

Swindon Borough Council

Scrutiny Committee

Monday, 12 December 2016

Committee Room 6, Civic Offices

At 6.00 p.m.

Conservative Councillors

Gemma McCracken
Kevin Parry
Vera Tomlinson
Claire Ellis (Vice-
Chair)
Emma Faramarzi
John Haines
Cathy Martyn

Labour Councillors

Robert Wright
(Chair)
Des Moffatt
Chris Watts
Emma Bushell
Mark Dempsey
James Robbins

Contact Officers:

Stuart Figini (Committee Officer) 01793 463612 sfigini@swindon.gov.uk

Swindon Borough Council can be contacted at the Civic Offices, Euclid Street, Swindon, SN1 2JH (Telephone 01793 445500)

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.

AGENDA

1. Apologies for Absence

2. 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.

3. Public Question Time

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.

4. Minutes (Pages 5 - 12)

To receive the minutes of the meetings held on 10th and 24th October 2016.

5. **Consideration of Cabinet Decisions** (Pages 13 - 14)
6. **Leader of the Council Update** (Pages 15 - 44)
7. **Cabinet Member Question and Answer Session - Cabinet Member for Communities**
Report to follow.
8. **Cabinet Member Question and Answer Session - Cabinet Member for Sustainability, Highways and Transport**
Report to follow.
9. **Work Programme 2016/17** (Pages 45 - 70)
10. **Status of Requests for Action and/or Information** (Pages 71 - 82)

Date of Despatch: 01 December 2016

Public Question Time - 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.

The Scrutiny Committee - Terms of Reference

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member and Officer decision making and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for "Call-in" as defined in the Council's "Call-in" Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet and Cabinet Member decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the

Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council's priorities for the coming year and on the Council's performance in the previous year;

- To oversee the arrangements for Overview and Scrutiny within the Council, including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration are managed efficiently and do not exceed any limits set out in the Council's Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.
- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions.
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- the review, scrutiny and development of policy recommendations;
- the management of performance,
- the monitoring of progress against corporate priorities and
- the formulation of advice for the Cabinet, Council and other partners and stakeholders.

To have specific responsibility (but not limited to)

- Good governance and the operation of Law and Democratic Services
- The Budget Scrutiny function.

This page is intentionally left blank

SCRUTINY COMMITTEE

MONDAY, 10 OCTOBER 2016

PRESENT:- Councillors Robert Wright (Chair), Emma Bushell, Mark Dempsey, Emma Faramarzi, Cathy Martyn, Des Moffatt, Kevin Parry, Vera Tomlinson and Chris Watts

Councillor Garry Perkins (Cabinet Member for the Economy, Regeneration, and Skills)

Apologies for absence were received from Councillors Claire Ellis (Vice-Chair), John Haines, Gemma McCracken and James Robbins

30. Declarations of Interest

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

Councillor Kevin Parry made a personal, non-prejudicial declaration of interest in respect of agenda item (5) Cabinet Member Question and Answer Session – Cabinet Member for Economy, Regeneration and Skills as he is employed by Honda and is a Honda Pension Trustees Director.

31. Public Question Time

Mr Brown, a local resident and business owner, asked a question regarding discussions between Network rail, the Council and Tenants on the future of the Carriageworks Estate. Councillor Perkins, the Cabinet Member for Economy, Regeneration and Skills, responded at the meeting and also agreed to provide a written response in 10 working days.

Mr Gavin McCracken, a local resident and business owner, had submitted a question regarding discussions between Network rail, the Council and Tenants on the future of the Carriageworks Estate. As Councillor Perkins, the Cabinet Member for Economy, Regeneration and Skills, had responded to a similar question, as detailed above, at the meeting, Mr McCracken did not ask the question and it was agreed that the written response to Mr Brown would also be provided to Mr McCracken within 10 working days.

Mr Jeremy Waldron, a local resident, had submitted written questions about the funding of a number of highway projects and suggestions about budget savings. As Mr Waldron was not present, the Chair requested that a copy of the written answers be sent to him.

32. Minutes

Resolved – That the minutes of the meeting held on 12th September 2016, be confirmed and signed as a correct record.

33. Cabinet Member Question and Answer Session - Cabinet Member for Economy, Regeneration and Skills

Councillor Garry Perkins, Cabinet Member for Economy, Regeneration and Skills, was in attendance and presented to the Committee a detailed report summarising progress and performance in respect of each of the following service areas within his portfolio of responsibility:

- Economic Development
- Museums, including Steam
- Commercialisation of services
- Arts and Culture
- Community Heritage
- Regeneration
- FSL Ltd Client Lead Member
- Strategic (Commercial Property Portfolio)
- Adult Learning
- Tertiary Education
- Skills
- Specific Responsibility for Lydiard Park Project
- Country Parks (securing sustainable uses)
- Strategic Parking assets

At the request of the Chair, Councillor Perkins, in his presentation of the report, commented specifically on those elements within his portfolio which he felt had been most successful, those where a different approach might have produced better results and the lessons that might have been learned as a consequence, and the challenges he expected to be faced by the Council in relation to these service areas in the coming year and beyond, particularly in relation to on-going budgetary constraints.

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

- Traffic congestion in the vicinity of the former Even Swindon Infant School site and the former Rodbourne Farm allotment site, and how this would be taken into account during the planning process.
- The Car Parking Strategy, its impact on North Swindon and the remainder of Swindon as a whole, and potential solutions of how to overcome the issues experienced by residents unable to park outside their homes.
- The possibility of implementing long-standing parking schemes for residential areas experiencing parking problems.
- The new bus station and the potential for a taxi rank being incorporated into the design.
- The use of town centre multi-storey car parks for resident parking as a funding solution for parking schemes in other residential areas.
- The legal powers available to the Council to enforce parking solutions and how these could influence the planning process.
- Inward investment to deliver new leisure facilities.
- The University Technical College and its published exam results.

- The support being offered to the development of a regional leisure destination at North Star and the associated traffic implications.
- The Business Engagement and Retention service as a first point of contact for businesses.
- The commercial leadership of the Council and Forward Swindon Limited and how the partnership selects and influences development projects.
- The employment opportunities for those undertaking apprenticeships.
- Inward business investment and the availability of employment land.
- Further information requested about the 10 significant foreign direct investments in Swindon during 2015/16.
- The Swindon Wiltshire Local Enterprise Partnership (SWLEP) bid for a Higher Education Centre and potential outcomes depending on the bids success.
- The timescales for the SWLEP, Wiltshire Council, Gloucestershire Council and Gloucestershire LEP Post 16 Area Review.
- The outcome of proposals for a Centre for Sustainable Technologies in Swindon College.
- The quality of the retail offer in Swindon Town Centre and the need to attract high end retail shops.
- The Council subsidies to the existing and new Swindon Museum and Art Gallery.
- The success and performance of Swindon town centre when compared to other similar sized towns and the income generated by the town centres retail offer.
- The Councils policy on Pop-Up shops and how established businesses are protected.

Resolved – (1) That Councillor Perkins be thanked for attending the meeting to present this performance report and for his full and open responses to members' questions and observations on the issues raised.

(2) That the information requested by Members during the course of the Committee's consideration of this item be forwarded to Members via the Committee Officer.

(3) That Forward Swindon Limited prepare a presentation to a future meeting of the Committee on the Town Centre Masterplan, along with the design element documents.

34. Scrutiny Committee Annual report 2015/16

The Committee considered its Annual Report for 2015/16 prepared by the Director of Law and Democratic Services.

The Annual Report highlighted the work of the Scrutiny Committee and its five Overview and Scrutiny Committees during the Municipal Year 2015/16, in their role of supporting the Council's decision-making and policy development processes and the work of the Cabinet and the Council as a whole.

The Chair of the Scrutiny Committee explained in his foreword to the report that the Scrutiny Committee recommendations are relied on to ensure Swindon's diverse needs are accounted for in these difficult and transitional times. He referred to the new ways of working with the challenge of ensuring resilience with excellence, the introduction of 'Pre-Scrutiny' and a re-focus on the Cabinets Work Plan. The Committee noted that the public role of the Overview and Scrutiny function was one

area for improvement. In light of this, members felt that there needed to be an element of reflection of how Scrutiny in Swindon could be more effective and the structures currently in place remain fit for purpose.

The Committee thanked the Director of Law and Democratic Services for a very good report that highlighted the work of Scrutiny in Swindon.

Resolved – (i) That the Scrutiny Committee Annual Report 2015/16 be noted and referred to Full Council for information.

(2) That arrangements are made for a workshop, open to all members of the Council, to consider improvements to the Scrutiny process in Swindon. The workshop to be held prior to a future Scrutiny Committee.

35. Work Programme 2016/17

The Committee considered a report of the Director of Law and Democratic Services setting out the topics for inclusion in the 2016/17 Scrutiny Work Programme as agreed by the Committee at its meeting on 20th June 2016.

Resolved – That the draft work programme 2016/17 be noted.

36. Status of Requests for Action and/or Information

The Committee received an updated report advising on the status of outstanding issues and member requests for information.

Resolved – That the report on the status of outstanding issues and member requests for information be noted.

SCRUTINY COMMITTEE

MONDAY, 24 OCTOBER 2016

PRESENT:- Councillors Robert Wright (Chair), Emma Bushell, Claire Ellis (Vice-Chair), Emma Faramarzi, Gemma McCracken, Cathy Martyn, Des Moffatt, James Robbins, Vera Tomlinson, Chris Watts, Peter Watts and Steve Weisinger

Councillors David Renard (Leader of the Council), Russell Holland (Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services), Toby Elliott (Cabinet Member for Strategic Planning), Fionuala Foley (Cabinet Member for Children's Services), Brian Ford (Cabinet Member for Adults' Health and Social Care), Mary Martin (Cabinet Member for Communities) and Garry Perkins (Cabinet Member for the Economy, Regeneration, and Skills)

Apologies for absence were received from Councillors Mark Dempsey and Kevin Parry.

37. Declarations of Interest

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

Councillor Gemma McCracken made a prejudicial declaration of interest in respect of Agenda Item No. 4 – Consideration of Cabinet Decisions – Minute 61 – Swindon Town Centre Property Acquisition and Disposal as she rents a property in the Town Centre. Councillor McCracken left the meeting during the consideration of this matter.

38. Public Question Time

Mr Cockbill, a local resident, asked a question regarding the financial aspects of the Community Governance Review and the transfer of services to Parish Councils. Councillor Renard, Leader of the Council, responded at the meeting and also agreed to provide a written response in 10 working days.

Mr Cockbill asked a supplementary question about Electoral Services. The Director of Law and Democratic Services agreed to investigate the issue raised and provide Mr Cockbill with a response.

39. Consideration of Cabinet Decisions

The Director of Law and Democratic Services submitted a report introducing decisions arising from the Cabinet meeting held on 19th October 2016.

57. 2016-17 Budget Management, 2017-18 Draft Budget and Medium term Resourcing Plan

Councillor Russell Holland, Cabinet Member for Finance and Corporate Services, responded to questions put by the Chair and Councillors Des Moffatt, Gemma McCracken, Jim Robbins and Chris Watts on the following matters:

- The financial stability of Swindon Borough Council compared to other Local Authorities.
- The proposed increase in rates in 2017/18 for allotments and the annual collection of green waste.
- The implications of the transfer of garages from the Housing Revenue Account to the General Fund.
- The consultation on the removal of Council Tax discount for empty and unfurnished properties.
- The financial position of Public Power Solutions and the future challenges due to the Brexit vote.

Resolved – That Minute 57 of the Cabinet be noted.

58. *Community Governance Review*

Councillor David Renard, Leader of the Council, and Mary Martin, Cabinet Member for Communities, responded to questions put by the Chair and Councillors Des Moffatt, Vera Tomlinson, Jim Robbins, Chris Watts and Gemma McCracken on the following matters:

- The precept for Band D properties and how this would be calculated.
- The consequences of boundary changes and the impact on the number of Band D properties and number of residents in a particular parished / unparished area.
- The proposed new parishes and suggestion that 5 ward members make up the membership of the Shadow Parish Councils.
- The process for distributing the transitional funding of £3m between the Parish Councils.
- The need for further consultation on the proposed changes to the boundary through the Abbey Meads Village.
- The transfer of assets and the possibility of condition surveys being made available to Parish Councils.
- The possibility of Parish Council's making a charge for the use of its building by the Local Authority.
- How unexpected costs to parish Council's would be funded.

Resolved – That Minute 58 of the Cabinet be noted.

59. *Free School Bids - Update*

Councillor Fionuala Foley, Cabinet Member for Children's Services, responded to questions put by the Chair and Councillors Jim Robbins and Des Moffatt on the following matters:

- The new primary school at Abbey Farm and details about one of the applicants bidding for the school.
- The use of Section 106 funding along with other funding streams to support Free Schools.
- The infrastructure for north Swindon developments and the impact of Section 106 funding.

- The establishment of alternative educational provision for secondary aged children with Social, Emotional and Mental Health difficulties.
- The possibility of applications being received for schools that were not free schools.

Resolved – That Minute 59 of the Cabinet be noted.

60. Chapel Farm and Other Swindon Solar Schemes

Councillor Dale Heenan, Cabinet Member for Sustainability and Transport, responded to questions put by the Chair and Councillors Vera Tomlinson, Jim Robbins and Cathy Martyn on the following matters:

- The availability of shares for the Chapel Farm Solar Scheme and cost.
- The non-viability of the A419 Solar Sound Barrier and potential to lobby the Government.
- The potential for the sound barrier to be funded through Solar Farms and other energy storage schemes.
- The use of derelict land in the vicinity of the A419 for a Solar farm to fund a barrier for the A419.
- The operation of Community Interest Companies in relation to Solar Farms.

Resolved – That Minute 60 of the Cabinet be noted.

61. Swindon Town Centre Property Acquisition and Disposal

Councillor Garry Perkins, Cabinet Member for Economy, Regeneration and Skills, responded to questions put by the Chair and Councillor Jim Robbins on the following matters:

- The funding for the redevelopment of town centre sites and future planning applications.
- The potential for future land swaps.
- The location of an iconic bridge for the North Star development.

Resolved – That Minute 61 of the Cabinet be noted.

40. Work Programme 2016/17

The Committee considered a report of the Director of Law and Democratic Services setting out the topics for inclusion in the 2016/17 Scrutiny Work Programme as agreed by the Committee at its meeting on 20th June 2016.

The Chair reported that the Question and Answer Session with Councillor Keith Williams, the Cabinet Member for Streetsmart, due to be considered at this meeting had been rescheduled for 13th February 2017 as Councillor Williams was out of the country on business. The Chair invited officers to consider the use of video links in these circumstances in the future. The Chair also highlighted the opportunity for Members to be involved in pre-Scrutiny due to the delay in the consideration of the report.

Councillor Moffatt expressed a concern about the progress and sustainability of the proposed regional leisure destination at North Star and asked for representatives of the external company and council officers to update this Committee at a future meeting.

Resolved – (1) That the draft work programme 2016/17 be noted.

(2) That officers consider the benefits of using video link and how its use could be applied for future council meetings.

(3) That officers and representatives of Moiri be invited to give an update on the progress and sustainability of the proposed regional leisure destination at North Star to a future meeting of the Scrutiny Committee.

41. Status of Requests for Action and/or Information

The Committee received an updated report advising on the status of outstanding issues and member requests for information.

Councillor McCracken referred to the requirement that responses to public questions be received within the ten day deadline and that these be circulated to Scrutiny members.

Resolved – That the report on the status of outstanding issues and member requests for information be noted.

Consideration of Cabinet and Cabinet Panel Decisions

Scrutiny Committee

Date: 12th December 2016

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

1. Purpose and Reasons

- 1.1 To allow the Scrutiny Committee to consider the decisions arising from the meeting of the Cabinet held on the 7th December 2016.
- 1.2 The Scrutiny Committee's Terms of Reference include the review of the Cabinet decision making process and the way in which Cabinet decisions are made. As part of the Scrutiny function the Scrutiny Committee is able: -
 - (a) to refer decisions back to Cabinet for reconsideration. It may do this once for any individual decision, after which, if there is no agreement, the decision will be referred to the full Council for determination
 - (b) to refer Cabinet decisions to the relevant Overview Committee

2. Recommendations

The Committee is recommended to:

- 2.1 Review the process of Cabinet decision-making and the decisions made.

3. Detail

- 3.1 The Scrutiny Committee is invited to review the decisions of the Cabinet to be held on 7th December 2016. (The minutes of this meeting will be forwarded to Members as soon as they become available.)

4. Alternative Options

- 4.1 None

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications. Such implications are set out in the original reports previously circulated to all Councillors with the Cabinet Agenda.

Further information on the subject of this report can be obtained from Stuart Figini (Committee Officer), Direct Dial Telephone Number 01793 463612, sfigini@swindon.gov.uk

Consideration of Cabinet and Cabinet Panel Decisions

Scrutiny Committee

Date: 12th December 2016

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been fully taken 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 None

Links to One Swindon, Plans and Policies

- 5.4 There are no other direct implications arising as a result of this report. Any further implications will be identified when a topic is reviewed by the Scrutiny Committee and in any recommendations made by the Scrutiny Committee.

Diversity Impact Assessment

- 5.5 No Diversity Impact Assessment is required at this stage, any DIA that is required during review of topics included within the work programme will be identified at the appropriate stage.

Risk Management

- 5.6 No risk management issues have been identified at this stage, any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any recommendations

6. Consultees

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

7. Background Papers

- 7.1 Cabinet Agenda for the meeting held on 7th December 2016.

8. Appendices

- 8.1 The draft minutes of the meeting of the Cabinet held on 7th December 2016 (to follow).

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

Author:	Leader of the Council
Wards:	All
Locality Affected:	All
Parishes Affected:	All

1. Purpose and Reasons

- 1.1 To allow the Leader of the Council to outline how the Authority has performed in the first half of 2016/17 Municipal Year, towards the Council's priorities and targets.
- 1.2 To allow the Scrutiny Committee to ask questions about those priorities.
- 1.3 The body of the report contains references to a number of the Council's plans and policies and allows the Scrutiny Committee to discharge one of its functions under Article 6.02 of the Council's Constitution.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the work towards the priorities set for 2016/17.
- 2.2 Put relevant questions to the Leader of Council;
- 2.3 Decide if any changes to the Overview and Scrutiny work programmes are required as a result of the progress report; and
- 2.4 Decide if any further action is required.

3. Detail

Overall Context

- 3.1 There can be no doubt that we remain in a difficult financial situation. Demand for personalised care services continues to rise because of demographic pressures – we have a growing elderly population as well as in increasing number of children. At the same time, we have to manage rising expectations about the quality of services that we can provide. Yet, we must do this with limits on our ability to raise taxes while central government continues to take the necessary measures to restore fiscal responsibility to the nation's public finances.
- 3.2 In addition to caring for residents, the Council has assumed additional responsibilities as part of the country's humanitarian response to the ongoing

Further information on the subject of this report can be obtained from Steve Jones, (01793) 463602 stevejones@swindon.gov.uk

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

refugee crisis in Europe. I make no apology for the fact that we are continuing to honour a centuries old English tradition in providing a safe haven for those fleeing persecution, but we must be aware that this comes at a cost.

- 3.3 Therefore, I would like to urge all Members to continue to act as community leaders and to encourage people to step forward as foster carers so that we can ensure the best support for the children and young adults for whom the Council has a legal responsibility. I am grateful to all of you who have used social and other media to promote our recruitment efforts. You can find more details on the Council's dedicated website: <http://www.fosteringadoptionswindon.org.uk/>
- 3.4 As an Administration, we had two choices on how to respond a strategic one to transform how the council operates so that we can ensure long-term, sustainable provision of public services while supporting wealth creation, or a series of short-term tactical measures in which we try to avoid changes. The Administration remains committed to the strategic solution. The second approach, avoiding difficult decisions, is never a good policy as it reduces the Council's ability to cope with any new issues.
- 3.5 Our strategy is set out in the Vision, Priorities, and Pledges for which I have provided more detail below on progress below and at Appendix One. Scrutiny Committee and the relevant Overview and Scrutiny Committees have additional opportunities to challenge Cabinet Members about performance relating to their specific portfolios at the scheduled Question and Answer sessions
- 3.6 Delivering the Vision remains central to the Council's activities and I am grateful to the 500 or staff who attended the first anniversary Vision events on 17th and 18th November.

Achievements in 2016/17

Delivering the Vision, Priorities, and Pledges

- 3.7 The performance dashboard is now available to the public through the "Open data and transparency" page of the Council's website along with being accessible to all staff and Members on the main page of the intranet. I invite comment and challenge on our performance so that we can continue to improve the outcomes we seek for the borough.
- 3.8 I would like to highlight the following key achievements so far.

Priority One: Improve infrastructure and housing to support a growing economy

- 3.9 Our work to develop solar farm is on track; the Common Farm community bond offer ahead of schedule. The solar scheme at the farm has begun and is generating. (Pledge 2)

Further information on the subject of this report can be obtained from Steve Jones, (01793) 463602 stevejones@swindon.gov.uk

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

-
- 3.10 We demolished the obsolete car parks at Carlton Street and the Wyvern. Work on the Health Centre as part of the wider Kimmerfields development is well advanced. (Pledges 3 and 5)
 - 3.11 In July 2016, the Swindon and Wiltshire Local Enterprise Partnership (SWLEP) agreed to progress the funding bid for the Thamesdown Drive extension. (Pledge 4)
 - 3.12 There is good progress in the development of affordable housing, including opening new flats at Sussex Square and accommodation for key workers (Pledge 8). Work to respond to issues raised about the condition of private rented housing is ahead of target.
 - 3.13 Renovation work at Havelock Square is now completed. (Pledge 10).
 - 3.14 We have completed the Bus Exchange agreement and a detailed examination of the work necessary to advance the project including the work needed on the road network has taken place. (Pledge 11)
 - 3.15 The improvements at Greenbridge roundabout are on Schedule. Even with this, and other significant works taking place to improve the road network, levels of congestion are significantly lower than the national average (Pledges 12 and 13). However, I acknowledge that the success of the Designer Outlet Village is now creating additional problems, especially with visitors who are new to the town. I hope Members would rather we faced the problems of economic success than decline.

Priority Two: Offer education opportunities that lead to the right skills and right jobs in the right places.

- 3.16 The school building programme is on track. The relevant education bodies have submitted free school bids for primary schools at Wichelstowe and Eastern Villages and for special educational provision. (Pledge 15)
- 3.17 Work is under way to develop place marketing through a twelve-month campaign of activity, which will help improve and enhance Swindon's image. (Pledge 16)
- 3.18 Economic indicators remain strong and employment rates are high. In November 2016, according to the House of Commons Library Research brief, the data for the Swindon as at October 2016 show a fall of 7.2% in the number of Job Seekers' Allowance and Universal Credit over 12 months. Alongside this, PwC ranked Swindon as the 14th highest town or city for economic growth in the UK in its 2015 Good Growth for Cities Index. The independent report put us above Milton Keynes, Plymouth and Cardiff, to name but a few other places.

Further information on the subject of this report can be obtained from Steve Jones, (01793) 463602 stevejones@swindon.gov.uk

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

- 3.19 We are developing business cases for Local Growth Fund 3 funding. Indications from employers about the impact of “Brexit” are positive. The SWLEP Board has confirmed that the business case to develop Higher Education provision will be part of its submission to central government. Oxford Brookes University has moved to Westlea and expanded its Swindon campus with a £10m investment in higher education in the town. (Pledge 19)
- 3.20 We issued a robust response to the recent inaccurate charges against the education performance at local schools. As was reported on the BBC News website on 14th November, OFSTED has rated the vast majority of local schools as good or outstanding. On the new Key Stage 2 tests, pupils’ scores were equal to or only a point below the national average in maths, reading and grammar.
- 3.21 Approximately two out of every three children educated in Swindon attends an Academy, the new type of school arrangement that started under the last Labour government and which both the Coalition and Conservative governments continued. The Council is developing stronger partnership arrangements to support schools that are facing challenges.

Priority Three: Ensure clean and safe streets and improve our public spaces and local culture

- 3.22 We have a twin approach to encouraging communities and neighbourhoods to increase the cleanliness of their local areas based on education about the impact of litter, fly tipping and graffiti and enforcement when incidents occur. We have appointed three new Education and Enforcement Officers for these tasks. We have developed an education programme, which will reach 1000 pupils. (Pledge 20)
- 3.23 We have resolved outstanding legal matters to enable signing of Development Agreement for the Corn Exchange. (Pledge 23)
- 3.24 On average 283 people currently walk with a Swindon Health walk this week. About 15 – 20 new walkers join every week. Our work to increase the percentage of people using outdoor space for exercise or health reasons is on track to meet the target. Town Centre footfall has been strong and is currently 1.74% higher than last year.

Priority Four: Help people to help themselves while always protecting our most vulnerable children and adults

- 3.25 Although there has been a slight increase in recent months, there has still been a significant reduction in the use of bailiffs to recover Council Tax and other debts when compared with two years ago. (Pledge 24)

Further information on the subject of this report can be obtained from Steve Jones, (01793) 463602 stevejones@swindon.gov.uk

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

-
- 3.26 We continue to work collaboratively with local health and care organisations from Wiltshire, Bath and North East Somerset to shape our joint Sustainability and Transformation Plan. Our aim is to introduce more preventative care, find new ways to meet people's needs; and identify ways that existing services and organisations can work together to do things differently. Our first plan submission was well received by NHS England in June and a further reiteration of our plan was submitted on 22nd October 2016. This will be published shortly as part of our ongoing engagement with local communities, staff and partners. (Pledge 26)
- 3.27 We are above target for both annual reviews for adult social care clients and for carers' assessments and are performing better than the national and regional figures for delayed discharges attributable to adult social care. We are on track to engage with the target number of Troubled Families. (Pledge 29)
- 3.28 As part of our duties under Priority Four the Council and the Clinical Commissioning Group intervened rapidly to ensure that those receiving adult social care suffered no loss of service when a key service provider experienced difficulties. We have taken back in house some services that were commissioned through a not for profit organisation. Throughout this process the Council was pragmatic in finding a solution and I would like to thank the cross-party engagement that assisted in revolving matters.

Other achievements

- 3.29 Council has taken a firm step to extending and enhancing community empowerment in Swindon by creating new parishes and ensuring that the entire local authority area will have community as well as strategic governance. More decisions will be made closer to the people most affected by them and, to enable that, we will continue to see the devolution of local services to parish level. In addition, through Neighbourhood Plans and other community-based activities, we should see distinctive local areas in this borough, making us more diverse and attractive to future investors, employers, and those who would wish to live here.

Peer Review

- 3.30 One factor that linked the 12 councils rated as poor in 2002, of which Swindon was one, was the lack of peer challenge and fresh ideas. Since 2003, this Administration has embraced inspection and review as means to ensure continuous improvement as well as delivering value for money for local taxpayers. That is why we invited in the Local Government Association Peer Review team to provide a critical friend's analysis of how the Council is operating.

Further information on the subject of this report can be obtained from Steve Jones, (01793) 463602 stevejones@swindon.gov.uk

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

- 3.31 Scrutiny Committee can see Cabinet's full response to the peer review elsewhere on this agenda, with an action plan showing how we intend to respond to any issues raised.
- 3.32 The key findings from the Review were:
 - 3.32.1 Clear ambitions from the Council Leader and energy and drive for the Council action
 - 3.32.2 Leadership which provides a focus for Council action through a vision for Swindon and a good understanding of key challenges and opportunities
 - 3.32.3 Ambitions with purpose including the economy, housing plans, master plans for the town centre, educational attainment
 - 3.32.4 Savings of £120m over the past eight years and a medium term financial plan with a clear direction
 - 3.32.5 Work which is moving from transactional to transformational
 - 3.32.6 A Vision which is underpinned by a strategic framework and commitment including a Council Plan
 - 3.32.7 Strong and sustaining partnerships and good partnership working through changes. Examples quoted included work with the Clinical Commissioning Group, Schools Forum and the Local Enterprise Partnership
 - 3.32.8 Staff who are proud to work for the Council and some shining lights.

4. Alternative Options

- 4.1 Article 6.02 of the Council's Constitution requires the Leader to submit a report immediately after the Council's Annual meeting or at such time as may be agreed by the chair of the Scrutiny Committee and the Leader. The Committee could eschew receiving the half-year update; however, this would weaken the Committee's ability to hold the Administration to account.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial or procurement implications in this report.

Leader of the Council's Half-Year Update to Scrutiny Committee

Scrutiny Committee

Date: 12th December 2016

Legal and Human Rights Implications

- 5.2 The author has considered legal and human rights legislation in the preparation of this report. It is considered that the report's recommendations are compatible with Convention Rights.

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

- 5.3 Where appropriate, these are addressed in the body of the report.

Diversity Impact Assessment

- 5.4 Full Diversity Impact Assessments will be undertaken on any new proposals listed in this report when they are included in Cabinet reports for Members to determine whether to implement them. Hence, no DIA was undertaken at this time.

Risk Management

- 5.5 None

6. Consultees

- 6.1 The Interim Corporate 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: The Vision's Priorities and Pledges
8.2 Appendix 2: The Cabinet Member Portfolios

This page is intentionally left blank

Priority 1: Improve infrastructure and housing to support a growing, low-carbon economy.

Pledge – we will:		When
1	Deliver the Government standard Superfast Broadband coverage to all commercial and domestic premises in the Borough by 2017.	Short
2	Construct solar arrays on Council-owned land at Common Farm, Chapel Farm and a solar noise barrier along roads including the M4 at Wichelstowe.	Short
3	Demolish the obsolete Carlton Street and Wyvern car parks and use the space for regeneration.	Short
4	Make the case to Government to invest in a Thamesdown Drive extension and surrounding road improvements.	Short
5	Replace the current Health Centre in the town centre with a new and improved facility.	Medium

Priority 1: Improve infrastructure and housing to support a growing, low-carbon economy.

Pledge – we will:		When
6	Establish effective and appealing pedestrian links from the Town Centre to North Star and enhance Wellington Street as a prime thoroughfare for the town.	Medium
7	Build new affordable homes including 200 new council homes and 66 units through the Affordable Housing Development programme at sites including the Hawthorns, the Royal British Legion site in Penhill, Townsend House in Old Town and the Former Refuge in Park South.	Medium
8	Complete the redevelopment of Sussex Square.	Medium
9	Develop Council-owned brownfield sites at Oakfield, and other sites as they become available, for housing.	Medium

Priority 1: Improve infrastructure and housing to support a growing, low-carbon economy.

Pledge – we will:		When
10	As part of the town's regeneration: a) Re-develop the former Aspen House site / Granville Street area, to extend on the successful Regent Circus development. b) Make Havelock Square an attractive, safe open space to complement local shops.	Medium
11	Replace the current bus station with a new and modern facility.	Medium
12	Improve the town centre road network to pave the way for the Kimmerfields development.	Medium
13	Improve highway linkages to the Eastern Villages, particularly around the White Hart roundabout.	Medium
14	With Barratt Homes we will build up to 3,500 homes in Wichelstowe including the development of a district centre.	Medium/ Long

Priority 2: Offer education opportunities that lead to the right skills and right jobs in the right places

Pledge – we will:		When
15	In addition to the two new Free secondary schools, build one secondary and 12 primary schools to meet the needs of our increasing population.	Medium - Long
16	Improve the reputation and image of Swindon to attract inward investment.	Short - Medium
17	Improve educational attainment, in particular at ages 16-19 so we are above the average in England within five years.	Medium
18	Increase the number of businesses employing young people as an apprentice from 15% to 20% (an additional 280).	Medium
19	Secure a range of options to access Higher Education in Swindon.	Long

Priority 3: Ensure clean and safe streets and improve our public spaces and local culture.

Pledge – we will:

When

20	Find new ways to engage communities and neighbourhoods to increase the cleanliness of their local areas.	Short
21	Secure a new Museum and Art Gallery that can showcase the high quality art and exhibits that we possess.	Medium
22	Support the development of the new regional leisure destination at North Star.	Medium
23	a) Secure a sustainable future for the Mechanics Institute. b) Support the redevelopment of the Corn Exchange.	Long

Priority 4: Help people to help themselves while always protecting our most vulnerable children and adults.

Pledge – we will:		When
24	Provide early support for people in debt so that we significantly reduce the need to use bailiffs to recover Council Tax and other debts.	Short
25	Deliver a borough-wide approach to increase the impact of volunteering, enabling more people to be active citizens in their communities.	Short
26	Work with the Clinical Commissioning Group and GP surgeries to help people with long term health and social care needs to manage their health effectively with support from community groups and multi-disciplinary teams	Medium

Priority 4: Help people to help themselves while always protecting our most vulnerable children and adults

Pledge – we will:		When
27	Ensure that more people and their carers are supported to live as independently as possible and reduce the length of time people need to spend in residential care.	Medium
28	Increase the number of foster carers in Swindon so that every ‘child looked after’ who should be, is placed in their home borough.	Medium
29	Work with all of the 1270 families in Swindon who are in most need of support by 2020 in phase 2 of the Troubled Families Programme.	Medium
30	Reduce smoking prevalence to less than the England average.	Medium

This page is intentionally left blank

Cabinet Portfolio Themes

Updated: 29th November 2016

Theme 1: Growing the Economy	
Cabinet Member for the Economy, Regeneration and Skills: Garry Perkins Haydon Wick Ward	
Portfolio Responsibilities	Vision Priorities and Pledges
<p>Economic Development</p> <p>Museums, including Steam</p> <p>Commercialisation of services</p> <p>Arts and Culture</p> <p>Community Heritage</p> <p>Regeneration</p> <p>FSL Ltd Client Lead Member</p> <p>Strategic (Commercial Property Portfolio)</p> <p>Adult Learning</p> <p>Tertiary Education</p> <p>Skills</p> <p>Specific Responsibility for Lydiard Park Project</p> <p>Country Parks (securing sustainable uses)</p> <p>Strategic Parking assets</p>	<p>Priority one: Improve infrastructure and housing to support a growing, low-carbon economy.</p> <p>3 Demolish the obsolete Carlton Street and Wyvern car parks and use the space for regeneration</p> <p>5 Replace the current Health Centre in the town centre with a new and improved facility</p> <p>6 Establish effective and appealing pedestrian links from the Town Centre to North Star and enhance Wellington Street as a prime thoroughfare for the town.</p> <p>10 As part of the town's regeneration:</p> <p>a. Re-develop the former Aspen House site / Granville Street area, to extend on the successful Regent Circus development.</p> <p>b. Make Havelock Square an attractive, safe open space to complement local shops</p> <p>11 Replace the current bus station with a new and modern facility.</p> <p>12 Improve the town centre road network to pave the way for the Kimmerfields development.</p> <p>Priority two: Offer education opportunities that lead to the right skills and right jobs in the right places.</p> <p>16 Improve the reputation and image of Swindon to attract inward investment.</p> <p>18 Increase the number of businesses employing young people as an apprentice from</p>

	<p>15% to 20% (an additional 280).</p> <p>19 Secure a range of options to access Higher Education in Swindon.</p> <p>Priority three: Ensure clean and safe streets and improve our public spaces and local culture.</p> <p>21 Secure a new Museum and Art Gallery that can showcase the high quality art and exhibits that we possess.</p> <p>22 Support the development of the new regional leisure destination at North Star.</p> <p>23 Long term To:</p> <p>a) Secure a sustainable future for the Mechanics Institute and</p> <p>b) Support the redevelopment of the Corn Exchange</p>
--	--

Cabinet Member for Strategic Planning:**Toby Elliott****Priory Vale Ward**

Portfolio Responsibilities	Vision Priorities and Pledges
Strategic Spatial Planning and Development Framework Planning The Eastern Villages Neighbourhood Planning Building Control and Local Land Charges Housing Strategy Design-based consultancy Superfast Broadband Wichelstowe (Commercialisation)	Priority one: Improve infrastructure and housing to support a growing, low-carbon economy. 1 Deliver the Government standard Superfast Broadband coverage to all commercial and domestic premises in the Borough by 2017. 2 Construct solar arrays on Council-owned land at Common Farm, Chapel Farm and a solar noise barrier along roads including the M4 at Wichelstowe. 9. Develop Council-owned brownfield sites at Oakfield, and other sites as they become available, for housing. 14 With Barratt Homes we will build up to 3,500 homes in Wichelstowe including the development of a district centre.

Theme 2: Building Resilience	
Cabinet Member for Children's Services: Fionuala Foley Chiseldon and Lawn Ward	
Portfolio Responsibilities	Vision Priorities and Pledges
<p>Children and Family Services including Early Help, Youth Offending Team, Young Person Substance Misuse team, Targeted Mental Health, Education Welfare, Educational Psychology, Youth Engagement, Services for Disabled Children</p> <p>Children's Social Work services</p> <p>Community Health Services including Health Visitors, School Nurses and Family Nurse Partnership, Paediatric Therapy Services, Speech and Language and Portage</p> <p>Local Safeguarding Children's Board</p> <p>Corporate Parenting Board</p> <p>Multi Agency Safeguarding Hub (MASH)</p> <p>Education Services including, Provision for Early Years, LA Maintained Schools, Provision for children with Special Educational Needs and Disabilities, Education Other Than At School, Tuition Service, Championing Excellence and Promoting High Standards</p> <p>Educational Strategy Board</p> <p>Schools' Forum</p> <p>Children Voluntary Sector Contracts</p> <p>Public Health – Children</p>	<p>Priority two: Offer education opportunities that lead to the right skills and right jobs in the right places.</p> <p>15 In addition to the two new free secondary schools, build one secondary and 12 primary schools to meet the needs of our increasing population.</p> <p>17 Improve educational attainment, in particular at ages 16-19 so we are above the average in England within five years.</p> <p>Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.</p> <p>28 Increase the number of foster carers in Swindon so that every 'child looked after' who should be, is placed in their home borough.</p> <p>29 Work with all of the 1270 families in Swindon who are in most need of support by 2020 in phase 2 of the Troubled Families Programme</p>

Fostering and adoption services Music Services Plas Pencelli Outdoor Education Centre Troubled Families Governor Support services Traded Services	
--	--

Cabinet Member for Adults' Health and Social Care:
Brian Ford
Wroughton and Wichelstowe Ward

Portfolio Responsibilities	Vision Priorities and Pledges
<p>Adult Services (older people, people with a learning disability, physical disabilities and mental health)</p> <p>Adult Voluntary Sector Contracts</p> <p>Implementation of Care Act 2014</p> <p>Adult Local Safeguarding Board</p> <p>Public Health – adults</p> <p>Supported Housing</p> <p>Learning Disability Partnership Board</p> <p>Maintaining links between the Council and partner organisations in the Health Services</p> <p>SEQOL Client Lead member</p> <p>Health Improvement</p> <p>Sexual Health</p> <p>Specific Strategic projects</p>	<p>Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.</p> <p>26 Work with the Clinical Commissioning Group and GP surgeries to help people with long term health and social care needs to manage their health effectively with support from community groups and multi-disciplinary teams</p> <p>27 Ensure that more people and their carers are supported to live as independently as possible and reduce the length of time people need to spend in residential care.</p> <p>30 Reduce smoking prevalence to less than the England average</p>

Cabinet Member for Housing and Homelessness:**Oliver Donachie****Haydon Wick Ward**

Portfolio Responsibilities	Vision Priorities and Pledges
Allocations and Advice Services Empty Homes Estate and Tenancy Management Housing Enabling and Strategic Services Homeline Services Homelessness Housing Right to Buy/Sales Services Neighbourhood Wardens Private Sector Housing Renovation Grants Repair and Improvements to Council Housing Stock Sheltered Accommodation Environmental and Public Protection Services Gypsies, Travellers and Unauthorised Encampments Reducing Drugs, Alcohol and Substance Abuse Control Room Operations Principal Member for consultation on Public Space Protection Orders Licensing, including taxis, etc. Community Safety Partnership including young offenders and reducing anti-social behaviour Reducing Domestic Violence and Abuse	Priority one: Improve infrastructure and housing to support a growing, low-carbon economy. 7. Build new affordable homes including 200 new council homes and 66 units through the Affordable Housing Development programme at sites including the Hawthorns, the Royal British Legion site in Penhill, Townsend House in Old Town and the Former Refuge in Park South. 8. Complete the redevelopment of Sussex Square.

Theme 3: Going Local	
Cabinet Member for StreetSmart: Keith Williams Shaw Ward	
Portfolio Responsibilities	Vision Priorities and Pledges
<p>Waterside Depot Management</p> <p>Streetsmart</p> <p>Public Toilets,</p> <p>Envirocrime,</p> <p>Waste Disposal / Waste Minimisation</p> <p>Street Lighting [maintenance]</p> <p>Street Cleaning</p> <p>Recycling</p> <p>Refuse Collection – Domestic & Trade</p> <p>Ground & Tree Maintenance and open spaces</p> <p>Removal of graffiti and abandoned vehicles</p> <p>Parks (Streetsmart services only)</p> <p>Environmental Issues Landscape & Countryside (including Community Forest)</p> <p>Playgrounds, including those that are not presently utilised.</p> <p>Maintenance of Roundabouts and non-HRA verges</p> <p>Cemeteries and Crematoria Assets</p> <p>Building & Engineering</p> <p>Building Services, cleaning, catering & security services</p> <p>Gullies and drainage, minor road</p>	<p>Priority three: Ensure clean and safe streets and improve our public spaces and local culture.</p> <p>20 Find new ways to engage communities and neighbourhoods to increase the cleanliness of their local areas.</p>

repairs, potholes	
Digital by Design	
IT Strategy and delivery	

Cabinet Member for Sustainability, Highways and Transport: [Covered by the Leader of the Council until further notice]	
Portfolio Responsibilities	Vision Priorities and Pledges
<p>Sustainability</p> <p>Strategic Transport Network</p> <p>Public Transport (including Concessionary Fares, Specialist Transport, Council Transport and Fleet Management)</p> <p>Traffic and Transport Forward Planning (including Local Transport Plan and Implementation of Local Transport Plan)</p> <p>Strategic Highways & Maintenance Works</p> <p>Strategic flood and water management</p> <p>Street lighting [strategic]</p> <p>Parking Services – charges, and enforcement</p> <p>Public Power Solutions (PPS) – Client</p>	<p>Priority one: Improve infrastructure and housing to support a growing, low-carbon economy.</p> <p>4 Make the case to Government to invest in a Thamesdown Drive extension and surrounding road improvements.</p> <p>13 Improve highway linkages to the Eastern Villages, particularly around the White Hart roundabout.</p>

Cabinet Member for Communities:
Mary Martin
Shaw Ward

Portfolio Responsibilities	Vision Priorities and Pledges
<p>Localities and Community Development</p> <p>Capacity Building [Promoting and developing community-based alternatives to traditional public services.]</p> <p>Leading Parish and Town Councils/Community Engagement implementation</p> <p>Community Engagement Strategies</p> <p>Community Assets – libraries, Community centres</p> <p>Community Governance Review</p> <p>Leisure (residual services e.g. Highworth, County Ground etc., contact with GLL)</p> <p>Libraries</p>	<p>Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.</p> <p>25 Deliver a borough-wide approach to increase the impact of volunteering, enabling more people to be active citizens in their communities.</p>

Theme: Corporate and Finance	
Leader of the Council: David Renard Haydon Wick Ward	
Portfolio Responsibilities	Vision Priorities and Pledges
Cabinet Communications Services Law and Democratic Services Management Overview, including Cemeteries & Crematoria (operation) Local, National, Regional and External Relations Council Strategy, Strategic Objectives and Corporate Plan One Swindon Strategy Health and Well-Being Board Audit Emergency Planning Corporate Governance Devolution/Changes to the Borough's boundaries to support economic development Local Enterprise Partnership (LEP) Police and Crime Commissioner liaison	The Vision

Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services:

Russell Holland

St Margaret and South Marston Ward

Portfolio Responsibilities	Vision Priorities and Pledges
<p>Financial Management (Revenue and Capital Programme)</p> <p>Finance Management Overview</p> <p>Preparing Future Year's Budget and Medium Term Financial Plan</p> <p>Procurement</p> <p>Human Resources, Personnel & Trades Union Relations</p> <p>Schools HR</p> <p>The Council's Change Programme including Stronger Together</p> <p>Corporate Performance Management</p> <p>Risk Management</p> <p>Customer Services, including the One Stop Shop</p> <p>Health and Safety</p> <p>Operational Buildings and Property</p> <p>Revenue and Benefits Services</p> <p>Developing Welfare and Benefits Policy</p> <p>Member Development</p>	<p>Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.</p> <p>24 Provide early support for people in debt so that we significantly reduce the need to use bailiffs to recover Council Tax and other debts.</p>

This page is intentionally left blank

Work Programme 2016/17

Scrutiny Committee

Date: 12th December 2016

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

1. Purpose and Reasons

- 1.1 This report sets out details of the topics for the Scrutiny Committee work programme for 2016/17 as agreed at the Scrutiny Committee meeting on 20th June 2016.
- 1.2 Each Overview and Scrutiny Committee is required to have a work programme that details the activities that it will be undertaking during the municipal year.
- 1.3 The work programme details the various topics and issues that each Committee intends to look into during the coming year with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies/bodies to consider.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the approved work programme for the Scrutiny Committee for the 2016/17 Municipal year.

3. Detail

The Work Programme

- 3.1 Each Overview and Scrutiny Committee is required to have a work programme that details the activities that it will be undertaking during the municipal year.
- 3.2 Under the Council's Constitution, Overview and Scrutiny Committees are required to agree a work programme at the start of the municipal year outlining their priorities and likely outcomes of considering these issues.
- 3.3 The work programme is developed taking into account:
 - Corporate priorities and objectives, including the Cabinet Forward Plan
 - Partnership strategic priorities and objectives

Further information on the subject of this report can be obtained from Stuart Figini, Direct Dial Telephone Number 01793 463612, sfigini@swindon.gov.uk.

Work Programme 2016/17

Scrutiny Committee

Date: 12th December 2016

- The interests and concerns of Members, Council officers, members of the public and other stakeholders such as community and voluntary groups and local businesses
- 3.4 Committees are encouraged to review the work programme on a regular basis to ensure it remains relevant and to prioritise the workload of the Committee.
- 3.5 Members are reminded that the work programme must also take into account:
- The workload of the Committee and of individual members
 - The capacity of officers to support a review
 - The resource implications of carrying out a review
 - The timescales for a review
 - The most appropriate method of carrying out a review e.g. Committee meeting, Task Group, Member Champion review

Developing the Work Programme – The Executive

- 3.6 It is important that Overview and Scrutiny adds value to the work of the Council and its partner agencies, and produces tangible outcomes for local people that result in real service improvements. Selecting the right topics is crucial to ensure that scrutiny will be effective.
- 3.7 In order to help the Scrutiny Committee select the right topics for the work programme the Leader of Council gave his annual presentation to the Committee at its first meeting of the new municipal year. The Leader outlined priority areas for the coming 12 months and highlighted problem areas or policies that required development and/or renewal. These issues were considered by the Scrutiny Committee for possible inclusion in the work programme.
- 3.8 Members of the Scrutiny Committee are encouraged to work with Cabinet in the best interests of the Borough and to take into account the priorities and suggestions of Cabinet as detailed in the Cabinet Work Programme and Forward plan, attached at Appendix 2 when considering the contents for their work programme.
- 3.9 In addition, Members attention is drawn to the Scrutiny Process Flowchart, attached at Appendix 3, which is aimed at assisting Members in identifying how they could influence policy development.

Work Programme 2016/17

Scrutiny Committee

Date: 12th December 2016

Standard Work Programme items

3.10 In addition to selecting various topics and issues for inclusion in the work programme the Scrutiny Committee has a number of additional items that it has incorporated into its work programme, such as:

- Lead Member Question & Answer Sessions- each Cabinet Member will be expected to appear before the Scrutiny Committee to answer questions relating to their portfolio responsibilities, performance and future plans
- Review of Cabinet Decisions – The Scrutiny Committee will be required to review the decisions taken by Cabinet
- Leaders Report – the Scrutiny Committee will receive an annual presentation and a six monthly update from the Leader of the Council on the administrations priorities for the year and performance.

4. Alternative Options

4.1 The Committee can choose not to have a detailed work programme although it is recommended that it is best practice to do so.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

5.1 There are no financial or procurement implications arising as a result of this report. Any expenditure arising as a result of an item on the Committee's work programme will be met by the Overview and Scrutiny Support budget, subject to the approval of the Committee.

Legal and Human Rights Implications

5.2 Section 21 of the Local Government Act requires every local authority to establish an overview and scrutiny function to hold the Executive to account, undertake policy development and review, monitor and improve performance.

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

5.3 There are no other direct implications arising as a result of this report. Any further implications will be identified when a topic is reviewed by the Scrutiny Committee and in any recommendations made by the Scrutiny Committee.

Work Programme 2016/17

Scrutiny Committee

Date: 12th December 2016

Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment is required at this stage, any DIA that is required during review of topics included within the work programme will be identified at the appropriate stage.

Risk Management

- 5.5 No risk management issues have been identified at this stage, any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any 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

- 7.1 None.

8. Appendices

- 8.1 Work Programme 2016/17.
- 8.2 Current Cabinet Work Programme and Forward Plan, for the period 25th November 2016 to 25th November 2017.
- 8.3 Scrutiny Process Flowchart.

Scrutiny Committee

Work Programme 2016-2017

Terms of Reference of the Committee

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member, Locality Panel and Officer decision making and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for “Call-in” as defined in the Council’s “Call-in” Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet, Cabinet Member and Locality Panel decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council’s priorities for the coming year and on the Council’s performance in the previous year;
- To oversee the arrangements for Overview and Scrutiny within the Council, including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration are managed efficiently and do not exceed any limits set out in the Council’s Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.
- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions.
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

To fulfil all the functions of an overview and scrutiny committee as they relate to –

- The review, scrutiny and development of policy recommendations,
- The management of performance,
- The monitoring of progress towards delivering corporate priorities,
- The formulation of advice for the Cabinet, Council and other partners and stakeholders, and
- Strategies to reduce or prevent Crime and Disorder.

To have specific responsibility (but not limited to)

- Good governance and the operation of Law and Democratic Services and
- The Budget Scrutiny function.

Review of the Work Programme

The work programme will be reviewed at every meeting of the Scrutiny Committee to ensure that it remains relevant, to ensure that Members and Officers have sufficient capacity to deliver the work programme and to include any additional items on the work programme, if appropriate.

To assist members in developing the Committee’s work programme, a copy of the current Cabinet Work Programme and Forward Plan, for the period 25th November 2016 to 25th November 2017, is attached at Appendix 2

Contact details

Committee Officer: Stuart Figini

Email: sfigini@swindon.gov.uk

Tel: 01793 463612

20th June 2016		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Work Programme 2016/17	To discuss and agree upon a rolling work programme for the 2016/17 municipal year	n/a
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

18th July 2016		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

22nd August 2016		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet
Cabinet Member Q&A – Cabinet Member for Adult's Health and Social Care	To review the portfolio and performance of the Cabinet Member for Adult's Health and Social Care.	Councillor Brian Ford

12th September 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Strategic Planning	To review the portfolio and performance of the Cabinet Member for Strategic Planning	Councillor Toby Elliott
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

10th October 2016		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Economy, Regeneration and Skills	To review the portfolio and performance of the Cabinet Member for Economy, Regeneration and Skills	Councillor Garry Perkins

24th October 2016		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

21st November 2016		
Item	Objectives	Witnesses

12th December 2016		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Cabinet Member Q&A – Cabinet Member for Communities	To review the portfolio and performance of the Cabinet Member for Communities	Councillor Mary Martin
Cabinet Member Q&A – Cabinet Member for Sustainability, Highways and Transport	To review the portfolio and performance of the Cabinet Member for Sustainability, Highways and Transport	Councillor
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

9th January 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Finance and Corporate Services	To review the portfolio and performance of the Cabinet Member for Finance and Corporate Services	Councillor Russell Holland
Budget Scrutiny	To review the Budget proposals for 2017-18.	

13th February 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Housing and Homelessness	To review the portfolio and performance of the Cabinet Member for Housing and Homelessness	Councillor Oliver Donnachie
Cabinet Member Q&A – Cabinet Member for StreetSmart	To review the portfolio and performance of the Cabinet Member for Cabinet Member for StreetSmart	Councillor Keith Williams
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

20th March 2017		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Finance and Corporate Services	To review the portfolio and performance of the Cabinet Member for Finance and Corporate Services	Councillor Russell Holland
Cabinet Member Q&A – Cabinet Member for Children's Services	To review the portfolio and performance of the Cabinet Member for Children's Services	Councillor Fionuala Foley
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

2nd May 2017		
Item	Objectives	Witnesses
Review of the 2016/17 Municipal Year		
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

Date to be agreed		
Item	Objectives	Witnesses

Date to be agreed		
Averies Task Group Final Report	To receive the final report of the Task Group and make appropriate recommendations to the Cabinet and Council	Task Group Members

Swindon Borough Council

CABINET WORK PROGRAMME AND FORWARD PLAN

25 NOVEMBER 2016 - 25 NOVEMBER 2017 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 29/11/16)

Key Decisions are defined as:

- a) decisions that are likely to be significant in terms of spending or savings having had regard to the Council's budget for that particular service or function, and
- b) decisions that are likely to have a significant impact on two or more Council wards.

If you wish to make your views known on any matter set out in this work-plan, please contact the relevant Cabinet Member or the contact officer identified.

Councillor:	Portfolio:
David Renard	Leader of the Council and Chair of Cabinet
Russell Holland	Deputy Leader of the Council and Vice-Chair of Cabinet and Cabinet Member for Finance and Corporate Services
Oliver Donachie	Cabinet Member for Housing and Homelessness
Toby Elliott	Cabinet Member for Strategic Planning
Fionuala Foley	Cabinet Member for Children's Services
Brian Ford	Cabinet Member for Adults' Health and Social Care
Dale Heenan	Cabinet Member for Sustainability and Transport
Mary Martin	Cabinet Member for Communities
Garry Perkins	Cabinet Member for the Economy, Regeneration and Skills
Keith Williams	Cabinet Member for Streetsmart

Cabinet Member Decisions Proposed for December 2016

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
NONE						

Cabinet Meeting Date - 7th December 2016

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
2016-17 Budget Management, 2017-18 Draft Budget and Medium Term Resourcing Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services;	Cabinet	N/A Date of Notice: 24 th October 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	
Capital Programme Monitoring - Second Quarter and Treasury Management Performance 2016/17.	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Notice of Decision: 9 December 2015	Interim Corporate Director, Resources or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Treasury Strategy Statement (Minimum Revenue Provision Policy)	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Servs	Cabinet	N/A Date of Notice: 26 th October 2016	Interim Corporate Director, Resources or Paul Smith Tel: 01793 463976 Email: psmith2@swindon.gov.uk	N/A
Appointment of External Auditors	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services;	Cabinet	N/A Date of Notice: 14 th October 2016	Head of Internal Audit Nick Hobbs Tel: 01793 463940 Email: nhobbs@swindon.gov.uk	N/A

Polling District and Places Review	No	Leader of the Council	Cabinet	N/A Date of Notice: 5 th October 2016	Stephen Taylor, Director, Law and Democratic Services or Sally Sprason Tel: 01793 46399 Email: ssprason@swindon.gov.uk staylor@swindon.gov.uk	N/A
Peer Review - Outcomes	No	Leader of the Council	Cabinet	N/A Date of Notice: 19 th September 2016	Head of People, Performance and Engagement Sam Mowbray Tel: 07823 525337 Email: SMowbray@swindon.gov.uk	N/A
Insurance for Community Groups	No	Cabinet Member for Communities	Cabinet	N/A Date of Notice: 23 rd August 2016	Head of Localities and Volunteering Patrick Weir tel: 07946 595852 Email: pweir@swindon.gov.uk	Council Minute 90 2015/16 refers
Libraries strategy	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 12 th February 2016	Patrick Weir or Rachel Watts Tel: 07823 525297 Email: RWatts2@swindon.gov.uk pweir@swindon.gov.uk	N/A
School Organisational Changes 2017/18	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 19 th September 2016	Head of Education Services or Danielle Maundrell Tel: 01793 466314 Email: DMAundrell@swindon.gov.uk	N/A

Affordable Housing Development Programme	No	Cabinet Member for Housing and Homelessness	Cabinet	N/A Date of Notice: 20 th July 2016	Head of Housing Management & Community Safety Michael Ash Tel: 01793 464377 Email: Mash@swindon.gov.uk	N/A
Household Waste Recycling Centre - Charges	Yes	Cabinet Member for Streetsmart	Cabinet	N/A Date of Notice: 7 th November 2016	Head of StreetSmart Leon Barrett Tel: 07818 510602 Email:lbarrett@swindon.gov.uk	N/A
Renewable Energy Investment Strategy	Yes	Cabinet Member for Sustainability, Highways and Transport	Cabinet	N/A Date of Notice: 18 th October 2016	Corporate Director of Economy, Regeneration & Skills Andy Evans Tel: 01793 463201 Email: AEvans@swindon.gov.uk	N/A
Commercial Investment Strategy	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 26 th October 2016	Jan Willis, Interim Corporate Director, Resources or Paul Smith Tel: 01793 463976 Email: psmith2@swindon.gov.uk Jan.Willis@swindon.gov.uk	N/A

Cabinet Meeting Date - 8th February 2017

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Budget 2017/18 and Beyond	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A
Capital Programme 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Treasury Strategy Statement 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Paul Smith, Finance, Tel: 07500 884176 or Email: psmith2@swindon.gov.uk	N/A
Housing Revenue Account - Rents and Charges 2017/18	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Paul Smith, Finance, Tel: 07500 884176 or Email: psmith2@swindon.gov.uk	N/A

Swindon Pay Policy Statement 2017	Yes	Cabinet Member for Corporate, Customer and Digital Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Head of People, Performance and Engagement Sam Mowbray Tel: 07823 525337 or Email: smowbray@swindon.gov.u	N/A
Education Transport Policy 2018-19	Yes	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 26 th May 2016	Head of Education Services or Emily Heaton Email eheaton@swindon.gov.uk Tel: 01793 465769	N/A
Admission Arrangements	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 22 nd November 2016	Head of Education Services or Emily Heaton Tel: 01793 465769 Email: eheaton@swindon.gov.uk	N/A
Town Centre Parking Strategy	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 29 th September 2016	Head of Highways and Transport or Trudy Godfrey Tel: 01793 466416 Email: tgodfrey@swindon.gov.uk	N/A
Waste Strategy Options	No	Cabinet Member for Streetsmart	Cabinet	N/A Date of Notice: 24 th August 2016	Head of StreetSmart Leon Barrett Tel: 07818 51062 Email: lbarrett@swindon.gov.uk	N/A

Youth Engagement Worker Review	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 24 th October 2016	Karen Reeve, Director of Children's Services KReeve@swindon.gov.uk	
Strategy to Prevent Child Exploitation (including sexual exploitation)	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 17 th November 2016	Karen Reeve, Director of Children's Services or Phillipa Lamb Tel: 07818510484 Email: Plamb@swindon.gov.uk KReeve@swindon.gov.uk	N/A
Securing a sustainable future for Swindon's Cultural Assets	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 12 th February 2016	Interim Corporate Director, Resources or Rachel Watts Tel: 07823 525297 Email: RWatts2@swindon.gov.uk	Cabinet Minute 58 2015/16 refers
North Star - Proposed Regional Leisure Destination	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 1 st August 2016	Head of Property Assets Rob Richards Tel: 01793 463521 Email: rrichards@swindon.gov.uk	N/A
Land at Oakfield	Yes	Cabinet Member for Communities and Strategic Planning	Cabinet	N/A Date of Notice: 4 th May 2016	Head of Property Assets Rob Richards Tel: 01793 463521	N/A
Wichelstowe	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 15 th September 2016	Corporate Director of Economy, Regeneration & Skills Rob Powe Tel: 01793 463305 Email: rpowe@swindon.gov.uk	

Cabinet Meeting Date - 15th March 2017

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Budget Management 2016/17	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring 3rd Quarter 2016/17	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Draft Economic Strategy	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 16 th September 2016	Corporate Director of Economy, Regeneration & Skills or Trudy Godfrey Tel: 01793 466416 Email: tgodfrey@swindon.gov.uk	N/A

Cabinet Meeting Date - 26th April 2017

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Budget Management 2016/17	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 22 nd April 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A

Cabinet Meeting Date - June 2017 (TBC)

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Housing Revenue Account - Medium Term Financial Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 th May 2016	Interim Corporate Director, Resources or Paul Smith Tel: 07500 884176 or Email: psmith@swindon.gov.uk	N/A
Budget Out-turn and Management 2016/17.	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 th May 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring Out-Turn 2016/17	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 th May 2016	Interim Corporate Director, Resources or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Treasury Performance 2016/17	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 th May 2016	Interim Corporate Director, Resources or Paul Smith, Finance, Tel: 463976 or Email: psmith2@swindon.gov.uk	N/A

Economic Strategy - Final	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 16 th September 2016	Corporate Director of Economy, Regeneration & Skills or Trudy Godfrey Tel: 01793 466416 Email tgodfrey@swindon.gov.uk	N/A
------------------------------	----	--	---------	---	--	-----

July 2017 (TBC)

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Budget Management 2017-18	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 7 th June 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A
Education Transport Policy 2018-19.	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 13 th September 2016	Head of Education Services Peter Nathan Tel: 07467 440955 Email: pnathan@swindon.gov.uk	
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 13 th September 2016	Head of Revenues and Benefits Andy Stevens Tel: 01793 464661 Email: anstevens@swindon.gov.uk	

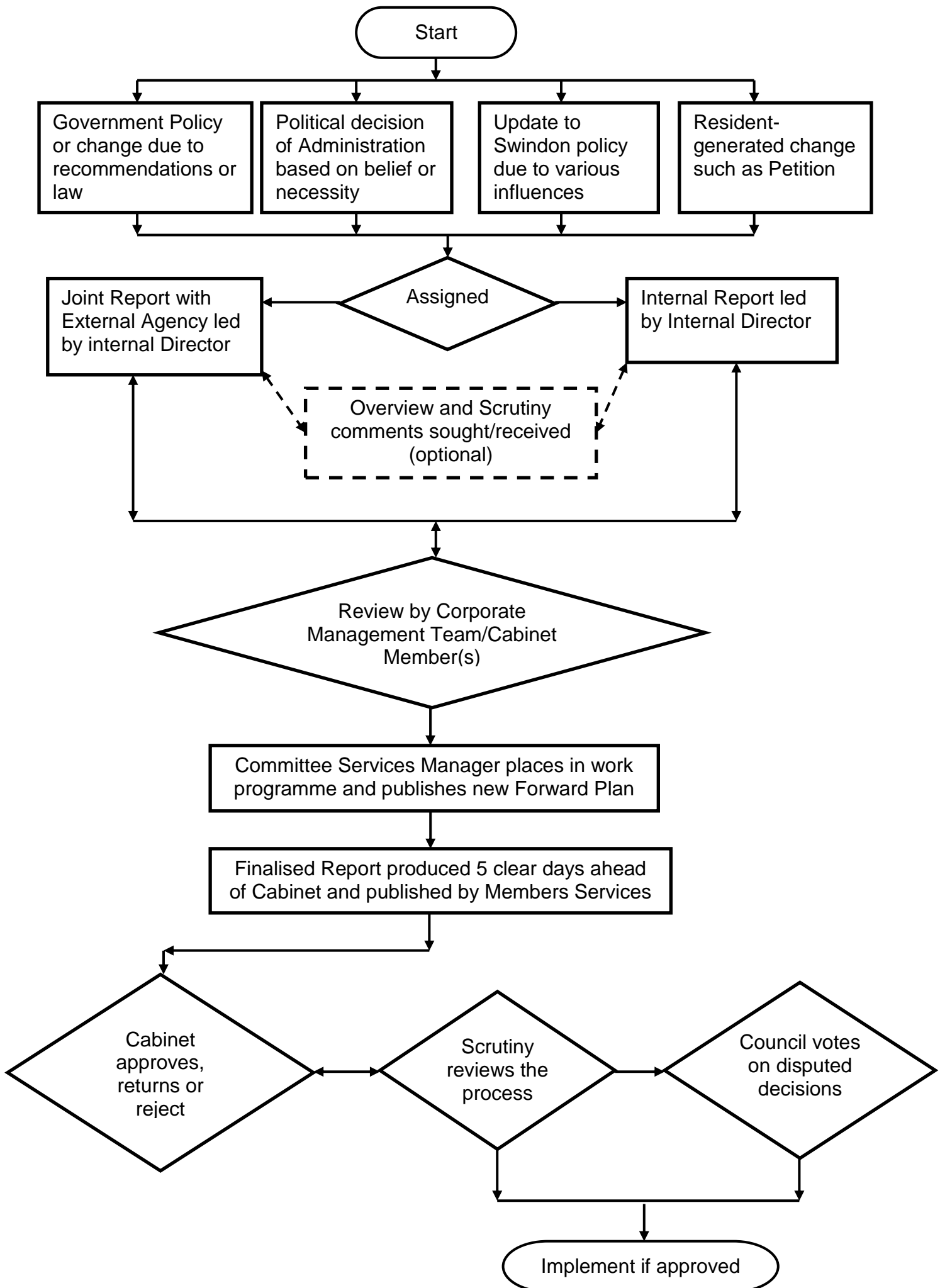
September 2017 (TBC)

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
Budget Management 2017/18 and 2017 - 2021 Efficiency Statement	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 13 th September 2016	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	
Annual review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A Date of Notice: 13 th September 2016	Director of Law & Democratic Services (Monitoring Officer) or Erz Turner Tel; 01793 463002 Email: eturner@swindon.gov.uk	

October 2017 (TBC)

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
2017-18 Budget Management, 2018-19 Draft Budget and Medium Term Resourcing Plan	Yes	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 21 st October 2106	Interim Corporate Director, Resources or Mick Bowden, Interim Head of Finance, Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A

This page is intentionally left blank



This page is intentionally left blank

Status of requests for action and/or information

Scrutiny Committee

Date: 12th December 2016

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

1. Purpose and Reasons

- 1.1 To advise the Committee of the status of requests for action to be taken or information to be provided.

2. Recommendations

The Committee is recommended to:

- 2.1 That the report be noted.
- 2.2 That the Committee considers the responses provided by officers, and actions taken in relation to each issue, and determines if any further action is required.
- 2.3 That, subject to the Committee's requests for further action to be taken, issues shown as being completed be removed from the status report.

3. Detail

- 3.1 The Scrutiny Committee has requested that a report be submitted to each meeting on the status of its earlier decisions, allowing members to consider if any further action is required.

4. Alternative Options

- 4.1 None

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications.

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been fully taken into account in compiling this report. It is considered that the recommendations of this report are compatible with convention rights

Further information on the subject of this report can be obtained from Stuart Figini, 01793 463612, sfigini@swindon.gov.uk.

Status of requests for action and/or information

Scrutiny Committee

Date: 12th December 2016

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

5.3 None

Diversity Impact Assessment

5.4 No Diversity Impact Assessment is required at this stage, any DIA that is required during review of topics included within the work programme will be identified at the appropriate stage.

Risk Management

5.5 No risk management issues have been identified at this stage, any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee and if it makes any 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

7.1 The Minutes of previous meetings of the Committee.

8. Appendices

8.1 Appendix 1 – Schedule of the status of requests for action to be taken or information to be provided.

STATUS OF OUTSTANDING ACTIONS ARISING FROM SCRUTINY COMMITTEE

SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE AND MEMBER REQUESTS FOR INFORMATION 10th October 2016

31.	Public Question Time		
	<p>Mr Brown, asked a question regarding discussions between Network rail, the Council and Tenants on the future of the Carriageworks Estate.</p>	<p>Councillor Perkins, the Cabinet Member for Economy, Regeneration and Skills, responded at the meeting and also agreed to provide a written response in 10 working days.</p> <p>Response provided on 25th November 2016 and circulated to Mr Brown and members.</p> <p>Forward Swindon Limited (FSL) has one main objective as the agent of Swindon Borough Council (SBC): This is the regeneration of Swindon to improve the economy for existing businesses and residents together with encouraging new business from within and outside.</p> <p>The carriage works is presently owned by Network Rail (NR) and FSL have negotiated a lease to develop units 3 and 5 of Shed B on behalf of SBC.</p> <p>FSL will then occupy part of the office</p>	Complete

		<p>development as a statement of intent for the Town Centre Delivery Plan and associated projects within Swindon.</p> <p>As part of the Vision and Pledges, It is the desire of SBC to own the Carriage Works as the centre of regeneration across the Borough. SBC will be proactive in any impact to existing tenants that may result from this locally and nationally important project over what is anticipated to be a 5-7 year development period.</p>	
	<p>Mr Gavin McCracken, had submitted a question regarding discussions between Network rail, the Council and Tenants on the future of the Carriageworks Estate.</p>	<p>Councillor Perkins, the Cabinet Member for Economy, Regeneration and Skills, responded at the meeting and also agreed to provide a written response in 10 working days.</p> <p>Response provided on 25th November 2016 and circulated to Mr McCracken and members.</p> <p>Forward Swindon Limited (FSL) has one main objective as the agent of Swindon Borough Council (SBC): This is the regeneration of Swindon to improve the economy for existing businesses and residents together with encouraging new business from within and outside.</p> <p>The carriage works is presently owned by Network Rail (NR) and FSL have negotiated a lease to develop units 3 and 5 of Shed B on behalf of SBC.</p>	Complete

		<p>FSL will then occupy part of the office development as a statement of intent for the Town Centre Delivery Plan and associated projects within Swindon.</p> <p>As part of the Vision and Pledges, It is the desire of SBC to own the Carriage Works as the centre of regeneration across the Borough. SBC will be proactive in any impact to existing tenants that may result from this locally and nationally important project over what is anticipated to be a 5-7 year development period.</p>	
	<p>Mr Jeremy Waldron, a local resident, had submitted written questions on the following issues:</p> <p>1. How come the Bruce St bridges were developed and the overspend on them was so massive? The works over ran by several months (though they are an improvement I must admit), but they only provide a solution to those exposed to traffic for the 9 to 5's. Millions could have been saved here!</p> <p>2. Where has the money come from to improve the Greenbridge roundabout? Another benefit to 9 to 5's.</p> <p>2.1. The money spent on those could have gone to improve parking and queing to get into the it at the GW Hospital, that effects anyone who has an appointment or emergency vehicles that are a hinderance to there path, THEY are more important than 9 to 5's.</p>	<p>Response received from Councillors Heenan and Holland on 6th October 2016:</p> <p>1. The work at Bruce Street Bridges was paid for by the Government and housing developers. No money from Swindon Borough Council contributed to the cost of this project.</p> <p>This funding could only be used on capital projects, and cannot legally be used to finance revenue costs such as adult social care or libraries.</p> <p>2. Like the work at Bruce Street Bridges, this upgrade of Greenbridge roundabout is being paid for by the Government and housing developers.</p> <p>Both Bruce Street Bridges and Greenbridge</p>	Complete

	<p>3. I believe you have 28 directors and heads of departments. Well if they more committed you could reduce that number by half, they could each work 90 hours a week and made to clock in/out to show full commitment (doctors work 90). Hmm atleast a £500k saving there so you don't have to close Libraries.</p> <p>4. As all directors heads of departments live in Swindon, they dont need company cars, another £500k.</p> <p>5. As the whole of Wiltshire's public services have on big pension pot, then they should amalgamate more departments. HR services, Payroll, Car Parking, CEO office, Housing, Health, Social Care, Police administrative departments could all be combined. In fact you could share the admin with several different counties. Business does this why not public services. You could save millions.</p>	<p>roundabout are about improving Swindon's roads to cope with the additional housing of recent years, and the new housing needed over the next 20 years. Vehicle traffic has grown by 2% every year for atleast the last 5 years, and it is right that this work happens now and not in 20 years time when the town is gridlocked.</p> <p>With neither of these projects being funded by Swindon Council Tax, there are no savings by not doing them.</p> <p>2.1 The Hospital is in the middle of building 400 extra parking spaces for visitors and staff. SBC doesn't have any responsibilities to provide parking on the site, though we have been urging them to sort out the spaces, their staff rota'ing and other issues which are contributing to delays to and from the site.</p> <p>3. I have total confidence in the commitment and ability of all Officers who work for Swindon Borough Council.</p> <p>4. We will need to check whether or not officers have company cars.</p> <p>5. Thank you for these suggestions, I can confirm we constantly review all our areas of spend to see how we can achieve best value.</p>	
--	---	---	--

33.	Consideration of Cabinet Member Q & A		
	Subject	Status	
	<p>The Chair and Cllr Mark Dempsey asked a question about inward investment and requested details of the companies that had made direct investments in Swindon at a value of £220m in 2015/16.</p>	<p>Response received from Emma Gee, Strategic Commissioner – Growth and Regeneration on 25th October 2016.</p> <p><i>Inward Investment in Swindon 2015/2016</i></p> <p>The Scrutiny Committee, at its meeting held on 10th October 2016 considered the Cabinet Member Q & A session for Cllr Garry Perkins area, Economy, Regeneration and Skills. A question was asked by both the Chair and Cllr Mark Dempsey about inward investment and was followed up by a request for details of the companies that had made direct investments in Swindon at a value of £220m in 2015/16. DIT (Department of International Trade) keep records of all companies they have assisted to locate and grow in Swindon. DIT currently work in partnership with officers to support and encourage investment from existing overseas companies and to encourage new overseas companies to come to Swindon. During 2015/16, DIT reported that they supported nine foreign-owned companies in Swindon; helping them to either invest in Swindon, or to grow their existing operation. The nature of the information and its commercial status means that the detail requested for each investment is not available until such time as the information is in the public domain through press releases. We undertake to keep Scrutiny apprised of further wins when they become public. Those companies that were assisted and where information is in the public domain include:-</p> <ul style="list-style-type: none"> • Dynamatic Technologies Ltd – the expansion of their existing operation to include the partial relocation of 	Complete

their aerospace business from Bristol. This resulted in 30 new jobs and investment of £5 million. Dynamatic Technologies Ltd is a tenant of SBC, and the authority, as land owner, has also invested £1million in the property to enable the business to expand. Officers have assisted Dynamatic with their skills and recruitment programme, and with accessing grant funding - need to check cabinet paper


- Honda UK Manufacturing – Honda have invested £200 million in Swindon to allow the Swindon plant to become the global exporter of the Honda Civic, securing over 3000 jobs. Officers worked with Honda (and a number of other businesses) to make the case to the National Infrastructure Commission so that the needs of Swindon are taken into account in the review of the Milton Keynes-Oxford-Cambridge corridor.
- Vicaima invested several million in their Swindon site to upgrade and expand their existing facility, safeguarding 85 existing jobs.

SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE AND MEMBER REQUESTS FOR INFORMATION

24th October 2016

31.	Public Question Time		
	<p>Mr Cockbill, a local resident, asked the following questions about the financial aspects of the Community Governance review and transfer of services to Parish Councils:</p> <p>'Will the Chairman of the Scrutiny Committee please ask the Cabinet Members for Streetsmart, Communities and Finance & Corporate Services the following:-</p> <p>a) Will services proposed to be transferred be the same for:-</p> <p style="padding-left: 40px;">i) Existing Parishes and the Town Council; and</p> <p style="padding-left: 40px;">ii) newly created Parishes?</p> <p>b) Will they, for the benefit of Members, Parishes, the Town Council and the most importantly the Public, publish full details of the services proposed to transfer; along with which authority presently provide these services?</p> <p>c) Similarly to b) above, publish the amounts of money offered to the receiving councils:-</p> <p style="padding-left: 40px;">i) this financial year 2015-6;</p> <p style="padding-left: 40px;">ii) in 2017-8;</p>	<p>A response received on behalf of Councillor Renard, the Leader of the Council, as follows:</p> <p>a) Answer: As separate legal entities, it is for each parish council to determine the range of services that they wish to take on from those that the Borough Council wishes to devolve. It is not a one-way process from the Borough.</p> <p>b) Answer: Any decisions taken by the Borough Council will continue to comply with the Access to Information legislation. We expect parish council to conform to the legislation that regulates their decision-making processes and the information they make public.</p> <p>c) Answer: In 2017-18, 50% of the marginal cost savings in that year freed up by Swindon Borough Council from no longer providing these services in each area will be paid to the parish councils. In 2018-19, this will reduce to 25%.</p>	Complete

	iii) in 2018-9 and iv) in 2019-2020?		
39.	Consideration of Cabinet Decisions		
	Subject	Status	
	<p>Cllr McCracken asked the following questions in relation to Council Tax:</p> <ul style="list-style-type: none"> The removal of the Council Tax Empty and Unfurnished discount of 50% - when this was consulted on? Does the removal of the above discount include local authority properties? 	<p>Response received from Andy Stevens, Head of Revenues and Benefits on 2nd November 2016.</p> <ul style="list-style-type: none"> In relation to the proposed changes to Empty Council Tax charges, a consultation with Landlords, who may own empty properties, is being undertaken. The attached document has been produced and was distributed at the Revenues and Benefits Landlords forum held at the end of October. The consultation is open until the 25th November 2016 and the matter is to be taken back to the Council's Cabinet meeting in December or early in the new year. <div data-bbox="1070 858 1128 919" data-label="Image"> </div> <p>16.10.13 Consultation document</p> <ul style="list-style-type: none"> The Housing Revenue Account will have to pay the additional Council Tax on its empty properties and the Head of Housing and relevant Finance officer, have been consulted with. 	Complete
	Councillor Bob Wright a question about the HRA payment for outstanding debt	Michael Ash, Head of Housing and Community Safety providing a response.	On-going

	incurred by stock retention and whether it has been paid to the Public Works Loans Board from the General Fund		
	<p>Councillors Des Moffatt and Chris Watts asked the following questions about the transfer of garages from the HRA to the General Fund:</p> <ul style="list-style-type: none"> • The impact of the transfer on the HRA and the General fund? (the questions was phrased in such a way that it was implied that the HRA would be disadvantaged and the General Fund would have an advantage due to the transfer) • Would the HRA continue to administer the garages • The legal advice received – is the budget ring fenced? • Does the transfer include such matters as maintenance and insurance? 	<p>Response received from Michael Ash, Head of Housing and Community Safety on 23rd November 2016.</p>  <p>HRA and General Fund Asset Transfers</p>	Complete

This page is intentionally left blank