

CABINET

WEDNESDAY, 7 DECEMBER 2016

PRESENT:- Councillors David Renard (Chair), Russell Holland, Oliver Donachie, Toby Elliott, Fionuala Foley, Brian Ford, Mary Martin and Garry Perkins.

An apology for absence was received from Councillor Keith Williams.

Councillor Junab Ali attended the meeting in respect of Minute 65. Councillor Jim Robbins attended the meeting in respect of Minutes 65 and 67. Councillors Maureen Penny and Cathy Martyn attended the meeting in respect of Minute 67.

62. Declarations of Interest

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

63. Minutes

Resolved – That the minutes of the meeting held on 19th October 2016 be confirmed and signed as a correct record.

64. Public Question Time

Ms Sarah Church of “Save Swindon Libraries” had submitted written questions regarding the date in April 2017 that the libraries (less Central Library) will move to reduced hours, and what support during the transition will be provided to parents, carers and home-schooled children. The Chair thanked Ms Church for her questions and advised that a written answer had been provided and also circulated at the meeting.

Ms Church asked a supplementary question regarding the timeframe of the proposals for the library services. Councillor Mary Martin, the Cabinet Member for Communities, responded to the question at the meeting.

Ms Amanda Woodhead, Wroughton Parish Councillor, had submitted a written question regarding the possible ring-fencing of any monies generated from renting the partitioned area of the Wroughton Library premises to other organisations. The Chair thanked Ms Woodhead for her questions and advised that a written answer had been provided and also circulated at the meeting.

Ms Woodhead asked a supplementary question regarding the potential levels of support that the Council could provide in the future to those taking on library services. Councillor Mary Martin, the Cabinet Member for Communities, responded to the question at the meeting.

Mr Ian James, a local resident, had submitted a written question concerning the recent comments made by Justin Tomlinson MP regarding the cuts to the library service budget. Mr James was not present at the meeting. The Chair advised that a written answer had been provided to Mr James.

Mr Brian Cockbill, a local resident, had submitted written questions concerning the membership of Nythe Parish Council. The Chair thanked Mr Cockbill for his questions and advised that written responses would be provided.

Mr Cockbill asked supplementary questions regarding the Council's website and its e-mail communication system and also the funding for Upper Stratton Library. Councillor David Renard, Leader of the Council, and Councillor Mary Martin, the Cabinet Member for Communities, responded to Mr Cockbill's supplementary questions at the meeting.

Ms Helen Fraser, a local resident, asked questions regarding the potential impact on disadvantaged children of the proposed library closures. Councillor Mary Martin, the Cabinet Member for Communities, responded to the question at the meeting.

Mr Reynolds, a local resident, asked a question regarding the increase in allotment charges. Councillor David Renard, Leader of the Council, agreed that a written response would be provided.

Mr Reynolds asked a supplementary question regarding the cancellation of bus services by Thamesdown Transport. Councillor David Renard, Leader of the Council, responded to the question at the meeting.

Mr Roy Worman, Haydon View Residents' Association, asked a question about the price of reserving books at libraries. Councillor Mary Martin, the Cabinet Member for Communities, responded to the question at the meeting.

65. 2016-17 Budget Management and 2017-18 Draft Budget

Councillor Russell Holland, the Cabinet Member for Finance and Corporate Services, and the Interim Corporate Director of Resources, submitted a joint report building on the decisions taken by Cabinet on 19 October 2016, and providing an update on the position in relation to the 2016/17 forecast outturn and the proposals to produce a balanced budget for 2017/18.

Following his introduction of the report, Councillor Holland, with Councillors David Renard, Leader of the Council, Brian Ford, Cabinet Member for Adults Health and Social Care, Toby Elliott, Cabinet Member for Strategic Planning and Sustainability, and Fionuala Foley, Cabinet Member for Children's Services, responded to questions put by Councillors Junab Ali, Jim Robbins and Mary Martin, the Cabinet Member for Communities, on the following issues:

- The effects of the SEQOL transfer as set out within the detail the report, and the original reasons for the creation of SEQOL.
- Options for the future delivery of adult social services.
- The extension of the current programme of bus lane enforcement measures.
- How School Improvement Funding will be used to help support schools that are rated as requiring improvement by OFSTED.
- The risks associated with providing social care packages.

Resolved – (1) That the in-year forecast outturn position for 2016/17 and responding action plan to manage the projected year-end overspend be noted.

(2) That the officers be authorised to engage and consult on a more financially

sustainable delivery model for the youth service.

(3) That the practical issues arising from the implementation of car parking charges at Lydiard House and Park and at Coate Water Country Park be noted, and it be agreed that a consultation commence with local residents and stakeholders on the introduction of car parking charges at Stanton Country Park.

(4) That the extension of the Waste Services Contract and Plant Loan with PPS Limited for a further three years to 31/12/2025 be agreed.

(5) That Cabinet notes:

- a) The significant risks faced by the Council in delivering services within its overall budget for both 2016/17 and 2017/18.
- b) That the Local Government Finance Settlement for 2017/18 has yet to be published and therefore the funding assumptions in this report contain levels of uncertainty.
- c) That the current gap between the assumed funding levels for 2017/18 and the current proposed cost of services is under £0.5m, and that work is continuing to identify further options to close this gap for consideration by Members once actual funding levels are confirmed and before the final budget is recommended to Council.
- d) The impact on protected groups has been considered for all savings proposals and a full Diversity Impact Assessment has been undertaken where an impact was perceived.
- e) The tax base for 2017/18 will be £71,551.4 and the estimated business rates retained for 2017/18 will be £31.383m.
- f) That this budget assumes a change in accounting policy for the Minimum Revenue Provision to be considered as a separate report on this Cabinet agenda. This budget assumption is dependent on the decision of Cabinet and Full Council.

(6) That, with regard to the further detail about the transfer of assets between the General Fund and the Housing Revenue Account set out in Appendix 7:

- a) The virements set out in Appendix 3 be agreed.
- b) The Empty and Unfurnished Property Council Tax discount of 50% be removed and the Structural Alterations discount be reduced to 25% and applied for a maximum of 3 months from 1st April 2017. Any existing structural alteration discount will be reduced to 25% and will continue for the remaining period of 3 months from its commencement.
- c) The Council share of the estimated Collection Fund as at 31 March 2017 will be a surplus of £1.962m for council tax and a deficit £20k for business rates.
- d) Those new budget proposals that do not directly affect front-line services can be implemented by officers at the earliest opportunity, including undertaking consultation with staff where appropriate.
- e) Consultation commences for budget proposals affecting front-line services with the outcome of that consultation being reported to Cabinet in February 2017 prior to considering the final budget to be recommended to Council.

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

66. Outcomes of the Local Government Association Peer Review

Councillor David Renard, Leader of the Council, and the Head of Performance, People and Engagement, submitted a joint report outlining the scope and main findings of the peer review, and providing details of the Council's response to the

review findings. It was noted that the review provided valuable external insight and challenge and identified a number of key recommendations to enable the corporate functions of the Council to continue to develop and improve.

The Chair introduced the report, highlighting the key themes on which the review team had focussed their questions, the strengths of the Council identified by the review, and the recommendations arising from the review, some of which have already been completed.

Resolved (1) That the contents of the Corporate Peer Challenge Feedback Report be noted.

(2) That the Chief Executive, in consultation with the Leader of the Council, be authorised to deliver the actions outlined in the plan.

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

67. Securing a sustainable future for Swindon's Library Services

Councillor Mary Martin, the Cabinet Member for Communities, and the Head of Localities, Community Involvement and Volunteering, submitted a joint report proposing a strategy for securing a sustainable future for Swindon's Library Services. The report built on Cabinet's request that a strategy be developed for the Library Service that would continue to deliver a comprehensive library service and the outcomes of formal public consultation on a proposed Libraries strategy and delivery model. It was noted that approval of the recommendations would initiate implementation of the Libraries Strategy and delivery model described in the report, which model included working with ward councillors, parishes, partners, community groups and other stakeholders who might provide access to library services.

Following her introduction of the report, Councillor Martin, with Councillor Brian Ford, Cabinet Member for Adults Health and Social Care, responded to questions put by Councillors Jim Robbins, Cathy Martyn, and Maureen Penny on the following issues:

- Qualification on what constitutes a comprehensive and efficient library service.
- Information available to Parish Councils on the costs of library service provision to help future precept setting discussions.
- Consideration of the impact on rural communities when libraries are closed.
- Options for the differing models of future library service provision.
- Managing and mitigating the impacts as identified within the Diversity Impact Assessment.

Resolved – (1) That the findings of the consultation and the Council's response, as set out in the body of the report and at Appendices 1 and 2, be noted.

(2) That it be noted that it was the intent of this strategy for Library services to:

- a) Sustain access to library services through the core provision of five public libraries;
- b) Maintain professional skills to develop library and information services through use of technology, outreach and learning; and
- c) Support ward councillors, parishes, partners, and local communities to develop community-led Library services.

(3) That, in response to the consultation, the addition of Parks Library to the Council's core Library provision, in order to increase the reach of the service to an area of high service need, be approved.

(4) That, in response to the consultation, the allocation of transitional funding to help secure community-led library services in Wroughton, Covingham and Upper Stratton be approved.

(5) That the strategy and delivery model described in the report, and attached at Appendix 3 "Libraries Strategy and Delivery Model", be approved, and the Head of Localities, Community Involvement and Volunteering be authorised to implement the strategy in accordance with the approach and timetable set out in paragraph 3.34 to 3.35.

(6) That the Head of Localities, Community Involvement and Volunteering, in consultation with the Cabinet Member for Communities, be authorised to continue to engage ward councillors, parishes, partners, and stakeholders to develop further community-led Library services, and approve the basis on which the transitional funding of £500k is allocated to support the development of these local arrangements as set out in Appendix 4.

(7) That the Head of Localities, Community Involvement and Volunteering, in consultation with the Interim Corporate Director, Resources and the Cabinet Member for Communities, be authorised to investigate the feasibility of establishing alternative models for the delivery of Library services – including trust and mutual models – and make appropriate recommendations to Cabinet in February 2017.

(8) That the Head of Localities, Community Involvement, and Volunteering, in consultation with the Head of Libraries, be authorised to commence restructuring of the Libraries workforce, subject to consultation.

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

68. Affordable Housing Development Programme

Councillor Oliver Donachie, the Cabinet Member for Housing and Homelessness, submitted a report setting out the current position of the Affordable Housing Development Programme and emerging projects and seeking Cabinet's approval to use Housing Revenue Account resources to develop sites, as set out in the report.

Councillor Donachie introduced the report and highlighted how the programme will attract £23m worth of investment to Swindon, and will achieve 83% of the Council's target for producing affordable homes.

Councillor David Renard, Leader of the Council, Councillor Brian Ford, the Cabinet Member for Adults Health and Social Care, and Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, all welcomed the contents of the report and highlighted the work being undertaken to regenerate Swindon and better serve the community.

Resolved - That the Head of Housing and Community Safety be authorised to proceed with the consultation, design and development of the proposed sites, and that the following be also authorised:

- a) The use of Right to Buy receipts for the 4-bed houses at Sussex Place be approved.
- b) The proposed development of Penhill United Reform Church be approved.
- c) The proposed developments on the Queens Drive renewal programme be

approved.

- d) That the phasing set out in the report for the demolition of George Gay Gardens, the “T” Blocks, and St Ives Court, Nythe, be noted.

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

69. Changes to Household Waste Recycling Centre and Recycling Bring Sites

Councillor Keith Williams, the Cabinet Member for Streetsmart, Highways and Transport, and the Head of Streetsmart, submitted a joint report seeking Cabinet’s approval to changes to acceptance criteria and charges for some types of household waste at the Household Waste Recycling Centre, the introduction of controls on commercial waste and household waste brought to the centre in vans and trailers, and the withdrawal of recycling bring sites across the Borough.

Resolved – (1) That the report presented to the Streetsmart, Highways and Communities Overview & Scrutiny Committee on 28th September 2016, which outlined its proposals for additional controls at the Household Waste Recycling Centre (shown in Appendix 1 to the report), be noted.

(2) That the restrictions and controls on commercial waste and household waste brought to the Household Waste Recycling Centre as set out in the report be approved.

(3) That the withdrawal of recycling bring sites operated on the Council’s behalf be approved, subject to consultation with Parish Councils to establish sites which will transfer under their control. That it be noted that, if any Parish Councils decide to take on the costs of operation of the bring sites, then the service will continue at these locations.

(4) That the Head of Streetsmart be authorised, in consultation with the Cabinet Member for Streetsmart, Highways and Transport, to implement, monitor and amend controls at the Household Waste Recycling Centre to the Head of Streetsmart to ensure their on-going effectiveness.

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

70. Commercial Investment Strategy (Minute for Confirmation)

Councillor Russell Holland, the Deputy Leader and Cabinet Member for Finance and Corporate Services, and the Interim Corporate Director, Resources, submitted a joint report seeking Cabinet’s approval to adopt a Commercial Investment Strategy that will allow the Council to innovate and invest wisely on a commercial basis, taking advantage of opportunities as they present themselves. It was noted that the investments will be key to achieving a balanced budget position and securing a sustainable financial future for the Council. The report also set out an investment strategy to enhance income to the Council in the longer term (the Commercial Investment Strategy), the proposed governance framework, including establishment of a Commercial Investment Strategy Board, and a proposal to establish a Commercial Investment Fund to provide a mechanism for financing the strategic acquisition and development of high income producing assets.

Councillor Holland introduced the report and highlighted the framework for low risk investments which will fulfil a commercial need and help achieve the priorities and pledges whilst also helping to alleviate future budget pressures.

Resolved – That Council be recommended:

- 1) That a Commercial Investment Fund be established for the commercial management, disposal of and investment into key assets, and that a sum of £50m be allocated within the capital programme to provide pump priming funding for the Commercial Investment Fund (including the £15m already allocated to the Housing Development Programme).
- 2) Subject to (1) above, to approve:
 - (a) The Commercial Investment Strategy including the proposed gateway process for assessing investment opportunities, as set out in the report.
 - (b) The governance arrangements as set out in the report, and the establishment of a Commercial Investment Strategy Board comprising the Deputy Leader and Cabinet Member for Finance and Corporate Services, Chief Executive, Corporate Directors for Resources and Economy and Transformation and Director of Law and Democratic Services, supported by appropriate internal and external advisers (including the Council's s151 Officer if that role is not assigned to the Corporate Director for Resources) who will determine detailed investment and appraisal criteria.
 - (c) An annual budget of up to £60,000 to provide further capacity within the Council's Property Assets team to support an expanded programme of commercial property acquisitions, funded from the investment income generated.
- 3) Subject to (1) above, to authorise:
 - (a) The Director of Law and Democratic Services to draw up detailed terms of reference for the Commercial Investment Strategy Board.
 - (b) The Corporate Director for Resources to:
 - i. determine the detail of funding arrangements for the CIF, in consultation with the Deputy Leader and Cabinet member for Finance and Corporate Resources, and
 - ii. commence a procurement exercise for the appointment of external investment and specialist advisors to the Board.
 - (c) The Corporate Director for Resources, in consultation with the Deputy Leader and Cabinet member for Finance and Corporate Services, to approve investments involving expenditure of up to £10m where these have cleared the gateway process described in the Commercial Investment Strategy.
 - (d) The Head of Property Assets, in consultation with the Section 151 Officer, to approve the investment purchases, subject to the Board completing a robust appraisal of each investment proposal against the principles and criteria set out in the Commercial Investment Strategy.
 - (e) The Director of Law and Democratic Services, in consultation with the Head of Property Assets, to complete the investment purchases and related documentation on such terms as he considers necessary to protect the Council's interests.
 - (f) The Director of Law and Democratic Services to make appropriate amendments to the Constitution.
- 4) Subject to 1) above, to request that the Leader of the Council reviews the terms of reference for the Leader's Asset Management Advisory Group, with advice from the Corporate Director Resources and the Director of Law and

Democratic Services.

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

71. Capital Monitoring Quarter 2 2016-17

Councillor Russell Holland, the Cabinet Member for Finance and Corporate Services, and the Interim Corporate Director, Resources, submitted a joint report which presented to Cabinet the second quarter's monitoring position for the capital programme and some proposed changes to the Council's capital programme.

Resolved – (1) That the forecast capital expenditure, set out in Tables 1 and 2 and Appendix 1 to the report, be noted.

(2) That the release of £100k to Swindon Museum and Art Gallery Trust (paragraph 3.3.4 to 3.3.7) be agreed.

(3) That the Corporate Director for Economy, Regeneration & Skills be authorised to agree, with the Swindon Museum and Art Gallery Trust Director and Chief Executive, the staging and mechanism of payments provided for the next stage of the development.

(4) That the changes to the programme, set out in section 3.3, be agreed.

(5) That the distribution of £300,520 of Devolved Formula Capital to Local Authority maintained schools be agreed.

(6) That the contents of Tables 3 – 6 in the report, regarding the 2015-16 Community Infrastructure Levy, be noted and that these be published on the Council's website.

(7) That the annual retention of 5% of the total annual Community Infrastructure Levy receipts to cover administration costs, as per paragraph 3.10 of the report, be approved.

(8) That the distribution of the non-parished Community Infrastructure Levy Neighbourhood Proportion to the new parishes as if they had existed at the date of the receipt be approved.

(9) That the intention for Community Infrastructure Levy receipts to support capital programme proposals to be submitted to Cabinet in February 2017 as part of the annual capital budget setting process, be noted.

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

72. Mid-Year Treasury Performance 2016-17 (Minute for Confirmation)

Councillor Russell Holland, the Cabinet Member for Finance and Corporate Services, and the Interim Corporate Director, Resources, submitted a joint report setting out the mid-year Treasury Management performance for 2016/17 and proposals for amendments to the Councils Minimum Revenue Policy.

Resolved – (1) That the mid-year Treasury Management performance be noted.

(2) That Council be recommended to approve the amendment to the Minimum Revenue Provision Policy, as set out in Appendix 1 to the report.

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

73. Polling District and Places Review (Minute for Confirmation)

Councillor David Renard, Leader of the Council, and the Director of Law and Democratic Services, submitted a joint report on (i) undertaking a review of polling places within the wards of Eastcott and Rodbourne Cheney, (ii) adjusting the polling district boundaries within the Blunsdon & Highworth and Stratton & South Marston wards, and (iii) on the creation of new polling districts in the Covingham & Dorcan, Gorse Hill & Pinehurst and St Andrews wards. It was noted that the Police and Crime Commissioner, Borough Elections and European Referendum earlier this year highlighted that some venues were either no longer suitable for use as polling stations or were unavailable for use at future elections.

The Chair introduced the report and advised that this review was undertaken annually, that only minor changes had been suggested this year in response to the review, and that there were no objections put forward in response to the consultation on these changes.

Resolved – That Council be recommended to:

(1) endorse the following changes to Polling Places within the Borough:

- a) Blunsdon & Highworth Ward - that an adjustment to the polling district boundary for electoral registers BHH and BHF be made and the streets listed in Appendix 1a are moved from electoral register BHH to BHF.
- b) Eastcott Ward - that the polling place for electoral register ETC relocate to Savernake Street Social Hall from King William Street Primary School.
- c) Rodbourne Cheney Ward - that the polling place for electoral register RCC relocate to St Andrews Church Hall from Rodbourne Cheney Primary School.
- d) St Margaret and South Marston Ward - that an adjustment to the polling district boundary for electoral registers SMA and SMB be made and the streets listed in Appendix 4a are moved from electoral register SMA to SMB.
- e) Covingham & Dorcan – that a new polling district CDE be created and the streets listed in Appendix 5 be moved from electoral register CDC to CDE.
- f) Gorse Hill & Pinehurst ward - that a new polling district GPF be created and the streets listed in Appendix 6 be moved from electoral register GPA to GPF.
- g) St Andrews - that a new polling district SAE be created and the streets listed in Appendix 7 be moved from electoral registers BHC and SAD to SAE.

(2) Authorise the Director of Law and Democratic Services (as Returning Officer) to implement the proposed changes for future Borough, Parish and Parliamentary elections.

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

74. School Organisational Changes for September 2017

Councillor Fionuala Foley, the Cabinet Member for Children's Services, and the Head of Education Services, submitted a joint report setting out the legal processes required to make organisational changes to maintained mainstream and special schools, and requesting Cabinet's permission to consult on proposals to lower the age range and a proposal to increase the admission number across seven schools in Swindon. It was noted that the report set out the preferred options and timescales

for consultation in order for the proposals to be implemented by September 2017.

Councillor Foley responded to a question from Councillor Mary Martin, the Cabinet Member for Communities, regarding the proposed change in age range at Eldene Primary School Special Resource Provision.

Resolved – That the Head of Education Services be authorised to consult on proposals to make the following school organisational changes from September 2017:

- a) To lower the age range of Abbey Meads Primary School from 4-11 years to 2-11 years,
- b) To lower the age range of Chiseldon Primary School from 4-11 years to 2-11 years,
- c) To lower the age range of Even Swindon Primary School from 3-11 years to 2-11 years,
- d) To lower the age range of Lawn Primary School from 4-11 year to 2-11 years,
- e) To lower the age range of Westrop Primary School from 4-11 years to 2-11 years,
- f) To lower the age of the Eldene Primary School Special Resource Provision (SRP) from 7-11 years to 6-10 years, and
- g) To increase the admission number at Brimble Hill Special School from 70 to 77 places.

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

75. Renewable Investment

Councillor David Renard, Leader of the Council, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report setting out the plans to develop the ex-landfill site at Barnfield, Swindon, into a solar farm, which directly supplies energy to Public Power Solutions Ltd.

Councillor Russell Holland, Deputy Leader of the Council and the Cabinet Member for Finance and Corporate Services, Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and Councillor Mary Martin, the Cabinet Member for Communities, all spoke in support of the proposals contained within the report and welcomed the investment opportunities they provide.

Resolved – That the Interim Corporate Director, Resources be authorised, in consultation with the Cabinet Member for Finance and Corporate Services, to invest up to £3.2m in the Barnfield solar scheme, subject to all required due diligence around the financial and operating models being completed, and the project demonstrating sufficient risk/reward by the date of investment.

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

76. Changes to arrangements for appointment of an External Auditor (Minute for Confirmation)

Councillor Russell Holland, the Cabinet Member for Finance and Corporate

Services, and the Head of Internal Audit, submitted a joint report summarising the changes to the arrangements for appointing External Auditors following the closure of the Audit Commission and the end of the transitional arrangements at the conclusion of the 2017/18 audits. The report also set out the various options the Council has with regard to appointing and putting in place new arrangements in time to make a first appointment by 31st December 2017.

Councillor Holland introduced the report and thanked Councillor Steve Weisinger, Chair of the Audit Committee, and the officers for their input. Councillor Holland also advised that the Audit Committee had supported option one ("Opt-in to a sector led body (Public Sector Audit Appointments LTD)"), as set out in the report.

Resolved – That Council be recommended that the appointment of an External Auditor be made through the national sector led body, Public Sector Audit Appointments Ltd.

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

77. Insurance for Community Groups

Councillor Mary Martin, the Cabinet Member for Communities, and the Head of Localities, Community Involvement and Volunteering, submitted a joint report which responded to the Council motion passed in April 2016 (Minute 90) that a report be brought to Cabinet to outline the extent to which the Council can use its Public Liability Insurance to cover community groups and charities who are providing a voluntary service to the local community. It was noted that the Head of Localities, Community Involvement and Volunteering had worked with the Council's Insurance Officer and with Voluntary Action Swindon to examine this issue and was proposing continued joint working between these agencies to support community activity in Swindon.

Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and Councillor Brian Ford, the Cabinet Member for Adults Health and Social Care, indicated their support of the proposals and highlighted how the Council should encourage and assist community and voluntary groups in whatever ways they can.

Resolved – (1) That the contents of the report be noted.

(2) That the Head of Localities, Community Involvement and Volunteering be authorised to work with Voluntary Action Swindon to encourage and support the activities of residents who wish to positively contribute to their local communities and provide appropriate advice in relation to insurance cover.

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