paid for by the collection of Parish Precepts from local residents.</p>	<p>Power to provide and equip buildings for use as community centres.</p>	<p>Blunsdon Highworth South Marston Wroughton</p>

Service	Reason for being charged as a Special Expense	Power/Duty of Authority to provide services	Parishes which will provide Services in 2016/17
<b>DOG BINS</b> <b>£56,000</b>	<p>Swindon Borough Council only provides dog bins in the non-parished area of Swindon. Therefore the costs should be borne by taxpayers in the non-parished area of the town <i>only</i>.</p> <p>In other areas of the Borough, Dog Bins are provided by Parish Councils themselves and are paid for by the collection of Parish Precepts from local residents.</p>		<b>Blunsdon</b> <b>Chiseldon</b> <b>Castle Eaton</b> <b>Covingham</b> <b>Hannington</b> <b>Haydon Wick</b> <b>Highworth</b> <b>Nythe</b> <b>South Marston</b> <b>Stratton St Margaret</b> <b>Wanborough</b> <b>Wroughton</b>
<b>OPEN SPACES AND RECREATION GROUNDS</b> <b>£717,000</b>	<p>Most parish councils provide routine grounds maintenance work in their areas and the Borough Council provides this service elsewhere within the Borough, mainly in the non-parished area. Therefore the costs should be borne by taxpayers in the non-parished area of the town <i>only</i>.</p> <p>The exceptions to this are maintenance of strategic parcels of land and recreational space such as Town Gardens, Queens Park, Coate Water, Stanton Park and Lydiard Park, plus maintenance of verges and hedges on major highways and major tree and shrub work. These services are deemed to be for the benefit of all Swindon residents and therefore are considered to be a general expense.</p>	<p>Power to acquire open space and undertake its care, management and control.</p> <p>Power to maintain open spaces and make bylaws in respect of opens spaces.</p> <p>Parks and pleasure grounds – power to purchase or take on lease plant and improve lands for being used as public walks or pleasure grounds.</p> <p>Power to make byelaws to regulate public walks or pleasure grounds.</p> <p>Power to close park/pleasure grounds to the public and grant use of the same to any public charity/institution for any show.</p>	<b>Bishopstone</b> <b>Blunsdon</b> <b>Chiseldon</b> <b>Covingham</b> <b>Haydon Wick</b> <b>Highworth</b> <b>Nythe</b> <b>South Marston</b> <b>Stanton Fitzwarren</b> <b>Stratton St Margaret</b> <b>Wanborough</b> <b>Wroughton</b>

Service	Reason for being charged as a Special Expense	Power/Duty of Authority to provide services	Parishes which will provide Services in 2016/17
<b>STREET CLEANING</b> <b>£861,000</b>  (new for 2016-17)	<p>Most parish councils provide routine street cleaning work in their areas and the Borough Council provides this service elsewhere within the Borough, mainly in the non-parished area. Therefore the costs should be borne by taxpayers in the non-parished area of the town <i>only</i>.</p> <p>The exception to this is the commercial town centre which is for the benefit of all Swindon residents and therefore considered to be a general expense.</p>	<p>Environmental Protection Act 1990 (section 89)</p> <p>Duty of each local authority to ensure the land is kept free of litter and refuse.</p>	<b>Bishopstone</b> <b>Chiseldon</b> <b>Covingham</b> <b>Haydon Wick</b> <b>Highworth</b> <b>Nythe</b> <b>Stanton Fitzwarren</b> <b>Stratton St Margaret</b> <b>Wanborough</b> <b>Wroughton</b>

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## **Budget Consultation – feedback report**

### **Introduction**

This report provides a summary of consultation feedback to the Council's Budget Proposals for 2016/17.

### **Proposed Service Changes**

Detailed budget proposals for 2016/17 were published in Cabinet papers on the 9th December 2015 and details of service changes were also published on Council's website for consultation on the 18<sup>th</sup> December 2015. Responses to the consultation were invited via written submission to the Cabinet Member for Finance, People and Performance or via email. The period for comments and responses to the Council concluded on the 25<sup>th</sup> January 2016.

Feedback to the budget proposals has been received from both residents and stakeholders in the form of emails and letters to the Council and are summarised below. Full details have been made available to the Cabinet Member for Finance, People and Performance and the Cabinet.

37 responses were received by the closing date of the 25<sup>th</sup> January 2016. Some responses provided comments on more than one proposal so the total number of responses shown will not total to 37.

A service specific consultation regarding the proposal for Children's Centres was also conducted during this period; key issues arising from this are also detailed below

## Proposed Service Changes and Savings 2016/2017

### Roads and Transport

1. Reduce the cost of transporting children to and from school by working with families and service users to identify cheaper forms of transport supported by independent travel training and personalised travel budgets, together with procurement savings from tendering the transport contracts to save £200K.

Subsidy reduction	Responses
Identify cheaper forms of school transport supported by independent travel training and personalised travel budgets, together with procurement savings from tendering the transport contracts	1 resident
<b>Summary of comments/feedback</b>	
Support for proposal - view that transport should only be provided to schools from rural areas. Suggestion that pupils should attend nearest school.	
<b>SBC response and considerations:</b> response has been noted.	

2. Proposal: Reduce expenditure on road safety campaign programmes to save £100k

Subsidy reduction	Responses
Reduce expenditure on road safety campaign programmes making better use of Council-wide marketing and communications techniques to embed key messages	2 residents
<b>Summary of comments/feedback</b>	
<p>1, Concern about cutting costs on promoting road safety and regularity of road traffic accidents. Suggestion that funding should be ring fenced.</p> <p>2. Support for reduction of costs on road safety campaigns. Use Council social media and encourage schools to take the lead in road safety.</p>	
<b>SBC considerations:</b> responses have been noted	

## Children's Services

### 1. Proposal: Decommission all existing children centre buildings utilising the buildings for education for vulnerable 2 – 4 year olds to save £600K.

**Subsidy reduction:** Decommission all existing children centre buildings utilising the buildings for education for vulnerable 2 – 4 year olds, wider community-based services and creating a new targeted family support service targeted at the most vulnerable families.

**Responses:** The consultation opened on 15<sup>th</sup> December 2015 – 21<sup>st</sup> January 2016. The consultation was launched on-line with a detailed consultation document, which was distributed to children's centres across Swindon so that parents were able to consider the proposals in detail.

Parents, stakeholders, staff and members of the public were able to respond through a range of media:

- On-line questionnaire
- During consultation meetings
- Submission of written responses or hard copy questionnaires

8 consultation events were held with parents at all of the children's centres. In addition 3 meetings were held with stakeholders, partners and staff.

**117** people attended the consultation events, of which **66 were parents**, and **334 submissions were received on-line and in hard copy**. The consultation asked for responses to a number of questions, but not all online submissions were fully completed. In addition a petition is expected from the parents and stakeholders of the Parks and Walcot East area.

Almost all of those taking part were people with a present or past relationship with the existing children's centres, either as current or historic users of the service or as professional or volunteer workers in centres or provider bodies.

The response to the consultation came from across Swindon, but with concentrations in the Parks/Walcot area and around Penhill. There was also a level of response from the North Swindon area, with little from Stratton, Covingham, Dorcan or Highworth.

Three-quarters of responding centre users were under 35 years of age; they were also predominantly female. Two in five worked part-time, and a similar proportion was looking after home and children. One in six centre users in the consultation receive income-related benefits. Four fifths of respondents using centres have one or more children under 2 years of age, and a quarter are lone parents.

Two thirds of respondents using children's centres attend at least once a week; almost all other respondents who are current users visit at least once a month, with

little casual use. Three quarters use 'Stay and Play', and half are taking opportunities provided by clinics and other groups. One in five accesses one-to-one support through the centre. Take-up of these services is greatest among new parents.

#### Summary of results/feedback

#### SBC response and considerations

1. Overall, there is limited support for the proposals. Current and past users of the service and professionals associated with it, either directly or indirectly, express opposition to the proposals; the principal issues raised are:

- a belief that the centres are effective and provide a service that is both needed and valued by those who access it, and that the centres should not be closed
- the wish to see the savings made elsewhere rather than in this area.

**Due to significant budget pressures, the Council cannot continue to provide services through the existing children's centres. However, using half of the savings the Council will provide a Family Support Service directed to those families in most need. In addition the Council will be making an investment of £33k per annum for 2 years, for staff to support parent groups for children aged 0 – 3 years old in Drove, Pinehurst and Parks and Walcot East.**

- a perception that a universal service should be provided, rather than focussing on a particular area; there is a view that vulnerability is independent of geography;

**A universal service for under 5s is provided by health visitors, which has increased staffing of 50%. Protected space for parents to meet, will be negotiated will early years' education providers taking over space in children centres buildings.**

- doubts that the Health Visitor service has the capacity to absorb the extra workload implicit in the proposals;

**The Council will ensure that the Health Visitor Service will provide a universal and targeted service to families with children under 5 through the additional health visitors who have been recruited.**

- concern that the access and referral to other support services, to training and to other services may become more difficult;

**The Council is committed to delivering adult community learning in local communities.**

- a desire for the service to be provided locally, to minimise transportation and access

**The Family Support Service will use Penhill as a base and work into communities and community**



<p>problems linked to travelling with young children;</p> <ul style="list-style-type: none"> <li>the expectation that further reductions on the service will have longer-term consequences that will prove more costly to public services, including isolation and mental health challenges, and that the existing service's work in early intervention and prevention is important and valuable;</li> <li>A view that a volunteer-run service will not be of a similar standard, that professionally qualified staff are needed in this type of work, and that the non-judgmental approach by staff at children's centres has built trust and confidence that allows resolution of parents' problems before they escalate;</li> <li>A view that volunteer-led services could prove unsustainable, and may be unwelcoming; there are also doubts over the level of safeguarding available through voluntary provision.</li> </ul>	<p><b>buildings as appropriate. See above regarding the additional investment to support parent groups.</b></p> <p><b>Where children's centres have already closed there has been no increase in social care referrals as a result of closure.</b></p> <p><b>Swindon Borough Council is committed to working with stakeholders and parents to find solutions within existing resources.</b></p>
<p>2 A number of respondents express a willingness to volunteer, although many qualify this by citing a need for adequate training and support to equip them for this. Those willing to volunteer include many willing to consider leading a group, as well as others prepared to help. Some respondents state that they will endeavour to continue to meet even if the formal group is closed.</p>	<p><b>The Council recognises the willingness of parents to volunteer and will work with those parents to link them to volunteering opportunities in their communities and/or the wider Borough.</b></p>

<p>2. Professionals raise questions about the adequacy of information available to support the new provision, and it is pointed out that many younger parents may not have easy access to the website that is expected to signpost people</p>	<p><b>The new Family Support Service is currently in development and awaiting the outcome of the Cabinet decision. The new service would be embedded in existing integrated working arrangements.</b></p>
<p>3. One in five respondent users arrived in Swindon less than five years ago., The group discussions indicate that the centres have been valued as a means of integration into local communities for those coming from outside the Borough.</p>	<p><b>The Council is working with parents to ensure services are accessible and delivered to communities across the Borough in response to need.</b></p>

## Adult Services

1. **Proposal: To offer a one year contract to Voluntary Action Swindon with a reduced budget to save £45K.**

**Subsidy reduction:** From 01/04/2016 offer Voluntary Action a one year contract with a reduced budget focusing on support to small organisations, funding and representation. The current contract with Voluntary Action expires on 31/3/2016. The services include providing a volunteer centre service, support to small organisations, governance and funding support as well as representing the third sector.

**Responses:** 10 emails/ letters: SEQOL, Legge House, Wiltshire Law Centre, Swindon Dial a Ride, Probation Service, Volunteer Centre Swindon, VAS, NCVO. 2 residents

### Summary of comments/feedback

1. **SEQOL** - work in very close partnership with the Swindon Volunteer Centre. Provided valuable support in helping to recruit volunteers into Community Services. Volunteer Centre is first point of contact for many local people seeking volunteering opportunities. VC has links to larger companies within Swindon, which have helped with larger projects in the community within Care Homes and Day Care Centres.
2. **Legge House (Youth Residential and Day Conference Centre).** – Concern over potential stopping of funding for the Volunteer Centre in terms of its help to charities such as Legge House. Volunteer Centre provides support for recruitment of volunteers including legal requirements, young people's work-placement support, and training, support for transition back to employment – along with matching skills to the requirement of the charity. Response makes reference to the importance of networking between charities and corporate companies. Concern that without the Volunteer Centre businesses will not have access to the volunteers they need and there will be reduced opportunities for networking between businesses and charities.
3. **Wiltshire Law Centre** – Concern that budget cuts will have a great impact on the Volunteer Centre and also impact on other charities that rely on the expertise and assistance of the Volunteer centre. Unskilled and skilled volunteers through the Volunteer Centre have helped enabling financial flexibility and thus extension of provision of services by other charities. Volunteer placements have led to training and subsequent employment opportunities.
4. **Swindon Dial a Ride** - Swindon Volunteer Centre currently finds people who are prepared to volunteer for voluntary organisations within Swindon. Swindon Dial A Ride provides current level of service with the help of volunteers. View that recruiting volunteers is becoming more and more difficult as the employment situation in Swindon improves – need help of Swindon Volunteers to do this. More efficient to have a single organisation, that has years of experience and the necessary expertise. Also reference to benefits from the work of Swindon Volunteers in finding corporate assistance

through Involve Swindon.

5. **Probation Service** - concern about the possible impact of funding reductions affecting Volunteer Centre Swindon and delivery of volunteer enabled activities. Reference to the work of SWITCH (Swindon and Wiltshire Integrated Team for Change) in reducing the risk of re-offending - part of a national framework and promotes shared working between the Police, CRC (offender management services), prisons, the voluntary and charitable sector. SWITCH involves volunteers in delivering services and also refers service users to Volunteer Centre Swindon to engage with volunteering activity. Reference to benefits of a volunteer mentor recruited via Volunteer Centre Swindon. Concern that without the close partnership links with Volunteer Centre Swindon, SWITCH and BGSW CRC (and service users) would unlikely have benefited from this volunteer. View that reduction/withdrawal of any local resources to encourage volunteering locally will negatively impact on the SWITCH/CRC cohort.
6. **Volunteer Centre Swindon** - concern at the proposal to cut funding for volunteering from the Infrastructure Contract in the 2016/7 Budget by Swindon Borough Council. Contract had been delivered by Voluntary Action Swindon, who sub-contracted 'volunteering' to Volunteer Centre Swindon. View that cut to Volunteering Infrastructure may have wide effects to the Voluntary and Community sector and volunteering within Swindon Borough Council itself. Reference to importance and range of services provided by Volunteer Centre including:
  - Posting volunteering opportunities on Do-it, the national volunteering website on behalf of over 220 local organisations. Good Practise Advice to organisations on aspects of volunteer management, support in developing and marketing new roles for volunteering within the Voluntary, Community and Statutory Sector.
  - Access to NCVO ( National Council for Voluntary Organisations) Good Practice Bank including advice on legal aspects of volunteering
  - Service to organisations who may have clients for whom volunteering is a pathway to employment, recovery from addictions, to improve their health or become less isolated
  - Social Media presence of Volunteer Centre Swindon to promote volunteering
  - Delivery partner of Pride of Swindon AwardsVolunteer Centre is also administrator of Involve Swindon. Current focus of Involve is for business to provide support to Swindon Borough Council in tackling loneliness and isolation issues. View that if Volunteer Centre Swindon ceases to operate the delivery of this work may be compromised. Reference to Swindon Borough Council "Vision. Priorities. Pledges". Pledge 25 - . "Deliver a borough-wide approach to increase the impact of volunteering, enabling more people to be active citizens in their communities" Strongly urge Swindon Borough Council to reconsider its decision; the benefits to Swindon as a whole far outweigh the £35,000 cost saving.
7. **Voluntary Action Swindon (VAS)** - Concern at the decision to withdraw

element of funding (£35,000) which is designed to support volunteering. Reference to significant added value of volunteering for the community and also route back into employment. Importance of support provided to smaller local groups.

Reference to budget proposals and increased role of the voluntary and community sector in the delivery of support and services including where public funding cuts have forced reduction or withdrawal of services. View that complete withdrawal of public funding to support voluntary sector volunteering seems counter to the general trends referred to within the budget report. Research shows that volunteering makes a significant contribution to the personal, social and economic wellbeing of individuals and communities. View that cut is likely to endanger the future of Volunteer Centre Swindon 'who have been leading on this element'.

Suggest discussions of refocussing the volunteering element but reverse the cut in support for volunteering and to engage in a constructive dialogue about how this can be best used for the social and economic benefit of Swindon communities.

8. **National Council for Voluntary Organisations (NCVO)**- - Concern at hearing that Volunteer Centre Swindon is under threat due to SBC looking to reduce funding for the Infrastructure Contract, delivered by VAS who subcontracted the volunteering to the Volunteer Centre.

View that without support for core funding the Volunteer Centre may close in March 2016 and the Borough will lose one of its main and most impactful infrastructure agencies. View that loss of the Volunteer Centre will have a detrimental effect on volunteering in Swindon and on the level and quality of local services.

Reference to importance of Volunteer Centre Swindon work including, SWITCH repeat offender unit of Probation Trust, programme of supported volunteering, Involve Swindon, and Pride of Swindon wards,

Reference to growing evidence of the role volunteering can play in helping to meet local need (ONS DWP). National volunteering programmes demonstrate that volunteering is not only addressing the pressures on local budgets but is playing an important part in creating more resilient, better communities.

9. **Residents' responses:** Reconsider proposal - Swindon is recognised as a local leader in developing a volunteering culture. Concerns that proposal reduces support for volunteering at a time when volunteers are being encouraged to deliver more and that charities depend on volunteers to help deliver services for beneficiaries. Volunteer Centre has been an important source of volunteers which will suffer when the Centre no longer provides its current brokerage role. View that localities team don't provide a flow of volunteers. May affect the work of Involve Swindon, which encourages employers to offer staff time and skills to local charities. Potential loss of Volunteer Centre to Swindon and its community. Concern that proposal outweighs the potential cost of maintaining this.

- **SBC response and considerations:**
  - The concerns covered a range of activity carried out by the volunteer centre but the main issues were that the loss of the service would affect the smaller voluntary organisations who struggle to recruit volunteers. A second issue was the impact on Involve of the decision. Involve is funded largely through private companies, although SBC make a contribution and recruits volunteers and arranges skills swaps from people working for private companies. Involve has a high reputation in Swindon.
  - **It is noted that the loss of funding for the Volunteer centre could reduce the level of volunteering support across the wider sector but this would be mitigated by the locality-led service that will focus on supporting volunteering focused on health and social care. The new service would advertise opportunities and encourage volunteering more widely. It is considered that all the organisations who have responded to the consultation would be able to use the new service. The recent survey of voluntary sector showed a high appreciation of the volunteering support service in particular from organisations broadly in the health and social care sector, who would continue to be serviced through the locality led service**
  - **The proposed reduction does not have a direct effect on Involve but there is a potential indirect effect as the service is housed in the Volunteer Centre. Swindon Borough Council would support Involve in securing premises and a host voluntary organisation to ensure the work of Involve continues.**

### **Grounds Maintenance and Street Cleaning Services**

1. **Proposal: Changes to grounds maintenance, bowls club subsidy, purchase of winter bedding plants, litter picking, public conveniences , fly tipping and management structures to save £170K**

<b>Subsidy reduction</b>	<b>Responses</b>
1. Reduction in service standards within grounds maintenance  2. Consult with bowls clubs to explore an agreed approach to remove the subsidy incurred by SBC relating to this work;  3. Stop purchasing bedding plants and roadside beds for the winter period;  4. Litter picking and bin emptying - maintain current standard on main routes but reduce standard elsewhere;  5. Public conveniences - remove dedicated resources from remaining sites;	2 residents

6. Fly tipping – review dedicated resources and develop enforcement campaign;	
7. Undertake a review of management structures within the service area where posts remain vacant.	
<b>Summary of comments/feedback</b>	
View that litter picking should be maintained - use the community payback scheme to further enhance. Fly tipping is a major problem the use of cameras should be thoroughly explored Close all male / female public toilets. Retain & protect disabled toilets	
<b>SBC response and considerations:</b> responses have been noted.	

## Arts and Culture

- 1. Proposal: Transfer of the Big Screen in the town centre to a private operator to manage thereby removing the annual subsidy paid by the Council to save £20K**

<b>Subsidy reduction</b>	<b>Responses</b>
Transfer of the Big Screen in the town centre to a private operator to manage thereby removing the annual subsidy paid by the Council	2 residents
<b>Summary of comments/feedback</b>	
Support for proposal. Screen should be dismantled. Surprise to find Council was funding this.	
<b>SBC considerations:</b> responses have been noted	

## Proposals for Alternative Funding Schemes

1. **Review service delivery options and assets within local areas where services are provided in multiple locations. This review includes all services operated from local buildings including community assets and libraries to save £200K**

<b>Community Assets and Libraries</b>	<b>Responses:</b> 19 emails/letters: 16 residents, RNIB, Highworth Town Council, Highworth Community Partnership Group
<b>Summary of comments/feedback</b>	
<p>1. <b>Royal National Institute of Blind People (RNIB)</b> - RNIB representation of interests of almost two million people living with sight loss in the UK.</p> <p>The qualities of being comprehensive and efficient must be considered in conjunction with the purpose and values of the library service.</p> <p>Public libraries have an obligation to provide services to blind and partially sighted people as members of the community.</p> <p>Libraries need to make appropriate adjustments to remove the barriers which prevent blind and partially sighted people making use of services.</p> <p>Management of libraries by community groups and volunteers could have an unfair impact on minority groups whose needs are not understood or addressed.</p> <p>Library closures have a disproportionate impact on blind and partially sighted people. Apart from library closures, other library budget cuts are having an adverse impact on blind and partially sighted people.</p> <p>2. <b>Highworth Town Council</b>: Concern and opposition to any proposal that would withdraw or substantially reduce provision of library services in Highworth. Reference to current library above the Co-op store set up as a result of a Section 106 agreement. Arrangement has significantly reduced the cost of running the library in Highworth and also reduces any significant cost savings that might be achieved in withdrawing the service from the town.</p> <p>Reference to disproportionate population of elderly in Highworth, also vulnerable people who rely on the library. Also that computers situated there are only means of gaining access to internet services for people who cannot afford to purchase a computer for themselves and need support in accessing and navigating the system. Reliance of job seekers and the long term unemployed on the library and Highworth Job Club which meets there every week.</p> <p>Concern that any reduction to library provision in Highworth would lead to</p>	



transport difficulties particularly for elderly, vulnerable and long term unemployed residents.

Attention to role Highworth Library plays in the educational fabric of the town and use of the library by schools and pre-schools as an educational tool.

Concern that isolation within the community will be seriously compounded with any loss of community services which will have a long term effect on both health and welfare budgets.

3. **Highworth Community Partnership Group (HCPG)** – Opposition to budget proposals regarding library services. View that action will have a very negative effect on other aspirations such as raising educational attainment, - trying to ensure that local communities work towards keeping the most vulnerable residents within the community. HCPG has identified over 25 activities undertaken at Highworth Library that have an impact on the elderly, the vulnerable, people with learning difficulties, schools, early years development, those on universal credit and the unemployed. Highworth Library is a vital resource for the local residents and those in the surrounding villages and hamlets.

Reference to duty of SBC to provide a comprehensive library service. HCPG urges SBC to review the way libraries are funded, perhaps remove it from the Leisure budget altogether or encourage other service providers to contribute to what for Highworth is already an effective hub.

#### 4. **Resident responses:**

Opposition to threat of funding to public libraries. Number of queries regarding proposed reduction of 'at least £1.5 million or 65% cut by 2020 and how is service to be sustained. Libraries viewed as a vital public resource, providing opportunities for education and learning, also source of friendship and contact to the lonely and vulnerable.

2 responses about Old Town library – respondents cite benefit to users of all ages and value for older citizens who would not find it easy to get to the Central Library. Services of library now located in the Arts Centre greatly valued. Library should continue being funded without change to the current arrangement.

9 responses regarding proposals and perceived impact on Highworth Library. Library is highly regarded by respondents as important part of the community. Reference to importance of activities for small children particularly in encouraging reading, also other benefits for the community, such as internet connections for older people, adult use of Wi-Fi, place for work or study, job clubs, book clubs, author visits and local history displays. Views that elderly and most vulnerable members would not be able to travel further afield or access the same resources online. Concern that school libraries supplies of books do not support the number of children at the schools for homework and research.

Observation that Highworth library is used by local district plus neighbouring

villages . Concern regarding travel opportunities to other libraries in North or Central Swindon.

Views that provision of a library service by volunteers is unrealistic Some support regarding changes to opening hours or more use of volunteers to enable library in Highworth to stay open.

Concerns regarding impact of budget reductions to libraries on Town Council budget and whether service can be achieved at lower cost or whether local tax will have to be raised. Concern if the responsibility for running the library were handed over to the Parish Council or volunteers, this would result in a downgraded service. Question regarding potential inequality of budget allocation outside Central Swindon.

View that any changes may results in the Borough Council not fulfilling its role as the library authority under the Public Libraries and Museums Act 1964 and that provision of a library service should be looked at strategically..

One suggestion that the Borough Council could save itself money by putting Forward Swindon into receivership and transferring the finance to other services.

5. A resident also provided a detailed response about library services in general this is summarised below:

Request that Members do not rush to impose a Library Strategy that ignores issues highlighted below.

**Growth of Swindon** – View that loss of most or all of its statutory Library Service contemplated in the Draft Budget proposals, demonstrates insufficient attention is being paid to the benefits of retaining a viable, quality library service in Swindon for the future. Information ought to inform all Impact Assessments that the Council undertakes. Abandoning the Borough’s public libraries in the short or longer term could cause onerous increase in future costs to the Council and that future demands on Swindon’s budgets.

**Parish councils** and community groups are not local authorities for the purpose of the 1964 Public Libraries and Museums Act. Introduction of measures proposed will deprive existing and new residents of their democratic rights: (i) to be able to hold the Council properly to account; (ii) citizens having: no access to CIPFA data, as divested libraries are not included in CIPFA statistics; (iii) having no recourse to Fol responses about their library, as records will no longer be maintained by the Council; and, crucially, (iv) no democratic right of appeal to the Secretary of State with regard to any concerns about a deterioration in service.

**Deprived Areas** – Deprived areas present special problems, including health-related and educational needs. Of public libraries in Swindon vulnerable to budget proposals, five are located in areas of High Deprivation: Divestment of

any of these libraries is of particular concern.

**Swindon's BME Communities and Community Cohesion** -. Importance of access to a local, well-run public library - a key need for new arrivals to seek information and access to support services, reading materials and friendship.

**Swindon's Elderly and Community Cohesion** – significant growth in this demographic group who rely on accessible public libraries. Reference to potential social and economic costs will impact on the council's future expenditure.

**Religion and Community Cohesion** - The 2011 Census recorded that Muslim, Hindu, Sikh and Buddhist religions were represented in every Ward in the Borough. The book stock and services currently provided in a local public library are sensitive to the needs of each neighbourhood.

### **Schools Access to Library Services and Community Cohesion**

Children need, access to a safe library space to study, that they can readily reach on foot for quiet study, choosing books; taking part in the Summer Reading Challenge and other programmes tailored to their needs, using the public computer(s), all of which ought to be under the supervision of paid library staff with the required expertise.

Pre-school children and their parents also rely on access to a nearby public library to give them a good start in life, and to enjoy the company of other toddlers and their carers/parents from the same neighbourhood, under reliable, professional supervision.

**SBC response and considerations:** Responses have been noted and will inform engagement and development of a library strategy, which is the subject of another item on this agenda.

2. **Explore proposals relating to the charitable / commercial partnership opportunities at Lydiard House and Park as well as exploring opportunities at other country parks, including the introduction of car park charges to save £450K.**

	<b>Responses</b> 2 residents
Explore proposals relating to the charitable / commercial partnership opportunities at Lydiard House and Park as well as exploring opportunities at other country parks, including the introduction of car park charges	
<b>Summary of comments/feedback</b>	
<p>1. Opposition to the proposed car parking charges for Lydiard Park. View that residents in the surrounding streets in Grange Park will suffer with people parking in the streets in order to avoid paying the charge, increased likelihood of people parking in locations causing a nuisance; view this could lead to an increase in demand on public services.</p> <p>2. Opposition to any privatisation of Lydiard Park, and other country parks such as Coate as free car parking offers access to all to vital sources of well-being for the whole community. Reference to range of outdoor activities run for all age groups which are extremely important for the general physical and mental health of the Swindon population.</p>	
<p><b>SBC response and considerations:</b> Responses have been noted and will inform engagement and development of proposals for Lydiard Park and House, which is the subject of another item on this agenda. .</p>	

3. **Further transfers of grounds and street cleaning services to existing parish councils with effect from 1st April 2016 to save £200K**

Transfers of grounds and street cleaning services to existing parish councils	<b>Responses</b> 2 residents and Highworth Community Partnership Group
<b>Summary of comments/feedback</b>	
<p>1. <b>Highworth Community Partnership (HCPG)</b> Concern that reference has been made to Highworth Town Council taking on grounds maintenance and street cleaning for a trial period but that this is permanent. View that this demonstrates that Highworth is not getting value for money from Council Tax. Understanding that HTC will not be seeking to take on any more services.</p> <p>2. View that proposal to delegate certain functions to parishes is acknowledgement that the government grant to local government is inadequate. Question about what steps SBC has taken to reflect this back to</p>	

the Conservative government?

Concern that proposal to delegate functions to a lower level of government is moving in the opposite direction of travel from efforts made over many years to share services and hence improve efficiency. Question if there are examples of success elsewhere with other councils.

View that parishes not already in existence would need to be created, and would therefore cause confusion with the public as to who to contact Question - how will parity of service be ensured? Would disadvantaged areas not lose out to more prosperous parishes?

View that overall cost of running the services would increase with the increased complexity and extra layer of bureaucracy. Question about how purchasing of stock, or organisation of any contracts work, savings due to economy of scale could be jeopardized? Question - if Libraries are also to be included in the functions to be devolved question - what obligation would there be on the parishes to continue to provide a library service? Would library users be still able to use books across the council facilities?

**3. Opposition to parish councils - suggestion to use community payback**

**SBC response and considerations:** Responses have been noted and passed to the Director of Law and Democratic Services to inform the Community Governance Review.

## Proposals for Income generation

**1. Proposal: Council Tax increase for 2016/17 of 1.94% to generate income of £1.546m**

Income generation proposal	Responses - 2 residents
Following a Council Tax freeze for five years the Council proposed in its Draft Budget a Council Tax increase for 2016/17 of 1.94%	
Summary of comments/feedback	
<p>1. Observation that inflation in the UK projection for the next year 2016-17 from Bristol Chambers of Commerce is 1.8%, against 0.6% for current year 2015-16. Cannot understand how Swindon Council can justify a total increase of 3.94%? Combined with wage growth according to Trading Economics set to cap at 2.4% for 2016-17 making it further difficult in to justify the projected increase.</p> <p>2. ,Agree to raising Council tax by 2% to protect council services, it should have been done years ago but remove the Green waste tax to encourage recycling</p>	
<b>SBC response and considerations:</b> Responses have been noted.	

## 2. Proposal: Expand bus lane enforcement to generate income of £500K

<b>Income generation proposal</b>	<b>Responses - 1 resident</b>
Expand bus lane enforcement to reduce the number of people blocking bus lanes and slowing down the public transport system. Any surplus income this generates will contribute to the costs of maintaining and improving the highway.	
<b>Summary of comments/feedback</b>	
Suggestion to remove all bus lanes and associated costs of maintaining/ fining drivers. View that most bus lanes cause congestion in Swindon taking away lanes for drivers.	
<b>SBC response and considerations:</b> Response has been noted.	

### Other suggestions/comments:

Residents also submitted alternative suggestions for savings and general feedback on information supplied about the Council's budget proposals. The following points were raised in these submissions:

1. Charge more in council tax and improve services. would happily pay 10% extra if it meant we had clean streets, regular mowed lawns, parks and path edges, stop cutting services and letting Swindon look worse! (1 comment)
2. RNIB would be very concerned if there was a reduction in the amount spent on targeted services, including rehabilitation support for blind and partially sighted people, and for care packages.
  - The Care Act is clear that services and support should be made available to meet the agreed outcomes of an assessed need. Any decisions concerning the reduction or changing of services should be made based upon an understanding the needs of the population and should consider the impact that the removal of such services would have on the individual.
  - Rehabilitation services help people to adapt to their sight loss by providing skills and tools for independent living and mobility training. They are delivered by trained rehabilitation officers and supported by staff that have the skills, knowledge, and experience to understand the unique challenges of visual impairment.
  - Blind and partially sighted people should have access to rehabilitation services at whatever stage of their life they require support.

3. Swindon Council to look at their own work force seeking cost savings as there appears still to be room for more work to be done, also in the way which Swindon Council Staff interact with users and the services you buy (1 comment)
4. Swindon Council is spending money on projects like car parking. As Swindon continues to grow both North & South with large numbers of new housing it would appear that the road infrastructure is not being enhanced with routes leading to the Town centre to support such developments being congested. (1 comment)
5. Take on Government aid where possible. (1 comment)
6. Stop wasting tax payers money on old technology like the soon to be 4G projects. 4G is already out of date; it's not only costly but will prevent Fibre Optic investment. (1 comment)
7. Sell off un-used public land and artefacts in storage of no public interest or significance (build up your savings pot). (1 comment)
8. Encourage utilities companies to carry out improved quality road works to reduce council road budget. Fine companies where repairs are unsatisfactory. (1 comment)
9. Growing the Economy – understand that the main focus will be on town centre development but at the same time it should not ignore the needs of smaller communities where its economic future is threatened. For example, In Highworth with the recent closure of the High Street Post Office and its move to the local Co-op, this has led to a drop in footfall on the High Street. In order to attract new business to the High Street, there should be a clear incentive through business rate reduction or set-up grants for new businesses. (1 comment - Highworth Community Partnership Group)
10. Stop cutting back and concentrate on more efficiency. Save money in other ways. Log repairs properly and ensure quality of work. Stop contractors coming out numerous times to fix the same repair. (1 comment)
11. Mental health needs to be protected. People suffer in silence for far too long, more so the male population (1 comment)
12. Use existing laws and bylaws which never seem to have been enforced rather than paying for parking assistants (1 comment)

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# Capital Programme 2016/17

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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Author: Cabinet Member for Finance  
Board Director, Resources

Wards: All

Locality Affected: All

Parishes Affected: All

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## **1. Purpose and Reasons**

- 1.1 To report new Capital Programme requirements for the period 2016/17 to 2017/18 and beyond.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.

## **2. Recommendations**

Cabinet is requested to recommend the Council to:

- 2.1 Note the position and future budget requirement for the additional Children's Services schemes referred to at paragraphs 3.7 below.
- 2.2 Approve a budget of £2.090m for the schemes referred to at paragraph 3.8 below and detailed in Appendix 1.
- 2.3 Approve a total budget of £3.944m for the 2016/17 local priority Highways and Transport schemes, referred to at paragraph 3.9 below and detailed at Appendix 2.
- 2.4 Approve a total budget of £2.391m for 2016/17 for Repairs and Maintenance on Corporate Property as referred to in paragraphs 3.11 and detailed at Appendix 3.
- 2.5 Approve a total budget requirement of £1.188m for Older Peoples and other capital schemes referred to in paragraph 3.15 and detailed at Appendix 4.
- 2.6 Approve a budget of £38,507 for refurbishment work to the Highdown play area, funded from Abbey Stadium S106 monies, as detailed at paragraph 3.18 below.
- 2.7 Approve an increase in the budget for Waterside improvement works from £3.8m to £4.0m as detailed at paragraphs 3.19 to 3.21 below.

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Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No.464384, or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk).

# Capital Programme 2016/17

Cabinet

Date: 10<sup>th</sup> February 2016

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## 3. Detail

### Capital Programme 2015/16

- 3.1 The Council approved, on Cabinet's recommendation, a 2015/16 programme in February 2015 with indicative costs in years beyond reflecting the Government's decision to approve grants on a yearly basis
- 3.2 This report details the Capital Programme approval requirements for 2016/17, and indicative requirements beyond 2016/17.

### **Children's Services Schemes**

- 3.3 The Government allocates two main capital grants to support expenditure on school assets, maintenance grant and basic need grant. Maintenance funding is provided for maintenance and repair to existing school buildings, and Basic Need funding supports the requirement for providing new pupil places in new or expanded maintained schools but does not include funding for any Special Educational Needs places. Neither grant is ring-fenced to schools, but given the pressures in this area it is recommended that these funds are used as proposed in this paper.
- 3.4 **Basic Need grant of £165,609** has been awarded for 2016-17, with £67,419 indicative funding for 2017-18. Any schools required as a result of development are expected to be funded from S106 contributions, and no Basic Need grant would be expected. Any schools provided as a Free School would be funded directly through the Education Funding Agency ("EFA") with a contribution from any S106 receipts.
- 3.5 The demand for secondary places that was identified in last year's Cabinet report has been met by the EFA agreement to open two free schools over the next 2 years. There is a demand for Primary School places over the next three years which will require the construction of four new 2 form entry schools, in addition to the two 1 form entry schools already in the capital programme (South Marston extension & Bradbury Park (formerly Commonhead)). There is no expectation that these would attract any Basic Need grant as they relate to places required as a result of new housing development. In addition, these could be provided via Free Schools.
- 3.6 **Capital Maintenance grant** for 2016/17 has not been notified at the date of writing this report but is estimated at **c£1.2m** (2015/16 £1.392m). The level of grant is reduced every time a school converts to an academy as academies are funded directly from the EFA. Notification of the exact sum is not expected until late January / early February 2016.
- 3.7 As noted in 3.5 above there is a demand for four new primary schools to be opened over a 3 year period starting in September 2017. The indicative cost of

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Cabinet

Date: 10<sup>th</sup> February 2016

delivering these 4 schools is c£25.5m, but this is subject to the outcome of feasibility work and Free School applications. An update will be provided to Cabinet on each of these schemes as they reach a stage where detailed feasibility work has been undertaken and a robust cost plan has been developed. This information highlights the likely need and provides an indication of the potential budgetary requirements for these schools if the LA is required to provide them.

3.8 This report seeks approval for the following Children's Services schemes:-

- 3.8.1 £500,000 required for condition works, funded from Maintenance grant, which relates to high priority condition issues outside of the schools ability to fund from their own delegated funding (which is fairly small), such as replacement heating systems.
- 3.8.2 Funding is required to refurbish and position a mobile classroom at Westrop Primary School, Highworth. This is to accommodate the additional children that are attending the school as a result of the closure of Northview Primary School.
- 3.8.3 Funding is also required to provide new primary special school places at Crowdys Hill School. There is a need for additional places for primary age pupils in Swindon. Officers have reviewed the existing provision and concluded that Crowdys Hill School is the most appropriate to expand to meet this demand. It is therefore proposed to expand the age range of the school to enable primary pupils to be accommodated. The total funding requirement for Westrop and Crowdys combined is **£1.590m**.
- 3.8.4 The above three schemes total **£2.090m** and are funded from £1.378m maintenance grant, £165k Basic Need grant, £191k S106 contributions and the balance of £354k from borrowing which will have a revenue impact of c£28k per annum.

## Local Priority Highways and Transport Schemes

3.9 The Government provided an indication that the Local Transport Plan grant funding for 2016/17 will be **£3.944m** (a reduction in government grant from £4.177m in 2015/16). This is non-ring-fenced funding and the proposed 2016/17 programme has been developed within this envelope of funding to ensure no further Council borrowing is required. The proposed approval includes some initial funding of £20k for bridge strengthening work at Coleshill and Lynt bridges as well as £250k for car park maintenance. Fuller details around the specific allocations of the budget to highways schemes will be contained within the Swindon Local Transport Plan Implementation Plan 2016/17 report which will be brought to a future Cabinet.

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**Date: 10<sup>th</sup> February 2016**

- 3.10 In the absence of any firm funding notification beyond 2016/17, officers are recommending that Cabinet only make new approvals for 2016/17. Appendix 2 also shows indicative requirements for future years.

### **Property and Assets**

- 3.11 Appendix 3 contains a summary of the property and assets related capital schemes requiring approval. There is a requirement for works totalling **£2.391m** in the following areas:
- £131k - Stanton and Peatmoor reservoir refurbishment
  - £260k - Management of asbestos works
  - £2m - General Repairs & Maintenance. This includes Disability Discrimination Access requirements and work on “non-highways structures” such as bridges within parks.
- 3.12 There may also be a requirement for a budget for playground refurbishment works. However, this requirement will be reviewed following the outcome of conversations with Parishes and approval for budgets sought at a future Cabinet if required.
- 3.13 No specific funding is available for the £2.391m of new approvals detailed above and therefore they will all need to be funded from borrowing. Indicative proposals beyond 2016/17 are shown on Appendix 3 but no approval is required at this stage.
- 3.14 The cost to the revenue budget in funding this from increased borrowing is estimated at £80,000 per £1m of spend, therefore around c£200k per annum.

### **Older People and Other Proposals**

- 3.15 Appendix 4 contains details of five new scheme approvals with a total budget requirement of **£1.226m** of which £1.024m is funded from grants and S106 contributions. These schemes are summarised below:-
- £250k – replacement of ASC management system, fully grant funded.
  - £50k – My Care My Support online self-assessment, fully grant funded.
  - £128k – Community equipment, fully grant funded.
  - £60k – Housing options – Shared living accommodation, funded from s106 contributions.
  - £700k – Disabled facilities grants, partially funded by grant £498k, balance from borrowing.

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# Capital Programme 2016/17

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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- 3.16 Disabled Facilities Grants are mandatory grants (subject to claimants fulfilling certain conditions) that Swindon receives grant funding of £498k towards (2016/17 indicative figure).
- 3.17 Officers have indicated that based on past experience that the demand on the Council to provide a grant is greater than the funding provided by Central Government and therefore borrowing of £202k is required to bring the budget up to expected levels of demand. The additional budget of £202k will result in a cost to the revenue budget estimated at £16k per annum over 25 years. This proposal relates to expenditure that assists individuals staying in their own homes for longer and therefore potentially reduce demand on other public services. Officers are recommending that only 2016/17 proposals are approved at this stage due to no firm funding being available beyond this.
- 3.18 A sum of £1.986m has been received as S106 contributions related to the Abbey Stadium development, of which £38,507 is for Local Open Space. This is intended to be used for the provision and upgrade of existing local open space in the vicinity of the development with priority given to use within the Local Open Space at Highdown Way and which may also include other Local Open Space in the Ward of St Andrews or the expansion of cemetery provision for the Parish of Blunsdon St. Andrew. Cabinet are asked to approve this sum be used on refurbishing Highdown play area.

## **Waterside**

- 3.19 Cabinet has previously approved budgets totalling £3.8m for works at Waterside Depot to ensure the site is safe, fit for purpose, compliant and able to meet the increasing demand on the services delivered from the site.
- 3.20 Latest estimates for phase 2 works identify a pressure of £200,000 against this budget due to contaminated land issues, additional drainage works and delays due to space issues. Cabinet is therefore asked to increase this budget from £3.8m to £4.0m, funded from borrowing.
- 3.21 Phase 3 of the work, which includes upgrades to the recycling building, surfacing works and additional drainage, is outside of the scope of this budget, and estimated costs will be brought to a future Cabinet for approval.

## **4. Alternative Options**

- 4.1 Any alternative options for specific areas are set out within the report.

## **5. Implications, Diversity Impact Assessment and Risk Management**

### Financial and Procurement Implications

- 5.1 These have been reflected in the body of the report.

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Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No.464384, or Email [iburbidge@swindon.gov.uk](mailto:iburbidge@swindon.gov.uk).

# Capital Programme 2016/17

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## Legal and Human Rights Implications

- 5.2 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

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

- 5.3 There are no such direct implications.

## Diversity Impact Assessment (DIA)

- 5.4 The Highways and Transport proposals in this report are under the umbrella of a DIA covering the Local Transport Plan; this is available from the Service Manager, Transport Planning. This DIA identified that there was no adverse impact for any equality group. DIA's have been carried out for all of the other proposals requiring 16/17 approval and have identified no adverse impact. These are held in the respective service areas.

## **6. Consulters**

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

## **7. Background Papers**

- 7.1 None.

## **8. Appendices**

- 8.1 Appendix 1- Children's Services proposals  
8.2 Appendix 2 - Highways and Transport proposals  
8.3 Appendix 3 - Property Proposals  
8.4 Appendix 4 - Older Peoples & other proposals

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is not a Key Decision and is included in the Cabinet Work Programme / Forward Plan for February 2016.

## Appendix 1- Children's Services proposals

	16/17 For Approval	17/18 For Approval	Total
Condition Programme 2016/17	500,000		500,000
Crowdys Primary (was Chalet) & Westrop Expansion	890,000	700,000	1,590,000

<b>TOTAL BUDGET REQUIRING APPROVAL</b>	<b>1,390,000</b>	<b>700,000</b>	<b>2,090,000</b>
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<b>Funding</b>	<b>Estimate</b>	
Maintenance Grant - to be confirmed	1,378,698	<b>1,378,698</b>
Basic Need Grant - to be confirmed	165,609	<b>165,609</b>
s106 Contributions	191,302	<b>191,302</b>

<b>Total Funding Available</b>	<b>1,735,609</b>	<b>1,735,609</b>
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<b>Total Shortfall - Borrowing Requirement</b>		<b>354,391</b>
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Revenue Budget Impact p.a. @ £80k per £1m		28,351
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Appendix 2 - Highways and Transport proposals

Project Name	15/16 Budget	16/17 For Approval	17/18 For information	Total	Comments
Local Transport Plan Highways Maintenance	3,384,000	2,566,000	2,489,000	5,055,000	This is made of Highway Maintenance (Carriageway surfacing, Rights of Way improvements, Structural maintenance, Pavement maintenance, Street lighting, Drainage and Traffic Signals) and Integrated schemes (Locality schemes, Casualty and congestion reduction schemes, Sustainable transport schemes).
Integrated Schemes	543,000	1,108,000	1,113,000	2,221,000	
Bridge Strengthening Programme		20,000		20,000	
Car Park maintenance	250,000	250,000	265,000	515,000	Maintenance of Multi-Storey Car Park assets (5no.) to keep them safe, serviceable and attractive environments for customers. Works include general repairs to structure to ensure long lasting durable assets with minimal maintenance liability
<b>TOTAL BUDGET REQUIRING APPROVAL</b>	<b>4,177,000</b>	<b>3,944,000</b>	<b>3,867,000</b>	<b>7,811,000</b>	
<b>Funding</b>		<b>Estimate</b>	<b>Estimate</b>		
LTP Maintenance Grant - indicative grant figures	2,799,000	2,566,000	2,489,000	5,055,000	
LTP Integrated Grant - indicative grant figures	1,378,000	1,378,000	1,378,000	2,756,000	
<b>Total Funding Available</b>	<b>4,177,000</b>	<b>3,944,000</b>	<b>3,867,000</b>	<b>7,811,000</b>	



Appendix 3 - Property Proposals

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Project Name	15/16 Budget Approval	16/17 For Approval	17/18 For information	Total	Comments
Stanton Park & Peatmoor Reservoir Refurbishment	-	131,000		131,000	SBC are required to ensure that any reservoirs within the Borough, are inspected for safety on a regular basis by a specialist Reservoir Panel Engineer. The Southern half of the concrete wave wall has collapsed and needs to be repaired. Peatmoor: The penstock control valve should be repaired and improvements carried out to reduce the susceptibility to vandalism
General Repairs & Maintenance including Disability Discrimination Access requirements	2,000,000	2,000,000	2,000,000	4,000,000	To be utilised to undertake required works in a planned manner informed by condition surveys and to address the current backlog on the property estate. To keep operational buildings and properties that are leased to others where we have contractual obligations, safe and serviceable. In addition some monies will be targeted towards enabling asset transfers to third parties in consultation with the communities and cultural property assets change programme.
Management of Asbestos		260,000	260,000	520,000	We have a legal duty to undertake a planned programme of surveys and re-inspection to assess the condition of any asbestos containing materials in our corporate buildings to enable us maintain a management plan to comply with the Control of Asbestos Regulations 2012.
				-	
<b>Total</b>	<b>2,000,000</b>	<b>2,391,000</b>	<b>2,260,000</b>	<b>4,651,000</b>	

Funding None	16/17	17/18	Total
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>
Shortfall - Borrowing	2,391,000	2,260,000	4,651,000
Revenue Budget Impact p.a. @ £80k per £1m	191,280	180,800	372,080

Appendix 4 - Older Peoples & Other proposals

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Project Name	Budget Requirement		Total	Comments
	16/17 For Approval	17/18 For information		
Replacement of ASC Care Management System - Swift	250,000		250,000	The new Performance Framework and Care Act 2014 has placed new reporting requirements on Adult Social Care and the current system does not fully meet the new requirements.
My Care My Support self assessment	50,000		50,000	Online self Assessment and Resource Allocation System (RAS) is required as part of the Care Act 2014, this will support change requests within the system that will likely to be identified following go-live of the product.
Community Equipment	128,000		128,000	Provision of daily living aids and equipment is a major contributor to allowing the elderly and disabled live independent lives. The costs are anticipated to exceed the revenue budget by circa £200k per annum over the next few years. As a result it is recommended that the unallocated balance of the Social Care capital grant 2015-16 is allocated to community equipment capital budget.
Housing Options - Shared Living Accommodation	60,000	60,000	120,000	One of the biggest challenges facing ASC is finding suitable accommodation for clients in Swindon. The complex needs of an increasing number of clients cannot be met within existing care settings in Swindon. In most cases this results in a more expensive placement outside the Borough. The Council's Housing department have indicated that they can assist in finding suitable accommodation but the high cost of adapting properties for social care use mean schemes are not financially viable from a housing perspective. Additional capital funding is needed to allow Housing to acquire and adapt existing properties. Funded from S106 contributions.
Disabled Facilities Grants	700,000	700,000	1,400,000	The award of Mandatory grants for the adaptation of the homes of disabled persons. Such grants (other than those for disabled children) are means tested and fund only those works recommended by an Occupational Therapist as being necessary to meet the needs of the disabled occupier. Past spending would indicate that the grant is not sufficient to cover the demand
Highdown Play Area	38,507			Refurbishment of Highdown play area
<b>Total</b>	<b>1,226,507</b>	<b>760,000</b>	<b>1,948,000</b>	

Funding	16/17	17/18	Total	Comments
Grant to support implementation of Care Act 2014	428,000		428,000	
S106 Income - housing options	60,000	60,000	120,000	
Disabled Facilities Grants - indicative	498,000	498,000	996,000	
S106 Income - Abby Stadium	38,507		38,507	
<b>Total</b>	<b>1,024,507</b>	<b>558,000</b>	<b>1,582,507</b>	
Shortfall - Borrowing	202,000	202,000	365,493	
Revenue Budget Impact p.a. @ £80k per £1m	16,160	16,160	29,239	

Level of future grants assumed

## **Update to Agenda Item 7 – Budget 2016/17 and Beyond**

### **1. The Final Local Government Finance Settlement**

- 1.1. When the Cabinet papers for the 10th February meeting were published on 2nd February, the Final Local Government Finance Settlement was expected to be announced on or around 12th February. The final Local Government Finance Settlement was announced on 8th February 2016. A number of small adjustments were made to the provisional settlement announced in December, most of which did not affect Swindon.
- 1.2. However, in response to lobbying by the Local Government Association (LGA), the Government has announced £150m of additional one-off funding in the form of transitional grant in both 2016-17 and 2017-18 for those councils most adversely affected by the change in Revenue Support Grant (RSG). Swindon will receive £826k and £827k respectively over the two years.
- 1.3. This has provided new, additional funding over and above the figures in the published report but, due to the one-off nature of the funding, does not impact the on-going base funding position of the Council. The Council therefore needs to continue with its medium-term plans to create a financially sustainable organisation within predicted funding levels by 2020. However, the additional temporary funding provides an opportunity to smooth the implementation of planned changes and increase pump-priming capacity to ensure that the transition to new service models is managed as effectively as possible.
- 1.4. Within this context, it is proposed that the £826k transition grant for 2016-17 is allocated as follows:-
  - £152k over two years to fund the pump-priming support proposed in the published report to help transition from Children Centres to a newly shaped early years' service and increase this by a further £43k per annum. This will fund two sessional workers plus allow £10k per annum towards the cost of facility hire.
  - £674k to undertake a more rigorous engagement process and provide pump-priming funding to both engage an increased number of volunteers interested in local service provision in future and support the transition to new service models as part of the Council's Going Local programme of work.
- 1.5. As part of the Final Settlement, the Government has pushed back the timescales for councils wishing to take up the four year settlement offer referred to in the published report. Rather than confirming this in February, councils now have until 14 October 2016 to respond to the Secretary of State. Within this context, a further update of the Efficiency Statement included in Appendix 9 and any other information requested by Government will be brought back to Cabinet for consideration before this deadline, along with the implications of accepting the four year settlement.
- 1.6. The Secretary of State has also announced a consultation on planning fees which may allow high-performing planning authorities to set fees locally rather than having

to use the current nationally-set fee structure. The Government has also announced that it will start a review of the needs formula in preparation for the introduction of 100% business rates retention. Further information on both of these proposed changes will be included in future Cabinet reports as more detail is released.

### **Amendment to Section 13 of the published report (changes underlined)**

## **13. Special Expenses (charges for services provided in the non-parished area)**

Table 4 –Level of Special Expenses and Council Tax impact 2015-16 to 2016-17

	<b>2015-16</b>	<b>2016-17</b>	<b>Change</b>
<u>Special Expenses (tax base 38,643.2)</u>			
Total value of Special Expenses	£1,041,229	£1,770,000	70.0%
Divided by tax base for the non-parished area	37,440.8	37,622.0	0.5%
Charge per Band D Household	£27.81	£47.05	69.2%
<u>General Expenses (tax base 69,545.8)</u>			
General Expenses assuming no other change	£1,130.70	£1,120.64	-0.9%
General Expenses with a 3.99% uplift in Council Tax	£1,130.70	£1,166.37	3.2%

- 13.6 The effect of a £19.24 increase in the charge payable per household for special expensive will result in a reduction in the charge for General Expenses, which are charged to every household. Ignoring the proposed Borough-wide Council Tax increases, the reduction in the general expenses charge equates to £10.06 per household on average which is very similar to the expected average increase in parish precepts as a result of the service transfers. This means that in the parished areas, on an average basis, households will be paying the Borough Council around £10 less and their parish council £10 more and therefore the charge for grounds and street cleaning services overall is broadly unchanged.
- 13.7 As present, most of the grounds and street cleaning costs are spread across all households as part of the general expenses charge. However, the scale of investment in more urban areas is greater than in rural areas and therefore the proportion now being paid for residents just in the non-parished area is greater than the proportionate number of households. This has resulted in the charge per household increasing by £19.24 in comparison to the £10 changes referred to above. A comparison of the service costs proposed to be charged as Special Expenses in 2015-16 and 2016-17 is set out below.

### **Amended Recommendations**

Cabinet is recommended to note:

- 2.1 The medium term financial context and impact on Swindon of the Local Government Finance Settlement;

- 2.2 The projected out-turn for 2015-16 and that savings arising from the early delivery of 2016-17 Budget Proposals will be used to partly finance one-off costs incurred in-year to deliver the 2017-18 Budget, thus helping to preserve the level of funding held in reserves for future years' transformation;
- 2.3 The Council does not expect to need to replenish General Reserves as part of the 2016-17 Budget Setting process;
- 2.4 The consultation feedback set out in Appendix 11 in relation to the Budget proposals presented to Cabinet in December 2015;
- 2.5 That a consultation meeting with business representatives from Swindon, on behalf of non-domestic rate payers took place on 27<sup>th</sup> January 2016 and the minutes will be provided at the meeting;
- 2.6 That the detailed Dedicated Schools budget for 2016-17 has been set by the Interim Director of Children Services under her delegated powers, within the provisional funding envelope of £163.550m;
- 2.7 That the proposed budget includes provision to pay all Council staff in line with or above the Government's National Living Wage, in accordance with the resolution at Council on 21<sup>st</sup> January 2016;
- 2.8 That in line with the requirements of the Local Government Act 2003, the Board Director, Resources, in his Section 151 capacity, confirms the robustness of the estimates underlying the recommended Budget and having reviewed the financial risks being faced by the Council concludes that the proposed level of General Reserves (£6m) is adequate in the context of the earmarked reserves held, specific contingencies and the proposed general contingency of £0.5m.

In respect of Children Centres, Cabinet is asked to:

- 2.9 Consider the responses set out in Appendix 11 of the consultation carried out on the proposals to changes to children's centre provision;
- 2.10 Note that there have been initial discussions with the providers of early years' education currently in the children's centre buildings and they would all be interested in providing additional early years' places and can also see the benefit of having protected space for parents of 0 – 5 year olds and health provision;
- 2.11 Endorse the approach set out in this report in relation to improving children's lives in those areas with the most vulnerable children and families through the development of a Family Service 0 – 18 delivered out of Penhill Sure Start Children's Centre building at an investment of £672k;
- 2.12 De-register children's centres at Penhill & Pinehurst, Drove, Moredon, Gorse Hill and Parks & Walcot East;
- 2.13 In response to the specific consultation issues, note the Council is committed to the on-going conversation with parents and carers and will be making funding available of £76k per annum for two years for two sessional workers (£66k) and a contribution towards premises costs (£10k) to facilitate parent groups for parents of 0 – 3 year olds. One of the sessional workers will be working three-fifths of the time in Goddard Park (Parks and Walcot East), one-fifth in Drove (Central) and one-fifth in Swindon Academy (Pinehurst). The second post will be

used more flexibly and targeted as a more detailed view of demand emerges in the coming months. This £152k over two years will be funded from the £826k 2016-17 Transition Grant;

- 2.14 Authorise the Board Director Commissioning (DCS/DASS) to implement the proposals after giving notice to existing providers of three months from 1st April 2016;
- 2.15 Authorise the Director of Law and Democratic Services, in consultation with the Cabinet Member for Children's Services, the Head of Property Assets and the Interim Directors of Children Services (DCS) and Adult Social Care (DASS), to agree terms and conditions on which any changes to lease arrangements would be made to protect the Council's interests and ensure continued use of children's centre buildings for services for children and families.

Cabinet is requested to:

- 2.16 Agree the 2015-16 virements set out in Appendix 5;
- 2.17 Endorse the Medium Term Financial Strategy set out in Appendix 9 and note that this will be updated and presented to Cabinet before submission to the Secretary of State before the deadline of 14<sup>th</sup> October 2016;
- 2.18 Agree that there are no changes to the proposed fees and charges set out in Appendix 1 to the report to Cabinet on 9th December 2015 but note that the HMRC is exploring the possibility of requiring councils to charge VAT on land charges "Con29 - Standard Enquiries relating to information pending or not disclosed on LLC1";
- 2.19 Agree the Specific Reserves held in support of the 2016-17 Revenue Budget set out in Appendix 7;
- 2.20 Agree that one-off funding of £2m is earmarked to support delivery of the 2016-17 Budget as set out in paragraph 16.1;
- 2.21 Agree the detailed budget proposals set out in Appendix 4 and summarised in Table 3 of the published report as amended by the proposals under paragraph 1.4 in the tabled update paper and that the £826k 2016-17 Transition Grant is used to smooth the implementation of planned services changes, including for Libraries, as targeted pump-priming funding to ensure that the transition to new service models is managed as effectively as possible;
- 2.22 Endorse the previous decision to cease the business rates scheme under which small business rate discounts are doubled from 31<sup>st</sup> March 2016;
- 2.23 Recommend to Council the level of Special Expenses for 2016-17 shall be £1,770,000 and the areas of land and services that will be charged as special and general expenses set out in Appendix 10; and
- 2.24 Recommend to Council that the 2016-17 Budget be set at £135.226m and the Budget Requirement for tax setting purposes be set at £133.632m, with the difference being the Adult Social Care precept.

**COUNCIL TAX RESOLUTION**

**Council**

**Date: 25th February 2016**

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Author: Cabinet Member for Finance, People and Performance and Board Director Resources

Wards: All Wards

Locality Affected: All Locality Areas

Parishes Affected: All Parishes

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**1. Purpose and Reasons**

- 1.1 To enable Members to formally resolve the Borough's Council Tax for 2016-17 recognising that Billing Authorities have a statutory requirement to set the annual Council Tax bills by 11<sup>th</sup> March.

**2. Recommendations**

Council is recommended to:

- 2.1 Approve that there will be an average 3.99% increase in the Council Tax levels for the Borough Council element of the 2016-17 bills in accordance with the budget proposed by Cabinet on 10th February 2016;
- 2.2 Determine that the Basic Amount of Council Tax for the Financial Year 2016-17 is not excessive within the statutory definitions set out within part I of the Local Government Finance Act 1992 (as amended by the Localism Act 2011) and that therefore no referendum is required;
- 2.3 Pass the Resolution set out as Annex 2 to this report covering all aspects of the bills.

**3. Detail**

Council Tax Calculations

- 3.1 The calculations include precept figures from the Police and Crime Commissioner for Wiltshire and Swindon, the Dorset and Wiltshire Fire and Rescue Authority and the Town and Parish Councils within the Borough as well as the Council's own budget requirement including a new amount specifically to contribute towards the increasing cost of adult social care.
- 3.2 The provisional 2016-17 Council Tax calculations and the formal Council Tax Resolution are set out as Appendix 1 and Annex 2 respectively. These proposals are based on the budget proposals agreed by Cabinet on 10th February 2016 resulting in a net budget for 2016-17 of **£135,225,635.36** including an adult social care "precept" of **£1,593,989.74**. Should the Council's Budget for 2016-17 be amended at the Council meeting or any proposed changes be made to the level of Council Tax for 2016-17, a revised Resolution and set of Council Tax calculations will be made available at the meeting.

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Further information on the subject of this report can be obtained from Kirsty Cole 01793 464610, kcole@swindon.gov.uk.

## COUNCIL TAX RESOLUTION

**Council**

**Date: 25th February 2016**

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- 3.3 The legal position is set out by the Director of Law and Democratic Services in Annex 1.
- 3.4 Table One sets out the provisional precept and budget figures for each element of the Council Tax bill with a comparison with the previous year.
- 3.5 In accordance with Schedule 5 of the Localism Act 2011, the Council has a duty to determine whether its Council Tax increase is considered to be excessive in which case it would be required to hold a referendum. For 2016-17, the Government has set the threshold at 4% (comprising 2% for expenditure on adult social care and 2% for other expenditure). The proposed changes are within these thresholds and therefore no referendum is necessary.
- 3.6 The Government has also asked councils to show the split of these two elements on the face of the Council Tax bill and therefore the charges set out in Appendix One include a new line for the element of the Borough Council's charge that relates to the specific increase in the bill to contribute towards the increased cost of adult social care.

Table One – Changes in Budgets and Precepts 2016-17

<b>Element of Council Tax Bill</b>	<b>2016-17 £'000</b>	<b>2015-16 £'000</b>	<b>% Change</b>
Amount of SBC Budget met from Council Tax	82,886	77,544	6.9%
Police and Crime Commissioner Precept	11,621	11,095	4.7%
Dorset and Wiltshire Fire and Rescue Authority Precept	4,813	4,390	9.6%
Total Town and Parish Precepts	2,223	1,980	12.3%
<b>Total</b>	<b>101,543</b>	<b>95,009</b>	<b>2.8%</b>
Tax Base	69,545.8	67,660.0	
<b>Band D Average Council Tax</b>	<b>£1,460.09</b>	<b>£1,404.22</b>	<b>4.0%</b>

- 3.7 The resulting Council Tax levels and percentage increases for a Band D property are summarised in Table Two.



## COUNCIL TAX RESOLUTION

**Council**

**Date: 25th February 2016**

Table Two – Headline Band D Council Tax Changes 2016-17

	<b>Band D Council Tax 2016-17</b>	<b>Band D Council Tax 2015-16</b>	<b>% Increase</b>
<b>#Swindon Borough Council</b>	£1,191.82	£1,146.09	3.99%
Wiltshire Police and Crime Commissioner	£167.10	£163.98	1.90%
Dorset and Wiltshire Fire and Rescue Authority	£69.21	£64.88	6.67%
*Average headline charge for Parish / Town Councils	<b>£31.96</b>	£29.27	9.22%
<b>Total Bill</b>	<b>£1,460.45</b>	<b>£1,404.22</b>	<b>3.98%</b>

\*These figures will differ per parish as set out in Appendices One and Two.

# The figure of £1,191.82 represents the average Council Tax levied by Swindon Borough Council, representing a 3.99% increase compared to 2015-16. This differs between parished and non-parished areas (the Special Expense area). The Borough Council's element of the Council Tax bill will appear as three separate lines on the bill as set out in Table Three below.

Table Three – Swindon Borough Council Elements of the Council Tax Bill

	<b>Band D Council Tax 2016-17</b>	<b>Band D Council Tax 2015-16</b>	<b>% Increase</b>
Swindon 'General Expenses'	£1,143.45	£1,130.70	1.1%
Swindon Increase for Adult Social Care	£22.92		2.0%
<b>## Swindon Special Expenses</b>	<b>47.05</b>	<b>£27.81</b>	<b>69.2%</b>

## ~ The Special Expenses element is only chargeable to households within the non-parished area.

#### **4. Alternative Options**

4.1 Not applicable.

#### **5. Implications, Diversity Impact Assessment and Risk Management**

##### Financial and Procurement Implications

5.1 The starting position for the Council Tax calculations is the Council's budget for 2016-17. The Council Tax figures have been calculated based on the precepts agreed by the precepting bodies and the budget proposed by Cabinet on 10th February 2016. Should any change be made to the final budget agreed by Council on the night, the figures will be recalculated and an amended version of

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Further information on the subject of this report can be obtained from Kirsty Cole 01793 464610, kcole@swindon.gov.uk.

## COUNCIL TAX RESOLUTION

**Council**

**Date: 25th February 2016**

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Appendices 1 and 2 and the formal Council Tax Resolution in Annex 2 will be circulated at the meeting.

### Legal and Human Rights Implications

- 5.2 The implications of the Council's 2016-17 Budget are covered by the Revenue Budget report elsewhere on the agenda.

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

- 5.3 This report recommends no changes to services and no changes to Council Tax levels so no other implications are envisaged as a result of the recommendations.

### Links to One Swindon, Strategic Objectives, Plans and Policies

- 5.4 A corporate priority is to have affordable Council Tax.

### Diversity Impact Assessment

- 5.5 No diversity impact assessment has been undertaken for this report as a Council Tax has to be set by each Billing Authority and the increase is below the Government's referendum threshold.

### Risk Management

- 5.6 No new risks are envisaged as a result of the recommendations.

## **6. Consultees**

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

## **7. Background Papers**

- Revenue Budget Report to Cabinet – 10<sup>th</sup> February 2016

## **8. Appendices**

- Annex 1 - Legal Position
- Annex 2 - Council Tax Resolution 2016-17
- Appendix 1 - Council Tax Levels 2016-17
- Appendix 2 - Parish Precepts 2015-16 and 2016-17

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Further information on the subject of this report can be obtained from Kirsty Cole 01793 464610, kcole@swindon.gov.uk.

## COUNCIL TAX RESOLUTION

**Council**

**Date: 25th February 2016**

**Annex 1**

### COUNCIL TAX 2016-17 - LEGAL POSITION

#### **1. Introduction**

- 1.1 A Member is not regarded as having a personal and prejudicial interest in a matter unless it affects the member "to a greater extent than other council tax payers, ratepayers or inhabitants" of Swindon, and is so significant that it is likely to prejudice the Member's judgment of the public interest. However any Member who is in arrears with their Council Tax payments needs to give careful consideration to the provisions of Section 106 of the Local Government Finance Act 1992. This states that if any arrears remain unpaid for at least 2 months, then the Member must disclose this at the beginning of any meeting which is to consider any Council Tax calculation or any matter which might affect the Council Tax calculation, and shall not vote on any such matter. If any Member is likely to be in such a position, or is concerned as to whether any interest should be declared, then advice should be sought as quickly as possible from the Director of Law and Democratic Services. So far as any potential discloseable pecuniary interest in relation to the setting of the Council Tax is concerned, all members have applied for and been granted a dispensation under section 33 of the Localism Act 2011 in order to enable them to participate and vote in any discussion in that regard.

#### **2 Statutory Position**

- 2.1 The Borough Council is required to maintain a Collection Fund for both Council Tax and National Non-Domestic (Business) Rates. Any sums paid into an authority's Collection Fund shall be used in the making of payments which are to be met from that fund or transfers from it.
- 2.2 The Council as "billing authority" for the Borough is required, to set an amount of Council Tax for each financial year and for each category of buildings. In accordance with the Council's Standing Order 14(3) and the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014, at a meeting of the Council at which it is to determine its Budget and Council Tax:-
- (a) Immediately after any vote is taken at a Budget decision making meeting of the Council there must be recorded in the minutes of the proceedings of that meeting the names of the Members who cast a vote for or against the decision or who abstained from voting.
  - (b) Reference to a "budget decision making meeting" for the purposes of Standing Order 14(3) means a meeting where the Council (i) makes a calculation (whether originally or by way of substitute) in accordance with any of sections 31A, 31B, 34 to 36A, 42A, 42B, 45 to 49, 52ZF, 52ZJ of the Local Government

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Further information on the subject of this report can be obtained from Kirsty Cole 01793 464610, kcole@swindon.gov.uk.

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Finance Act 1992 (as amended); or (ii) issues a precept under Chapter 4 of Part 1 of that Act,

(c) Reference to a "vote" for the purposes of Standing Order 14.(3) are references to a vote on any decision related to the making of the calculation or the issuing of the precept referred to in (b) above as the case may be.

- 2.3 The amounts of Council Tax must be set by billing authorities before 11 March in any financial year, but such amounts are not invalid merely because they are set on or after that date. No amount may be set before the earlier of the following:-
- (a) 1 March
  - (b) The date of issue to the Council of a precept for the relevant financial year from a "major precepting authority" (e.g. the Police and Crime Commissioner).
- 2.4 No amount may be set unless the Council has made the calculations required by the 1992 Act (as amended by Section 74 of the Localism Act 2011). Members will recall that one of the required steps was to determine the respective Council Tax Base for the Borough and for each parished and non-parished area. The Local Government Act 2003 (section 84) replaces section 67 Local Government Finance Act 1992 which required full Council to formally approve the Council Tax base for the whole of its area. Under the new regulations, it is now for each Local Authority to make its own arrangements for adopting the Council Tax base. The tax base for 2016-17 has been calculated in accordance with The Local Authorities (Calculation of Council Tax Base) Regulations 1992 as amended (the 1992 Regulations). The figures within Appendix 3 show the Tax Base for both 2015-16 and 2016-17 as a consequence of following these rules.
- 2.5 The 1992 Act provides that billing and precepting authorities may make substitute calculations of their budget requirements and amounts of Council Tax. Except in certain special cases (e.g. where the previous calculations have been quashed), the substitute budget requirement cannot be greater than the previous requirement. In the case of billing and major precepting authorities, any substitute amount of tax calculation as applicable to any dwelling cannot exceed the previously calculated amount.
- 2.6 If the amount of Council Tax set as a result of substitute calculations is less than the original amount set, persons who have overpaid may require repayment or may allow the billing authority to choose whether to repay or credit the overpayment.
- 2.7 Differential charging is provided for within a billing authority's area. These provisions require the Council to set differential amounts of Council Tax for different parts of the Borough in response to precepts issued for parts from parishes and for its own special expenses. The Borough's Special Expenses for 2016-17, under the 1992 Act, were agreed by Cabinet on 10th February 2016.
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- 2.8 A "major precepting authority" under the 1992 Act includes the Police and Crime Commissioner, and a Fire Authority whilst a "local precepting authority" includes a parish council and the chair of a parish meeting. In the case of a local precepting authority (e.g. a parish council) the billing authority has no power to set substitute amounts of Council Tax if the precept is issued late, but in this event regulations allow billing authorities to anticipate such precepts.
- 2.9 A billing authority, which has set amounts of Council Tax, is required to publish notice of the amounts within 21 days of setting them in at least one newspaper circulating in the area. Failure to do this does not make the amounts invalid.
- 2.10 In accordance with Schedule 5 of the Localism Act 2011, as a billing authority the Borough has a duty to determine whether its relevant basic amount of council tax for a financial year is excessive. If, according to the principles approved in Section 52ZB of the Local Government Act 1992 the Borough's council tax for the year is deemed to be excessive the Borough will be required to hold a referendum. The Secretary of State has proposed the Council Tax principles he is minded to set for 2016-17. It is understood that, in essence, these are that billing authorities like Swindon will be required to seek the approval of their local electorate if, compared with 2015-16, they set an increase in the basic amount of Council Tax of 4% (comprising 2% for expenditure on adult social care and 2% for other expenditure), or more. He has also required billing authorities to show this split on the face of Council Tax bills.

### **3 General Advice**

- 3.1 In considering whether to approve any given level of expenditure, Members must be satisfied that there is evidence which establishes that such a level of expenditure is necessary to meet the needs of the Borough and to comply with the statutory duty to set amounts of Council Tax. Members should have particular regard to the effect on Council Tax payers of various expenditure levels.
- 3.2 Members should consider whether income can reasonably be increased commensurate with the responsibility to meet what Members perceive are the needs of the community.

**Director, Law and Democratic Services**

12<sup>th</sup> February 2016

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## COUNCIL TAX RESOLUTION

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Annex 2

### COUNCIL TAX RESOLUTION 2016-17

#### 1 Legal Advice

That it be recorded that the Director of Law and Democratic Services' advice has been taken into account in the setting of the level of Council Tax for 2016-17.

#### 2 Revenue Budget

That it be noted that the Council's revenue budget is £135,225,635 as recommended by the Cabinet to this Council on 10<sup>th</sup> February 2016.

#### 3 Council Tax Base

That it be noted that in accordance with Section 31B of the Local Government Finance Act 1992 (as amended) the Council's Tax Base for 2016-17 is 69,545.8 in total with the breakdown by Parish set out in Appendix 3.

#### 4 Borough / Parish Council Tax Rates

That the following amounts be calculated by the Council in accordance with Sections 31 to 36 of the Local Government Finance Act 1992, as amended by the Localism Act 2011:-

- (a) **Borough / Parish Gross Expenditure** £469,691,855 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2) of the 1992 Act taking into account all precepts issued to it by Parish Councils.
- (b) **Borough Gross Income plus Collection Fund Balance** £384,582,760 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3) of the Act.
- (c) **Borough/Parish Net Expenditure** £85,109,095 being the amount by which the aggregate at 4(a) above exceeds the aggregate at 4(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its COUNCIL TAX REQUIREMENT for the year.
- (d) **Basic Amount of Tax (including average parish precepts)** £1,223.78 being the amount at 4(c) above divided by the amount at 3 above, calculated by the Council, in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. In accordance with Schedule 5 of the Localism Act 2011, this sum is not considered to be excessive.
- (e) **Special Items** £3,993,020 being the aggregate of Special Expenses and Parish Precepts and collectively known as special items and referred to in Section 34(1) of the Act.
- (f) **Basic Amount of Tax (Unparished Area)##** £1,166.37 being the amount at 4(d) above less the result given by dividing the amount at 4(e) above by the amount at 3, calculated by the Council in accordance with Section 34(2) of the Act, as the

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basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.

- (g) **Basic Amount of Tax (Special and Parished Areas)** the amounts shown in Appendix 2, being the amounts given by adding to the amount at 4(f) above, the amounts of the special items relating to dwellings in the appropriate part of the Council's area - divided by the appropriate amount at 3 above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which a special item relates.
- (h) **Borough/Parish Council Tax Rates** the amounts shown in Appendix 1, being the amounts given by multiplying the amounts at 4(g) by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band, divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 5 Police and Crime Commissioner for Wiltshire and Swindon** That it be noted that for the year 2016-17 the Police and Crime Commissioner has stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£111.40	£129.97	£148.53	£167.10	£204.23	£241.37	£278.50	£334.20

- 6 Dorset and Wiltshire Fire and Rescue Authority** That it be noted that for the year 2016-17 the Swindon and Wiltshire Joint Fire Authority has stated the following amounts in precept issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H
£46.14	£53.83	£61.52	£69.21	£84.59	£99.97	£115.35	£138.42

### Footnote

## *The Basic Amount of Tax (Unparished Area) of £1,166.37 comprises £1,143.45 for services generally plus £22.92 specifically relating to a 2% increase in the previous year's bill to contribute towards the increased cost of adult social care.*

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**SUMMARY OF COUNCIL TAX BILLS BY VALUATION BAND**

AREA OF THE BOROUGH	VALUATION BAND							
	A £ - p	B £ - p	C £ - p	D £ - p	E £ - p	F £ - p	G £ - p	H £ - p
Bishopstone	961.17	1,121.38	1,281.56	1,441.76	1,762.14	2,082.55	2,402.93	2,883.52
Blunsdon	947.21	1,105.08	1,262.94	1,420.81	1,736.54	2,052.29	2,368.02	2,841.62
Castle Eaton	963.03	1,123.54	1,284.03	1,444.54	1,765.54	2,086.56	2,407.57	2,889.08
Chiseldon	977.77	1,140.73	1,303.68	1,466.65	1,792.57	2,118.50	2,444.42	2,933.30
Covingham	959.29	1,119.17	1,279.04	1,438.93	1,758.69	2,078.46	2,398.22	2,877.86
Hannington	960.59	1,120.70	1,280.78	1,440.89	1,761.08	2,081.29	2,401.48	2,881.78
Haydon Wick	957.44	1,117.02	1,276.58	1,436.16	1,755.30	2,074.46	2,393.60	2,872.32
Highworth	1,014.63	1,183.75	1,352.84	1,521.95	1,860.15	2,198.38	2,536.58	3,043.90
Inglesham	935.12	1,090.98	1,246.82	1,402.68	1,714.38	2,026.10	2,337.80	2,805.36
Liddington	961.49	1,121.74	1,281.98	1,442.23	1,762.72	2,083.23	2,403.72	2,884.46
Nythe	963.03	1,123.54	1,284.03	1,444.54	1,765.54	2,086.56	2,407.57	2,889.08
South Marston	976.39	1,139.12	1,301.84	1,464.58	1,790.04	2,115.51	2,440.97	2,929.16
Stanton Fitzwarren	982.64	1,146.42	1,310.18	1,473.96	1,801.50	2,129.06	2,456.60	2,947.92
Stratton St Margare	1,023.37	1,193.93	1,364.48	1,535.05	1,876.17	2,217.30	2,558.42	3,070.10
Wanborough	979.81	1,143.11	1,306.40	1,469.71	1,796.31	2,122.92	2,449.52	2,939.42
Wroughton	1,011.29	1,179.85	1,348.38	1,516.94	1,854.03	2,191.14	2,528.23	3,033.88
Swindon Non-Parished Area	966.49	1,127.57	1,288.64	1,449.73	1,771.89	2,094.06	2,416.22	2,899.46

## BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND

	Valuation Band							
	A £ - p	B £ - p	C £ - p	D £ - p	E £ - p	F £ - p	G £ - p	H £ - p
<b><u>Bishopstone</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Bishopstone	26.05	30.40	34.74	39.08	47.76	56.45	65.13	78.16
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>961.17</b>	<b>1,121.38</b>	<b>1,281.56</b>	<b>1,441.76</b>	<b>1,762.14</b>	<b>2,082.55</b>	<b>2,402.93</b>	<b>2,883.52</b>
<b><u>Blunsdon</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Blunsdon	12.09	14.10	16.12	18.13	22.16	26.19	30.22	36.26
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>947.21</b>	<b>1,105.08</b>	<b>1,262.94</b>	<b>1,420.81</b>	<b>1,736.54</b>	<b>2,052.29</b>	<b>2,368.02</b>	<b>2,841.62</b>
<b><u>Castle Eaton</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Castle Eaton	27.91	32.56	37.21	41.86	51.16	60.46	69.77	83.72
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>963.03</b>	<b>1,123.54</b>	<b>1,284.03</b>	<b>1,444.54</b>	<b>1,765.54</b>	<b>2,086.56</b>	<b>2,407.57</b>	<b>2,889.08</b>

\*\* Swindon General Expenses includes a 1.1% increase for general services + a 2% increase specifically to contribute towards an increase in the cost of Adult Social Care services

## **BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND**

	<b>Valuation Band</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>
<b><u>Chiseldon</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Chiseldon	42.65	49.75	56.86	63.97	78.19	92.40	106.62	127.94
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>977.77</b>	<b>1,140.73</b>	<b>1,303.68</b>	<b>1,466.65</b>	<b>1,792.57</b>	<b>2,118.50</b>	<b>2,444.42</b>	<b>2,933.30</b>
<b><u>Covingham</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Covingham	24.17	28.19	32.22	36.25	44.31	52.36	60.42	72.50
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>959.29</b>	<b>1,119.17</b>	<b>1,279.04</b>	<b>1,438.93</b>	<b>1,758.69</b>	<b>2,078.46</b>	<b>2,398.22</b>	<b>2,877.86</b>
<b><u>Hannington</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Hannington	25.47	29.72	33.96	38.21	46.70	55.19	63.68	76.42
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>960.59</b>	<b>1,120.70</b>	<b>1,280.78</b>	<b>1,440.89</b>	<b>1,761.08</b>	<b>2,081.29</b>	<b>2,401.48</b>	<b>2,881.78</b>
<b><u>Haydon Wick</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90

\*\* Swindon General Expenses includes a 1.1% increase for general services + a 2% increase specifically to contribute towards an increase in the cost of Adult Social Care services

## **BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND**

	<b>Valuation Band</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Haydon Wick	22.32	26.04	29.76	33.48	40.92	48.36	55.80	66.96
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>957.44</b>	<b>1,117.02</b>	<b>1,276.58</b>	<b>1,436.16</b>	<b>1,755.30</b>	<b>2,074.46</b>	<b>2,393.60</b>	<b>2,872.32</b>
<b><u>Highworth</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Highworth	79.51	92.77	106.02	119.27	145.77	172.28	198.78	238.54
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>1,014.63</b>	<b>1,183.75</b>	<b>1,352.84</b>	<b>1,521.95</b>	<b>1,860.15</b>	<b>2,198.38</b>	<b>2,536.58</b>	<b>3,043.90</b>
<b><u>Inglesham</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Inglesham	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>935.12</b>	<b>1,090.98</b>	<b>1,246.82</b>	<b>1,402.68</b>	<b>1,714.38</b>	<b>2,026.10</b>	<b>2,337.80</b>	<b>2,805.36</b>
<b><u>Liddington</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Liddington	26.37	30.76	35.16	39.55	48.34	57.13	65.92	79.10
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>961.49</b>	<b>1,121.74</b>	<b>1,281.98</b>	<b>1,442.23</b>	<b>1,762.72</b>	<b>2,083.23</b>	<b>2,403.72</b>	<b>2,884.46</b>

\*\* Swindon General Expenses includes a 1.1% increase for general services + a 2% increase specifically to contribute towards an increase in the cost of Adult Social Care services

**BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND**

	Valuation Band							
	A £ - p	B £ - p	C £ - p	D £ - p	E £ - p	F £ - p	G £ - p	H £ - p
<b><u>Nythe</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Nythe	27.91	32.56	37.21	41.86	51.16	60.46	69.77	83.72
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>963.03</b>	<b>1,123.54</b>	<b>1,284.03</b>	<b>1,444.54</b>	<b>1,765.54</b>	<b>2,086.56</b>	<b>2,407.57</b>	<b>2,889.08</b>
<b><u>South Marston</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
South Marston	41.27	48.14	55.02	61.90	75.66	89.41	103.17	123.80
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>976.39</b>	<b>1,139.12</b>	<b>1,301.84</b>	<b>1,464.58</b>	<b>1,790.04</b>	<b>2,115.51</b>	<b>2,440.97</b>	<b>2,929.16</b>
<b><u>Stanton Fitzwarren</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Stanton Fitzwarren	47.52	55.44	63.36	71.28	87.12	102.96	118.80	142.56
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>982.64</b>	<b>1,146.42</b>	<b>1,310.18</b>	<b>1,473.96</b>	<b>1,801.50</b>	<b>2,129.06</b>	<b>2,456.60</b>	<b>2,947.92</b>
<b><u>Stratton St Margaret</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Stratton St Margaret	88.25	102.95	117.66	132.37	161.79	191.20	220.62	264.74

\*\* Swindon General Expenses includes a 1.1% increase for general services + a 2% increase specifically to contribute towards an increase in the cost of Adult Social Care services

## **BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND**

	<b>Valuation Band</b>							
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>	<b>H</b>
	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>	<b>£ - p</b>
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>1,023.37</b>	<b>1,193.93</b>	<b>1,364.48</b>	<b>1,535.05</b>	<b>1,876.17</b>	<b>2,217.30</b>	<b>2,558.42</b>	<b>3,070.10</b>
<b><u>Wanborough</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Wanborough	44.69	52.13	59.58	67.03	81.93	96.82	111.72	134.06
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>979.81</b>	<b>1,143.11</b>	<b>1,306.40</b>	<b>1,469.71</b>	<b>1,796.31</b>	<b>2,122.92</b>	<b>2,449.52</b>	<b>2,939.42</b>
<b><u>Wroughton</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84
Wroughton	76.17	88.87	101.56	114.26	139.65	165.04	190.43	228.52
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>1,011.29</b>	<b>1,179.85</b>	<b>1,348.38</b>	<b>1,516.94</b>	<b>1,854.03</b>	<b>2,191.14</b>	<b>2,528.23</b>	<b>3,033.88</b>
<b><u>Special Expense Area</u></b>								
## The special expenses figure represents a charge for services provided by Swindon Borough Council to only those households in the non-parished area of the Borough. These services are provided by most parish councils in other parts of the Borough.								
<b><u>Swindon Non-Parished Area</u></b>								
Swindon 'General Expenses' **	762.30	889.35	1,016.40	1,143.45	1,397.55	1,651.65	1,905.75	2,286.90
Swindon increase for Adult Social Care **	15.28	17.83	20.37	22.92	28.01	33.11	38.20	45.84

\*\* Swindon General Expenses includes a 1.1% increase for general services + a 2% increase specifically to contribute towards an increase in the cost of Adult Social Care services

**BREAKDOWN OF COUNCIL TAX BILLS BY VALUATION BAND**

	Valuation Band							
	A £ - p	B £ - p	C £ - p	D £ - p	E £ - p	F £ - p	G £ - p	H £ - p
Swindon Special Expenses ##	31.37	36.59	41.82	47.05	57.51	67.96	78.42	94.10
Dorset and Wiltshire Fire and Rescue Authority	46.14	53.83	61.52	69.21	84.59	99.97	115.35	138.42
Wiltshire Police and Crime Commissioner	111.40	129.97	148.53	167.10	204.23	241.37	278.50	334.20
<b>BILL AMOUNT</b>	<b>966.49</b>	<b>1,127.57</b>	<b>1,288.64</b>	<b>1,449.73</b>	<b>1,771.89</b>	<b>2,094.06</b>	<b>2,416.22</b>	<b>2,899.46</b>

**TOWN / PARISH PRECEPTS**

	<b>Band D Charge 2016-17</b>	<b>Tax Base 2016-17</b>	<b>Precept 2016-17</b>	<b>Band D Charge 2015-16</b>	<b>Tax Base 2015-16</b>	<b>Precept 2015-16</b>	<b>Band D Charge Change 2015-16 to 2016-17</b>		<b>Precept Change 2015-16 to 2016-17</b>	
Bishopstone	£39.08	316.2	£12,357	£39.08	309.0	£12,075	£0.00	0.0%	£282	2.3%
Blunsdon	£18.14	5,441.2	£98,680	£18.73	5,125.9	£96,000	-£0.59	-3.2%	£2,680	2.8%
Castle Eaton	£41.87	112.6	£4,714	£37.25	109.1	£4,064	£4.61	12.4%	£650	16.0%
Chiseldon	£63.97	1,145.8	£73,300	£31.97	1,000.8	£32,000	£32.00	100.1%	£41,300	129.1%
Covingham	£36.25	1,242.7	£45,050	£29.40	1,234.8	£36,300	£6.85	23.3%	£8,750	24.1%
Hannington	£38.21	116.4	£4,448	£35.59	108.8	£3,872	£2.62	7.4%	£576	14.9%
Haydon Wick	£33.48	8,621.7	£288,655	£31.35	7,645.7	£239,693	£2.13	6.8%	£48,962	20.4%
Highworth	£119.27	2,959.6	£353,000	£118.61	2,925.6	£347,000	£0.66	0.6%	£6,000	1.7%
Inglesham	£0.00	48.4	£0	£0.00	46.2	£0	£0.00	0.0%	£0	0.0%
Liddington	£39.55	169.4	£6,700	£34.14	171.6	£5,858	£5.41	15.9%	£842	14.4%
Nythe	£41.86	896.7	£37,537	£42.00	884.9	£37,166	-£0.14	-0.3%	£372	1.0%
South Marston	£61.90	350.1	£21,671	£58.95	344.6	£20,313	£2.95	5.0%	£1,358	6.7%
Stanton Fitzwarren	£71.28	98.2	£7,000	£71.05	97.7	£6,942	£0.23	0.3%	£58	0.8%
Stratton St Margaret	£132.37	6,782.1	£897,747	£118.19	6,628.8	£783,458	£14.18	12.0%	£114,289	14.6%
Wanborough	£67.03	884.4	£59,285	£65.72	870.9	£57,236	£1.31	2.0%	£2,049	3.6%
Wroughton	£114.26	2,738.3	£312,875	£109.87	2,714.8	£298,275	£4.39	4.0%	£14,600	4.9%
<b>Total</b>	<b>£69.64</b>	<b>31,923.8</b>	<b>£2,223,020</b>	<b>£65.53</b>	<b>30,219.2</b>	<b>£1,980,252</b>	<b>£4.11</b>	<b>6.3%</b>	<b>£242,768</b>	<b>12.3%</b>
Non-Parished Area	£47.05	37,622.0	£1,770,000	£27.81	37,440.8	£1,041,229	£19.24	69.2%	£728,771	70.0%



TAX BASE

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**COUNCIL**

**THURSDAY, 25<sup>TH</sup> FEBRUARY 2016**

**MINUTE FOR CONFIRMATION**

**CABINET**

**WEDNESDAY, 10 FEBRUARY 2016**

**61. Housing Revenue Account - Rents and Charges 2016/17 (Minute for Confirmation)**

The Cabinet Member for Housing and Public Safety and the Board Director, Service Delivery, submitted a joint report presenting to Cabinet the proposed rents, service charges and support charges for 2016/17 and the proposed Housing Revenue Account (HRA) budget for 2016/17.

**Resolved – That Council be recommended:**

- a) That the proposed average rent for Housing Revenue Account (HRA) dwellings for 2016/17, of £80.76 per week (52 week basis), which is a decrease of 1.0%, be approved, subject to confirmation from the Government as mentioned in paragraph 3.6 of the report. This would be an average decrease of £0.81 per week (52 week basis). The range of increases is shown in paragraph 3.10 of the report.
- b) That the Board Director, Service Delivery, be authorised to seek authority from the Secretary of State to extend the permission for the use of the Housing Revenue Account for payments to the Council's tenants under the Discretionary Housing Payments scheme, and provide a budget of £300k in 2016/17 as detailed at paragraph 3.27 of the report.
- c) That the housing related support charges for 2016/17 and service charges for 2016/17 as outlined in Appendix 2 to the report, be approved.
- d) That Leaseholder service charges are set for 2016/17, as shown in Appendix 3 to the report.
- e) That, based on the proposals set out within this report, the Housing Revenue Account (HRA) proposed budget 2016/17, shown in Appendix 4 to the report, be approved and that the HRA Capital Budget and Funding be approved as shown in Appendix 5 to the report.
- f) That a budget of £1m be approved to acquire properties as detailed at paragraph 3.36 of the report and that the Board Director, Service Delivery, in consultation with the Board Director, Resources, be authorised to commit this expenditure.
- g) That the draft 3 year capital projects and planned maintenance programme be approved, at an indicative funding level of £15.7m

**(2015/16 prices) for 2016/17 onwards, as shown in Appendix 6 to the report.**

- h) That rents charged on General Fund properties be increased by an average increase of 0.9% and the service charges for Christopher House and the David Murray John Apartments, as shown in Appendix 7 to the report, be approved.**
- i) That rents charged for plots at the Hay Lane Residential Gypsy Site be increased by £0.45 per week (0.9%) to £50.26 per week (52 week basis) and the rents for workpens, as shown in Appendix 7 to the report, be approved.**
- j) That the charges for Private Sector Leased (PSL) accommodation for those accepted as homeless, outlined in Appendix 7 to the report, be approved.**
- k) That any underspend on the 2015-16 Housing Revenue Account be added to revenue reserves.**
- l) That Housing Revenue Account rents in supported housing be increased by 0.9% subject to a further tenant consultation to be held on 15 February 2016.**

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

# Housing Revenue Account (HRA) - Rents and Charges 2016/17

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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Author: Cabinet Member for Housing and Public Safety  
Board Director, Service Delivery

Wards: All

Locality Affected: All

Parishes Affected: All

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## **1. Purpose and Reasons**

- 1.1 To present the proposed rents, service charges and support charges for 2016/17 and the proposed Housing Revenue Account (HRA) budget for 2016/17.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.
- 1.3 The funding that will be provided from rents will be of direct benefit to all tenants as it directly contributes to the maintenance and improvement of the housing stock over both the short and long term. This will promote the Councils Corporate priorities One and Four to *"Improve Infrastructure and housing to support a growing, low-carbon economy"* and *"Help people to help themselves while always protecting our most vulnerable children and adults."*

## **2. Recommendations**

Cabinet is invited to recommend to the Council as follows:

- 2.1 The proposed average rent for Housing Revenue Account (HRA) dwellings for 2016/17 of £80.76 per week (52 week basis), which is a decrease of 1.0%, be approved, subject to confirmation from the Government as mentioned in paragraph 3.6 of this report. This would be an average decrease of £0.81 per week (52 week basis). The range of increases is shown in paragraph 3.10.
- 2.2 To authorise the Board Director, Service Delivery to seek authority from the Secretary of State to extend the permission for the use of the Housing Revenue Account for payments to the Council's tenants under the Discretionary Housing Payments scheme, and provide a budget of £300k in 2016/17 as detailed at paragraphs 3.27.
- 2.3 The housing related support charges for 2016/17 and service charges for 2016/17 as outlined in Appendix 2 are approved.
- 2.4 Leaseholder service charges are set for 2016/17 as shown in Appendix 3.

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Further information on the subject of this report can be obtained from Paul Smith, 01793 463976, psmith2@swindon.gov.uk.

# **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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- 2.5 Based on the proposals set out within this report that the Housing Revenue Account (HRA) proposed budget 2016/17, shown in Appendix 4, be approved and that the HRA Capital Budget and Funding be approved as shown in Appendix 5.
  - 2.6 That a budget of £1m is approved to acquire properties as detailed at paragraph 3.36 below, and to authorise the Board Director, Service Delivery in consultation with the Board Director, Resources to commit this expenditure.
  - 2.7 That the draft 3 year capital projects and planned maintenance programme be approved at an indicative funding level of £15.7m (2015/16 prices) for 2016/17 onwards as shown in Appendix 6.
  - 2.8 Rents charged on General Fund properties are increased by an average increase of 0.9% and the service charges for Christopher House and the David Murray John Apartments, as shown in Appendix 7, be approved.
  - 2.9 Rents charged for plots at the Hay Lane Residential Gypsy Site are increased by £0.45 per week (0.9%) to £50.26 per week (52 week basis) and the rents for workpens, as shown in Appendix 7, are approved.
  - 2.10 The charges for Private Sector Leased (PSL) accommodation for those accepted as homeless outlined in Appendix 7 are approved.
  - 2.11 Any underspend on the 2015-16 Housing Revenue Account is added to revenue reserves.

## **3. Detail**

- 3.1 The Housing Revenue Account (HRA) is a statutory account set up in accordance with the Local Government and Housing Act 1989. This is a significant budget for the Council amounting to £49.7m of Gross Income in 2016/17 (a budget overview is provided at Appendix 1). The account is ring fenced and cannot be subsidised by the General Fund or vice versa.
- 3.2 The HRA contains all expenditure relating to the Council's landlord function of circa 10,300 dwellings, supported housing schemes, sheltered schemes, commercial premises and garages. Income is generated through rents, charges and interest received on balances.

### **Housing Revenue Account (HRA) Rents and Charges**

- 3.3 Swindon's Housing Revenue Account (HRA) receives the majority of its income from the charges it levies upon its tenants. Tenants can pay up to 3 elements for their homes:

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Further information on the subject of this report can be obtained from Paul Smith, 01793 463976, psmith2@swindon.gov.uk.

# Housing Revenue Account (HRA) - Rents and Charges 2016/17

Cabinet

Date: 10<sup>th</sup> February 2016

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- 3.3.1 **Rent** - a charge for the occupation of a dwelling. Rents pay for the management and maintenance of the properties.
- 3.3.2 **Service charge** - additional services which may not be provided to every tenant, or which may be connected with communal facilities e.g. a neighbourhood warden or staircase lighting charge.
- 3.3.3 **Support charge** - additional services to help tenants maintain their tenancies e.g. the warden service in sheltered accommodation and the Homeline alarm system.

## **Government Rent Policy and Capital Investment**

- 3.4 Government rent policy guidance, introduced nationally for local authorities in April 2002, established the local authority average guideline rent increase by applying Retail Price Index (RPI) inflation at the previous September plus 0.5%, and a convergence factor of up to £2 per week. The £2 per week convergence factor cap reflected the policy objective of increasing Local Authority rents to similar levels to those charged by Registered Providers (Housing Associations). Under self-financing, the Government calculated an allocation of debt to Swindon of £138.6m on the basis that this would be affordable given rents would increase per the policy in place at the time and detailed above.
- 3.5 Following consultation the Government announced that from 2015/16 this guidance would be replaced by new guidance that requires rent increases to be via a formula of September Consumer Price Index (CPI) + 1% for the next 10 years. Historically CPI has been lower than RPI, so the expected impact of this policy was to reduce annual rent increases, and therefore significantly reduce the rental income predictions on which our business plan is based.
- 3.6 Following the introduction of the new Welfare Reform and Work Bill, the Government is expected to introduce a requirement for Council rents to be reduced by 1% per annum for each year from 2016/17 through to 2019/20. The new policy is also expected to change the ability to re-let properties at target rent. Figures used in this report also assume that target rents will also be reduced by 1% subject to confirmation from the Government.
- 3.7 Whilst the move to the new social rent policy represents lower rent increases for tenants, it does represent a real, and significant, loss of rental income to the Council.
- 3.8 The level of rent directly affects the amount of funding available to run housing services and service the debt, but also importantly for capital investment as demonstrated below. The level of rent directly affects the amount of funding available to run housing services and repay the debt, and significantly impacts on the resources available for future capital investment as demonstrated below. This

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Further information on the subject of this report can be obtained from Paul Smith, 01793 463976, psmith2@swindon.gov.uk.

# Housing Revenue Account (HRA) - Rents and Charges 2016/17

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

becomes increasingly important because of the much needed investment required in the Council's non- traditionally built homes and upgrades required to the sheltered housing stock. Cabinet previously approved a 3-year programme from 2015/16 to 2017/18 of £16.8m per annum in order to aid certainty and allow longer-term investment planning rather than the previous annual approach. However, in the light of the proposed changes in rent policy, this will need amending to reflect the lower level of resources that will be available in the coming years.

## **Housing Revenue Account Budget 2016/17**

- 3.9 Given the Government's proposed rent policies provide for an annual reduction of 1% per annum, rents for 2016/17 have been prepared on this basis.
- 3.10 Table 1 below shows the rent decrease by property size and the range of decreases within that band. The historical rent calculation formula means that there is no "average" property within the stock as the rent for each property is based on a combination of the number of bedrooms and the 1999 property value. Previous Government policy was that rents would converge in line with a formula towards "target rents," which would result in more consistency between properties. However, this process has now stopped and rents only move to target when the property is re-let. Consequently, there is still a wide range of actual rents being paid.

**Table 1 Average and range of rent by property size (52 week basis)**

No. of properties at Dec 2015	Bedroom size	Final position at year end 2015/16	Rent for existing tenants for 2016/17	Net change %	Rent for new tenants for 2016/17	Lowest rent per week	Highest rent per week
277	Bedsits	66.08	65.42	-1.00%	68.00	59.98	74.11
3,242	1	73.67	72.93	-1.00%	76.72	63.61	87.02
2,817	2	81.88	81.06	-1.00%	83.87	71.71	97.92
3,773	3	88.25	87.37	-1.00%	91.74	79.4	113.14
192	4	100.89	99.88	-1.00%	106.04	86.32	114.2
4	5	107.52	106.44	-1.00%	114.05	84.41	117.67
2	>5	102.05	101.03	-1.00%	113.37	97.82	104.24
<b>10,307</b>	<b>OVERALL</b>	<b>102.05</b>	<b>101.03</b>	<b>-1.00%</b>	<b>113.37</b>		

- 3.11 The HRA budget for 2016/17 is dependent upon the decisions Members make around changes to rents, service charges, support charges, and capital investment.
- 3.12 Appendix 4 shows the proposed HRA budget for 2016/17 assuming Members agree to the recommendations on rents and charges set out in this report. The following paragraphs outline the major movements (key variances) from the

Further information on the subject of this report can be obtained from Paul Smith, 01793 463976, psmith2@swindon.gov.uk.



# **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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2015/16 base budget to the proposed 2016/17 budget. This section will also bring to Members' attention the short term and medium financial implications and challenges facing Swindon's HRA.

- 3.13 The current HRA debt will stand at £130.5 million on 31 March 2016 and the average interest rate for this is 3.32%. Interest on this borrowing for 2016/17 is £4.332m (item 26, Appendix 4).
- 3.14 The budgeted cost of revenue repairs (item 3&4, Appendix 4) has remained at a similar level to last year at £12.532m in 2016/17.
- 3.15 The proposed budget includes a £100k decrease in bad debt provision to £300k for the year 2016/17. This is due to less of an impact from Universal Credit than was originally anticipated (included in item 10, Appendix 4).
- 3.16 The HRA Capital Improvement Programme covers 3 major areas, these are:
- Capital projects i.e. kitchens & bathrooms, insulation improvements etc.
  - Planned maintenance programme i.e. fencing, paths, electrical maintenance, heating etc.
  - Regeneration & acquisition / new build programme.
- 3.17 The capital projects and planned maintenance programme has been increased to £17.0m. This consists of £15.7m capital budget (item 1, Appendix 5) and £1.3m revenue repairs & maintenance budget (which is within the Contribution to Repairs Account budget shown at item 4 of Appendix 4). The 15/16 equivalent was £16.8m in total for both elements.
- 3.18 It is proposed to provide an additional £1m on top of that budgeted for in 2016/17, to continue with the programme to purchase of 1 and 2 bedroom properties within the HRA estate areas. It is proposed this is to be funded from existing HRA reserves. In addition, this funding stream will also be used to acquire properties that are suitable to support Adult Social Care clients who need accommodation, (item 2, Appendix 5). This will provide options for those tenants who need to downsize due to the introduction of the Welfare Reforms. Appendix 5 items 17 -20 provide a summary of the retained Right To Buy (RTB) income that is available for investment in new build programmes. It is anticipated that this funding, referred to in the previous paragraph, will be used to help fund this.
- 3.19 Any other new build and major regeneration programmes will be brought to Cabinet for separate approval and will take account of the Housing Strategy. Regeneration and new build opportunities can take advantage of the borrowing headroom available to the HRA.

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Further information on the subject of this report can be obtained from Paul Smith, 01793 463976, psmith2@swindon.gov.uk.

# **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

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- 3.20 A draft 3 year capital programme is attached at Appendix 6. The purpose of recommending a 3 year programme rather than the usual 1 year is to enable better forward planning and provide certainty. However, with reduced revenue surpluses available as a result of the Governments proposed rent policy, any shortfall in funding for 2017/18 through to 2019/20 between the proposed programme and available revenue resources will be filled through the use of existing HRA reserves. The programme will be kept under review as more details of the Government's rent policies emerge. It is recommended that the indicative level of spend outlined in Appendix 6 be approved.

## **General Fund Rents and Service Charges**

- 3.21 Rent charges for the residential properties owned by the General Fund (including the David Murray John Tower - DMJ) have followed the same rent setting approach as used for HRA properties. Service charges for these properties have been reviewed for 2016/17 and aligned with the latest cost of service provision resulting in decreased charges as outlined in Appendix 7 and it is recommended that the charges for the David Murray John Tower and Christopher House (Flats over the shops at Marlowe Avenue) be approved.

## **Hay Lane Residential Gypsy Site**

- 3.22 There are 37 plots at Hay Lane and a rent of £49.81 per week was charged in 2015/16. It is proposed to increase this charge for 2016/17 in line with CPI + 1% to £50.26 per week, an increase of 0.9%.
- 3.23 Workpens at Hay Lane vary in size and each has a separate charge. It is proposed that the charges are increased by 0.9% for 2016/17 and it is therefore recommended that charges for Hay Lane outlined at Appendix 7 be approved.
- 3.24 The charge for pitches at the transit Gypsy and Traveller site (when in use) will remain in line with the pitch fee for Hay Lane residential site.

## **Homelessness Contributions**

- 3.25 The level of homelessness contributions for private accommodation is linked to the Local Housing Allowance that is payable for each size of property. The details of these charges are shown on Appendix 7 but it should be noted that the Government has stated Local Housing Allowance rates will be frozen at their current levels for three years.

## **Affordable Rents**

- 3.26 There are different guidelines that cover affordable rent properties. It is anticipated however that affordable rents will be subject to the same restrictions as social rents and therefore the budget has been prepared on the basis of a 1%

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# **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

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reduction from the 2015/16 rent. Any new affordable rents in 2016/17 will continue to be set in line with existing Housing policy in line with the Local Housing Allowance.

## **Discretionary Housing Payments Fund (DHP)**

- 3.27 In 2015/16 the Council obtained permission from the Secretary of State to provide Discretionary Housing Payments Fund (DHP) of up to £300k through the HRA. This funding is only for the benefit of HRA tenants to ensure that sufficient funding is available to support those affected by Welfare Reform. The current permission is valid for the financial year beginning 1<sup>st</sup> April 2015. Current forecasts indicate that actual spend is likely to be close to this £300k budget and therefore authority is sought for the Board Director, Delivery to write to the DCLG for permission to extend the arrangement into 2016/17 and a budget of £300k be retained to support this arrangement.

## **Support and Service Charges**

- 3.28 There are no significant pressures on service charges and as a result of utility costs being lower than anticipated, many of the service charges have decreased on the 2015/16 prices. Where reserves exist due to over-recovery in previous years, these have been used to mitigate any increases in charges. Full details of all service charges can be found in Appendix 2.

## **Leaseholder Service Charges**

- 3.29 Leaseholders are recharged the full cost of providing services. The charges proposed for leaseholder are shown in Appendix 3.
- 3.30 Administration charges to cover the administration involved in the resale of leases is proposed to stay unchanged at £155 per transaction and is included in Appendix 3.

## **Garage Rents and Parking Charges**

- 3.31 Garage and parking space rents for tenants have been held again this year due to the level of demand as demonstrated by the level of voids. Cross over charges and premium parking provision have been increased in line with inflation. Details are shown in Appendix 2.

# Housing Revenue Account (HRA) - Rents and Charges 2016/17

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## Provisional Budget for 2016/17

- 3.32 A summary of the budget proposals contained in this report will produce a balanced HRA budget in 2016/17 and is summarised below. Appendix 1 provides a more detailed breakdown.

	£m	£m
Rent (£43.19m) & other income		£50.054
Less Operational Costs	(£ 12.190)	
Repairs Service	(£ 11.232)	
DHP	(£ 0.300)	
Debt Interest	<u>(£ 4.332)</u>	
Available for investment		£ 22.000
Debt Repayment		<u>(£ 5.000)</u>
Available for Capital Investment		<u>£ 17.000</u>

- 3.33 The proposed budget includes £1.457m of cost pressures (including rent reductions of c£700k, but £1.657m of savings which has resulted in an increase in the funding available for capital investment of £200k over and above the £16.8m approved for 2015/16 at Cabinet in February last year.

## HRA Business Plan 2016/17 – 2019/20

- 3.34 Appendix 8 shows the estimated impact of the 1% annual reduction in rents on the funding available for investment over the next 4 years, compared with the previous business plan. The overall change in funding available for capital investment is a reduction of £13m from £75.7m to £62.7m. Rent loss is anticipated to be £22.8m, however a reduction in the budgeted allowances for voids and bad debts of £6.2m, as well as a number of other amendments such as inflation assumptions and estimates of Right to Buy sales, has helped mitigate this. The key business plan assumptions are set out below:

### Business Plan Assumptions (previous & current)

	2016	2017	2018	2019
CPI – previous assumption	2.2%	2.7%	2.7%	2.7%
<b>CPI – current assumption</b>	<b>-0.9%</b>	<b>1.0%</b>	<b>2.0%</b>	<b>2.0%</b>
RPI – previous	3.4%	4.0%	4.0%	4.0%
<b>RPI – current</b>		<b>2.0%</b>	<b>3.0%</b>	<b>3.0%</b>
Rent Increases – previous	3.2%	3.7%	3.7%	3.7%
<b>Rent Increases – current</b>	<b>-1.0%</b>	<b>-1.0%</b>	<b>-1.0%</b>	<b>-1.0%</b>
Voids – previous	1.5%	1.5%	1.3%	1.2%
<b>Voids – current</b>	<b>1.0%</b>	<b>1.0%</b>	<b>1.0%</b>	<b>1.0%</b>
Bad Debts – previous	2.9%	3.5%	4.0%	5.0%
<b>Bad Debts – current</b>	<b>0.7%</b>	<b>0.7%</b>	<b>0.7%</b>	<b>0.7%</b>

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# **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

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- 3.35 CPI and RPI estimates are based on Treasury and ONS (Office of National statistics) data available at the time of writing the report. Void allowances, which represent lost rent when properties are vacant between tenancies, have reduced to reflect better than expected performance in 2015/16. Allowances for Bad debts, which reflect unpaid rent, were increased significantly in the previous business plan to reflect the expected impact of welfare reform. However, bad debts in 2015/16 to date are estimated to be around £300k, or 0.7% of rents due, and therefore the business plan assumptions have been changed to reflect this position. All of these assumptions will be reviewed as and when the business plan is updated to reflect the latest information and therefore this is only indicative of the potential position looking ahead. A full and updated HRA Medium Term Resource Plan will be presented at March Cabinet.

## **Investment requirements**

- 3.36 The Council are currently using the RAND Associates stock condition assessment carried out in 2011, which recommended an investment of £108.2m over the first 5 years of the Housing business plan. Up to and including these 2016/17 proposals, £76.73 million will have been provided, leaving a shortfall of £31.45 million against the recommended investment programme. Therefore, structural investigation works to our non-traditional housing stock have been completed and an independent Stock Condition Survey is currently being undertaken to get an up to date position on the long term future investment requirements. The outcome of these surveys will be considered as part of the HRA Medium Term Financial Plan (MTFP) that will be presented to Cabinet in March 2016.

## **Consultation**

- 3.37 The rent setting presentation explained the revised Government policies for the next 4 years and the impact on the funding available for investment in HRA stock. Consultation events were publicised using usual communications with Council tenants and were held during December 2015. Attendance at these events is traditionally low and to address this, other opportunities were used to encourage tenants to take part in the consultation stage, including the use of the Housing Facebook Page, the Housing Sounding Board and Swindon 105.5 FM. This approach resulted in the highest ever return for such a consultation with 368 responses compared to 199 last year.
- 3.38 As the reduction in rent levels is mandatory, the consultations asked for views around a combination of ways to increase resources available for investment which were:

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# Housing Revenue Account (HRA) - Rents and Charges 2016/17

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- A) **Use some of our 'reserves'.**
- B) **Repay less of our debt.**
- C) **Reduce the amount we spend on improvements to our homes.**
- D) **A combination of options A and B.**

3.39 The results from the consultation exercise were as follows:

3.39.1 The majority of tenants, 60%, supported Option D – a combination of using some reserves and reducing the amount of debt we repay over the next four years.

3.39.2 Both Tenant Associations for Sheltered Housing and the Swindon Tenants Campaign Group recommended Option B – to repay less debt.

3.40 The outcome of feedback from the consultation with the Housing Advisory Forum on the 20<sup>th</sup> January will be given verbally at the Cabinet meeting.

## **4. Alternative Options**

4.1 The setting of local authority rent is no longer a local decision. Central Government is legislating for a reduction of 1% per annum for the next 4 years.

4.2 The setting of service charges is a local decision. Service charges should generally be set at a level that recovers the cost of providing those services, but does not make a profit. Should service charges be set lower than at a level that recovers costs, then the deficit will be funded through general rent income and result in less funding available to support capital investment.

4.3 The current policy is to repay £5m of HRA debt per annum which reduces the following year's annual interest payments by £166,000. Cabinet could decide not to repay either some or all of this which would increase the funding available for capital investment, but would incur additional debt interest charges. Appendix 8 shows the impact over the next 4 years of delaying the repayment of debt in full on the funding available. Given the current capital programme includes a substantial amount of backlog from previous years, there would however be significant resource implications around the ability of officers in delivering a further £5m of capital investment in 2016/17 over and above that currently planned.

## **5. Implications, Diversity Impact Assessment and Risk Management**

### Financial and Procurement Implications

5.1 These have been reflected in the body of the report.

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# Housing Revenue Account (HRA) - Rents and Charges 2016/17

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## Legal and Human Rights Implications

- 5.2 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

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

- 5.3 There are no such direct implications.

## Diversity Impact Assessment

- 5.4 A thorough Diversity Impact Assessment was carried out in support of the HRA Business Plan in 2012. This has been updated annually to reflect the changes in rents and identified no adverse impact for any protected characteristic. A copy can be obtained from the report author.
- 5.5 Setting of local authority rents is subject to Government guidance which for the next four years will require a year on year reduction of 1%, although this will not apply to service charges which are still required to cover their costs. A careful balance needs to be struck between affordability and tenants being able to benefit from warmer and healthier homes. The Diversity Impact Assessment concludes that for those on the lowest incomes there will be no impact as their rents are covered by Housing Benefit, and they will continue to be able to claim their full entitlement under the national scheme. Support to enable them to do this is provided both by housing officers and benefits advisers. Housing officers are aware that a large proportion of employed Council tenants are on low incomes and that these decreases should benefit these tenants in some cases. Any tenants who feel that proposed increases in service charges and support costs will cause them hardship will be able to seek advice from Housing Officers and their local Neighbourhood Housing Officers as well as from the Citizens Advice Bureau. The Discretionary Housing Payment scheme funded by both the General Fund and, subject to Ministerial consent and set criteria, also funded by the Housing Revenue Account, will also continue to be available to alleviate hardship by meeting gaps in benefit previously received.
- 5.6 Information regarding Housing Benefit and the support available from Housing Services will continue to be provided to all tenants when they receive notification of new rents for 2016/17. Tenants who fall into rent arrears will be managed according to the Council's Rent Arrears Policy for which a Diversity Impact Assessment has also been completed.

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# Housing Revenue Account (HRA) - Rents and Charges 2016/17

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- 5.7 The impact of the loss of rental income due to the 1% rent decrease has largely been mitigated in 2016/17 by efficiency savings identified within the Housing Teams and will ensure for the coming year that the housing stock is maintained in the short term.

## Risk Management

- 5.8 Failure to raise enough revenue through rents to fund a capital programme that secures the long term future of the council stock is an important consideration that is part of the rent setting process. The implications of the Government's proposed 1% rent decrease are set out in Appendix 8.

## **6. Consultees**

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

## **7. Background Papers**

- 7.1 None

## **8. Appendices**

Appendix 1 – Proposed HRA Budget Overview 2016/17.

Appendix 2 – Service charges for 2016/17

Appendix 3 – Leaseholder charges for 2016/17

Appendix 4 – Detailed HRA Budget 2016/17

Appendix 5 – Proposed HRA Capital Budget 2016/17

Appendix 6 – Proposed HRA 3 year Capital Programme

Appendix 7 – Proposed HGF Rents & Service Charges 2016/17

Appendix 8 – Comparison of Business Plans showing the impact of a 1% rent reduction of not repaying debt of £5m over for the next 4 years

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is not a key decision to be made by Cabinet because the final decision on setting Housing Revenue Account rents and charges for 2016/17 and approving the HRA budget for 2016/17 are to be made by full Council on 25<sup>th</sup> February 2016. At this meeting, Council will also be asked to approve the General Fund

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## **Housing Revenue Account (HRA) - Rents and Charges 2016/17**

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rents and charges for the David Murray John Tower, the Hay Lane Residential Gypsy Site and homelessness contributions.

- 9.2 This item is included in the Cabinet Work Programme and Forward Plan for February 2016.

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## Appendix 1 – Overview of HRA Revenue Budget

	2015/16 Budget	2016/17 Proposed Budget
	£	£
<b>Expenditure</b>		
Management ( staff, overheads and service charge costs)	12,059,400	12,257,200
Repairs (incl. staff costs)	12,082,300	12,531,900
Discretionary Housing Payments	300,000	300,000
Rent, Rates and Taxes	76,700	77,300
Debt Management fees and Debt Rescheduling Premium	60,000	60,000
<b>Gross Expenditure</b>	<b>24,578,400</b>	<b>25,226,400</b>
<b>Income</b>		
Rents	(43,980,000)	(43,190,000)
Voids and Bad debt	839,800	732,900
Service Charges	(4,049,100)	(3,948,200)
Other Income (garages, commercial property, Homeline)	(3,489,600)	(3,649,200)
<b>Gross Income</b>	<b>(50,678,900)</b>	<b>(50,054,500)</b>
<b>Net Cost of Services</b>	<b>(26,100,500)</b>	<b>(24,828,100)</b>
Net Interest costs ( after interest receivable has been deducted)	4,300,500	4,127,600
Contribution to capital expenditure and loan repayment	5,000,000	5,000,000
<b>Projected (surplus) / deficit for the year</b>	<b>(16,800,000)</b>	<b>(15,700,500)</b>
<b>Use of operating Surplus with £5m Loan Repayment</b>		
Depreciation Charges = transfer to Major Repairs Reserve to fund capital	14,400,000	14,870,000
Revenue Surplus used in Capital Programme (RCCO)	2,400,000	830,500
<b>Use of Operating Surplus</b>	<b>16,800,000</b>	<b>15,700,500</b>

## **Appendix 2 – Service charges for 2015/16**

	<b>Current Charge 2015/16</b>	<b>Proposed Charge 2016/17</b>
	<b>£</b>	<b>£</b>
<b><u>Flats (Communal entrance)</u></b>		
Service Charge - Staircase Lighting	0.59	0.60
Multi Storey service charge	14.04	13.58
Neighbourhood Wardens Low & medium rise blocks service charge	1.99	2.03
Neighbourhood Wardens General stock service charge	1.17	1.18
<b><u>Sheltered Housing</u></b>		
Sheltered service charge	25.11	24.37
Heating charge - private use	11.58	10.02
Heating charge - communal use	3.80	3.26
Water charge	3.65	3.74
Guest room charge	13.00	13.00
Guest flat charge	15.00	15.00
<b><u>Other</u></b>		
Cable TV charge	2.00	2.04
Communal TV aerials	1.12	1.13
Home contents insurance (per £100 of cover)	0.00	0.00
Grass Cutting	1.30	1.31
Hedge	1.30	1.31
<b><u>Support Charges</u></b>		
Sheltered housing support charge	3.10	3.13
Sheltered transitional protection	-1.67	-1.67
Homeline Charge	4.15	4.19
Homeline transitional protection	-0.30	-0.30
Homeline Charge - private tenants	5.69	5.74
Homeline Plus level 1	12.85	12.85
Homeline Plus level 2	14.30	14.30
Homeline Plus level 3	16.22	16.22

	<b>Current Charge 2015/16</b>	<b>Proposed Charge 2016/17</b>
	<b>£</b>	<b>£</b>
<b><u>Garage / Parking Charges</u></b>		
Garage rent	7.51	7.51
Account Garage + VAT	8.30	8.30
Parking space	2.54	2.54
Cross over - existing tenants	2.26	2.28
Cross over - new tenants	4.42	4.45
Cross over - new build properties (2 spaces)	8.83	8.91
Account parking space + VAT	2.83	2.83
Premium Garage + VAT	9.96	9.96
Premium parking space + VAT	6.23	6.23
<b><u>Supported Housing</u></b>		
Service Charge	38.42	39.19
Heating charge - private use	9.55	8.43
Heating charge - communal use	3.36	2.96
Water charge	4.40	4.40
Electricity	8.46	7.00
<b><u>Small Housing Schemes</u></b>		
Service charge - Moredon Road	35.26	35.58
Service charge - William Robins Court - LD clients	25.21	25.26
Service charge - William Robins Court - General needs	11.48	11.58
Service charge - Baileys Farm Gardens - General needs	14.23	13.94
Service charge - Baileys Farm Gardens - General needs water	3.65	3.53
Service charge - Marlowe Avenue	24.36	24.58
Service charge - Twyford Close	8.24	8.40
Service charge - Evelyn House	22.22	22.66
Service charge - Tyndale Gardens	27.67	28.22
Service charge - Kimmerfield Court (SBC element)	7.65	7.80
Service charge - Kimmerfield Court - Private heating charge	8.61	9.26
Service charge - Kimmerfield Court - Communal heating charge	2.84	3.04

## **Appendix 3 - Leaseholder Charges**

	<b>Current Charge 2015/16</b>	<b>Proposed Charge 2016/17</b>
	<b>£</b>	<b>£</b>
Ground Rent - Annual Charge	10.00	10.00
Leaseholder management charge - all properties	152.28	153.65
Leaseholder management charge - properties with communal areas	182.36	184.00
Service Charge - Staircase Lighting adjusted to actual charge during annual review	27.90	30.95
Multi Storey service charge	607.79	582.11
Administration charge for dealing with the re-sale of leasehold interest	155.00	155.00
In addition leaseholders pay property insurance based on the insured value of their property and a contribution to any repairs carried out on their block of flats		

## Appendix 4 - Detailed HRA Budget 2016/17

Item		2015/16 Budget	2016/17 Proposed Budget
		£	£
	<b><u>EXPENDITURE</u></b>		
1	S&M General	6,371,500	6,511,900
2	S&M Special	5,687,900	5,745,300
3	Repairs Administration	1,353,000	1,348,600
4	Contribution to Repairs Account	10,729,300	11,183,300
5	Rent, Rates & Taxes	76,700	77,300
	<b><u>Capital Financing</u></b>		
6	Capital Charges - depreciation council dwellings	14,400,000	14,870,000
7	Capital Charges - debt rescheduling premium	0	0
8	Revenue Contribution to Capital Outlay (RCCO) - Charged	2,400,000	830,500
9	Debt Management	60,000	60,000
10b	Discretionary Housing Payments	300,000	300,000
<b>11</b>	<b><u>TOTAL EXPENDITURE</u></b>	<b>41,378,400</b>	<b>40,926,900</b>
	<b><u>INCOME</u></b>		
	<b><u>Rent income</u></b>		
12	Dwellings	(43,980,000)	(43,190,000)
	Provision for Bad Debts	400,000	300,000
13	Less voids	439,800	432,900
14	Garages	(1,056,300)	(1,070,400)
15	Shops / Commercial	(252,700)	(264,000)
16	Support charges - Sheltered	(216,000)	(216,000)
17	Sheltered Housing Service Charges	(2,312,500)	(2,220,900)
18	Supported Housing Service Charge	(454,300)	(444,800)
		<b>(47,432,000)</b>	<b>(46,673,200)</b>
19	Miscellaneous Properties Rent	(94,400)	(94,400)
20	Service Charges - Flats	(78,400)	(78,600)
21	Sheltered Housing Heating Charges	(987,900)	(987,900)
22	Homeline	(892,800)	(911,300)
23	Other Service Charges / Other income	(1,193,400)	(1,309,100)
		<b>(3,246,900)</b>	<b>(3,381,300)</b>
<b>24</b>	<b><u>TOTAL INCOME</u></b>	<b>(50,678,900)</b>	<b>(50,054,500)</b>
<b>25</b>	<b><u>NET COST OF SERVICES</u></b>	<b>(9,300,500)</b>	<b>(9,127,600)</b>
26	Loan Charges - Interest	4,497,500	4,331,600
27	Interest on balances (interest receivable)	(197,000)	(204,000)
28	Right to buy mortgage interest (interest receivable)		
<b>29</b>	<b><u>NET OPERATING EXPENDITURE</u></b>	<b>(5,000,000)</b>	<b>(5,000,000)</b>
30	Loan repayments	5,000,000	5,000,000
<b>31</b>	<b><u>PROJECTED (SURPLUS) / DEFECIT FOR THE YEAR</u></b>	<b>0</b>	<b>0</b>

## **Appendix 5 - Proposed HRA Capital Budget 2014/15**

<b>Item</b>		<b>2015/16 Budget</b>	<b>2016/17 Proposed Budget</b>
		<b>£</b>	<b>£</b>
	<b><u>HRA Capital Schemes</u></b>		
1	Capital Projects and Planned Maintenance Programme	16,800,000	15,700,000
	Slippage from 2014/15 Programme	18,993,200	
2	Regeneration and Acquisition Programme	1,000,000	1,000,000
3	Non-Core Works:	0	0
4	<b>Total Capital Programme</b>	<b>36,793,200</b>	<b>16,700,000</b>
	<b><u>HRA Capital Funding Applied</u></b>		
5	Depreciation - transfer to MRR to fund capital	14,400,000	14,870,000
	In year Capital receipts	0	
6	S106 Funding	0	
7	Direct Revenue Financing	2,400,000	830,500
8	In year resources available	16,800,000	15,700,500
	<b><u>HRA Capital Reserves</u></b>		
9	Usable Capital Receipts		
10	Prudential Borrowing		
11	RTB Funding Used	383,200	(500,000)
12	HRA Capital Reserves	19,610,000	610,000
		19,993,200	110,000
13	<b>Total HRA Capital Funding</b>	<b>36,793,200</b>	<b>15,810,500</b>
14	<b><u>Revenue</u></b>		
15	<b>Repairs Budget</b>	<b>11,402,200</b>	<b>12,531,900</b>
<b>16</b>	<b>Total Revenue and Capital Repairs</b>	<b>47,195,400</b>	<b>28,231,900</b>
	<b><u>RTB retained funding</u></b>		
17	Brought forward	1,255,300	1,792,100
18	Used in year	(383,200)	500,000
19	Additional funding from in year sales	920,000	
20	Resources carried forward	1,792,100	2,292,100



## **Appendix 6 - Proposed 3 year Capital Programme**

<b>Group</b>	<b>2016/17 Budget</b>	<b>2017/18 Budget</b>	<b>2018/19 Budget</b>
Major Adaptations	1,300,000	1,100,000	1,100,000
Future Major Works	8,733,200	6,289,000	6,289,000
Contingent Major Repairs	151,000	151,000	151,000
Environmental & Communal Areas	160,000	160,000	160,000
Exceptional Extensive	4,335,300	5,600,000	5,600,000
Related Assets and Improvements	200,000	200,000	200,000
Planned Maintenance	820,500	2,200,000	2,200,000
Regeneration, acquisition and New Build	1,000,000		
<b>Total</b>	<b>16,700,000</b>	<b>15,700,000</b>	<b>15,700,000</b>

All budgets are shown in 2016/17 prices.

## **Appendix 7 - Proposed HGF Rents & Service Charges**

### **2016/17**

	<b>Current Charge 2015/16</b>	<b>Proposed Charge 2016/17</b>
	<b>£</b>	<b>£</b>
<b><u>Hay Lane Caravan Site</u></b>		
Caravan Site Pitch Rent	49.81	50.26
Caravan Site Workpen Rent Size 1	4.24	4.28
Caravan Site Workpen Rent Size 2	8.48	8.56
Caravan Site Workpen Rent Size 3	10.60	10.70
Caravan Site Workpen Rent Size 4	12.71	12.82
Caravan Site Workpen Rent Size 5	1.06	1.07
<b><u>Christopher House, Marlowe Avenue</u></b>		
Service Charge	19.35	14.97
<b><u>David Murray John Building</u></b>		
Heating charge - 1 bed property	11.17	9.89
Heating charge - 2 bed property	13.14	11.63
Service charge - 1 bed property	26.13	22.70
Service charge - 2 bed property	30.74	26.71
<b><u>PSL rents</u></b>		
1 Bed	148.28	148.28
2 Bed	169.04	169.04
3 Bed	195.00	195.00
4 Bed	200.00	200.00
These charges are subject to any changes to Local Housing Allowances made by Government		

## **Appendix 8 - Comparison of Business Plans showing the impact of a 1% rent reduction and of not repaying debt of £5m over for the next 4 years**

<b>Current HRA Business Plan - CPI + 1%</b>											
		<b>Income</b>							<b>Net Available for Investment</b>		
Year	Year	Rental Income	Voids & Bad Debts	Net Rental Income	Other income	Total Income	Total expenses	Debt Interest	Net Operating Expenditure	Debt Repayment	Available for Capex
		£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
1	2016.17	45,322	(2,196)	43,127	8,070	51,196	(24,026)	(4,435)	22,735	(5,000)	17,735
2	2017.18	46,937	(2,608)	44,330	8,234	52,564	(24,873)	(4,327)	23,365	(5,000)	18,365
3	2018.19	48,588	(2,861)	45,726	8,527	54,253	(25,897)	(4,279)	24,077	(5,000)	19,077
4	2019.20	51,344	(3,537)	47,807	8,941	56,748	(26,964)	(4,198)	25,586	(5,000)	20,586
	<b>Totals</b>	<b>192,191</b>	<b>(11,201)</b>	<b>180,990</b>	<b>33,771</b>	<b>214,761</b>	<b>(101,760)</b>	<b>(17,239)</b>	<b>95,762</b>	<b>(20,000)</b>	<b>75,762</b>

<b>Updated 16/17 HRA Business Plan - Proposed 1% Rent reduction over next 4 years</b>											
		<b>Income</b>							<b>Net Available for Investment</b>		
Year	Year	Rental Income 1% cut YoY	Voids & Bad Debts	Net Rental Income	Other income	Total Income	Total expenses	Debt Interest	Net Operating Expenditure	Debt Repayment	Available for Capex
		£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
1	2016.17	43,190	(731)	42,459	7,547	50,005	(23,612)	(4,352)	22,042	(5,000)	17,042
2	2017.18	42,492	(719)	41,772	7,493	49,265	(24,084)	(4,186)	20,995	(5,000)	15,995
3	2018.19	41,781	(707)	41,074	7,716	48,789	(24,806)	(4,020)	19,963	(5,000)	14,963
4	2019.20	41,910	(710)	41,200	7,945	49,145	(25,551)	(3,854)	19,740	(5,000)	14,740
	<b>Totals</b>	<b>169,373</b>	<b>(2,867)</b>	<b>166,505</b>	<b>30,700</b>	<b>197,205</b>	<b>(98,052)</b>	<b>(16,413)</b>	<b>82,740</b>	<b>(20,000)</b>	<b>62,740</b>

<b>Business Plan variations</b>											
		<b>Income</b>							<b>Net Available for Investment</b>		
Year	Year	Rental Income 1% cut YoY	Voids & Bad Debts	Net Rental Income	Other income	Total Income	Total expenses	Debt Interest	Net Operating Expenditure	Debt Repayment	Available for Capex
		£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000	£,000
1	2016.17	(2,132)	1,464	(668)	(523)	(1,191)	415	83	(693)	0	(693)
2	2017.18	(4,446)	1,888	(2,557)	(741)	(3,299)	789	141	(2,369)	0	(2,369)
3	2018.19	(6,807)	2,154	(4,653)	(811)	(5,464)	1,091	259	(4,114)	0	(4,114)
4	2019.20	(9,434)	2,827	(6,607)	(996)	(7,603)	1,413	343	(5,846)	0	(5,846)
	<b>Totals</b>	<b>(22,819)</b>	<b>8,334</b>	<b>(14,485)</b>	<b>(3,071)</b>	<b>(17,556)</b>	<b>3,708</b>	<b>826</b>	<b>(13,022)</b>	<b>0</b>	<b>(13,022)</b>

<b>Impact of not repaying £5m debt for each of the next 4 years</b>											
		<b>Income</b>					<b>Expenditure</b>		<b>Net Available for Investment</b>		
Year	Year	Rental Income 1% cut YoY	Voids & Bad Debts	Net Rental Income	Other income	Total Income	Total expenses	Debt Interest	Net Operating Expenditure	Debt Repayment	Available for Capex
		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
1	2016.17	43,190	(731)	42,459	7,547	50,005	(23,612)	(4,352)	22,042		22,042
2	2017.18	42,492	(719)	41,772	7,493	49,265	(24,084)	(4,352)	20,829		20,829
3	2018.19	41,781	(707)	41,074	7,716	48,789	(24,806)	(4,352)	19,631		19,631
4	2019.20	41,910	(710)	41,200	7,945	49,145	(25,551)	(4,352)	19,242		19,242
	<b>Totals</b>	<b>169,373</b>	<b>(2,867)</b>	<b>166,505</b>	<b>30,700</b>	<b>197,205</b>	<b>(98,052)</b>	<b>(17,409)</b>	<b>81,744</b>	<b>0</b>	<b>81,744</b>
		Variance due to change in debt repayment						<b>(996)</b>	<b>(996)</b>	<b>20,000</b>	<b>19,004</b>

Note: debt repaid at financial year end, therefore impacts the following years interest payments

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**COUNCIL**

**THURSDAY, 25<sup>TH</sup> FEBRUARY 2016**

**MINUTE TO NOTE**

**CABINET**

**WEDNESDAY, 10 FEBRUARY 2016**

**66. Superfast Broadband**

The Cabinet Member for Corporate, Customer and Digital Services and Board Director, Resources, submitted a joint report responding to Motions agreed by Council in March 2015 and November 2015 relating to the improvement of Superfast Broadband coverage across the Borough (Council Minutes 96 2014/15 and 48 2015/16 refer).

Resolved – (1) That the report be noted and that the Council's support for the existing contract with UK Broadband Networks (UKBN) as the best available means of securing Superfast Broadband coverage for the Borough of Swindon be confirmed.

(2) That it be agreed that the £0.5m budget previously allocated for Superfast Broadband from the New Homes Bonus remain available for this purpose.

**(3) That the Cabinet Member for Corporate, Customer and Digital Services report the outcome of this report to the next meeting of Council.**

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## Superfast Broadband

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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Author:	Cabinet Member for Corporate, Customer and Digital Services and Board Director, Resources
Wards:	All
Locality Affected:	All
Parishes Affected:	All

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### **1. Purpose and Reasons**

- 1.1 This report responds to Motions agreed by Council in March 2015 and November 2015 related to Superfast Broadband (Council Minutes 96 2014/15 and 48 2015/16 refer).
- 1.2 Improving access to Superfast Broadband across the Borough will contribute towards the Council's vision for Swindon, and particularly priority two; Offer education opportunities that lead to the right skills and right jobs in the right places.

### **2. Recommendations**

Cabinet is recommended:

- 2.1 To note the contents of the report and confirm its support for the existing contract with UK Broadband Networks (UKBN) as the best available means of securing Superfast Broadband coverage for the Borough of Swindon;
- 2.2 To agree that £0.5m budget previously allocated for Superfast Broadband from the New Homes Bonus remains available for use on this purpose.
- 2.3 To request that the Cabinet Member for Corporate, Customer and Digital Services report the outcome of this report to the next meeting of Council.

### **3. Detail**

- 3.1 At the Council meeting on 26<sup>th</sup> March 2015, Councillor Toby Elliott moved and Councillor Oliver Donachie seconded the following motion that was debated and agreed;

*"This Council notes:*

*A competitive OJEU tender process has been undertaken by Officers to secure Superfast Broadband in Swindon's BDUK intervention areas.*

*The recommendation to Cabinet on 18<sup>th</sup> March 2015 was to accept a 4G LTE proposal to ensure that 99.4% of Swindon can receive Superfast Broadband.*

*A 4G LTE system for rural areas is the most cost effective and time effective way of bringing Superfast Broadband to 12,000 additional households.*

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).

## Superfast Broadband

Cabinet

Date: 10<sup>th</sup> February 2016

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*This Council requests that the Cabinet member for the Economy, regeneration and Skills prepares a report for Cabinet within 6 months to consider the potential for use of funds leftover from the Superfast Broadband scheme, out of New Homes Bonus monies, to enable urban intervention areas to be connected up to fibre optic Broadband, subject to State Aid rules.*

*This Council also asks that the Cabinet member for the Economy, Regeneration and Skills contact the new Secretary of State responsible for Superfast Broadband as soon as practicable after the General Election to see how Swindon could benefit from future rollout plans and that this is included in the report to Cabinet.”*

- 3.2 This was followed by a further Motion that Councillor Mary Martin moved and Councillor David Renard seconded, which was agreed at the 12<sup>th</sup> November 2015 Council meeting;

*“This Council:*

*Continues to support the UK Broadband Network’s (UKBN) 4G LTE wireless network rollout in the rural areas.*

*Notes recent statements by the North Swindon MP, Justin Tomlinson that he is in discussions with a commercial broadband provider in relation to the possible installation of fibre optic broadband across North Swindon.*

*Welcomes competition and notes that the provision of Government’s minimum standard of superfast broadband across the Borough to the intervention area is of benefit to residents.*

*Asks the Cabinet Member for Corporate, Customer and Digital Services to bring a report to Cabinet as a matter of urgency containing the information previously requested by Council, setting out how the Council has considered the potential for use of funds leftover from the Superfast Broadband scheme to enable urban intervention areas to be connected up to fibre optic Broadband, subject to state aid rules.”*

### Background

- 3.3 In 2012 Swindon Borough Council initially expressed an interest in participating in Phase 1 of the Government’s Superfast Broadband Extension Programme (originally referred to as Rural Broadband Programme) and entered into a joint procurement process with Wiltshire Council. This was the approach to market determined by the Government’s agency Broadband Delivery UK (BDUK), which has overall responsibility for the Programme. The two Councils followed the framework arrangement put in place by BDUK that resulted in a single bid being received from BT. Although Fujitsu was also on the BDUK framework that was in place at that time, all contracts let under this were secured by BT.

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).



## Superfast Broadband

Cabinet

Date: 10<sup>th</sup> February 2016

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- 3.4 Following the results of the tender process being received, Swindon Borough Council determined to withdraw from the contract, due to concerns about value for money. Wiltshire Council continued with the scheme, which is still in the process of being rolled out, at a much greater level of expense than originally envisaged and with different levels of coverage and timescales than originally suggested. BDUK subsequently advised the Council that Swindon was not the only urban area linked to a largely rural one that made such a decision for similar reasons.
- 3.5 Both before and subsequent to this process, Council Members and Officers met regularly with representatives of BT in an attempt to make the case for parts of North Swindon to receive an upgrade to broadband speeds at BT's own expense. Based on feedback from residents, it was felt that there would be sufficient demand in the area to justify a commercial decision by BT to invest in upgrading their infrastructure in this area. BT consistently stated that they had looked at the area and had no commercial plans for it. This continues to be BT's position.
- 3.6 The Council has also continued to engage positively with BDUK since withdrawing from Phase 1 of their programme in 2012/13. A BDUK representative indicated that Phase 2 of their programme would most likely offer a significantly better opportunity to increase coverage for areas such as Swindon, although the level of match funding needed would be significantly greater.

### Superfast Broadband Extension Programme – Phase 2

- 3.7 Details of Phase 2 and the grant allocations were announced by BDUK in Spring 2014. The Council was advised informally by BDUK that they believed Swindon's allocation of £1.5m, subject to match funding being identified, would be sufficient to increase Superfast Broadband coverage to at least 95% of premises in the Borough.
- 3.8 Cabinet considered a report at its meeting on 24<sup>th</sup> June 2014 that requested the full match funding be set aside to support the scheme and proposed an open tender process be entered into. This was an alternative to the other option presented in the report of contracting through the BDUK framework, that would inevitably result in an arrangement with BT. In order to best evidence value for money, Cabinet agreed to undertake an EU compliant open market process (Cabinet Minute 8, 2014/15 refers).
- 3.9 The results of this process were presented to Cabinet in March 2015, when the decision was taken to enter into the current arrangement with UK Broadband Networks (Cabinet Minute 72, 2014/15 refers). An alternative option of ceasing the open tender process at that time and negotiating a contract with BT through the BDUK framework was considered and rejected by Cabinet, due to the negative impact this would have on the rural areas of the Borough which would lose out relative to the potential coverage offered by the UKBN proposal.

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).

## Superfast Broadband

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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- 3.10 The motion that is the subject of this report was put to Council immediately after Cabinet's decision, prompted by the strong views of a number of Councillors and residents and the local Member of Parliament that a fibre optic solution would be most appropriate for the more densely populated areas of North Swindon. While this preference for fibre was recognised in the March 2015 Cabinet report, it is important to note that the solution proposed by UKBN was certified as fit for purpose both in a detailed Technical Assessment undertaken by external experts engaged to assist the Council in reviewing submissions and also separately by BDUK.
- 3.11 Since the contract was awarded to UKBN, the Council's efforts have focussed on working with them to develop and deliver their solution in line with the expected timeline of Summer 2016. We have received assistance in this from BDUK, who are particularly interested in Swindon as they recognise that the type of solution being delivered here is most likely to be used to fulfil the needs of the premises in the country that are highly unlikely to receive fibre optic, due to its prohibitive costs in rural areas.
- 3.12 Various contacts have been made by the Council and the local Member of Parliament with Ed Vaizey, the Minister responsible for the Superfast broadband Extension Programme. The Minister has publicly supported Swindon's approach to the programme.
- 3.13 In terms of securing a fibre solution for parts of the Borough, this is allowed for in the UKBN proposal. They acknowledge that wireless technology will be unable to cope if demand in an area is around 50% of properties and, under the terms of their contract with the Council, they would need to install fibre optic cables at their own cost in order to continue to achieve the required Superfast speeds to all households. As such, the current contract for Superfast Broadband already presents an opportunity to meet the desire expressed in the Council motion.
- 3.14 Should the Council seek to respond to the March 2015 motion through another route, two factors would need to be considered, compliance with the European Union's State Aid rules and the potential financial and reputational risk of being seen to work against its contracted supplier UKBN.

### State Aid

- 3.15 State Aid rules stipulate that the amount of public funding that can be given to a commercial organisation without going through a tender process is restricted to a maximum of €200,000 (currently around £154,000) over a three year period. Given that it will cost several million pounds to introduce fibre optic cables across a large part of North Swindon, the Council has limited ability to support any such development financially. It should be noted that State Aid rules apply to any expenditure by public bodies, regardless of the source of the funding to be used.

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).

## Superfast Broadband

Cabinet

Date: 10<sup>th</sup> February 2016

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- 3.16 The UK Government, through BDUK, had to seek special permission from the European Union and go through a tender process to introduce the framework through which BT are being contracted to deliver most elements of Phases 1 and 2 of the Superfast Broadband Extension Programme. This framework expired at the end of June 2015 and has not been replaced. There is therefore no national arrangement at this time that could be used to secure alternative provision to the UKBN proposal.
- 3.17 It is believed that BDUK may negotiate and introduce a further framework in the future, but the details or timing of this are currently unknown. At this time there would be no alternative but to enter into another open procurement process if the Council is to make a significant contribution to another solution.

### Contract With UKBN

- 3.18 The Council offered and UKBN won in open competition the current contract to introduce Superfast Broadband to the intervention area defined through the BDUK process, which includes both North Swindon and the rural areas of the Borough. There was no option for the Council to separate these different elements and all potential bidders had to indicate how they would provide the maximum coverage across the whole intervention area in their submissions.
- 3.19 UKBN requested £1.9m (split evenly between BDUK and SBC) to increase Superfast Broadband coverage across the Borough to 99.4% of premises. This was lower than the sum available of £3m. In order to fulfil the contract, UKBN will be contributing significantly more than the public subsidy, on the basis of their expected revenues from selling the network to resident and businesses through a range of Internet Service Providers.
- 3.20 UKBN have explored with the Council a number of different approaches in response to feedback around the North Swindon area. Their modelling has shown that any significant departure from their optimum technical solution would have a material impact on their ability to secure the minimum level of coverage stipulated in the Council's procurement process, in line with BDUK's objective of reaching at least 95% of properties through Phase 2 of their national programme.
- 3.21 A reduced level of coverage would also mean that an additional public subsidy to the capital costs would be required, even though this would achieve a lower level of coverage. This would be as a result of UKBN's potential revenues to support capital investment reducing, if coverage was lower, for example due to some masts being moved to less than optimum locations.
- 3.22 Should the level of coverage fall below the minimum level stipulated in the contract and / or a higher level of public subsidy was required, the scheme would no longer be compliant with the bid submitted and would become unviable overall. Work to all areas would cease and the Council would then need to consider its position. In this scenario, the Council would have incurred significant

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).

## Superfast Broadband

Cabinet

Date: 10<sup>th</sup> February 2016

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costs, exposed itself to financial and reputational risk and have nothing to show in return.

- 3.23 If the contract were not to proceed for any reason other than failure of UKBN to deliver, which is not envisaged, and the Council were to be seen to enter into an arrangement with other providers for a scheme that would achieve the same outcome (albeit perhaps through a different technology), it is likely that UKBN would seek redress from the Council for any financial impact on their scheme. While the value of the Council's contribution to the scheme is £950k, the overall level of capital investment being undertaken is around £5m. UKBN's commercial model anticipates profit being achieved over a ten year operational period. The scale of any potential financial compensation UKBN may seek is unknown, but is likely to exceed the sum the Council has set aside for the project.
- 3.24 The message such an approach would send to potential investors in Swindon is also important to consider. The Council's reputation would most likely be damaged if it is seen to let a contract to one organisation through a tender process and subsequently support a competitor to introduce an alternative scheme in the same area. This would make it extremely difficult for the Council to attract any other potential investor in Superfast Broadband services in the Borough and would risk leaving coverage solely in the hands of the commercial market, which has to date demonstrated no firm interest in either the urban or rural areas of Swindon.

### Superfast Broadband Extension Programme Phase 3

- 3.25 It is unclear whether or at what point BDUK may introduce a third phase of their programme. Any future phases will again be focused on specific intervention areas determined through a methodology stipulated by BDUK which captures where no Superfast service exists or is set to come forward on a commercial basis in the next few years.
- 3.26 Given the current uncertainty around the BDUK framework and Superfast Broadband Extension Programme Phase 3, there would be no prospect of securing additional funding nor a different procurement route in the foreseeable future.
- 3.27 The Council could potentially undertake another open tender process for infrastructure for specific parts of the Borough, using all or part of the £0.5m remaining from its approved budget for this scheme. The only provider to express an interest last time was UKBN. Both of the two major providers currently operating in the Borough, BT and Virgin, declined to participate in the Council's process. This is BT's strategic position and not a position unique to Swindon. Given this and the potential reputational damage if the Council were to be seen to withdraw its support for the UKBN scheme, it is by no means certain that a different solution would come forward, even if the Council decided to tender again.

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Further information on the subject of this report can be obtained from Stuart McKellar, Direct Dial 01793 463300, [smckellar@swindon.gov.uk](mailto:smckellar@swindon.gov.uk).

### Next Steps

- 3.28 Given the information above, there is currently no easy answer to how the Council can secure the provision of fibre for parts of North Swindon. In order to secure the best possible return from its approved capital investment, it is proposed that efforts should remain focussed on securing delivery of the UKBN solution by Summer 2016. Beyond that point, further consideration can be given to how any real or perceived gaps in the market can be addressed. This may include seeking solutions for specific areas together with local residents or businesses, within the constraints of the State Aid rules detailed above.

### **4. Alternative Options**

- 4.1 The full range of options is set out in the body of the report.

### **5. Implications, Diversity Impact Assessment and Risk Management**

#### Financial and Procurement Implications

- 5.1 There are no financial implications arising from this report.

#### Legal and Human Rights Implications

- 5.2 All legal and human rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with Convention rights.

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

- 5.3 Where there are such implications these have been reflected in the body of the report.

#### Diversity Impact Assessment

- 5.4 No changes to current arrangements are proposed in this report.

#### Risk Management

- 5.5 Risks and issues associated with possible courses of actions are summarised in the body of the report.

### **6. Consultees**

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

### **7. Background Papers**

- 7.1 None

## Superfast Broadband

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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**8. Appendices**

8.1 None

**9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

9.1 This is a not a Key Decision but is included in the Cabinet Work Programme and Forward Plan.

**COUNCIL**

**THURSDAY, 25<sup>TH</sup> FEBRUARY 2016**

**MINUTE FOR CONFIRMATION**

**CABINET**

**WEDNESDAY, 10 FEBRUARY 2016**

**64. Swindon Pay Policy Statement 2016 (Minute for Confirmation)**

The Cabinet Member for Finance, People and Performance and Head of People, Performance and Engagement, submitted a joint report concerning the proposed Swindon Borough Council Pay Policy Statement for 2016/17.

It was noted that Section 38 of the Localism Act 2011 placed a requirement on local authorities to prepare a Pay Policy Statement for each new financial year, setting out the Council's policies relating to the following:

- Remuneration of its Chief Officers;
- Remuneration of its lowest paid employees;
- The relationship between the remuneration of its Chief Officers and the remuneration of its employees who are not Chief Officers; and
- The Pay Policy Statement does not cover or include school employees and is not required to do so.

It was also noted that the Statement was required to be approved by Full Council before 31st March 2016 and to be published as soon as is reasonably practicable after approval, including being made available on the authority's website.

**Resolved – That the Council be recommended that the Council's proposed Pay Policy Statement for 2016/17, as set out in Appendix 1 to the joint report, be approved.**

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

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# Pay Policy Statement 2016 / 2017

**Cabinet**

**Date: 10<sup>th</sup> February 2016**

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Author:	Cabinet Member for Finance, People and Performance and Head of People, Performance and Engagement
Wards:	All
Locality Affected:	All
Parishes Affected:	All

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## **1. Purpose and Reasons**

- 1.1 The Localism Act 2011 requires local authorities to agree and publish a Pay Policy Statement by 1<sup>st</sup> April each year. This report sets out the Council's Pay Policy Statement for 2016 / 2017 for consideration by Cabinet, prior to referral to Full Council for approval.
- 1.2 The Council's policies in respect of pay and terms and conditions support the Council's strategic objectives as part of ensuring that services to the community can be delivered to the required standards and with due regard to economy, efficiency and effectiveness.

## **2. Recommendations**

Cabinet is recommended to:

- 2.1 Review the Council's Pay Policy Statement for 2016 / 2017, as set out in Appendix 1 to the report, and recommends it to the Council for approval.

## **3. Detail**

- 3.1 Section 38 of the Localism Act 2011 placed a requirement on local authorities to prepare a Pay Policy Statement for each new financial year. The Pay Policy Statement for 2015 / 2016 has been updated for 2016 / 2017 and must be approved by Full Council before the 31<sup>st</sup> March 2016. It must be published as soon as is reasonably practicable after approval and this must include publication on the authority's website. The Statement must set out the Council's policies relating to the following:
  - Remuneration of its Chief Officers;
  - Remuneration of its lowest paid employees;
  - The relationship between the remuneration of its Chief Officers and the remuneration of its employees who are not Chief Officers; and
  - The Pay Policy Statement does not cover or include school employees and is not required to do so.

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Further information on the subject of this report can be obtained from Sam Mowbray, Direct Dial Telephone Number: 07823 525337 E-mail: smowbray@swindon.gov.uk.

# Pay Policy Statement 2016 / 2017

Cabinet

Date: 10<sup>th</sup> February 2016

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- 3.2 Each Council is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Localism Act do not seek to change this or determine what decisions on pay should be taken. They do, however, require Councils to be open about their policies in relation to pay and how decisions are made.
- 3.3 The proposed Swindon Pay Policy Statement has been put together, taking into account the relevant sections within Chapter 8 “Pay Accountability” of the Localism Act 2011. In its development, consideration has also been given to the guidance produced by the Department for Communities and Local Government – Openness and Accountability in Local Pay (February 2012) – guidance under Section 40 of the Localism Act” and the Code of Recommended Practice for Local Authorities on Data Transparency.
- 3.4 The Pay Policy Statement is broadly the same as that published for 2015 / 2016, with the following changes and updates having been made:
- 3.4.1 Page 4: **Structure Overview, Chief Executive** – this section has been amended to reflect the current changes in relation to the Chief Executive role. Please note that this section will be updated once a new Chief Executive has been appointed.
- 3.4.2 Pages 8 – 9: **Salary bands by gender and by ethnic group** have been added. These figures are shown as of 1<sup>st</sup> October 2015. Please note that these will be updated as at 1<sup>st</sup> April 2016.
- 3.4.3 Pages 10 – 11: **National Pay and Local Pay**. This section has been updated to reflect the current situation in terms of national and local pay. Any changes to this will be updated to reflect the situation as of 1<sup>st</sup> April 2016.
- 3.5 The proposed Pay Policy Statement 2016-17 is attached as Appendix A. The Statement sets out the Council’s policies in relation to pay of its workforce, particularly its Chief Officers.
- 3.6 The Statement aims to ensure the Council’s approach to pay and reward attracts and retains a high performing workforce whilst ensuring value for money. The Council has previously published information on pay as part of its responsibilities under the Code of Practice for Local Authorities on Data Transparency.
- 3.7 The Council is required to approve the Statement before 31<sup>st</sup> March each year and as soon as possible publish it on its website demonstrating an open and transparent approach to pay. The Statement may be amended by resolution of Full Council during the year to which it relates.
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Further information on the subject of this report can be obtained from Sam Mowbray, Direct Dial Telephone Number: 07823 525337 E-mail: [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).

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- 3.8 The Pay Policy Statement references a number of existing policies and other information that will be linked to the Statement on the Council's website. These links will be made available as soon as the Statement is made available on the internet in April. The majority of these are already available to Members and employees via the intranet.

## **4. Alternative Options**

- 4.1 As this is a requirement under the Localism Act, there are no alternative options being put forward.

## **5. Implications, Diversity Impact Assessment and Risk Management**

### Financial and Procurement Implications

- 5.1 There are no direct financial implications arising from this report as the Pay Policy Statement sets out the Council's policies relating to remuneration. It does not serve to set or agree specific rates or numerical amounts.

### Legal and Human Rights Implications

- 5.2 The attached Pay Policy Statement completed with Section 38 – 43 of the Localism Act 2011. All other legal and human rights implications have been considered in the preparation of this report. It is considered that the report and its recommendations are compatible with Convention Rights.

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

- 5.3 There are no other implications arising from this report.

### Diversity Impact Assessment

- 5.4 The Pay Policy Statement is not a policy in its own right but brings together and references existing policies. All these existing policies have all been through the DIA process.

### Risk Management

- 5.5 No other risks have been identified other than those mentioned in the body of the report.

## **6. Consultees**

- 6.1 The Board Director, Resources (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports. The Pay Policy Statement has been consulted on with the trade unions.

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Further information on the subject of this report can be obtained from Sam Mowbray, Direct Dial Telephone Number: 07823 525337 E-mail: smowbray@swindon.gov.uk.

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## **7. Background Papers**

- 7.1 LGA and ALACE Pay Policy Statement Guidance including Supplementary Note 1 and Note 2.

## **8. Appendices**

- 8.1 Appendix A: Pay Policy Statement

## **9. Key Decision/Decision in Cabinet Work Programme and Forward Plan**

- 9.1 This is not a Key Decision for the Council (as adoption is by the Council) and is included in the Cabinet Work Programme and Forward Plan for January 2016.

## Swindon Borough Council Pay Policy Statement: April 2016

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## Introduction

This statement sets out the Council's policies in relation to the pay of its workforce (excluding schools), particularly its Chief Officers, in line with Section 38 of the Localism Act 2011. The statement is approved by Full Council each year and published on the Council's website demonstrating an open and transparent approach to pay policy.

This statement draws together the Council's policies relating to the payment of the workforce particularly

- Chief Officers;
- Its lowest paid employees; and
- The relationship between the pay of Chief Officers and the pay of other employees.

This statement sets out the Council's key policy principles in relation to pay evidencing a transparent and open process. It does not supersede the responsibilities and duties placed on the Council in its role as an employer and under employment law. These responsibilities and duties have been considered when formulating the statement.

This statement aims to ensure the Council's approach to pay attracts and retains a high performing workforce whilst ensuring value for money. The Council's aims are to ensure that remuneration policies are fair to staff, across all posts, and that they comply with all legal obligations, such as the Equality Act 2010. It sits alongside the information on pay that the Council already publishes as part of its responsibilities under the Code of Practice for Local Authorities on Data Transparency. Further details on this information can be found on the Council's website under [Senior Council Officers](#).

## Transparency and Autonomy

The Council recognises and welcomes the aim behind this pay policy statement to ensure that its approach to pay is accessible for all and to enable local people to take an informed view of whether local decisions on all aspects of remuneration are fair and make the best use of public funds.

It also welcomes the Government's recognition that each local authority remains an individual employer in its own right and, as such, has the autonomy to make decisions on pay that are appropriate to local circumstances and deliver value for money for local taxpayers.

The Council is under statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation e.g. The Equalities Act. The Council will always seek to appoint the best available candidate to a post who has the skills,

knowledge, experience, abilities and qualities needed for the post. The Council will therefore consider all applications to try to ensure the best available candidate is appointed.

If a candidate is a former employee in receipt of a Local Government Pension Scheme pension or a redundancy payment this will not rule them out from being re-employed by the Council. Clearly where a former employee left the Council on redundancy terms then the old post has been deleted and the individual cannot return to the post as it will not exist. The Council will apply the provisions of the Redundancy Payments Modification Order regarding the recovery of redundancy payment if this is relevant. Pensions Regulations also have provisions to reduce pension payment in certain circumstances to those who return to work within the local government service.

### Amendments to the Pay Policy Statement

This pay policy statement relates to the financial year 2016/17. Information on the Council's workforce will be published after 1<sup>st</sup> April 2016 for the financial year.

The statement will be updated annually but may be amended during the year, with agreement by Full Council, if the need arises.

### Publication of and Access to Information

The Council will publish this pay policy statement on its website at [http://www.swindon.gov.uk/info/20028/open\\_data\\_and\\_transparency/401/senior\\_council\\_officers](http://www.swindon.gov.uk/info/20028/open_data_and_transparency/401/senior_council_officers) as soon as is reasonably practicable after it has been approved by Full Council. Any subsequent amendments to this pay policy statement made during the financial year to which it relates will also be similarly published.

For further information about this pay policy statement please contact the Council's Head of People, Performance & Engagement at [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).

## Structure Overview

As of 1<sup>st</sup> October 2015 the Council employs 2517 employees (excluding schools) and provides a wide range of functions.

With effect from 1<sup>st</sup> April 2015, 19 employees from the Southern Health NHS Trust were transferred to the Council under the Transfer of Undertakings (Protection of Employment) Regulations (TUPE). These employees were integrated into the Adult Social Care Learning Disability Service.

With effect from 1<sup>st</sup> October 2015, 22 employees from SEQOL transferred to the Council under TUPE as well as 5 employees from Leaves. These employees were integrated into various service areas of the Council according to their roles and responsibilities.

The service areas are gathered together in the following groupings:

### **Chief Executive**

The Chief Executive is the lead policy advisor to the Council and supports Councillors to make decisions on behalf of the community, and to develop plans for the future of Swindon. The Chief Executive has the overall responsibility for directing the Council so that it is focussed on our Vision for Swindon and delivering the priorities set for us by the Leader of the Council and elected members. Further information about the [Chief Executive](#) can be found on the Council's website.

The current Chief Executive has resigned from his role and will be leaving the Council mid-January. A new Chief Executive is currently being advertised and once appointed, it is anticipated they will start at the beginning of the new financial year.

In the meantime, the Board Director Commissioning will fulfil the role of interim Chief Executive and the Head of Paid Service until a permanent appointment is made.

The following services, as of 1<sup>st</sup> October 2015, report directly to the Chief Executive: Internal Audit; Economy, Skills and Property Development; Law and Democratic Services; and Localities, Community Involvement and Volunteering.

### **Commissioning**

Commissioning is the process of identifying the needs and resources within the population and developing policy direction, service models and the market to meet those needs in the most appropriate and effective way. Effective commissioning is a key route to achieving the Council's Priorities.

The service areas that support Commissioning, as of 1<sup>st</sup> October 2015, include Public Health, Commissioning Children and Adults, Children's Social Care, Community Health and Family Services, Housing Management and Community Safety, Education Services and Partnerships and Strategic Commissioning.



The current Board Director Commissioning also holds statutory roles and risk as Director of Children and Adult Social Services (DASS) (DCS) which includes safeguarding, Public Health and Public Protection services

### **Service Delivery**

Service Delivery is accountable for joined-up delivery across all service areas, partners and providers leading to effective delivery of statutory, support and commercial services to agreed outcomes.

Service Delivery is responsible for delivering Council services of Highways and Transport, Planning, Building Control, Licensing, Streetsmart, Housing and Corporate Property, Libraries, Country Parks and Museums.

The service areas that support Service Delivery, as of 1<sup>st</sup> October 2015, include Streetsmart, Delivery Assets and Planning, Regulatory Services, Libraries and Heritage.

The Board Director for Service Delivery is also the Managing Director for Public Power Solutions Ltd which is the wholly owned Council Company, which focuses on waste to energy and renewable energy.

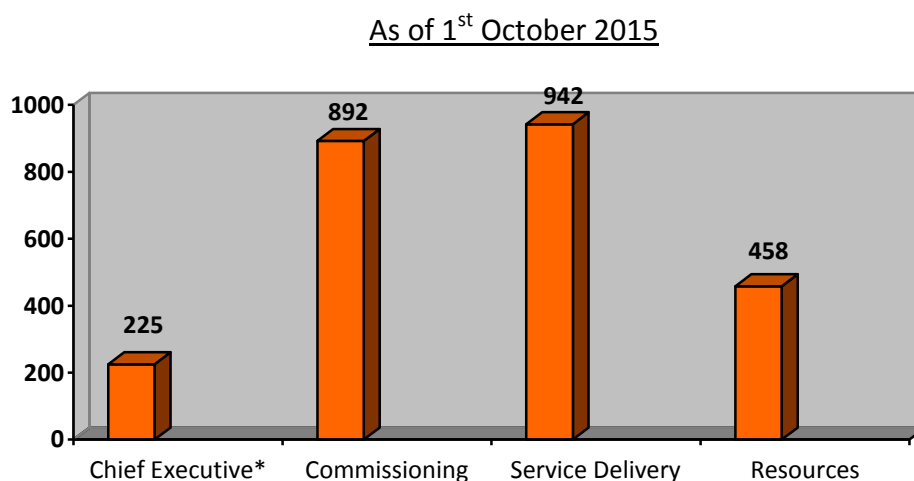
### **Resources**

Resources are the enabling function of the Council with overall responsibility for the Council's support services functions including customer services.

The service areas that support Resources, as of 1<sup>st</sup> October 2015, include Finance and Change, Customer and Business Services, Information and Technology, People, Performance and Engagement and Strategic Project (Wichelstowe).

The current Board Director Resources also holds the statutory role as the Council's Chief Financial Officer (Section 151 Officer) accountable for the Council's finances.

The Council's [organisation chart](#) can be found on the Council's website.



\*this includes Internal Audit, Economy, Skills and Property Management, Localities, Community Involvement and Volunteering and Law and Democratic Services.

As a team member of Corporate Board, Board Directors have a shared responsibility for delivering the organisational strategic direction, agreeing priorities and driving their successful achievement.

## Senior Officers

This section provides information on the Council's Senior Officers.

- Definition
- New Appointments and Pay
- Terms and Conditions

### **Definition**

Senior Officers have been defined as the posts of:

- Chief Executive – Head of Paid Service
- Statutory and non-statutory Chief Officers (a person for whom the Head of Paid Service has direct responsibility), i.e.:
  - Board Director – Commissioning (DCS/DASS)
  - Board Director – Service Delivery
  - Board Director – Resources and Chief Financial Officer (S151 Officer)
  - Director of Law and Democratic Services – Monitoring Officer
  - Head of Localities, Community Involvement & Volunteering
  - Head of Internal Audit
  - Director of Public Health
  - Head of Economy, Skills & Property Development
- All Deputy Chief Officers (a person who reports directly to or is directly accountable to one or more of the statutory or non-statutory Chief Officers), i.e.:
  - All Tier 2 posts at Head of Service Level

Identified Chief Officer roles and salaries can be found on the Council's website under [Open Data and Transparency](#).

### **New Appointments and Pay**

In relation to Senior Officers, legislation requires the Full Council or a meeting of Members to be offered the opportunity to vote before large salary packages are offered in respect of a new appointment. For this purpose, salary packages should include salary, any bonuses, fees or allowances routinely payable to the appointee to which the officer is entitled as a

result of their employment. The Secretary of State considers that £100,000 is the right level for that threshold to be set.

In Swindon, this approach will be applied for all roles graded at Director 5 and above.

There are 5 levels in Swindon's Executive pay structure as detailed below (as from 2015 / 2016):

Level	Salary Range	
	Minimum	Maximum
CEO	£147,400	£183,700
Board Director	£115,200	£138,000
Director 5	£97,002	£113,900
Director 4	£80,070	£95,880
Director 3	£66,198	£79,254

This applies to the Chief Executive and all Board Directors for new appointments made after 1<sup>st</sup> April 2012.

The Council's Special Committee has delegated powers to make decisions on behalf of the Full Council, on the advice of the Chief Executive, on any policy or particular matters that are urgent and considered necessary in the best interests of the Council.

### **Process for Setting Pay**

As agreed by Full Council in June 2005 and updated by the Special Committee in November 2013, pay for Senior Officers is set in line with the [Executive Pay Strategy](#). A copy of the can be found on the Council's website.

In addition, any new appointments at Level Director 5 and above, from 1<sup>st</sup> April 2012, will have their salaries agreed by Members.

### **Pay Relationships**

This section provides information on the following:

- [Gender Ratio](#)
- [Salary band by Ethnic group](#)
- [Lowest Paid Employees](#)
- [Highest to Lowest Paid Employees](#)
- [Pay Increases and Pay Progression](#)
- [Terms and Conditions](#)
- [Job Evaluation](#)

### **Gender Ratio (as of 1<sup>st</sup> October 2015)**

The table below reflects the Council's Male / Female ratio per salary band. Please note that this does not reflect our grading structure as we have employees who are not yet harmonised on our grading structure.

Salary (FTE)	Male	Female	Total	Total % of workforce
£0 - £10,000	4	8	12	0.48%
£10,001 - £15,000	84	233	317	12.59%
£15,001 - £20,000	247	331	578	22.96%
£20,001 - £25,000	192	288	480	19.07%
£25,001 - £30,000	213	226	439	17.44%
£30,001 - £40,000	143	307	450	17.88%
£40,001 - £50,000	48	110	158	6.28%
£50,001 - £60,000	23	23	46	1.83%
£60,001 - £70,000	12	8	20	0.79%
£70,001 - £80,000	1	1	2	0.08%
£80,001 - £90,000	3	2	5	0.20%
£90,001 - £100,000	2	4	6	0.24%
£100,001 - £120,000	0	0	0	0.0%
Over £120,000	4	0	4	0.16%
	<b>976</b>	<b>1541</b>	<b>2517</b>	<b>100%</b>

### **Salary Band by Ethnic Group (as of 1<sup>st</sup> October 2015)**

The table below reflects the Council's ethnic ratio per salary band. Please note that this does not reflect our grading structure as we have employees who are not yet harmonised on our grading structure.

Salary (FTE)	BME	White British	Not Stated	Total
£0 - £10,000	1	9	2	12
£10,001 - £15,000	36	203	78	317
£15,001 - £20,000	47	444	88	579
£20,001 - £25,000	40	371	68	479
£25,001 - £30,000	33	323	83	439
£30,001 - £40,000	35	365	50	450
£40,001 - £50,000	10	140	8	158
£50,001 - £60,000	2	42	2	46
£60,001 - £70,000	2	11	7	20
£70,001 - £80,000	0	2	0	2
£80,001 - £90,000	0	5	0	5
£90,001 - £100,000	1	5	0	6
£100,001 - £120,000	0	0	0	0
Over £120,000	0	4	0	4
<b>Total</b>	<b>207</b>	<b>1924</b>	<b>386</b>	<b>2517</b>

### **Lowest Paid Employees**

For the purpose of this pay policy statement, the definition of the lowest-paid employees adopted by the Council for the purposes of this statement is as follows:

“The lowest paid employees with the Council are those substantive employees who are paid on the minimum salary of the Council’s substantive pay structure equating to J2, £13,709 pa (£7.11 per hour) based on a 37 hour standard working week”.

The Council considers this to be the most appropriate definition as this is the lowest pay point and pay level on its substantive pay structure and which normally applies to new entrants to the lowest graded jobs within the organisation. The exception is employees who are employed on a Government sponsored apprenticeship programme that allows for them to be paid at nationally agreed apprenticeship rates.

Apprentices are paid from the first day of their apprenticeship and they’re entitled to the [National Minimum Wage](#). The current [National Minimum Wage](#) rate for an apprentice is £3.30 per hour. This rate applies to apprentices aged 16 to 18 and those aged 19 or over that are in their first year. Apprentices aged 19 or over who have completed their first year must be paid at least the minimum wage rate for their age. Please see the table below:

Year	Age 21 and over	Age 18 – 20	Under 18	Apprentice *
October 2015	£6.70	£5.30	£3.87	£3.30

\*This rate is for apprentices under 19 or those in their first year. Those aged 19 or over and past the first year will receive the rate that applies to their age.

Some of our lowest paid employees are paid above the National Minimum Wage of £6.70 per hour (as of 1<sup>st</sup> October 2015). However, those employees who are on the bottom of Grade J2, who started employment with the Council after 1<sup>st</sup> January 2015, are currently paid below what will be the mandatory National Living Wage (£7.20 per hour) that comes into force from April 2016 for workers age 25 and above. However, the Council has made a decision to offer the National Living Wage to those employees on the bottom of Grade J2, regardless of their age.

Should the National Living Wage be increased to a level above the Council’s minimum rate, outlined above, a new minimum level of pay will be negotiated and implemented.

A copy of the Council’s pay scales can be found at the end of this statement.

### **Highest to Lowest Paid Employees**

The tables below indicate the relationship between the highest and lowest paid employees.

The current Chief Executive’s substantive rate of pay is £178,457. He has, however, taken a voluntary reduction in pay and the table below reflects this (implemented from 1<sup>st</sup> April 2012).

<b>Highest Pay</b>	£161,003.00
<b>Mean Pay</b>	£26,066.96
<b>Median Pay</b>	£22,920.00
<b>Lowest Pay</b>	£13,709.00
<b>Ratio of Mean to Highest</b>	1 : 6.2
<b>Ratio of Median to Highest</b>	1 : 7.0
<b>Ratio of Lowest to Highest</b>	1 : 11.7

The Council are currently recruiting for a new Chief Executive. Once appointed, the above figures will be updated. Therefore, the figures indicated above, reflect on the salary of the current Chief Executive.

### **Definitions**

<b>Mean</b>	Total pay for substantive employees divided by the number of substantive employees.
<b>Median</b>	The middle amount of pay of Swindon Borough Council (between the highest and lowest amounts).

The above rates of pay do not include any pension contributions. Information about the [pension schemes](#) and contribution rates can be found on pages 15 -17.

The recommendation of the Hutton Report into “Fair Pay in the Public Sector”, as recognised by the Government in the Code of Recommended Practice for Local Authorities on Data Transparency, was that a pay ratio of the salary of the Chief Executive compared to the median average salary in the organisation should be published.

The ratio between the highest paid salary and median average salary, the ‘pay multiple’ is 1:7.0. The Council does not have a policy on maintaining or reaching a specific ‘pay multiple’. However, the Council is conscious of the need to ensure that the salary of the highest paid employee is not excessive but is consistent with the needs of the Council as expressed in this policy statement.

The Hutton Review raised concerns about multiples in the order of 1:20 or higher, between the lowest and the highest paid employees in local authorities. The Council’s current ratio of lowest to highest is 1:11.7 and so is well below that level.

### **Pay Increases and Pay Progression**

Where it has been recognised that a role has changed due to responsibilities, job content, redesign of the post, for example, a revised role profile will be submitted for re-evaluation in accordance with the Council’s approved job evaluation schemes. Further information about the Council’s approved [job evaluation](#) schemes can be found on page 12

### **National Pay**

The Council will apply any annual pay increases that are agreed by relevant national negotiating bodies. For 2016 / 2017, it is anticipated that a 1% pay increase will be applied.

**Local Pay**

Due to financial constraints, the Council is mindful not to offer any additional pay increases for the 2016 / 2017 financial year.

**Executive Contracts**

Pay progression for those on Executive Contracts is outlined in the [Executive Pay Strategy](#).

**Terms and Conditions**

The Council reviewed its employees' pay, grading and terms and conditions when it implemented a new pay structure in 2010. The Council wanted to ensure that the new pay structure and terms and conditions were modern, fair and compliant with equal pay legislation. It was applied to all groups of employees, with the exception of:

- Chief Executive, Board Directors and Directors
- Staff employed on Soulbury Evaluation Scheme terms and conditions
- Youth workers on Joint Negotiating Committee (JNC) for Youth and Community Workers terms and conditions
- Teachers

All other groups of employees are covered by separate national terms and conditions of employment.

**Job Evaluation**

The Council's approach to pay is that pay related to a job grade which will be determined using a recognised job evaluation scheme. Jobs evaluated using either the Hay Evaluation Scheme or the National Joint Council (NJC) job evaluation scheme.

In the sections below, it indicates the differences between these two schemes and in what circumstances they are used.

**Hay**

The Hay Job Evaluation Scheme is widely used in both public and private sectors, primarily for managerial, administrative and clerical roles, but in some cases for all jobs within user organisations.

Jobs have been evaluated by trained assessors. A trained evaluation panel evaluates jobs against each of the elements within the scheme using detailed role profiles. The outcome of the evaluation assigns a profile and points score that shows the total size of the job.

All jobs from Q Grade and above, including Chief Officers, are graded using the Hay Job Evaluation scheme.

**National Joint Council (NJC) Evaluation Scheme**

The NJC scheme comprises thirteen factors of various weightings. The scheme was jointly developed and agreed between the local authority employers and the trade unions. A trained evaluation panel evaluates jobs against each of the elements of the scheme using

detailed job descriptions. The outcome of the evaluation assigns a points score that shows the total size of the job. The points score enables jobs to be placed in a rank order with other jobs in the organisation. All jobs from grade N and below are graded using the NJC Evaluation Scheme.

All roles are evaluated using either scheme; however the Council sets its own pay line. A copy of the Council's pay scales can be found at the end of this statement.

## Pay Policies and Processes

The following section provides information on the pay policies and procedures that the council have in place. This includes the following:

- [Allowances.](#)
- [Reimbursement of Subsistence or other Expenses.](#)
- [Flexible Retirement, Early Retirement and Redundancy Payments Policy.](#)
- [Termination Payments.](#)
- [Relocation Expenses.](#)
- [Honorariums and Acting-up Pay.](#)
- [Election Payments.](#)
- [Market Factor Supplements.](#)

### **Allowances**

An allowance is a payment made to staff by the Council that is not part of the basic contracted salary. Allowances are subject to taxation rules provided by the Inland Revenue and some are pensionable.

As part of the new pay and grading structure that was implemented in April 2010, allowances paid to employees were also reviewed and a new allowance structure was put into place.

A copy of the [Allowances Guidance](#) can be found on the Council's website.

### **Reimbursement of Subsistence or Other Expenses**

In accordance with the requirements of the National Conditions of Service, the Council makes provision for the reimbursement of approved expenses. The Council has produced guidance for employees on travel and subsistence and this applies equally to all staff, irrespective of grade.

A copy of the [Travel and Subsistence Policy](#) can be found on the Council's website.



## **Flexible Retirement, Early Retirement and Redundancy Payments Policy**

On termination, redundancy payments and any discretion exercised in relation to retirement or redundancy will be paid in line with the Council's Policy on [Flexible Retirement, Early Retirement and Redundancy Payments Policy](#). A copy of which can be found on the Council's website.

The Council may, in certain circumstances, also apply its discretionary powers in relation to premature retirements and redundancies for Chief Officers. This approach is in line with Part 4 paragraph 85 of the Chief Officers of Local Authorities, Constitution Conditions of Service Salaries which states that "Authorities should bear in mind the possible application of discretionary powers of premature retirement and permissible enhancements of benefits or redundancy payments".

## **Termination Payments**

The Council does not provide any further payment to employees leaving the Council's employment other than in respect of payment for accrued leave, if agreed that it is not possible to take this leave before the date of leaving. Any other payments that are agreed or negotiated will be done so in line with current employment law practices.

## **Relocation Expenses**

The aim of the scheme is to provide financial recompense to employees who need to move their main residence to take up an appointment with the Council. This scheme does not cover the purchase of a second property. Eligibility criteria will also apply, including the decision to offer relocation will be made prior to the post being advertised, with Board Directors having discretion to offer relocation. Relocation expenses limited to below £8,000 may be offered but this should be stated when the post is advertised. The Council's policy requires repayment in part or in full if the employee leaves within 3 years of appointment.

A copy of the [Relocation Policy](#) can be found on the Council's website.

## **Honorariums and Acting-up Pay**

Employees on any grade may be awarded an honorarium payment or a higher duty allowance if they meet the criteria for either payment. The Council has a policy covering [Honorariums and Acting-up Pay](#). This does not apply to Chief Officers.

A copy of this policy can be found on the Council's website.

## **Election Payments**

Payments made to employees (including the Returning Officer and the Deputy Returning Officer) working during local, parliamentary or European elections or referenda are made in

line with either the statutory fees or a local scale of fees agreed in consultation with Wiltshire Council. This could apply to Chief Officers.

### **Market Factor Supplements**

All employees are appointed to posts, which have been evaluated and graded through either the NJC or Hay job evaluation schemes. Salaries are linked to the grading structure.

External labour market conditions can produce a situation in which staff with scarce skills and expertise can command higher salaries than the maximum provided under the current grading mechanism for that post. In these circumstances, based on evidence from the relevant labour market, it may be deemed appropriate to pay an additional Market Factor Supplement in addition to basic pay.

The relevant labour market may include another local authority or elsewhere in the public or private sectors. Market factor supplements are not linked to an individual's actual or anticipated performance within the role. They are linked to the difficulty in recruiting to certain posts requiring specific skills or qualifications. The Council has produced guidance for employees on [Market Factor](#) Supplements which can be found on the Council's website. The policy is not applicable to Chief Officers.

## **Pensions**

This section includes information the following:

- [Auto-Enrolment](#)
- [Local Government Pension Scheme](#)
- [Changes to the Local Government Pension Scheme](#)
- [National Health Service \(NHS\) Pension Scheme.](#)

### **Auto Enrolment**

Due to recent legislation ([The Pensions Act 2011](#)) there is a requirement for all employers in the UK to automatically enrol their workers into a qualifying pension scheme where they are not currently a member. Employees, who meet the criteria below (as of 1<sup>st</sup> April 2015) and are currently not in a workplace pension, will automatically be enrolled into the [Local Government Pension Scheme \(LGPS\)](#) or [Teacher's Pension Scheme \(TPS\)](#):

- Earn over £10,00 per year (or pro-rata pay period) (April 2015);
- Are age 22 or over; and
- Are under State Pension Age.

The aim of the legislation is to encourage people to save towards their retirement and have enough income to enjoy it. Swindon Borough Council will be implementing auto-enrolment

in September 2017. However, employees can still opt to join the relevant pension scheme at any time. This has been clearly communicated to employees.

## **Pension Schemes**

### **Local Government Pension Scheme (LGPS)**

The Council offers all its employees access to the [Local Government Pension Scheme \(LGPS\)](#), in accordance with the statutory provisions of the scheme.

Any pension payments made on termination of employment either on grounds of redundancy, in the interests of the efficiency of the service or on grounds of ill health will be made within the statutory terms of the LGPS.

The discretions which the Council is able to apply under the scheme upon termination of employment are the same for senior employees as for all other employees who are LGPS members.

### **Changes to the Local Government Pension Scheme (LGPS)**

With effect from 1<sup>st</sup> April 2014 the Local Government Pension Scheme changed. The table below shows the main provisions of the new 2014 scheme compared with the 2008 scheme.

	LGPS 2008	LGPS 2014		
Basis of pension	Final salary	Career Average Revalued Earnings (CARE)		
Accrual rate	1/60 <sup>th</sup>	1/49 <sup>th</sup>		
Pensionable pay	Pay excluding non-contractual overtime and non-pensionable additional hours.	Pay including non-contractual overtime and additional hours for part time staff.		
Contribution flexibility	No	Yes, members can pay 50% contributions for 50% of the pension benefit.		
Normal pension age	65	Equal to the individual member’s State Pension Age (minimum 65).		
Qualifying period for benefits	3 months	2 years		
Contribution rates  Please note: 2008 contribution rates are based on whole-time equivalent pay whereas the 2014 contribution pay bands			Pay Bands 2015 / 2016	Contribution Rates
			Up to £13,600	5.5%
	Pay Bands	Contribution rates	£13,601 - £21,200	5.8%
	£0 to £13,500	5.5%	£21,201 - £34,400	6.5%
	£13,501 - £15,800	5.8%		
	£15,801 -	5.9%		

will be based on actual salary.  The employee contribution pay bands have been updated for 2015 / 2016.	£20,400		£34,401 - £43,500	6.8%
	£20,401 - £34,000	6.5%	£43,501 - £60,700	8.5%
	£34,001 - £45,500	6.8%	£60,701 - £86,000	9.9%
	£45,501 - £85,300	7.2%	£86,001 - £101,200	10.5%
	Above £85,300	7.5%	£101,201 - £151,800	11.4%
			More than £151,801	12.5%
<b>Lump sum option</b>	Trade £1 of pension for £12 tax-free lump sum		Trade £1 of pension for £12 tax-free lump sum	
<b>Death in service lump sum</b>	3 x pensionable pay		3 x pensionable pay	
<b>Death in service survivor benefits</b>	1/160 <sup>th</sup> accrual based on Tier 1 health pension enhancement		1/160 <sup>th</sup> accrual based on Tier 1 ill health provision enhancement.	
<b>Ill health provision</b>	Immediate access to benefits depending on severity of the condition.		Immediate access to benefits depending on severity of the condition.	

These changes only apply to England and Wales. All Local Government Pension Scheme pensions built up before 1<sup>st</sup> April 2014 will be protected. Further information about the changes can be found on the [Local Government Pension Scheme website](#).

### **NHS Pension Scheme**

The Council also have employees who were transferred from the NHS. As part of the transfer agreement (TUPE), these employees were able to keep their NHS pension scheme and continue to contribute into that scheme.

The NHS Pension Scheme has undergone significant changes that became effective on 1 April 2008. [Members Guide \(PDF\)](#) provides further information on this.

Further information about the [NHS Pension Scheme](#) can be found on their website.

Pay Scales: January 2015 – March 2016
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NJC Pay Grades			Jan 2015 – March 2016	
Grade	Point	Payroll Point	New Rate £	Hourly Rate £
J	1	1	Removed: 01/10/2013	
	2	2	£13,709	£7.11
	3	3	£13,952	£7.23
	4	4	£14,135	£7.33
	5	5	£14,366	£7.45
K	1	6	£14,717	£7.63
	2	7	£15,404	£7.98
	3	8	£16,108	£8.35
	4	9	£16,811	£8.71
	5	10	£17,515	£9.08
L	1	11	£17,932	£9.29
	2	12	£18,774	£9.73
	3	13	£19,615	£10.17
	4	14	£20,457	£10.60
	5	15	£21,298	£11.04
M	1	16	£21,685	£11.24
	2	17	£22,559	£11.69
	3	18	£23,431	£12.14
	4	19	£24,304	£12.60
	5	20	£25,178	£13.05
N	1	21	£25,646	£13.29
	2	22	£26,533	£13.75
	3	23	£27,419	£14.21
	4	24	£28,305	£14.67
	5	25	£29,191	£15.13

Hay Pay Grades			New rate £	
<b>Q</b>	<b>Q1</b>		£29,556	
			£34,326	mid-point
			£39,096	
<b>R</b>	<b>R1</b>		£33,390	
			£38,997	mid-point
			£44,603	
<b>S</b>	<b>S1</b>		£37,949	
			£44,381	mid-point
			£50,813	
<b>T</b>	<b>T1</b>		£44,326	
			£50,842	mid-point
			£57,358	
<b>U</b>	<b>U1</b>		£49,895	
			£56,885	mid-point
			£66,165	

### Executive Pay Scales 2015 / 2016

Level	Salary Range	
	From	To
<b>CEO</b>	£147,400	£183,700
<b>Board Director</b>	£115,200	£138,000
<b>Director 5</b>	£97,002	£113,900
<b>Director 4</b>	£80,070	£95,880
<b>Director 3</b>	£66,198	£79,254