



SWINDON BOROUGH COUNCIL
Municipal Year 2017/18

Thursday, 13 July 2017

**COUNCIL CHAMBER
CIVIC OFFICES
SWINDON**

4 July 2017

Dear Councillor,

Summons to attend Council Meeting

A MEETING of the **Council**, which you are requested to attend, is to be held at the CIVIC OFFICES, SWINDON, on **Thursday, 13 July 2017** at **7.00 p.m.**

The business to be transacted will be as follows:-

AGENDA

- 1. Apologies for Absence**
- 2. Communications**
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.
- 3. Minutes** (Pages 5 - 8)
To receive the minutes of the previous meeting.
- 4. Declarations of Interest**
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

5. Public Question Time

See explanatory note below.

6. Minutes for Confirmation (Pages 9 - 66)

(1) To consider Minutes for Confirmation from the Cabinet.

- Minute 122 (2016/17) - (Swindon Local Transport Plan Implementation Plan 2017/18).
- Minute 12 - (Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel).

(2) To consider Minutes to Note from Cabinet.

- Minute 123 (2016/17) – (Draft Airports National Policy Statement).
- Minute 126 (2016/17) - (Swindon Libraries – Children's Library Membership).
- Minute 9 - (Swindon Dial A Ride Service Options).

7. Motions

(a) Motion - Grenfell Tower

Councillor David Renard will move and Councillor Jim Grant will second:

"This Council notes:

1. With sadness, the loss of life at Grenfell Tower, London.
2. the response by this Council's Officers to communicate with and reassure tenants
3. The benefits of sprinkler systems in tall buildings

This Council invites the Mayor to write to the Mayor of the Royal Borough of Kensington and Chelsea expressing Council's condolences.

This Council requests that the Cabinet Member for Housing and Public Safety, in consultation with the other key services, particularly the Dorset and Wiltshire Fire Service, bring a report to Cabinet as soon as possible about how the installation of sprinklers and other fire safety measures could be incorporated into the refurbishment programme for Council-owned tall multi-storey residential buildings".

(b) Motion - Kimmerfields Development

Councillor Jane Milner-Barry will move:

This Council:

- Expresses its strong concerns that there has been no private sector investment in the Kimmerfields development, since outline planning permission was agreed in 2012.
- Notes that the targets set in the original Muse Development Agreement have not been met.

- Notes that Swindon's two MPs have both criticised the lack of progress with the Kimmerfields development.
- Requests the Cabinet Member for Regeneration to bring a report to Cabinet detailing how the Council can terminate its Development Agreement with Muse Development Ltd.

(c) **Motion - UK Broadband Network**
Councillor Chris Watts will move:

This Council:

- Welcomes the investment made by BT rolling out fibre broadband to the Northern Sector area.
- Believes the BT fibre broadband rollout makes redundant any need for a taxpayer-backed UK Broadband Network's (UKBN) broadband rollout.
- Notes the Conservative MP for North Swindon has criticised the Council for financially backing UKBN's broadband network in North Swindon.
- Notes that UKBN has not started to rollout Superfast Broadband in the North Swindon area.
- Urges Cabinet to review the Council's agreement with UKBN and requests the Cabinet Member for Strategic Planning & Sustainability to bring a report to Cabinet detailing whether and how the Council can remove the Northern Sector area from the UKBN Broadband rollout, saving money to the Swindon taxpayer.

- 8. South Marston Village Neighbourhood Plan** (Pages 67 - 102)
To consider the approval of the South Marston Neighbourhood Plan.
- 9. Adoption of Highworth Neighbourhood Plan** (Pages 103 - 106)
To consider the adoption of the Highworth Neighbourhood Plan as part of the Development Plan for the Borough.
- 10. Appointments to Committees and Outside Bodies**
To approve changes to the Council's membership of Committees and Outside Bodies.
- 11. Minutes of Cabinet and Decisions Delegated to Cabinet Members** (Pages 107 - 136)
Members have the opportunity to raise questions with the relevant Cabinet Member in respect of Cabinet minutes (which are not reserved for Council for decision) and in respect of individual Cabinet Member delegated decisions.
- 12. Minutes of other Council Bodies**
Members have the opportunity to raise questions with the relevant Chair in respect of all other Committee minutes (not reserved to Council for decision), as set out in the Minute Book circulated separately.

13. Councillors Question Time

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

Yours faithfully

Director of Law and Democratic Services

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

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

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website

(<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

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

COUNCIL

FRIDAY, 19 MAY 2017

PRESENT:- The Worshipful The Mayor in the Chair; Councillors Junab Ali, Abdul Amin, John Ballman, Ray Ballman, Alan Bishop, Emma Bushell, Matthew Courtliff, Wayne Crabbe, Malcolm Davies, Mark Dempsey, Paul Dixon, Oliver Donachie, Toby Elliott, Claire Ellis, Steph Exell, Emma Faramarzi, Fionuala Foley, Brian Ford, Jim Grant, John Haines, Dale Heenan, Russell Holland, Colin Lovell, Mary Martin, Nick Martin, Cathy Martyn, Gemma McCracken, Jane Milner-Barry, Des Moffatt, Derique Montaut, Teresa Page, Stan Pajak, Barbara Parry, Kevin Parry, Maureen Penny, Garry Perkins, David Renard, James Robbins, Carol Shelley, Kevin Small, Gary Sumner, Timothy Swinyard, Caryl Sydney-Smith, Vera Tomlinson, Joe Tray, Chris Watts, Nadine Watts, Peter Watts, Steve Weisinger, Keith Williams and David Wood.

1. Apologies for Absence

Apologies for absence were received from Councillors Steve Allsopp, Mary Friend, Fay Howard, Bob Wright and Julie Wright.

2. To elect a qualified person to be Mayor of the Borough for the Municipal Year 2017/18

The Mayor (Councillor Eric Shaw) called upon the Councillors to elect a qualified person to be Mayor of the Borough for the Municipal Year, 2017/18.

Councillor Steve Weisinger moved and Councillor Alan Bishop seconded and the Council unanimously agreed that Councillor Maureen Penny be Mayor of the Borough for the ensuing Municipal Year. Councillors David Renard, Jim Grant and Stan Pajak offered their support and congratulations to the Mayor, on behalf of their political groups, and Councillor Derique Montaut offered his congratulations.

Councillor Maureen Penny made and signed the Declaration of Acceptance of Office.

(The Worshipful the Mayor (Councillor Maureen Penny) in the Chair.)

The Mayor thanked the Council for her election to the post of Mayor of the Borough.

Councillor Fionuala Foley moved and Councillor Brian Ford seconded and the Council agreed that Councillor Eric Shaw be thanked for his year of service as Mayor of the Borough. Councillors David Renard, Jim Grant and Stan Pajak, on behalf of their political groups, and Councillor Derique Montaut thanked the retiring Mayor.

Councillor Eric Shaw thanked Members and Officers for their support over the preceding year in assisting him with carrying out his duties and informed Members of the highlights of his Mayoral Year and charities he had supported.

3. To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year 2017/18

The Mayor called upon the Councillors to elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year, 2017/18.

Councillor Derique Montaut moved and Councillor Abdul Amin seconded and the Council agreed that Councillor Junab Ali be Deputy Mayor of the Borough for the ensuing Municipal Year.

Councillors Jim Grant, Stan Pajak and David Renard offered their congratulations to the Deputy Mayor on behalf of their political groups.

The Deputy Mayor (Councillor Junab Ali) thanked the Council for his election to the post of Deputy Mayor of the Borough.

4. Communications

The Chief Executive reported that no communications had been received.

5. Minutes

Resolved – That the minutes of the meeting held on 6th April 2017, be confirmed and signed.

6. Declarations of Interest

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

7. Public Question Time

There were no Public Questions.

8. Adoption of Revisions to Swindon Borough Council's Constitution

Councillor David Renard moved and Councillor Russell Holland seconded:

“(1) That, subject to references to the StreetSmart, Highways and Communities Overview and Scrutiny Committee being amended to read the Communities and Place Overview and Scrutiny Committee, the Swindon Council's Constitution for the Municipal Year 2017/18 be adopted.

(2) That the Director of Law and Democratic Services be authorised, in consultation with the members of the Corporate Governance Review Working Party where appropriate, to vary the wording and layout of the Constitution and its associated documentation to reflect legislative and procedural changes should this prove necessary for the efficient discharge of Council business during the course of the Municipal Year.”

The Motion was put to the vote and declared carried.

9. Numbers to Serve on Committees

Councillor David Renard moved and Councillor Russell Holland seconded:

“That the number of Members to serve on Swindon Borough Council’s Committees for the Municipal Year 2017/18, be as follows:

Appeals Committee – 25 Members
Appointments Committee – 25 Members
Audit Committee – 7 Members
Licensing Committee – 15 Members
Planning Committee – 13 Members
Special Committee – 11 Members
Scrutiny Committee – 13 Members
Adults’ Health, Adults’ Social Care and Housing Overview and Scrutiny Committee – 9 Members
Children’s Health, Social Care and Education Overview and Scrutiny Committee – 9 Members
Communities and Place Overview and Scrutiny Committee – 9 Members
Growing the Economy Overview and Scrutiny Committee – 9 Members
Resources Overview and Scrutiny Committee – 9 Members
Health and Wellbeing Board – 4 Members
Standards Committee – 9 Members.”

The Motion was put to the vote and declared carried.

10. Allocation of Seats to Political Groups and Appointments to Committees, Other Bodies and Outside Bodies

Councillor David Renard moved and Councillor Russell Holland seconded:

“(1) That, having carried out a review under Section 15 of the Local Government and Housing Act 1989, the Council continues to apply the political balance provisions under the Act.

(2) That Committees and other relevant Council Bodies be reminded of their duty to carry out a review under Section 15 of the Local Government Housing Act 1989, as appropriate, and recommends that having carried out that review they continue to apply the political balance provisions.

(3) That the Council’s waiving of the political balance arrangements on the Appeals Committee, Appointments Committee, Licensing Committee, Resources and Corporate Overview and Scrutiny Committee, Standards Committee, Scrutiny Committee and Special Committee be confirmed.

(4) That Councillors be appointed to serve on the Council’s Committees for the Municipal Year 2017/18, as set out in Appendix 1 to the Minutes.

(5) That the appointments to the Cabinet, the nominations of Councillors serving on Cabinet Project Boards and Cabinet Advisory Bodies for the Municipal Year 2017/18, as set out in Appendices 1 and 2 to the Minutes, be noted.

(6) That the arrangements relating to the Council’s Standards Committee, as set out in Paragraph 3.10 of the report of the Director of Law and Democratic Services, be approved.

(7) That Chairs and Vice-Chairs be appointed to the Council’s Committees for the Municipal Year 2017/18, as set out in the Appendix 1 to the Minutes, and where

no appointment to Vice-Chair positions have been made, that these be determined at the first meeting of the relevant Committees.

(8) That representatives be appointed to serve on Other and Outside Bodies for the Municipal Year 2017/18, be as set out in Appendix 1 to the Minutes.”

The Motion was put to the vote and declared carried.

11. Calendar of Meetings 2017/18

Councillor David Renard moved and Councillor Russell Holland seconded:

“(1) That the Timetable of Meetings for the Municipal Year 2017/18, as tabled at the meeting, be approved.

(2) That the Director of Law and Democratic Services, in consultation with the Leader of the Council, be authorised to vary the dates for meetings of the Council, the Cabinet, Committees and Other Swindon Borough Council bodies should this prove necessary for the efficient discharge of Council business.”

The Motion was put to the vote and declared carried.

12. Councillors Question Time

The Director of Law and Democratic Services reported that no Standing Order 15 Questions had been received.

COUNCIL

THURSDAY, 13TH JULY 2017

MINUTES FOR CONFIRMATION

CABINET

WEDNESDAY, 26 APRIL 2017

122. Swindon Local Transport Plan Implementation Plan 2017/18 (Minute For Confirmation)

Councillor Keith Williams, the Cabinet Member for StreetSmart, Highways, and Transport, and the Head of Highways & Transport, submitted a joint report seeking approval for the adoption of the Local Transport Plan Implementation Plan for 2017/18 and for the Local Transport Plan Capital Programme budget apportionment for 2017/18.

It was noted that the Local Transport Plan (LTP) is the principal means of delivering the Council's transport programme and is the statutory document that contains the transport policies and programmes of the local transport authority. It is listed in Article 4 of the Council Constitution as a key document informing the policy framework for the Council and it is subject to an annual report to the Cabinet in order to ensure transparency in the apportionment of the funding and aid the delivery of the programme.

Councillor Steve Allsopp (Walcot and Park North Ward) welcomed the proposed maintenance works on Upham Road and asked that the works be publicised well in advance of commencement, to try and minimise disruption while the work was being undertaken. Councillor Williams confirmed that this would be the case, advising that every measure was taken in advance of any planned road works to both advise local communities of pending road works and to try and limit disruption.

Councillor Brian Ford (Cabinet Member for Adults' Health and Social Care) advised the meeting of the continuing concerns of Wroughton and Wichelstowe residents about the proposed tunnel at Junction 16.

Resolved – (1) That Council be recommended to approve:

- a) The Local Transport Plan (LTP) Implementation Plan for 2017/18.**
- b) The Local Transport Plan Capital Programme budget categories and total spend for 2017/18, as detailed in Tables 1 to 8 of the Implementation Plan attached as Appendix 3 to the report.**
- c) The allocation of the 2017/18 Highways Maintenance Incentive Fund as set out in paragraph 3.8.**

(2) That, subject to approval of the Local Transport Plan Implementation Plan by Council, the Head of Highways and Transport, in consultation with the Cabinet Member for StreetSmart, Highways, and Transport, be authorised to:

- a) Prioritise schemes in accordance with Vision for Swindon priorities.

- b) Approve scheme progression in accordance with the updated Protocol (attached as Appendix 2 and originally approved by the Cabinet in July 2010 Cabinet Minute 23, 2010/11 refers).
- c) Amend the Protocol to reflect changing job titles, organisational restructuring, and improved input from and visibility to Councillors.
- d) Vary allocations between different budget categories
- e) Approve variations in scheme costs.
- f) Add/substitute schemes, provided expenditure is contained within the approved total budget.
- g) Develop and submit a bid to the National Productivity Investment Fund and to any other relevant funding opportunity that might be launched by Government, or other funding agencies, for transport schemes that will benefit Swindon and which are in accordance with Vision for Swindon priorities.

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

CABINET

WEDNESDAY, 14 JUNE 2017

12. Councillors' Allowances 2018/19 - Recommendations of the Independent Remuneration Panel

Councillor David Renard, the Leader of the Council, and the Director of Law and Democratic Services, submitted a joint report inviting Cabinet to consider recommendations arising from a meeting of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2018/2019.

Resolved – (1) That the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2018/2019, as set out in paragraph 3.14 of the report, be endorsed and referred to the Council for approval.

(2) That the Director of Law and Democratic Services be authorised to introduce a revised Councillors' Allowances Scheme for 2018/2019 based on the recommendations of the Independent Remuneration Panel, as approved and adopted by the Council.

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

MINUTES TO NOTE

CABINET

WEDNESDAY, 26 APRIL 2017

123. Draft Airports National Policy Statement

Councillor Garry Perkins, the Cabinet Member for the Economy, Regeneration and Skills, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report responding to Council's decision at its meeting on 10th November 2016, that the Cabinet Member report to Cabinet, when practicable, on how Swindon can take advantage of Heathrow's expansion (Council Minute 62 2016/17 refers). The report set out the Council's proposed response to the Government's consultation on the draft Airports National Policy Statement.

It was noted that the Government's proposed policy in relation to the provision of airport capacity was important to Swindon, which had benefitted from good access to Heathrow Airport, as this was a factor in persuading international businesses to establish and maintain a presence within the Borough. It was the Cabinet Member's and Corporate Director's view that it was important to the Borough's economy that Heathrow Airport continues to operate as the United Kingdom's premier international gateway and that, accordingly, it was important for the Borough Council to make its views known by responding to the consultation.

Councillor Perkins and Councillor Martin emphasised the importance of a direct rail link to Heathrow from the west, which would aid Swindon's economy and businesses by reducing the journey time to less than an hour.

Resolved – (1) That the Corporate Director, Economy, Regeneration and Skills, be authorised to respond to the Government consultation on the draft Airports National Policy Statement by:

- a) Welcoming the Government's decision to expand runway capacity in the south-east through the construction of a third runway at Heathrow Airport, given the importance of Heathrow as the main international gateway for Swindon's business community and residents.
- b) Endorsing the Government's assessment that such expansion at Heathrow Airport will provide the greatest economic benefit for the UK, including to Swindon, through enhancing the potential for increased inward investment in the town by multi-national businesses taking advantage of Swindon's easier access to international markets.
- c) Recognising that expansion at Heathrow Airport will complement the Council's Economic Strategy objectives to maintain Swindon's competitiveness as a location in which new and existing businesses will be able to thrive, notably through the reduced journey times taken to access the Airport from Swindon with the Western Rail Link to Heathrow in place.
- d) Supporting the objectives within the draft NPS to promote improved public transport access to Heathrow Airport, and to specifically urge Government to ensure that the Western Rail Link to Heathrow, with the attendant benefits

that it will bring to communities along the Great Western Corridor, be prioritised for delivery in 2024 in accordance with the current construction programme for the scheme.

(2) That the Cabinet Member for the Economy, Regeneration, and Skills, report this decision to Council.

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

126. Swindon Libraries - Children's Library Membership

Councillor Mary Martin, the Cabinet Member for Communities, and the Head of Localities, Community Involvement and Volunteering, submitted joint report seeking Cabinet's approval of a scheme by which the Register Office staff would make parents more aware of the library service when they come to register their child.

The report addressed the financial and other implications of a motion to Council at its meeting on 26th January 2017, seeking the establishment a library card scheme where children would automatically become library members when their parents register their birth. It was noted that, in accordance with Standing Order 9(1), the motion had been referred, without discussion, to Cabinet.

Councillor Jim Robbins the seconder of the original motion at Council, spoke on behalf of Councillor Fay Howard, who had moved the motion at Council but was not in attendance, to thank the Cabinet Member for the report.

Resolved – (1) That the adoption of a scheme to encourage children's membership of the Library Service, as detailed in the report, be approved.

(2) That Councillor Mary Martin, the Cabinet Member for Communities, report this decision to Council.

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

CABINET

WEDNESDAY, 14 JUNE 2017

9. Swindon Dial A Ride Service Options

Councillor Mary Martin, the Cabinet Member for Communities and Place, and the Head of Highways & Transport, submitted a joint report responding to the following motion, agreed at the Council meeting on 22nd September 2016, following changes to the contract with Swindon Dial A Ride (SDAR) implemented in September 2016:

‘(a) bring a report to Cabinet detailing the different options the Council has to create new income streams for Dial a Ride to mitigate the effects of the organisation’s funding cut; and
(b) set up a cross-party Cabinet Member advisory group to monitor and review the Swindon Dial a Ride contract and ensure the aims of this motion are achieved.’

Resolved – (1) That the content of the report detailing the options and discussions with SDAR be noted.

(2) That the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, be authorised to further develop any options that are considered viable by SDAR.

(3) That the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, be authorised to implement such options as appropriate, in line with the Council’s Contract Standing Orders.

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

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Swindon Local Transport Plan

Implementation Plan 2017/18

Cabinet

Date: 26th April 2017

| | |
|--------------------|---|
| Author: | Cabinet Member for StreetSmart, Highways, and Transport Head of Highways & Transport |
| Wards: | All |
| Locality Affected: | All |
| Parishes Affected: | All |

1. Purpose and Reasons

- 1.1 The report seeks approval for the adoption of the Local Transport Plan Implementation Plan for 2017/18 and for the Local Transport Plan Capital Programme budget apportionment for 2017/18.
- 1.2 The Local Transport Plan (LTP) is the principal means of delivering the Council's transport programme. It is the statutory document that contains the transport policies and programmes of the local transport authority. It is listed in Article 4 of the Council Constitution as a key document in forming the policy framework for the Council and it is subject to an annual report to the Cabinet in order to ensure transparency in the apportionment of the funding and aid the delivery of the programme.
- 1.3 The Local Transport Plan is the transport delivery plan for the wider strategic objectives of the Council. It supports and is consistent with the Vision for Swindon and the Council's planning policies; in particular the Local Plan and Central Area Action Plan. The Local Transport Plan has a key role in implementing the Corporate Plan's priorities and objectives, particularly in relation to the Vision for Swindon priorities.

2. Recommendations

Cabinet is recommended to recommend to Council that it:

- 2.1 Approves the Local Transport Plan (LTP) Implementation Plan for 2017/18.
- 2.2 Approves the Local Transport Plan Capital Programme budget categories and total spend for 2017/18, as detailed in Tables 1 to 8 of the Implementation Plan attached as Appendix 3.
- 2.3 Approves the allocation of the 2017/18 Highways Maintenance Incentive Fund as set out in paragraph 3.8.

Subject to approval of the Local Transport Plan Implementation Plan by Council:
to

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

Swindon Local Transport Plan

Implementation Plan 2017/18

Cabinet

Date: 26th April 2017

- 2.4 Authorise the Head of Highways and Transport, in consultation with the Cabinet Member for StreetSmart, Highways, and Transport to:
- 2.4.1 Prioritise schemes in accordance with Vision for Swindon priorities,
 - 2.4.2 Approve scheme progression in accordance with the updated Protocol (attached as Appendix 2 and originally approved by the Cabinet in July 2010 Cabinet Minute 23, 2010/11 refers),
 - 2.4.3 Amend the Protocol to reflect changing job titles, organisational restructuring, and improved input from and visibility to Councillors,
 - 2.4.4 Vary allocations between different budget categories,
 - 2.4.5 Approve variations in scheme costs,
 - 2.4.6 Add/substitute schemes, provided expenditure is contained within the approved total budget.
- 2.5 Authorise the Head of Highways and Transport, in consultation with the Cabinet Member for StreetSmart, Highways and Transport, to develop and submit a bid to the National Productivity Investment Fund and to any other relevant funding opportunity that might be launched by Government, or other funding agencies, for transport schemes that will benefit Swindon and which are in accordance with Vision for Swindon priorities.
- 3. Detail**
- Transport Strategic Overview
- 3.1 The current Local Transport Plan (LTP3) was approved by Cabinet on 9th March 2011 and by Council on 14th April 2011 (Cabinet Minute 94, 2010/11 and Council Minute 134 2010/11 refer). It sets out an overarching strategy document (covering the period 2011 to 2026) supported by nine thematic Supplementary documents and an Implementation Plan.
- 3.2 The Local Transport Plan - LTP3 - was prepared within the context of the Swindon Transport Strategy and under the supervision of the Local Development Plans Working Party. It is the delivery plan for the wider Transport Strategy and reflects the objectives of the Strategy. LTP3 also supports and is consistent with One Swindon and the Council's planning policies; in particular the Local Plan and Central Area Action Plan.
- 3.3 Seven key transport challenges have been identified which the Local Transport Plan must address. Seven transport outcomes have been identified that should be achieved in order to address the challenges. This has been translated into six
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Swindon Local Transport Plan

Implementation Plan 2017/18

Cabinet

Date: 26th April 2017

transport policies, which form the core of LTP3. A copy of the full Local Transport Plan Strategy document and supplementary documents is available on the Council's website. A summary document setting out the headline policies is included as Appendix 1.

- 3.4 Transport patterns, demand and growth within Swindon have progressed significantly since 2011. Hence, a review of the Council's transport strategy is underway, and will be the subject of separate reports to Cabinet as the review proceeds. This will, in turn, lead to an update of the LTP. It is expected that the strategy review will be completed during 2018.

LTP Implementation Plan

- 3.5 An Implementation Plan is produced for each year, with indicative information for the following two years (a rolling three year programme) and is subject to annual approval by Cabinet.
- 3.6 At its meeting on 8th February 2017, Cabinet approved the Capital Programme budget for 2017/18 (Cabinet Minute 87, 2016/17 refer). This includes details of the overall Highways and Transport capital budget for 2017/18.
- 3.7 The Government has confirmed Local Transport Plan grant funding for 2017/18 of £5,328,500, across a range of headings. This comprises the £4.875m budget approved at Council on 8 February 2017, an additional £237,500 of Cooperative Intelligent Transport Systems Funding, and an additional £216,000 of Highways Maintenance Incentive Funding, which was notified by the Department for Transport too late for inclusion at the February 2017 Council meeting.
- 3.8 Approval is sought from Cabinet for the 2017/18 allocation of £216,000 of Highways Maintenance Incentive Fund grant to the Major Maintenance heading. The allocation was only notified by the Department for Transport on 31 March 2017.
- 3.9 The proposed Highways and Transport programme has therefore been developed within this total envelope of funding to ensure no further borrowing is required which would require a subsequent increase in debt charges.
- 3.10 The draft Implementation Plan for the period 2017/18 is included as Appendix 3, which sets out the proposed breakdown of the overall Highways and Transport capital budget across the different expenditure categories. In the absence of any firm funding notification beyond 2017/18 only an indicative allocation is shown for 2018/19 and 2019/20.
- 3.11 Individual schemes within the expenditure categories are authorised by the Head of Highways and Transport in consultation with the Cabinet Member for

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Swindon Local Transport Plan

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StreetSmart, Highways, and Transport in accordance with the Protocol first approved by Cabinet in July 2010 (Cabinet Minute 23, 2010/11 refers).

- 3.12 The Council is committed to the asset management principles set out in the Highways Maintenance Efficiency Programme (HMEP) as a means to deliver a more efficient approach to the management of highway infrastructure assets through longer term planning and ensuring that standards are defined and achievable for available budgets. The individual asset allocations set out in Appendix 3 are influenced by a range of factors including a comprehensive review of asset data, consideration of lifecycle planning scenarios and customer feedback, in support of the Highway Asset Management Strategy approved by Cabinet in October 2015 (Cabinet Minute 34, 2015/16 refers).
- 3.13 The latest version of the Protocol is included as Appendix 2. The Protocol will be further revised to reflect changing job titles, amendments arising from structural reorganisation and improved input from and visibility to members. Schemes will be selected from the pool of schemes in each category up to the value of the available budget. Network deterioration and reprioritisation of schemes may create some changes in year and to future indicative programmes and schemes will continue to be selected on a needs led basis in line with HMEP guidance.
- 3.14 However there is scope for Councillors input into the initial identification of potential schemes to be approved and for improved feedback on a draft programme prior to approval by Cabinet. Precise details will be agreed with the Cabinet Member for StreetSmart, Highways, and Transport and included in an amended protocol for the preparation of the 2018/19 programme.

Highway Maintenance

- 3.15 Indicative settlements received from government are adjusted in Swindon to reflect a greater emphasis on maintaining network condition. Appendix 3 tables 2 and 3 indicate the changes. Adjustments made in Swindon are broadly in line with adjustments made by many authorities across the Southwest. Whilst the reactive element of network maintenance (repairing small potholes) is funded through revenue, there is scope for capital funding to contribute to routine maintenance and minor patching repairs, which supplement reactive revenue maintenance. The Pothole Action Fund (£194k) helps to support more targeted minor repairs, however for 2017/18 a further £100k is proposed to be allocated to targeted minor repairs from The National Productivity Fund element and from Car Park Maintenance.

National Productivity Investment Fund

- 3.16 The National Productivity Investment Fund (NPIF) is new funding identified by Government in the Autumn Statement. One of the NPIF strands covers

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Swindon Local Transport Plan

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highways and transport schemes, and for 2017/18 the Department for Transport has allocated a proportion of the NPIF grant on a formula basis. The allocation for Swindon is £673,000 in 2017/18 and under the terms of NPIF this can be used for “local highway and other local transport improvements which aim to reduce congestion at key locations, upgrade or improve the maintenance of local highway assets [...] to improve access to employment and housing, to develop economic and job creation opportunities”. £50,000 in 2017/18 is proposed to be allocated against routine highway maintenance.

- 3.17 For future years, NPIF will be allocated through a competitive bid process open to all Local Highway Authorities in England. Therefore, during 2017/18 the Council will need to identify priority schemes for inclusion in a bid for NPIF for 2018/19 and beyond.

Growth Deal

- 3.18 In July 2014, the Government announced the successful Growth Deal negotiated with the Swindon and Wiltshire Local Enterprise Partnership (SWLEP) amounting to an investment of £129.1 million. The successful schemes in Swindon relate to New Eastern Villages, Quality Bus Corridors, Wichelstowe third access and Sustainable Transport. There are additional schemes in the Wiltshire Council area. The previously prioritised Local Transport Board schemes for M4 junctions 15 and 16 have been rolled into the Growth Deal process. Growth Deal schemes are in addition to the LTP grant funded schemes detailed in this report and provide a complementary programme of major investment in improvements to the strategic and local transport network serving Swindon.
- 3.19 Whilst other reporting mechanisms exist for the Growth Deal funded schemes, a brief update on progress is given below:

| Scheme | Progress Report |
|--|--|
| M4 Junction 16 | Construction of this junction improvement commenced in October 2016 and is programmed for completion in Spring 2018. |
| New Eastern Villages Transport Package | Construction of the Greenbridge Roundabout scheme was successfully completed in March 2017. Design work is proceeding for the remaining elements of the package, including the White Hart Junction, Southern Connector Road and A420 junction improvements. NEV developers are progressing design of other elements of the transport package for which they are responsible as part of the planning process. |

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

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| | |
|-----------------------------|--|
| Wichelstowe Western Access | Design work is proceeding on this scheme which will provide access from the south of the M4. Target date for completion is 2021. |
| M4 Junction 15 | Design work is being progressed on this scheme by Highways England and the Commonhead developers, with construction programmed to commence in 2018. |
| Quality Bus Corridors | During 2016/17, significant consultation has been undertaken on the potential options for improvements at Old Town and emerging designs at Mannington Roundabout and Regent Circus. Subject to consultation and scheme approvals the resulting schemes will be constructed in 2017/18. |
| Sustainable Transport | 2017/18 is the final year of a three year programme of investment that has seen major improvements to cycle routes across the town. The Western and Southern Flyer routes have been successfully completed and the Eastern Flyer improvements are on-going. |
| Bus Station and Fleming Way | Part of the enabling works for the Kimmerfields Development, option appraisals are being considered at present. |

Cooperative Intelligent Transport Schemes

- 3.20 During 2016/17, the Council was successful in securing £237,500 from Government for a pilot scheme to introduce real-time monitoring of traffic conditions on the key routes serving major manufacturing and distribution sites in eastern Swindon. The scheme will put in place the systems that will get real-time information out to business users, bus companies and road users so that they can travel on these routes with improved information about journey times, at a time when key road and junction improvements will be under construction in this part of Swindon. The pilot will include trials of methods to get information to drivers, in-vehicle, so that they can plan and adjust their journey accordingly to suit the traffic conditions. The pilot will run to March 2018, at which point evidence will be available on whether to roll out the system across the Borough and what funding or bidding opportunities this may create.

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Highways Maintenance Challenge Fund

- 3.21 The Department for Transport has invited Local Authorities to bid for highways maintenance funding from the Highways Maintenance Challenge Fund Tranche 2A for 2017/18. Tranche 2A specifically excludes street lighting based bids (having been over-subscribed in earlier tranches). A bid for enhanced maintenance and resilience across Swindon's key route network (A road and key junctions) totalling £1.5m across a number of sites was submitted by the closing date of 31st March 2017. The outcome of this bid is not known at the time of drafting the report but will be reported verbally at the meeting if available.

4. Alternative Options

- 4.1 The production of a Local Transport Plan is a statutory requirement for each local transport authority in England. Failing to produce and maintain a Local Transport Plan is not therefore an option. It is listed in Article 4 of the Council Constitution as a key document in forming the policy framework for the Council.
- 4.2 It is intended that LTP3 will be reviewed and refreshed during its life. There is therefore the option to review and refresh elements of the plan as appropriate.
- 4.3 An Implementation Plan associated with the statutory requirement for the Local Transport Plan is therefore also needed. Consistent with previous approaches an Implementation Plan will be prepared for 2018/19. This year's plan is presented to Councillors earlier than in 2016 (June) in order to maximise delivery time within year (2017/18). Proposals for 2018 are expected to be brought further forward to receive approvals before the delivery period (April - May).
- 4.4 Alternative options to individual schemes within the Implementation Plan can be considered at the initial Business Case preparation stage. In so doing, there is a necessity to co-ordinate works with other supportive funding streams and strategic plans. Whilst, through consultation, specific schemes may change or be replaced the fundamental principles of delivering the Local Transport Plan Strategy approved by the Cabinet will be maintained.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The financial implications arising from producing the Local Transport Plan are met from existing Highways and Transport Delivery budgets.
- 5.2 The Local Transport Plan Strategy document sets out the policy background for establishing the transport spending priorities of the Council to 2026. The overall

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Highways and Transport budget is subject to separate annual approval by Cabinet as part of the Council's overall Capital programme.

- 5.3 The Implementation Plan sets out a pool of schemes. The Local Transport Plan does not necessarily commit the Council itself to funding proposals contained within it. This will largely be dependent on the outcome of the funding settlements from central government and the availability of developer contributions and other grants and awards.
- 5.4 Where the Implementation Plan refers to possible S106 funding for individual schemes this remains subject to the approvals process for the use of S106 funding.
- 5.5 Contracts for works and services in the programme are procured in accordance with Council Standing Orders.

Legal and Human Rights Implications

- 5.6 The content of this report will not have a direct implication on human rights issues and it is believed to be compatible with Convention Rights.
- 5.7 There are no direct legal issues arising from the report. The production and adoption of the Local Transport Plan is a statutory duty covered by the Local Transport Act (2000) as amended by Part 2 of the Local Transport Act (2008).

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

- 5.8 A Strategic Environmental Assessment, Habitats Regulation Assessment and Health Impact Assessment have been carried out in accordance with legislative requirements. Consultation has taken place with the appropriate LTP statutory consultees. A Rural Supplementary document was produced as part of LTP3.

Diversity Impact Assessment

- 5.9 A Diversity Impact Assessment (DIA) was completed for the overarching LTP Strategy in 2011. The DIA was reviewed and updated for 2015. This included a detailed analysis of the 2011 Census data. The conclusions were that:
- 5.9.1 Some equality groups have significantly lower levels of car ownership than the population generally and will therefore have different transport issues (eg more reliance on public transport, walking and cycling),
- 5.9.2 Caution should be used in applying "Swindon-wide" average figures for equality groups on a local basis, and

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- 5.9.3 The concentration of certain groups into distinct parts of Swindon will mean that transport issues unique to those communities (eg non car ownership, reliance on public transport, concern over safety on-street at night) will be particularly emphasised in those areas
- 5.10 As a result transport officers planning and designing services and schemes for local areas should consider the detailed demographic data for those areas to ensure that particular and unique issues for any equality groups strongly represented locally are identified at an early stage. Locality based decision making over scheme prioritisation may provide an opportunity to address particular equality group issues at a local level.
- 5.11 This DIA is available from the report author.

Risk Management

- 5.12 A risk register is maintained for the overall LTP programme.

6. Consultees

- 6.1 The Director of Finance (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: LTP3 Strategy Summary
- 8.2 Appendix 2: Protocol for approving capital funded schemes
- 8.3 Appendix 3: LTP3 Implementation Plan 2017/18 – 2019/20

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

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for April 2017.

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Appendix 1

Swindon's third Local Transport Plan 2011-2026 Summary

Transport Mission for Swindon

The Mission for Swindon's third Local Transport Plan is to create:

"A safe, effective and fit for purpose transport network that supports Swindon's ambitions for town centre regeneration and economic growth whilst protecting and enhancing quality of life and the environment for the benefit of local residents, visitors and businesses".

It is intended that this vision will be delivered through the set of six transport policies detailed later in this document.

Challenges facing Swindon

Swindon's transport related problems and issues have been considered in the context of the national priorities for transport and wider local policies and goals, including the emerging "One Swindon" themes of the Sustainable Community Strategy. As a result, seven key transport challenges have been identified which the Local Transport Plan must address. A series of transport outcomes have been identified that will indicate that the challenges have been addressed. The challenges are:

- 1 – Optimising the operation of key strategic transport corridors and the local road network to allow the efficient and reliable movement of people and goods, which are vital for the economic prosperity of the area.
- 2 – Delivering transport measures and interventions that will accommodate housing and employment growth in an environmentally sustainable manner.
- 3 – Contributing towards carbon reduction targets by achieving a shift to a more sustainable transport network.
- 4 – Overcoming barriers and severance caused by key transport corridors and ensuring new developments are permeable for walking and cycling.
- 5 – Improving accessibility to/from the town centre, and ease of movement within it, to support regeneration of the town.
- 6 – Delivering transport solutions which are sympathetic to the local environment and do not adversely affect local quality of life.
- 7 – Reducing the negative health impacts of the transport system both in terms of road safety, and the wider health effects of transport.

Transport Outcomes

The Local Transport Plan has defined seven outcomes that should be achieved in order to have addressed the seven key transport challenges listed above.

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These outcomes define the policy framework for delivery. The table below details how the draft Local Transport Plan policies contribute to each of the outcomes.

1. Improved journey time reliability for all forms of transport
2. Improved road safety
3. Increased overall share of journeys for public transport, walking and cycling
4. Reduced need to travel and reduced dependence on the private car
5. Improved accessibility
6. Improved local environment and quality of life
7. Improved access to Swindon Town Centre

Transport policies

The six emerging transport policies that follow (Policies A-F) set out the policy framework through which the Local Transport Plan will seek to address the key transport challenges by achieving the desired transport outcomes.

For each policy there is an explanation of why that policy has been chosen, how such a policy can be achieved, and a description of the proposed measures by which it will be delivered.

Policy A – Optimise the capacity of the highway network and improve journey time reliability for all forms of transport.

Increasing levels of congestion affect both the efficient operation of the main road network and journey time reliability, impacting on economic productivity and discouraging investment in regeneration and economic growth.

The Local Transport Plan will work to better manage the existing highway network to ensure that existing capacity is optimised and used efficiently. This will entail using the latest traffic signal control technology and other traffic management techniques. It will involve the provision of up to date and accurate information to allow people to make informed decisions about their travel choices. It must also include measures to improve the attractiveness of alternatives to driving alone, particularly at peak periods.

Delivery options include–

- The modernisation, removal, or conversion to part time operation of traffic lights where this will improve the operation of the highway
- Changes to road layouts and lane markings where this will improve the operation of the highway.
- Improve pre- and in journey travel information using static and mobile media
- Improve co-ordination of road works and management of special events
- Improve network resilience through planning for incidents and extreme weather events

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- Priority measures for public transport services where they currently experience delays and unreliability on the network.

Policy B – Improve road safety

Road traffic collisions, as well as causing distress to those involved, also result in wider costs to society in terms of the cost of providing healthcare treatment to those injured, and loss of productivity. Accidents create tailbacks and delays that adversely affect journey time reliability.

The Local Transport Plan will seek to reduce incidences of speeding and unsafe road user behaviour through a range of education, engineering and enforcement measures. Particular attention will be given to improving road safety amongst vulnerable road users especially where this restricts their quality of life or travel choices.

Delivery options include–

- Speed management measures where excess speeds are identified as an issue.
- Traffic management measures where accident records indicate potential issues related to the highway infrastructure. Safer Routes to School schemes and School Safety Zones.
- Road Safety education and training.

Policy C – Achieve and sustain a high quality, resilient and well maintained highway network for all members of the community

Physical highway infrastructure deteriorates with age and use, and as a result requires regular maintenance to ensure it meets the needs of users and provides for the safe movement of people and goods. The economy of Swindon and quality of life of its residents depends on having a well maintained highway network that can cater for the movement of people and goods. The condition of the highway network is under pressure as a result of increasing numbers of extreme weather events and maintenance is of importance in order to increase the resilience of the network.

Highway maintenance investment will be targeted where it is needed most, and in a way that will ensure value for money whilst protecting and enhancing the condition of the network. Decisions will be based on the principles outlined in the Transport asset Management Plan.

Delivery options include –

- Annual maintenance programme on classified (major) roads
- Annual maintenance programme on unclassified (minor) roads
- Reactive maintenance across the network
- Annual renewal programme for street lighting
- Annual programme of maintenance of highway structures

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- Improvements to highway drainage at known flood risk locations.

Policy D – Integrate land use planning and transport to reduce the need to travel and mitigate the impact of new development on the transport network

The location, scale, density and design of new development and the mix of land uses have a significant influence on the demand for travel. Encouraging development in the town centre, on brown field sites close to existing shops and services, and supporting, where viable, higher density, mixed use developments helps reduce the need to travel and the length of journeys, and makes it easier for people to walk, cycle or use public transport. It also reduces the need to fund expensive highway infrastructure.

The emerging Core Strategy will encourage mixed use developments to be brought forward in locations that are accessible by a range of travel methods. There will be encouragement to locate new housing and employment development within close proximity, to help reduce the need to travel and encourage the use of public transport, cycling and walking. Good design of residential developments will ensure that key services and facilities are provided locally and that neighbourhoods are walkable with good cycle and public transport links to nearby centres. Residential and workplace travel planning will be used to effectively manage the journeys created by development.

Delivery options include–

- The emerging Core Strategy
- Emerging town centre regeneration plans
- Developer contributions to mitigate the impact of new development on existing transport networks
- Residential Travel Plans
- Workplace Travel Plans.

Policy E – Deliver a high quality public transport network that is accessible, easy to use and supported by appropriate priority measures

Improving the quality of public transport will widen travel choice giving a viable alternative to the private car for everyday journeys. For those without access to a car, buses and taxis are often the only realistic travel option for journeys to access goods and services. As Swindon town centre is regenerated more people will wish to access the area and it is essential that a good quality bus service is provided along the main corridors to the town centre. This will allow regeneration and growth to be accommodated while preventing deterioration of journey time reliability and the environmental impact of increased car use.

The Council will work closely with bus operators to support the commercial bus network. We will help plan and deliver service improvements and work towards a network of rapid transit corridors as economic growth progresses in future years. While focussed

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on the town centre the network will also cater for inter suburban journeys. The aim is to ensure that public transport provides a reliable and attractive alternative to the private car, with accurate and up to date information on how services are running. Measures will focus on improving the affordability, convenience and attractiveness of public transport.

Delivery options include–

- Development of proposals for a rapid transit network focussed on the town centre and an orbital bus route for implementation as economic growth continues
- New bus exchange for the town centre
- Network management measures to address congestion at locations where bus services are delayed
- Expanded traveller pre and in journey information provision.

Policy F – Encourage behavioural change in transport by promoting alternatives to driving alone, and develop supporting infrastructure where appropriate

Encouraging and making it easier for people to choose to walk, cycle or use public transport for everyday journeys offers a range of benefits for individuals and the transport network generally. By building increased physical activity, such as walking and cycling, into daily routines there are significant health benefits. An increased share of journeys undertaken by walking, cycling and public transport will reduce congestion and pollution on the road network, improving air quality and reducing accidents.

The Council will work closely with partners in the health sector (eg PCT), the bus operators, and the voluntary sector (eg Sustrans) to promote the full range of alternatives to driving alone. This work will also identify locations where additional supporting infrastructure is required.

Delivery options include–

- School Travel Plans
- Workplace Travel Plans
- Residential Travel Plans
- Personalised travel planning
- Car sharing schemes
- Improved cycle parking facilities
- Signing and way-finding for walking and cycling networks
- Promotional bus tickets
- Integrated travel information system through variety of media.

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Appendix 2 : PROTOCOL FOR APPROVING CAPITAL FUNDED HIGHWAYS & TRANSPORT SCHEMES

- Report Local Transport Plan Implementation Plan to Cabinet.

-
- Once approval given:

Officers produce outline business case, Stage 0, identifying an outline programme of potential schemes and all associated capital costs. This aligns with the Implementation Plan categories.

Following approval of Stage 0, officers produce more detailed business cases (Stage 1) and present to Officer Project Board for challenge, to ensure scheme is in line with policy.

Project Board Executive along with Project Board Members makes a recommendation to Head of Highways & Transport to agree stage 1 outline business cases. Head of Highways & Transport in consultation with the Cabinet Member for StreetSmart, Highways and Transport approves schemes to move forward.

(Business Case Approval Stage 1)

-
- Officers develop business cases and projects, including consultation with local Ward Members.

When sufficiently prepared, business cases are presented to Officer Project Board, (Stage 2) to ensure scheme is still viable prior to scheme implementation. Taking into account the views of Ward Members and any other relevant observations.

Project Board Executive along with Project Board Members makes a recommendation to Head of Highways & Transport to agree stage 2 business cases. Head of Highways & Transport in consultation with the Cabinet Member for StreetSmart, Highways and Transport approves schemes to move forward to implementation.

(Business Case Approval Stage 2)

-
- Regular project updates are added to SharePoint and are shared with Head of Highways & Transport and Project Board. Head of Highways & Transport advises Cabinet Members on key decisions/issues and all Members are provided with 6

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weekly high level RAG reports. Ward Members to be kept informed as scheme progresses. Use of Members Bulletin where appropriate

- NB (a) - Any comment relevant to the progression of a scheme(s) discussed with the Cabinet Members shall be recorded.
- NB (b) – Routine maintenance schemes will be presented for approval of both stage 1 & 2. Consultation will be with affected Ward Councillors when works are programmed.

Development of capital programmes

In year, proposals for future capital programmes will be developed. This will include the opportunity for Councillors to submit schemes for initial assessment and for officer comments to be recorded against logged schemes.

A draft capital programme will be shared with Councillors in advance of preparing a draft implementation plan. Where appropriate, comments received from Councillors through the engagement process will be included in the draft Implementation Plan submitted to Cabinet for approval.

The timings, nature and format for this engagement and the development of the 2018/19 programme will be developed by the Head of Highways and Transport in consultation with the Cabinet Member for StreetSmart, Highways and Transport.

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Appendix 3 – LTP Implementation Plan

LTP3 Implementation Plan

2017/18

This document sets out the highways and transport capital programme for 2017/18, with an indicative programme for 2018/19 and 2019/20.

Spending decisions for transport schemes are based upon the priorities set out in the main LTP strategy document, which in turn are based upon the wider priorities of the Council and its partners. The LTP priorities have been agreed in order to address the key transport issues identified in Swindon and their impact will be measured against a number of indicators and targets set out in the LTP.

Funding for transport comes from a number of sources –

- LTP Highways Maintenance Block Needs Formula
- LTP Integrated Block Needs Formula
- Pothole Action Fund
- National Productivity Investment Fund
- S106 developer contributions
- Local Growth Fund
- Cooperative Intelligent Transport Systems Fund

On 8 February 2017 Cabinet approved its Capital budget for 2017/18 including the overall Highways and Transport capital budget (Cabinet Minute 87, 2016/17 refers).

The Government has confirmed Local Transport Plan grant funding for 2017/18 of £5,328,500, across a range of headings as set out in Table 1. This comprises the £4.875m budget approved at Council on 8 February 2017, an additional £237,500 of Cooperative Intelligent Transport Systems Funding, and an additional £216,000 of Highways Maintenance Incentive Funding, which was notified by the Department for Transport too late for inclusion at the February Council meeting.

The proposed Highways and Transport programme has therefore been developed within this total envelope of funding to ensure no further borrowing is required which would require a subsequent increase in debt charges.

The indicative maintenance allocation figures in the tables below for 2018/19 and 2019/20 differ slightly from those reported to Cabinet on 8 February 2017 as they reflect the latest information available from the Department for Transport.

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Table 1 sets out the funding by budget heading of the overall budget. Funding allocations are split between various classes of maintenance schemes, with the remainder referred to as “integrated schemes” (i.e. all other schemes, including those related to passenger transport, walking and cycling, road safety and traffic management). The allocation to maintenance schemes reflects the priority given to maintaining highway infrastructure and avoiding a further increase in the backlog of maintenance of highways assets.

Table 1 – Capital funding received - by budget heading (£)

| Budget Heading | Budget 17/18 (£) | Indicative 18/19 (£) | Indicative 19/20 (£) |
|---|-------------------------|-----------------------------|-----------------------------|
| LTP – maintenance grant | 2,489,000 | 2,253,000 | 2,253,000 |
| Highway Maintenance Incentive Fund | 357,000 | 469,000 | 469,000 |
| Pothole Action Fund | 194,000 | | |
| National Productivity Investment Fund | 673,000 | | |
| LTP – integrated grant | 1,378,000 | 1,378,000 | 1,378,000 |
| Cooperative Intelligent Transport Systems | 237,500 | | |
| TOTAL | 5,328,500 | 4,100,000 | 4,100,000 |

Table 2 sets out the overall allocation for 2017/18 by activity as agreed by Cabinet at its meeting on 8 February 2017.

Table 2 – Capital funding allocation by activity (£)

| Activity | Budget 17/18 (£) | Indicative allocation 18/19 (£) | Indicative allocation 19/20 (£) |
|---------------------|-------------------------|--|--|
| Highway maintenance | 2,489,000 | 2,253,000 | 2,253,000 |

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| | | | |
|---|------------------|------------------|------------------|
| Highway Maintenance Incentive Fund | 357,000 | 469,000 | 469,000 |
| Integrated schemes | 1,128,000 | 1,128,000 | 1,128,000 |
| Pothole Action Fund | 194,000 | | |
| Car park maintenance | 250,000 | 250,000 | 250,000 |
| National Productivity Investment Fund schemes | 673,000 | | |
| Cooperative Intelligent Transport Systems | 237,500 | | |
| TOTAL | 5,328,500 | 4,100,000 | 4,100,000 |

Having reviewed the allocation in Table 2 it is proposed to further amend the allocation between Maintenance and Integrated schemes in 2017/18 as set out in Table 3. The split between maintenance and integrated schemes reflects the local priority given to maintaining highway infrastructure.

Table 3 – Proposed Capital allocation by activity (£)

| Activity | Budget allocation 17/18 (£) | Indicative allocation 18/19 (£) | Indicative allocation 19/20 (£) |
|---|------------------------------------|--|--|
| Highway maintenance | 3,687,000 | 3,269,000 | 3,269,000 |
| Integrated schemes | 581,000 | 581,000 | 581,000 |
| Car park maintenance | 200,000 | 250,000 | 250,000 |
| National Productivity Investment Fund schemes | 623,000 | | |
| Cooperative Intelligent Transport Systems | 237,500 | | |
| TOTAL | 5,328,500 | 4,100,000 | 4,100,000 |

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Maintenance schemes

Table 4 sets out the proposed split of maintenance schemes capital funding between the different categories.

Table 4 – Maintenance Schemes – allocation by category

| Activity | Budget allocation 17/18 (£) | Indicative allocation 18/19 (£) | Indicative allocation 19/20 (£) |
|--|------------------------------------|--|--|
| Major Carriageway maintenance and surface dressing | 1,175,000 | 881,000 | 782,000 |
| Rights of Way Improvement Plan | 85,000 | 75,000 | 75,000 |
| Backlog/Routine Maintenance | 294,000 | - | - |
| Structural Maintenance | 345,000 | 498,000 | 597,000 |
| Pavement Condition Management | 50,000 | 50,000 | 50,000 |
| Street Lighting | 280,000 | 560,000 | 560,000 |
| Drainage | 20,000 | 75,000 | 75,000 |
| Minor road maintenance | 867,000 | 674,000 | 674,000 |
| Footway maintenance | 255,000 | 281,000 | 281,000 |
| Traffic Signals | 75,000 | 150,000 | 150,000 |
| Road Markings | 25,000 | 25,000 | 25,000 |
| TOTAL | 3,471,000 | 3,269,000 | 3,269,000 |

In addition, £216,000 of Highway Maintenance Incentive Funding (notified by the Department for Transport on 31 March 2017) is allocated to Maintenance in 2017/18 –

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giving a total budget of £3,687,000. This will be allocated to the categories in table 4 in consultation with the Cabinet Member for StreetSmart, Highways and Transport.

Table 5 sets out the pool of maintenance schemes for 2017/18 to 2019/20. It is not possible to list the exact schemes that will be completed. Most are subject to a range of delivery risks and a pool of schemes allows the risks to the overall programme to be managed effectively. Schemes will therefore be delivered from this pool of schemes up to the value of the available budget in each category. Remaining schemes are likely to be carried forward to future years.

The allocation figures include staff costs for the planning, design, management and supervision of the programme of schemes. They do not just cover works costs.

Table 5 – Maintenance Schemes – Pool of schemes 2017/18 – 19/20

| Scheme | Budget (£) 17/18 | Costs (£) 18/19 | Costs (£) 19/20 |
|--|-------------------------|------------------------|------------------------|
| Major Carriageway maintenance and surface dressing | | | |
| A4259 Queens Drive - Drakes Way to Magic Rbt | 80,000 | - | - |
| B4587 Akers Way - Purton Road Rbt to St Marys Grove Rbt | 700,000 | - | - |
| C404 Pinehurst Road - The Circle South towards St Marys Grove | 100,000 | - | - |
| Classified Road Joint Sealing | 47,000 | | |
| Emergency/ Winter Damage Schemes & Major Patching Support | 150,000 | - | - |
| Design & Project Management Costs 2017/18 | 98,000 | - | - |
| A4361 Wroughton (section) - Ridgeway Hospital entrance to east of Priors Hill (400m section approx.) | - | 130,000 | - |
| B4005 Wroughton - Three Tuns Rbt to west of Wanshot Close (600m section) | - | 118,000 | - |
| B4143 Bridge End Road/Gipsy Lane - Elgin Drive to New Inn | - | 133,000 | - |
| B4508 Watchfield Road | - | 100,000 | |
| Emergency/ Winter Damage Schemes & Major Patching Support | | 150,000 | - |
| Surface Treatment Programme 2018/19 (various sites) | - | 150,000 | - |
| Design & Project Management Costs 2018/19 | - | 100,000 | - |
| A313 Ocotal Way - St Josephs HFS to Drakes Way | - | - | 75,000 |
| B4006 Vicarage Road - Akers Way Rbt to Cheney Manor Road junction southbound (400m section) | - | - | 130,000 |
| C404 Pinehurst Road - The Circle North to Whitworth Road (200m section) | - | - | 60,000 |
| C409 Station Road - Gloucester Street to Aylesbury Street | - | - | 140,000 |
| Surface Treatment Programme 2019/20 (various sites) | - | - | 140,000 |
| Emergency/ Winter Damage Schemes & Major Patching Support | - | - | 135,000 |
| Design & Project Management Costs 2019/20 | - | - | 102,000 |
| Total | 1,175,000 | 881,000 | 782,000 |
| Minor road maintenance | | | |

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

Swindon Local Transport Plan

Implementation Plan 2017/18

| | | | |
|--|---------|---------|---|
| Beales Close | 12,000 | - | - |
| Bembridge Close | 13,000 | - | - |
| Bentley Close | 8,000 | - | - |
| Bevisland | 36,000 | - | - |
| Brooksby Way | 21,000 | - | - |
| Byron Court, South Marston | 9,000 | - | - |
| Cheltenham Street | 16,000 | - | - |
| Churchward Avenue West (sections) | 59,000 | | |
| Francomes | 11,000 | - | - |
| Goddard Avenue | 102,000 | - | - |
| Haven Close | 6,000 | - | - |
| Islandsmead (all three sections) | 47,000 | - | - |
| Juniper Close | 9,000 | - | - |
| Lynwood Grove | 19,000 | - | - |
| Magdalen Road, Wanborough - Side Roads: Kimbers Field, Palmers Way, Tallow Lane, The Dingle, The Hedges, The Witheys, Thistledown, Wild Acre & Yonder Way spur | 55,000 | - | - |
| Melbourne Close | 18,000 | - | - |
| Oakham Close | 33,000 | - | - |
| Prospect Hill | 22,000 | - | - |
| Redlynch Close (section) | 6,000 | - | - |
| Skinners Close, Hannington | 17,000 | - | - |
| Sywell Road (section) | 18,000 | - | - |
| The Broadway (section) | 28,000 | - | - |
| Upham Road – Two year investment (project design in 2017/18, funding rolled forward for construction in 2018/19) | 150,000 | 150,000 | - |
| Windrush Road (section) | 17,000 | - | - |
| Pre-works patching for 2018/19 microasphalt (2018 sites) | 55,000 | - | - |
| Design & Project Management Costs 2017/18 | 80,000 | - | - |
| Aldbrough Close | - | 5,000 | - |
| Alnwick | - | 21,000 | - |
| Berton Close, Blunsdon (section) | - | 21,000 | - |
| Bessemer Road East | - | 22,000 | - |
| Cannon Street | - | 13,000 | - |
| Charlton Close | - | 35,000 | - |
| Dobbin Close | - | 14,000 | - |
| Eccleston Close | - | 9,000 | - |
| Garside Green | - | 9,000 | - |
| Goldsborough Close | - | 26,000 | - |
| Hannington Close (section) | - | 12,000 | - |
| Harlech Close | - | 16,000 | - |
| Hawkswood | - | 17,000 | - |
| Hertford Close | - | 7,000 | - |
| Huntley Close | - | 13,000 | - |
| Icomb Close | - | 7,000 | - |
| Kendal | - | 9,000 | - |
| Montgomery Avenue | - | 17,000 | - |
| Oak Tree Avenue | - | 16,000 | - |
| Okus Grove | - | 15,000 | - |
| Passmore Close | - | 14,000 | - |
| Rhuddlan | - | 5,000 | - |

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

Swindon Local Transport Plan

Implementation Plan 2017/18

| | | | |
|--|----------------|----------------|----------------|
| Stapleton Close, Highworth | - | 42,000 | - |
| White Castle | - | 19,000 | - |
| Yardley Close | - | 5,000 | - |
| Pre-works patching for 2019/20 microasphalt | - | 53,000 | - |
| Design & Project Management Costs 2018/19 | - | 82,000 | - |
| Addison Crescent | - | - | 34,000 |
| Belmont Crescent (sections) | - | - | 28,000 |
| Birdcombe Road | - | - | 21,000 |
| Brington Road and Byfield Way | - | - | 13,000 |
| Carisbrook Terrace, Chiseldon | - | - | 33,000 |
| Cowleaze Crescent, Wroughton | - | - | 45,000 |
| Eastcott Road (section) | - | - | 25,000 |
| Ecklington | - | - | 23,000 |
| Fairfax Close | - | - | 10,000 |
| Faraday Road (sections) | - | - | 55,000 |
| Farleigh Crescent | - | - | 24,000 |
| Hamilton Close | - | - | 6,000 |
| Harris Road | - | - | 3,000 |
| Hicks Close, Wroughton | - | - | 9,000 |
| Kirkstall Close | - | - | 12,000 |
| Pendennis Road & Fleetwood Court | - | - | 24,000 |
| Pinnocks Place | - | - | 14,000 |
| Raggett Street | - | - | 8,000 |
| Shaftesbury Avenue (section) | - | - | 58,000 |
| Shirley Close | - | - | 5,000 |
| Somerdale Close | - | - | 8,000 |
| Station Road, Highworth | - | - | 34,000 |
| Watercrock Mews | - | - | 13,000 |
| Wavell Road | - | - | 16,000 |
| Westcott Street | - | - | 17,000 |
| Pre-works patching for 2020/21 microasphalt | - | - | 52,000 |
| Design & Project Management Costs 2019/20 | - | - | 84,000 |
| Total | 867,000 | 674,000 | 674,000 |
| Footway maintenance | | | |
| Beechcroft Road (section) | 14,000 | - | - |
| Burbage Road & Enford Avenue | 26,000 | - | - |
| Mill Close, Wroughton | 61,000 | - | - |
| Redruth Close | 8,000 | - | - |
| Shapwick Close, Nyland Close, Melford Walk & Okeford Close | 24,000 | - | - |
| Welcombe Avenue Phase 2 (section) | 38,000 | - | - |
| Wootton Bassett Road (section) | 60,000 | - | - |
| Design & Project Management Costs 2017/18 | 24,000 | - | - |
| Churchill Avenue, Blunsdon | - | 14,000 | - |
| Ferndale Road (small section) | - | 6,000 | - |
| Hawthorn Avenue | - | 43,000 | - |
| Hazel Grove | - | 13,000 | - |
| Keynsham Walk Footpaths | - | 5,000 | - |
| Maitland Road | - | 15,000 | - |
| Midhurst Avenue & Radstock Avenue | - | 30,000 | - |
| Robinson Close, Smitanbrook & Cole Close | - | 22,000 | - |

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

Swindon Local Transport Plan

Implementation Plan 2017/18

| | | | |
|--|----------------|----------------|----------------|
| Sutton Park, Blunsdon | - | 32,000 | - |
| Whitbourne Avenue (sections) | - | 42,000 | - |
| Whitehill Way Cycletrack (section) | - | 32,000 | - |
| Design & Project Management Costs 2018/19 | - | 27,000 | - |
| Artis Avenue, Wroughton | - | - | 13,000 |
| Cheraton Close, Crieff Close & Purbeck Close | - | - | 28,000 |
| Corby Avenue | - | - | 86,000 |
| Crombey Street (sections) | - | - | 38,000 |
| Grange Close, Highworth | - | - | 5,000 |
| Holdcroft Close, Blunsdon | - | - | 15,000 |
| Mannington Park | - | - | 30,000 |
| Wheeler Avenue (section) | - | - | 39,000 |
| Design & Project Management Costs 2019/20 | - | - | 27,000 |
| Total | 255,000 | 281,000 | 281,000 |
| Pavement Condition Management | | | |
| UKPMS | 50,000 | 50,000 | 50,000 |
| Total | 50,000 | 50,000 | 50,000 |
| Rights of Way (Incl. structures) | | | |
| Route improvements | 35,000 | 25,000 | 25,000 |
| Footbridges | 50,000 | 50,000 | 50,000 |
| Total | 85,000 | 75,000 | 75,000 |
| Structural maintenance | | | |
| Lynt Bridge strengthening | 190,000 | | |
| Coleshill Bridge strengthening | 25,000 | 190,000 | |
| Structures Backlog Maintenance | 100,000 | 115,000 | 130,000 |
| Waterproofing & Joint replacement schemes | 30,000 | 158,000 | 250,000 |
| Steel bridges painting major maintenance schemes | | 35,000 | 217,000 |
| Total | 345,000 | 498,000 | 597,000 |
| Drainage | | | |
| Minor improvements to be prioritised using a risk based approach from sites identified in the Local Flood Risk Management Strategy annual action plan. | 20,000 | 75,000 | 75,000 |
| Total | 20,000 | 75,000 | 75,000 |
| Street lighting | | | |
| Various locations to be prioritised using a risk based approach following the completion of the annual cyclic structural testing and inspection programme. | 280,000 | 560,000 | 560,000 |
| Total | 280,000 | 560,000 | 560,000 |
| Traffic Signals (upgrades) | | | |
| Cirencester Way/Gypsy Lane – Toucan | 75,000 | | |
| Ferndale Road/Whitehouse Road - Junction | | 150,000 | |
| Manchester Road/Corporation Street - Junction | | | 150,000 |
| Total | 75,000 | 150,000 | 150,000 |

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Swindon Local Transport Plan

Implementation Plan 2017/18

Table 6 sets out the Council funded car park maintenance schemes for 2017/18.

Table 6 - Car park maintenance schemes 2017/18

| Scheme | Budget 2017/18 (£) | Allocation 2018/19 (£) | Allocation 2019/20 (£) |
|---|-------------------------------|---------------------------------------|---------------------------------------|
| Fleming Way external works (Feasibility, Design & Phase 1 works) Advance Design for 18/19 schemes eg Spring Gardens Major Maintenance | 200,000 | | |
| Fleming Way external works (Phase 2), Spring Gardens Major Maintenance (Phase 1) | | 250,000 | |
| Spring Gardens Major Maintenance (Phase 2) | | | 250,000 |
| Total | 200,000 | 250,000 | 250,000 |

Integrated schemes

This section sets out the range of Integrated schemes (ie all those other than maintenance schemes) for 2017/18. In addition to the LTP programme there are schemes funded in whole or part by S106 developer contributions and Local Growth Fund relating to cycling, walking, public transport and traffic management.

For each category, schemes will be selected from the pool of schemes up to the value of the available budget.

In most cases it is not possible to list the exact schemes that will be completed as most are subject to a range of delivery risks and a pool of schemes allows the risks to the overall program to be managed effectively. Many involve consultation with the public, councillors and statutory bodies. Some require planning consent or are linked to other developments. Schemes that cannot be delivered in 2017/18 are likely to be carried forward to future years.

Table 7 sets out the Integrated schemes to be funded by LTP grant. The allocation figures include staff costs for the planning, design, management and supervision of the programme of schemes. They do not just cover works costs.

Swindon Local Transport Plan

Implementation Plan 2017/18

Table 7 – Integrated Schemes – allocation by category

| Scheme | Budget Allocation 17/18 (£) | Indicative allocation 18/19 (£) | Indicative allocation 19/20 (£) |
|--|------------------------------------|--|--|
| Road Safety schemes Package (based upon priority sites identified in the annual casualty review) | 581,000 | 581,000 | 581,000 |
| TOTAL | 581,000 | 581,000 | 581,000 |

National Productivity Investment Fund

Details of the National Productivity Investment Fund are included in table 8. Funded directly by the Department for Transport this funding is allocated “for local highway and transport improvements which aim to reduce congestion at key locations, upgrade or improve the maintenance of local highway assets across England, improve access to employment and housing, to develop economic and job creation opportunities”. Local authorities are required to confirm to the Department for Transport that this funding will be spent on improving local road networks.

Table 8 sets out the schemes to be delivered using this funding for 2017/18 in addition to the £50k allocation under the maintenance heading. Future rounds of the NPIF will be subject to a competitive bid process rather than issued as an allocated grant as in 2017/18.

Table 8 – National Productivity Investment Fund 2017/18

| Scheme | Budget Allocation 17/18 (£) | Indicative allocation 18/19 (£) | Indicative allocation 19/20 (£) |
|--|------------------------------------|--|--|
| Wellington Street improvements | 450,000 | | |
| Sheppard Street improvements | 23,000 | | |
| Mead Way Junction improvements | 100,000 | | |
| Town Centre Parking Strategy – Short term measures | 50,000 | | |
| TOTAL | 623,000 | | |

Further information on the subject of this report can be obtained from Philip Martlew, Direct Dial Telephone Number 01793 466369, pmartlew@swindon.gov.uk.

Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 14th June 2017

| | |
|--------------------|---|
| Author: | Leader of the Council and the Director of Law and Democratic Services |
| Wards: | All |
| Parishes Affected: | All |

1. Purpose and Reasons

- 1.1 To consider recommendations arising from a meeting of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2018/2019.
- 1.2 The Council is required by the Local Authorities (Members Allowances) (England) Regulations 2003 to consider the recommendations of its Independent Remuneration Panel when making decisions relating to its Scheme of Councillors' Allowances. It is not required to adopt all or any of the Panel's recommendations. Decisions on the Scheme of Councillors' Allowances require the approval of full Council.

2. Recommendations

Cabinet is recommended to:

- 2.1 Consider the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2018/2019, as set out in paragraph 3.14, and to refer these recommendations to the Council.
- 2.2 Authorise the Director of Law and Democratic Services to introduce a revised Councillors' Allowances Scheme for 2018/2019 based on the recommendations of the Independent Remuneration Panel, as approved and adopted by the Council.

3. Detail

Background

- 3.1 The Independent Remuneration Panel for Swindon Borough Council was established in late 2001. It is currently made up of six members independent of the Council. One each is nominated by the Education, Business and Voluntary / Community Sectors, while three members are appointed following public advertisement.
- 3.2 The Panel undertook a detailed and comprehensive review of Councillors' Allowances in 2016 which resulted in its recommendations for 2017/2018 and future years. These were adopted in full by Council at its meeting on 14 July 2016 (Minute 31(1) of the Council).

Further information on the subject of this report can be obtained from Vicki Yull, 01793 463603, vyull@swindon.gov.uk.

Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 14th June 2017

-
- 3.3 The Panel's recommendations for Councillors' Allowances for 2017/2018 and future years, as adopted by Council, are summarised below. The full Councillors' Scheme of Allowances can be found in the Council's Constitution, available on the Swindon Borough Council website.
- a) That the level of Basic Allowance is raised to £8,220 (the median level of the Council's 'family grouping') and that this increase is phased in over a two year period, with the Basic Allowance being set at £8,090 for 2017/2018 and at £8,220 for 2018/2019.
 - b) To index link the Basic Allowance payable to all councillors to any percentage increase in the Local Government Pay Settlement for a period of four years commencing in 2017/2018.
 - c) That a system of Basic Allowance multiplication is introduced to calculate the levels of Special Responsibility Allowances, using the proposed Basic Allowance of £8,220. Any increases to be phased in over a two year period (in line with the proposals for the Basic Allowance), but any proposed decreases to take immediate effect.

Review of Councillors' Allowances for 2018/2019

- 3.4 At its meeting on 8 May 2017, the Panel noted that there are currently no significant changes proposed to the structure and role of councillors serving on the Cabinet and Council Committees, and that there has been no change in respect of the structure and responsibilities of the Standards or other regulatory Committees.
- 3.5 The Panel also sought the views of the Council's Chief Executive, Section 151 Officer, Monitoring Officer and the respective political groups on the levels of Councillors' Allowances for 2018/2019, and where representations were made these are set out in the report.

Basic Allowance

- 3.6 The Panel considered the appropriateness of the Basic Allowance in Swindon, giving regard to the phased increase for 2018/2019 already agreed, and the Council having adopted an index link for the Basic Allowance attached to the percentage increase in the Local Government Pay Settlement.
- 3.7 As no representations had been made on the level of Basic Allowance, and in view of the above points, the Panel were minded to not undertake a review of the level of Basic Allowance for 2018/2019.

Further information on the subject of this report can be obtained from Vicki Yull, 01793 463603, vyull@swindon.gov.uk.

Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 14th June 2017

Special Responsibility Allowances (SRA)

- 3.8 The Panel considered a representation from the Chair of the Licensing Committee that the Panel consider whether those Licensing Committee members who sit on daytime panels should be entitled to an SRA. The representation accepted the most recent recommendation from the Panel, which was approved by Council, that simply serving on the Licensing Committee itself is not sufficient reason to justify extra payment. However, there was a concern expressed that there may be difficulties in securing sufficient members for the additional daytime panels.
- 3.9 The Panel considered excerpts from the Council's Constitution setting out the responsibilities and functions of the Licensing Committee, and revisited its original deliberations as to why this SRA should be removed. The Panel also noted that there are currently no proposals in place to amend the description or responsibilities of any of the other posts which currently attract SRAs.
- 3.10 The Panel were mindful that SRAs were by definition awarded on the basis of additional responsibility, not the time of day at which the responsibility is exercised. Accordingly, the Panel decided not to recommend any changes to the SRAs for 2018/2019. The Panel did agree to consider whether the removal of the SRA for members of the Licensing Committee has had an impact on attendance, as part of its review of allowances for the 2019/2020 Municipal Year.

Travel, Subsistence and Dependent Care Allowances

- 3.11 The Panel considered a representation from the Leader of the Council that the level of meal allowances in the Scheme are out of touch with typical prices, especially in London, and had requested that the Panel review the amounts.
- 3.12 The Panel considered a summary of subsistence allowances paid by other comparable authorities, and the Travel and Subsistence Policy for Swindon Borough Council officers, which had been circulated prior to the meeting for background information.
- 3.13 The Panel determined that it was not necessary to undertake a full review of Councillors Travel, Subsistence and Dependent Care Allowances at this time. The Panel did, however, agree that the current rate for the Evening Meal Allowance (£10.00) was unrealistic and merited an increase. This could be partly offset by the abolition of the Tea Allowance (£3.20) which the Panel was advised was infrequently claimed.

Recommendations

- 3.14 The Panel resolved that the Cabinet and Council be recommended that:
-

Further information on the subject of this report can be obtained from Vicki Yull, 01793 463603, vyull@swindon.gov.uk.

Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 14th June 2017

3.14.1 The levels of Councillors' Basic Allowance and Special Responsibility Allowances for 2018/2019, as agreed by Council at its meeting on 14 July 2016, remain unchanged.

3.14.2 That the Councillors' Allowance Scheme for 2018/2019 be amended to reflect the proposed removal of the Tea Allowance, currently set at £3.20.

3.14.3 That the Councillors' Allowance Scheme for 2018/2019 be amended to reflect the proposed increase to the Evening Meal Allowance from £10.00 to £15.20.

4. Alternative Options

- 4.1 There are no alternative options proposed. The Cabinet can decide to support all the Panel's recommendations to the Council, or it can decide not to support the Panel's recommendations and to make its own recommendations to the Council.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The total allocation for Councillors' Allowances and support for 2017/2018 is £690,700. From this, £461,130 is set aside for the payment of Councillors' Basic Allowances (£8,090 x 57) and the remainder is made available for Mayoral Allowances, Special Responsibility Allowances, and other Allowances (e.g. Travelling and Subsistence) as specified in the Scheme of Allowances. The impact of the changes proposed by these recommendations are minimal.

Legal and Human Rights Implications

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

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

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

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment has not been undertaken as the report concerns implementation of national regulations and does not make any recommendations that affect services or employment. The Independent Remuneration Panel considered potential impacts on equality groups as part of their deliberations, and their proposals on the level of allowances reflect their considerations.

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Councillors' Allowances 2018/19 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 14th June 2017

Risk Management

- 5.5 There are no specific risk implications. Decisions on Councillors' Allowances are often controversial in media terms and thus decisions may have a reputational risk for the Council.

6. Consultees

- 6.1 The Director of Finance (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 None.

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

- 9.1 This is not a Key Decision.

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Draft Airports National Policy Statement

Cabinet

Date: 26th April 2017

Author: Cabinet Member for the Economy, Regeneration and Skills
Corporate Director of Economy, Regeneration and Skills

Wards: All

Locality Affected: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report sets out the Cabinet's recommended response to the Government's consultation on the draft Airports National Policy Statement.
- 1.2 The Government's proposed policy in relation to the provision of airport capacity is important to Swindon, which has benefitted from good access to Heathrow Airport. This accessibility is one of the factors that has persuaded international businesses to establish and maintain a presence within the Borough, and it is important to the Borough's economy that Heathrow Airport continues to operate as the United Kingdom's premier international gateway. Accordingly, it is important for the Borough Council to make its' views known by responding to the consultation.
- 1.3 Maintaining excellent access to international markets is crucial to achieving the Council's vision of being one of the UK's most successful economies. The Council Plan highlights the aim that Swindon will continue to be a place of opportunity, with businesses wanting to set up and grow here. Good connectivity to national and international markets is critical to achieving this objective, and to attracting new businesses to locate in Swindon as well as retaining those businesses already here. The Government's plans to expand capacity at Heathrow Airport is critical to maintaining this connectivity, as Heathrow is the most accessible International Gateway for Swindon.
- 1.4 At its meeting on 10th November 2016, the Council passed a resolution requesting that the Cabinet Member for the Economy, Regeneration and Skills report to Cabinet, when practicable, about how Swindon can take advantage of Heathrow's expansion (Council Minute 62. 2016/17 refers).

2. Recommendations

Cabinet is recommended to:

- 2.1 Authorise the Corporate Director of Economy, Regeneration and Skills to respond to the Government consultation on the draft Airports National Policy Statement by:
- 2.1.1 Welcoming the Government's decision to expand runway capacity in the south-east through the construction of a third runway at Heathrow Airport,

Further information on the subject of this report can be obtained from John Seddon, Direct Dial 01793 465279, jseddon@swindon.gov.uk

Draft Airports National Policy Statement

Cabinet

Date: 26th April 2017

given the importance of Heathrow as the main international gateway for Swindon's business community and residents.

- 2.1.2 Endorsing the Government's assessment that such expansion at Heathrow Airport will provide the greatest economic benefit for the UK, including to Swindon through enhancing the potential for increased inward investment in the town by multi-national businesses taking advantage of Swindon's easier access to international markets.
 - 2.1.3 Recognising that expansion at Heathrow Airport will complement the Council's Economic Strategy objectives to maintain Swindon's competitiveness as a location in which new and existing businesses will be able to thrive, notably through the reduced journey times taken to access the Airport from Swindon with the Western Rail Link to Heathrow in place.
 - 2.1.4 Supporting the objectives within the draft NPS to promote improved public transport access to Heathrow Airport, and to specifically urge Government to ensure that the Western Rail Link to Heathrow, with the attendant benefits that it will bring to communities along the Great Western Corridor, be prioritised for delivery in 2024 in accordance with the current construction programme for the scheme.
- 2.2 Request that the Cabinet Member for the Economy, Regeneration, and Skills report this decision to Council.

3. Detail

Draft Airports National Policy Statement

- 3.1 On 2nd February 2017, Government published the draft Airports National Policy Statement [NPS] for consultation. This followed the Government's announcement, on 25th October 2016, that its preferred scheme for adding new runway capacity in the south-east is the construction of a third runway at Heathrow Airport. The draft NPS provides the planning policy framework for the new runway with which the applicant will need to comply with in order to secure development consent for the scheme.
- 3.2 This decision is a critical one for Swindon, as the Borough has a higher than average proportion of private sector multi-national companies and easy access to international markets is a major factor in the attractiveness of the town as a business location. Therefore, the expansion of Heathrow Airport, and the improvement of transport links to the Airport, are of vital importance to the Borough's economy.
- 3.3 The draft NPS sets out the following measures with which Heathrow Airport Limited will need to comply in order to secure development consent.

Further information on the subject of this report can be obtained from John Seddon, Direct Dial 01793 465279, jseddon@swindon.gov.uk

Draft Airports National Policy Statement

Cabinet

Date: 26th April 2017

- 3.3.1 Additional domestic flights linking Heathrow to other destinations within the UK.
 - 3.3.2 Developing and implementing a world-class package of noise mitigation measures.
 - 3.3.3 Developing and implementing measures to ensure that there is no increase in road traffic and that more than half of passengers use public transport to access the airport.
 - 3.3.4 A scheme to purchase properties affected by the proposed new runway.
 - 3.4 Government has estimated the benefits of the new runway to be:
 - 3.4.1 A £61 billion boost to the UK economy over 60 years.
 - 3.4.2 Tens of thousands of new jobs in the vicinity of Heathrow Airport.
 - 3.4.3 An additional 260,000 flights a year serving more destinations.
 - 3.4.4 Reduced delays and reduced fares for passengers.
 - Benefits to Swindon's economy
 - 3.5 Expansion at Heathrow, with improvements to the Great Western Railway, will benefit Swindon's economy in the following way:
 - 3.5.1 Increased business investment, attracting more businesses, particularly multinational companies. According to the Centre for Cities (2015), Swindon has the highest concentration of foreign owned businesses in the UK and is ideally placed, because of its' location, land and commercial property cost advantage, and skilled workforce, to benefit from more inward investment.
 - 3.5.2 Productivity improvements by reducing the time costs associated with travel to London and from Heathrow to onward international destinations, for businesses already located in Swindon. By reducing the costs of trading with international business destinations, some companies will experience export growth and / or reduced import costs. This will attract more knowledge-based businesses to Swindon.
 - 3.6 There may also be tourism benefits, by reducing travel time which will benefit the planned North Star leisure development, new Swindon Museum and Art Gallery and existing town centre.
 - 3.7 Of the options that the Airports Commission reviewed for providing new runway capacity in the south-east, expansion at Heathrow Airport is by far the most beneficial for Swindon. Accessibility is summarised in the following table.
-

Further information on the subject of this report can be obtained from John Seddon, Direct Dial 01793 465279, jseddon@swindon.gov.uk

Draft Airports National Policy Statement

Cabinet

Date: 26th April 2017

| Airport | Road | Rail | Coach |
|----------|--------------------------|--|-------------|
| Heathrow | 67 miles 72 minutes | 97 minutes (56 minutes with the Western Rail Link in place) | 130 minutes |
| Gatwick | 105 miles 109 minutes | 125 minutes | 190 minutes |
| Stansted | 125 miles 127 minutes | 162 minutes | 175 minutes |

- 3.8 This indicates that access to Heathrow Airport is significantly quicker from Swindon by each of the main modes of transport. In addition, the proposed Western Rail Link to Heathrow, currently programmed to open in 2024, would reduce the journey time by rail from Swindon to around 56 minutes, as well as offering the potential to run direct trains from Swindon to Heathrow Airport if a suitable business case can be established.
- 3.9 Should the new runway at Heathrow be granted Development Consent, it is highly likely that a requirement to make a substantial financial contribution towards the cost of the Western Rail Link [currently estimated to be £1.4 billion] will be one of the conditions applied. In the draft NPS, Government identifies a target for 50% of passengers to be accessing Heathrow by public transport by 2030, and 55% by 2040. For Swindon residents and business travellers to travel to the Airport by rail, the Western Rail Link will be a crucial infrastructure improvement by removing the need to travel to London Paddington before travelling back out to Heathrow. Therefore, to ensure that the best possible access is provided to the expanded Airport, it is considered essential that Government commits to the delivery of the Western Rail Link ahead of the proposed new runway opening in 2026.
- 3.10 Of the options considered by the Airports Commission for expanding runway capacity in the south-east, the expansion of runway capacity at Heathrow Airport is clearly the best one for Swindon as it will give the most direct access to the greatest range of destinations. The third runway will also provide more operational resilience, meaning that travel disruption is more likely to be minimised. It is vital, however, that the Western Rail Link is delivered prior to the new runway becoming operational, to maximise sustainable access by rail from Swindon and other communities along the Great Western Mainline.

UK Airspace Policy

- 3.11 Government has published a parallel consultation on proposals to modernise the way Britain's airspace is managed. This covers the management of aircraft entering or leaving British airspace, draft guidance on the assessment of noise

Further information on the subject of this report can be obtained from John Seddon, Direct Dial 01793 465279, jseddon@swindon.gov.uk

Draft Airports National Policy Statement

Cabinet

Date: 26th April 2017

impacts, and the role of an Independent Commission on Civil Aviation Noise [ICCAN].

- 3.12 The consultation outlines that airspace is becoming increasingly congested, and this can lead to delays for flights. The Government's key environmental objectives in relation to airspace management and noise are:
- 3.12.1 To limit and, where possible, reduce the number of people affected by aircraft noise.
 - 3.12.2 Reduce aviation fuel use and carbon emissions through the more efficient use of airspace.
 - 3.12.3 Minimise local air quality emissions and ensure that the UK meets its international obligations on air quality.
- 3.13 The consultation identifies proposed roles and responsibilities for the different Government bodies and agencies responsible for the management of airspace. It specifically identifies Local Authorities as having the following roles and responsibilities:
- 3.13.1 Engagement with communities that might be affected by operational changes which could affect noise levels.
 - 3.13.2 Development and implementation of Noise Action Plans.
 - 3.13.3 Agreement of Noise Controls where required, and the monitoring and enforcement of these.
 - 3.13.4 Engagement with the Civil Aviation Authority [CAA] on the options for and goals of airspace changes.
- 3.14 As Swindon does not have any significant operational Airports within its boundaries, then the Government's proposals have a limited impact on the Council. Should any changes be proposed that would affect airspace management over the Borough area, then the Council would be a consultee to these changes and would have the opportunity to make representations to the CAA and to the planned ICCAN if Government decides to establish this. This would not offer a significant change to the current processes. For major airspace management proposals, such as those for the new runway at Heathrow Airport, Government will be the final arbiter, with their decision drawing upon the advice of both the CAA and the ICCAN.
- 3.15 This consultation seeks to establish the ICCAN as an additional advisory body to consider airspace changes, and makes minor amendments to the current process. These are aimed at increasing the transparency with which decisions on airspace management are made. There are no substantive changes that concern the role of the Borough Council within the process, and therefore it is

Further information on the subject of this report can be obtained from John Seddon, Direct Dial 01793 465279, jseddon@swindon.gov.uk

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recommended that the consultation is noted but that no formal response be submitted.

4. Alternative Options

- 4.1 An extensive process has already been undertaken by Government to examine all options available for the expansion in runway and airport capacity in the south-east. This has been a lengthy process, subject to extensive scrutiny and debate, and the Council has previously identified the expansion of Heathrow Airport to be its preferred option.
- 4.2 Even at this stage of the process, it is feasible for Government to change its policy decision and to either not provide the additional capacity at south-east airports, or to direct that such provision be made at one of the other existing airports or through the construction of a new airport serving the region. It is not considered that such a further review, or the decision to move the additional capacity away from Heathrow Airport, would offer any benefits to Swindon. Moreover, it is likely that such a decision would in fact have a detrimental impact upon the economy of the Borough, given the higher than average dependence of Swindon's economy upon the private sector and international companies.
- 4.3 Accordingly, the preferred option remains to support Government's decision to provide additional runway capacity through the construction of a third runway at Heathrow Airport.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

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

Legal and Human Rights Implications

- 5.2 There are no legal or human rights implications arising from this report. It is considered that the recommendations are compatible with Convention Rights.

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

- 5.3 There are no other implications arising from this report. Government has published a Health Impact Assessment, an Appraisal of Sustainability, and a Habitats Regulations Assessment alongside the draft NPS. None of the identified environmental impacts from the proposed new runway will directly affect Swindon.

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Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) was undertaken as this report proposes no change in services provided by the Council. The Government has published an Interim Equality Impact Assessment alongside the draft NPS which considers diversity impacts, and this will be developed further as the proposals for expansion at Heathrow Airport are taken through the Development Consent process.

Risk Management

- 5.5 There are no risks for Swindon Borough Council arising from this report.

6. Consultees

- 6.1 The Director of Finance (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 None

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

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for April 2017.

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Swindon Libraries – Children’s Library Membership

Cabinet

Date: 26th April 2017

| | |
|--------------------|--|
| Author: | Cabinet Member for Communities Head of Localities, Community Involvement and Volunteering |
| Wards: | All |
| Locality Affected: | All |
| Parishes Affected: | All |

1. Purpose and Reasons

- 1.1 This report seeks Cabinet’s approval of a scheme by which the Register Office staff would make parents more aware of the library service when they come to register their child.
- 1.2 The report is Cabinet’s response to the financial and other implications of a motion tabled at Council on 26th January 2017 that sought to establish a library card scheme where children would automatically become library members when their parents register their birth. Under Standing Order 9(1) this motion was referred to Cabinet without debate.
- 1.3 This proposal contributes towards the Council’s Vision for Swindon, and particularly: Priority Two: offer education opportunities that lead to the right skills and right jobs in the right places; Priority Three: ensure clean and safe streets and improve public spaces and local culture; and Priority Four: Help people to help themselves while always protecting the most vulnerable children and adults.

2. Recommendations

Cabinet is recommended to:

- 2.1 Approve the adoption of a scheme to encourage children’s membership of the Library Service.
- 2.2 Invite the Cabinet Member for Communities to report on this to Council.

3. Detail

- 3.1 At its meeting of 26th January 2017 the following motion was tabled: “This Council: (i) Notes its priority to improve educational attainment so Swindon is above the average in England KS4 results.(ii) Believes that public libraries has a role to play in improving literacy rates and contributing towards that important council priority. (iii) Believes that it should do all it can to improve library participation rates. (iv) Agrees to establish a library card scheme where children would automatically become library members when their parents register their birth.”

Further information on the subject of this report can be obtained from Allyson Jordan
Direct Dial 01793 466035, AJordan@swindon.gov.uk.

Swindon Libraries – Children’s Library Membership

Cabinet

Date: 26th April 2017

- 3.2 Under Standing Order 9(1) this motion was referred to Cabinet without debate as its adoption could have financial implications (Council Minute 78, 2016/17 refers).
- 3.3 Officers from the Library and Registrars’ teams have discussed the most practical ways of encouraging Library membership from the earliest possible age without incurring additional financial or other costs if Cabinet were minded to implement such a policy.
- 3.4 In order to increase awareness and participation in the Library service, it is proposed that parents registering the birth of a child would receive marketing information about Library services in Swindon and how to register their child as a Library member. Parents would then receive an active Library card on the child’s first, or any subsequent, Library visit.
- 3.5 This approach is the most cost effective option, and is similar to that taken by other authorities. The Library service will monitor the extent to which this increases children’s Library membership.
- 3.6 If approved, these arrangements would be put in place to take effect from 1st July 2017.

4. Alternative Options

- 4.1 Cabinet could decide not to implement the arrangements described in this report. These could be a straightforward and cost effective way of encouraging greater Library membership for parents of young children, and the impact of this will monitored to assess whether it makes a material effect.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This scheme will incur marginal additional costs of Library promotional material and marketing information (c£1k), and staff time, which will be absorbed within existing resources.

Legal and Human Rights Implications

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

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

- 5.3 None arising from this report

Further information on the subject of this report can be obtained from Allyson Jordan
Direct Dial 01793 466035, AJordan@swindon.gov.uk.

Swindon Libraries – Children’s Library Membership

Cabinet

Date: 26th April 2017

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment (DIA) has not been undertaken for this report. Monitoring of take up of children’s memberships as a result of the arrangements in this report will be undertaken as part of the Library Services regular profiling of its registered users, with impacts monitored.

Risk Management

- 5.5 None arising from this report.

6. Consultees

- 6.1 The Director of Finance (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 None

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

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for April 2017.

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Swindon Dial A Ride service options

Cabinet

Date: 14th June 2017

Author: Cabinet Member for Communities and Place
Head of Highways & Transport

Wards: All

Locality Affected: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 Following changes to the contract with Swindon Dial A Ride (SDAR) implemented in September 2016, a motion was passed at Council on 22nd September 2016 to:

‘(a) bring a report to Cabinet detailing the different options the Council has to create new income streams for Dial a Ride to mitigate the effects of the organisation’s funding cut; and

(b) set up a cross-party Cabinet Member advisory group to monitor and review the Swindon Dial a Ride contract and ensure the aims of this motion are achieved.’

- 1.2 The report details the options and discussions with SDAR.

2. Recommendations

Cabinet is recommended to:

- 2.1 To note the content of the report detailing the options and discussions with Swindon Dial A Ride (SDAR).
- 2.2 To authorise the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, to develop any options that are considered viable by SDAR with a view to implementing possible options or allowing SDAR to tender for identified work.

3. Detail

Background

- 3.1 The Council currently contracts with Swindon Dial A Ride (SDAR) for demand responsive community transport services for those unable to use conventional buses. SDAR are a well-established charitable organisation who also provide wider services to communities within Swindon.
- 3.2 The Council’s contract with SDAR commenced in September 2013 for 3 years with an option to extend for a further 2 years. The contract was reviewed in 2016 for a September 2016 commencement and, in line with approved savings

Further information on the subject of this report can be obtained from Jason Humm, Direct Dial Telephone Number 01793 463201, jhumh@swindon.gov.uk.

Swindon Dial A Ride service options

Cabinet

Date: 14th June 2017

proposals, adjustments were made to the service provision and contract payments to SDAR for the extended 2 year term.

- 3.3 Following concern raised by members and receipt of a 4,000 signature petition regarding the impact that the contract changes might have on SDAR a motion was passed at Council on 22nd September 2016:
- ‘(a) bring a report to Cabinet detailing the different options the Council has to create new income streams for Dial a Ride to mitigate the effects of the organisation’s funding cut; and
 - (b) set up a cross-party Cabinet Member advisory group to monitor and review the Swindon Dial a Ride contract and ensure the aims of this motion are achieved.’
- 3.4 The service currently provided by SDAR is a door-to-door local passenger transport service. It is open to any individual within the SBC area who has difficulties in using conventional passenger transport services due to disability and has registered to use the service. It is designed for driver-only operation.
- 3.5 The service requires the Contractor to provide a booking office and operate accessible vehicles, enabling the provision of a service which is similar to a conventional bus service, but reflects the special requirements of its users in its operation and facilities provided on the vehicle.
- 3.6 Before 2013 SDAR provided for the Council, other services such as a dial a ride car service, use of an access car, minibus driver assessment, private hire to other clubs/groups, daytrips. Funding for these were withdrawn following the award of the 2013 tender for the service to them in September 2013.
- 3.7 In 2016 a report went to September Cabinet to reduce the provision for the Community Transport budget of £312.4k by £100k in a part year.
- 3.8 In September 2016, after a public consultation and negotiation of the existing contract, it was agreed that the contract with Swindon Dial A Ride would be extended for two years and that there would be a reduction in the cost of the service in line with a reduced level of service. Annual expenditure has reduced to £148.2k.
- 3.9 The service is now an off peak service only operating Monday to Friday 0900 to 1630 and meets the majority of user needs. At the same time the rural shopping day service provided by Swindon Dial A Ride continues at its current contract price.
- 3.10 The service is due to be tendered in early 2018 for a new contract beginning September 2018. Soft market testing will be undertaken in summer 2017 to gauge interest in how this service can be provided.
-

Further information on the subject of this report can be obtained from Jason Humm, Direct Dial Telephone Number 01793 463201, jhumh@swindon.gov.uk.

Swindon Dial A Ride service options

Cabinet

Date: 14th June 2017

Current operation

- 3.11 SDAR operate a small fleet of 11 adapted minibuses and 2 adapted mobility cars from an office and garaging site on Hawkesworth industrial estate.
- 3.12 They operate the Council's contract for dial a ride and the 'retail runner' – shopping service for elderly and limited mobility residents; the provision of some transport for neighbouring authorities; and provide a range of services to other organisations for the provision of supported transport (e.g. schools, health or day centres etc.).

CMAG

- 3.13 A CMAG has recently met to consider the options for widening the scope of the services that could potentially be operated by SDAR. Discussion covered the scope of services previously discussed with SDAR. It is clear that a number of potential options that have been discussed with SDAR historically and since September 2016 struggle to align with either their current business model, capacity or their charitable status.
- 3.14 Operating close to their full capacity of their own fleet during the day; limited office based staff to look at alternative options; high cost of capital investment to increase fleet numbers; and constraints on profit making through their charitable status does create a number of difficulties in bidding for or resourcing up for additional work.
- 3.15 Previous tendering opportunities that have been discussed with SDAR but have been unable to take forward in this regard have been SEND contract work; mainstream schools contracts; taxi provision; transport to day centres; locality hub work; Ad-hoc and emergency contracts.

Service Options

- 3.16 Historical discussions and recent meetings have indicated that a number of areas could however be explored in more depth.
- 3.17 The Current SDAR accommodation is leased up until September 2018, however a possibility of a peppercorn lease making use of existing unused council premises would benefit SDAR and will be considered through SBC's property team. This would need to be considered against and commercial advantage that this might create if SDAR were to bid for future work.
- 3.18 The size of school transport contracts bundles could be adjusted to better align with the SDAR contract model and capacity. Too large a tender and fleet capacity is an issue, too small and time tendering becomes inefficient. Hence in the future contract sizes and bundles will be discussed and considered as part of the SDAR operational meetings.

Further information on the subject of this report can be obtained from Jason Humm, Direct Dial Telephone Number 01793 463201, jhumh@swindon.gov.uk.

Swindon Dial A Ride service options

Cabinet

Date: 14th June 2017

- 3.19 Greater visibility of possible S106 monies through new developments such as Wichelstowe, Tadpole Farm and NEV, for community transport would help to improve the alignment of the SDAR business model. This can be picked up through contract meetings and details from the Council's S106 officer.
- 3.20 At present the 2 accessible vehicles are not permitted to use bus lanes. An exemption for these 2 vehicles could improve operational efficiency and will be explored within the bounds of current legislation.

Longer-term issues

- 3.21 A move from tendering services to grant based could be explored. At present SDAR operate as an arm's length organisation hence this would create a significant change to the SDAR business model and have implications to the Council's operations and service provision. There are also risks around securing value for money for services that were previously tendered.
- 3.22 The Council's stated budget position and that agreed in the bus service strategy (agreed in September 2016) is currently to withdraw funding for all supported bus services by 2020. It is clear that further work will be required to progress this commitment, however consideration will be given to the implications to SDAR beyond their current contract with the Council to September 2018.

4. Alternative Options

- 4.1 A do nothing option would be to continue with the current relationship through the existing contract arrangements and joint contract management meetings. SDAR are a fully independent charitable organisation and as such directly control their own business model.
- 4.2 SDAR have acknowledged that their current business model ensures they are sustainable to at least September 2018 to tie in with the end of the current contract

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The current contract is established until September 2018. The council need to be mindful not to provide commercial advantage to SDAR in relation to future bidding opportunities.
- 5.2 Committed savings related to the current contract operation have already been made.
- 5.3 A decision to change support for revenue funded services up to and beyond 2020 would have financial implications to the Council in the future.

Further information on the subject of this report can be obtained from Jason Humm, Direct Dial Telephone Number 01793 463201, jhumh@swindon.gov.uk.

Swindon Dial A Ride service options

Cabinet

Date: 14th June 2017

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment (DIA) was completed as part of the bus strategy review work in September 2016 and as such has included the changes to SDAR contract within its scope.

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 None

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

- 9.1 No.

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South Marston Village Neighbourhood Plan

Council

Date: 13th July 2017

Author: Cabinet Member for Strategic Planning and Sustainability /
Corporate Director - Economy, Regeneration and Skills

Wards: St Margaret and South Marston

Parishes Affected: South Marston

1. Purpose and Reasons

- 1.1 This Report sets out the Council's role in respect of the South Marston Village Neighbourhood Plan following the issuing of the independent Examiner's Report.
- 1.2 Schedule 4B (12) of the Town and Country Planning Act 1990 (as amended) and paragraph 18 of The Neighbourhood Planning (General) Regulations 2012, require that a local authority must consider each of the recommendations made in the Examiner's Report and decide what action to take in response to each recommendation. If the authority is satisfied that, subject to modifications being made, the draft Neighbourhood Plan meets the legal requirements and basic conditions as set out in legislation, then the plan can proceed to referendum.
- 1.3 The production of South Marston Village Neighbourhood Plan accords with policies in the Swindon Borough Local Plan. It links to the Council's Vision and Priorities 1 and 4.

2. Recommendations

Council is recommended:

- 2.1 To approve the South Marston Village Neighbourhood Plan 'Decision Statement' as set out in the **Appendix 1** to this Report, and
- 2.2 That subject to the Director of Law and Democratic Services being satisfied as to the carrying out by South Marston Parish Council and Swindon Borough Council of the modifications recommended by the Examiner, the Director of Law and Democratic Services be authorised to undertake a referendum on the South Marston Village Neighbourhood Plan in South Marston Parish, in accord with regulations set out in The Neighbourhood Planning (Referendum) Regulations 2012 as soon as is practically possible.

3. Detail

Background

- 3.1 On 18th February 2015, South Marston Parish Council requested that the South Marston Village Neighbourhood Area be designated for the purposes of producing a neighbourhood development plan for the area. Following a six week

Further information on the subject of this report can be obtained from Phil Smith, Direct Dial 01793 466443, psmith@swindon.gov.uk.

South Marston Village Neighbourhood Plan

Council

Date: 13th July 2017

consultation Swindon Borough Council designated the South Marston Neighbourhood Village Area on 4th June 2015.

- 3.2 On 20th June 2015, South Marston Parish Council published the draft South Marston Village Neighbourhood Plan for a six week consultation, in line with regulation 14 of the Neighbourhood Planning (General) Regulations 2012.
- 3.3 The South Marston Village Neighbourhood Plan was submitted by the Parish Council to Swindon Borough Council in January 2016 for assessment by an independent examiner. The Plan and associated documents were publicised for consultation by Swindon Borough Council for six weeks between 28th January and 10th March 2016 (the Local Authority publicity consultation).
- 3.4 An independent examiner was appointed on 3th March 2016 and all comments received at the Local Authority publicity consultation were passed on for his consideration. A hearing session to discuss certain aspects of the Plan which was held on Thursday, 8th September 2016 in South Marston Village Hall. However, due to ill health, the Examiner was unable to complete his Report and subsequently a second Examiner, Mr John Parmiter, FRICS FRSA MRTPI, was appointed on 3rd February 2017. All consultation responses and correspondence following the hearing session was forwarded to Mr Parmiter for his consideration.
- 3.5 Mr Parmiter issued his Report into the South Marston Neighbourhood Plan on the 31st March 2017, and is attached at **Appendix 2** to this report. He has concluded that, subject to modifications, the South Marston Village Neighbourhood Plan will meet the necessary basic conditions (as set out in Schedule 4b (8) of the Town and Country Planning Act 1990 (as amended) as attached at **Appendix 3**. Subject to these modifications being made, the Borough Council may then proceed to referendum.

The Examiner's Report

- 3.6 In total the Examiner recommended 10 modifications be made to the South Marston Village Neighbourhood Plan. These were concerned with:
 - 3.6.1 the removal of annexes required during consultation on the draft plan and are not required once the plan is made,
 - 3.6.2 increased flexibility within Policy 2 in respect of Design Codes,
 - 3.6.3 increased flexibility within Policy 3 in respect of the provision of primary school places,
 - 3.6.4 clarification within Policy 4 in respect of support for walking and cycling,

Further information on the subject of this report can be obtained from Phil Smith, Direct Dial 01793 466443, psmith@swindon.gov.uk.

South Marston Village Neighbourhood Plan

Council

Date: 13th July 2017

- 3.6.5 clarification within Policy 6 in respect of the connectivity of the new housing allocations and the new village centre,
 - 3.6.6 clarification with Policy 7 in respect of the connectivity with the new village allocation at Rowborough,
 - 3.6.7 clarification within Policy 8 in respect of footpaths and cycleways,
 - 3.6.8 deletion of reference to designated Local Green Spaces due to a lack of evidence and subsequent re-wording in relation to 'green-wedges, and
 - 3.6.9 rewording Policy 10 in respect of hedges to be consistent with the Local Plan.
- 3.7 In addition to the recommended modifications above, the Examiner recommended that the plan proceeds to referendum, and that the referendum area to be the same as the civil parish boundary of South Marston.
- 3.8 Officers consider that once the recommended changes are made the Neighbourhood Plan would then meet the legal requirements and basic conditions as set out in the regulations.

The Decision Statement

- 3.9 In order to comply with the regulations as stated in paragraph 1.2 of this Report the Borough Council must produce a decision statement in which it should consider each of the Examiner's recommendations and if the plan can proceed to referendum.
- 3.10 A copy of the proposed Decision Statement is attached at **Appendix 1** to this Report.
- 3.11 In summary, it is recommended that all of the Examiner's recommendations are accepted, that the Plan is modified in accordance with them and the Plan is subject to a referendum in accordance with the relevant regulations.

Next Steps

- 3.12 Should the Council approve the Decision Statement, Swindon Borough Council will publish it on its website, and in such other manner as they consider is likely to bring the decision statement and the report to the attention of people who live, work or carry on business in the neighbourhood area. This will include details of where and when the decision statement may be inspected, and a copy of the Independent Examiner's report.
- 3.13 Should the Council agree with the recommendations, and that the Plan can proceed to referendum, then Swindon Borough Council planning officers and

Further information on the subject of this report can be obtained from Phil Smith, Direct Dial 01793 466443, psmith@swindon.gov.uk.

South Marston Village Neighbourhood Plan

Council

Date: 13th July 2017

South Marston Parish Council will undertake the necessary modifications to the draft plan prior to the referendum, as required by legislation.

- 3.14 To meet the requirements of the Localism Act 2011, a referendum that poses the question “Do you want Swindon Borough Council to use the Neighbourhood Plan for South Marston to help it decide planning applications in the neighbourhood area?” would be held in the Parish of South Marston.
- 3.15 It is intended to hold the referendum as soon as practicable. This is likely to be in September 2017. If over 50% of the votes cast are “Yes” in answer to referendum question set out above, the Borough Council can then ‘make’ the plan and bring it into legal force. This would be considered at a subsequent Council meeting. Once made, the Neighbourhood Plan would become part of the Development Plan for the Borough and would have ‘full weight’ in planning decision-making within the South Marston Neighbourhood Plan Area.

Polling place scheme

- 3.16 Currently the Borough Council has, within its polling place scheme, one polling place that is used for all elections taking place within South Marston Parish, this being South Marston Village Hall.

4. Alternative Options

- 4.1 The Council could conclude that the modified Plan incorporating with the Examiners modifications did not meet the basic conditions as set out in the legislation. However, this would mean the Plan could not proceed to referendum and risk creating a vacuum in the overall land use development strategy of the Council.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The cost of the referendum falls on the Borough Council. This will attract additional grant of £20,000 from central government for Neighbourhood Planning, which will be sufficient to fund the referendum.

Legal and Human Rights Implications

- 5.2 Legal and Human Rights implications have been taken into account in preparing this report. It is considered that the recommendations are consistent with Convention Rights. The context of this Report is guided by the relevant provisions of the Town and Country Planning Act 1990 (as amended) and relevant secondary legislation.

Further information on the subject of this report can be obtained from Phil Smith, Direct Dial 01793 466443, psmith@swindon.gov.uk.

South Marston Village Neighbourhood Plan

Council

Date: 13th July 2017

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

- 5.3 The South Marston Village Neighbourhood Plan has to be in accordance with the strategic policies of the Swindon Borough Local Plan and therefore is subject to the same assessment in terms of sustainability. In addition a separate Strategic Environmental Assessment (SEA) Screening Opinion was undertaken on the Plan by SBC Planning Policy in April 2015, which concluded that the South Marston Village Neighbourhood Plan was unlikely to have significant effects on the environment and that a SEA was therefore not required.

Diversity Impact Assessment

- 5.4 The Swindon Borough Local Plan was subject to detailed Diversity Impact Assessment (DIA) and the South Marston Village Neighbourhood Plan has to be in general conformity with the Local Plan for it to meet the basic conditions. A copy of the Swindon Borough Local Plan DIA can be obtained from the report author

Risk Management

- 5.5 Electoral services are aware of the need to proceed with the referendum at the earliest opportunity and are working to that aim.

6. Consultees

- 6.1 The Director of Finance (The Section 151 Officer) and the Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.
- 6.2 Discussions have taken place with the Cabinet Member for Strategic Planning and Sustainability, Ward members and South Marston Parish Council

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 Appendix 1: The South Marston Village Neighbourhood Plan Decision Statement made by Swindon Borough Council (draft)
- 8.2 Appendix 2: Independent Examiner's Report on the South Marston Village Neighbourhood Plan – 31st March 2017.
- 8.3 Appendix 3: The Basic Condition Requirements for Neighbourhood Plans

Further information on the subject of this report can be obtained from Phil Smith, Direct Dial 01793 466443, psmith@swindon.gov.uk.

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Appendix 1: South Marston Village Neighbourhood Plan Decision Statement

Introduction

Under the Town and Country Planning Act 1990 (as amended), Swindon Borough Council has a statutory duty to assist communities in the preparation of neighbourhood development plans and orders. The Localism Act 2011 and the Neighbourhood Planning Regulations 2012 (as amended) outline the Local Planning Authority's responsibilities under Neighbourhood Planning and the legal process to be followed.

The Independent Examiners Report has been received for the South Marston Village Neighbourhood Plan which recommends that the plan proceed to referendum subject to modifications. The Council is now required to make a decision on the plan proposals and the recommendations in the Examiner's Report; and publish in a Decision Statement their decision and reasons for it.

The Council's response to the Examiner's recommendations are listed in Table 1 below.

Background

The South Marston Village Neighbourhood Plan relates to the area that was designated by Swindon Borough Council as a neighbourhood area on 4 June 2015. This area was confined to South Marston village itself and did not incorporate the outer areas of the Parish Council boundary.

Following submission of the South Marston Village Neighbourhood Plan to Swindon Borough Council the plan was publicised and representations were invited. Consultation on the plan was undertaken by from 28th January to 10th March 2016.

The Council, with the agreement of South Marston Parish Council, appointed an independent examiner to review whether the plan met the "Basic Conditions" (as set out in paragraph 8(2) of Schedule 4B of the Town and Country Planning Act 1990) and whether it should proceed to referendum. A hearing session was held on Friday, 8 September 2016 in South Marston Village Hall as part of the examination to discuss various aspects of the Plan. However, due to ill health, the examiner was unable to complete his Report and a second Examiner, Mr John Parmiter, was appointed on 3 February 2017. The Examiner's report was received on 31st March 2017 and concludes that, subject to making the modifications recommended by the Examiner, the neighbourhood plan meets the Basic Conditions set out in the legislation and should proceed to a Neighbourhood Planning referendum.

The Council is now bound by Paragraph 12(2) of Schedule 4B to the Town and Country Planning Act 1990 to consider each of the recommendations made by the Examiner in their report (and the reasons for them); and decide what action to take in response to each recommendation.

Decision and Reasons

Having considered each of the recommendations made in the examiner's report, and the reasons for them, Swindon Borough Council accept the Examiner's recommendations in order to ensure that the draft plan meets the basic conditions as set out in Schedule 4B of The Town and Country Planning Act 1990 (as amended by the Localism Act 2011). Table 1 below lists all of the recommendations in the Examiner's Report and the Council's response to them.

Next Steps

Swindon Borough Council is satisfied that once the recommended modifications are made to the Neighbourhood Plan it would then meet the Basic Conditions and therefore a referendum must be held on the making of the Neighbourhood Plan.

As soon as possible after making a decision on the plan proposals and the Examiner's recommendations, the Council must (in accordance with Regulation 18 of the Neighbourhood Planning Regulations 2012) publish on their website and in such other manner as they consider is likely to bring the decision statement and the report to the attention of people who live, work or carry on business in the neighbourhood area:

- the decision and their reasons for it ("the Decision Statement");
- details of where and when the Decision Statement may be inspected; and
- where recommendations have been made by an Independent Examiner, a copy of the report.

Once the Decision Statement has been published Swindon Borough Council planning officers and South Marston Parish Council will undertake the necessary modifications to the draft plan prior to referendum. To meet the requirements of the Localism Act 2011, a referendum which poses the question "*Do you want Swindon Borough Council to use the Neighbourhood Plan for South Marston to help it decide planning applications in the neighbourhood area?*" will be held in the Parish of South Marston as soon as practically possible.

If over 50% of the votes cast are “Yes” in answer to referendum question set out above, the Council can then ‘make’ the plan and bring it into legal force. Once made, the Neighbourhood Plan would become part of the Development Plan for the Borough and would have ‘full weight’ in planning decision-making within the South Marston Neighbourhood Plan Area.

Table 1: Examiner’s Recommendations

| No | Submission Plan Page No. | Modified Plan Page No. | Policy Number | Independent Examiner’s Recommendations | Swindon Borough Council Decision and Reasons |
|----|--|------------------------|---------------|--|--|
| 1 | 2, 5, 10, 15,17, 19, 22, 25-29, 38, 40-42,44 | 2 | | Delete annexes 5-11 (and consequential removal of reference to them in the Plan) | Accept modification to meet the basic conditions |
| 2 | 18 | 17 | 2 | Adopt the suggested amendments in DLA’s letter of 9 March (p23), subject to reinstatement (ie retention) of the original wording of the first sentence | Accept modification to meet the basic conditions |
| 3 | 20/21/22 | 19/20/21 | 3 | Adopt as modifications the policy and supporting text changes in the Amendments – see Appendix 1 | Accept modification to meet the basic conditions |
| 4 | 24 | 24 | 4 | Modify the first sentence by adding at the end “in particular to support walking and cycling” | Accept modification to meet the basic conditions |
| 5 | 26/27 | 26 | 6 | Adopt as modifications the policy and supporting text changes in the Amendments including deleting Plan 5 – see Appendix 1 | Accept modification to meet the basic conditions |
| 6 | 27/28 | 27 | 7 | Adopt as modifications the policy and supporting text changes in the Amendments – see Appendix 1 | Accept modification to meet the basic conditions |

| No | Submission Plan Page No. | Modified Plan Page No. | Policy Number | Independent Examiner's Recommendations | Swindon Borough Council Decision and Reasons |
|----|--------------------------|------------------------|----------------------------|--|--|
| 7 | 29 | 28 | 8 | Adopt as modifications the amendments in para 170 of DLA's letter of 9 March – see Appendix 2 | Accept modification to meet the basic conditions |
| 8 | 33/34/35 | 33/34/25 | 9 | Delete the Local Green Space designation, modifying Plan 7 and supporting text accordingly (insert new para after 20.2, remove para20.4, rewording of paras 20.6, 20.8, 20.11) | Accept modification to meet the basic conditions |
| 9 | 34 | 33 | 9 | Adopt as modifications the amendments in para 127 of DLA's letter of 9 March – see Appendix 2 | Accept modification to meet the basic conditions |
| 10 | 37 | 36 | 10 | Adopt as modifications the amendments in para 181 of DLA's letter of 9 March | Accept modification to meet the basic conditions |
| 11 | | | Examiner's Report p 14 | That the referendum area boundary should be the same as the civic parish boundary, which is the appropriate area being the area over which the plan will have a direct, demonstrable and substantial impact. | Agreed |
| 12 | | | Examiner's Report pp 14/15 | That the making of the plan will meet the Basic Conditions, if modified as recommended. That the legal requirements are met (see Summary page 2 of Examiner's Report). That the South Marston Neighbourhood Development Plan should proceed to referendum. | Agreed |

In addition to the above there are a number of factual changes which in the interest of clarity are intended to be incorporated with in the final plan but which do not affect the consideration of meeting the basic conditions.

Table 2: Additional factual updates and corrections

| No | Submission Plan Page No. | Modified Plan Page No. | Policy Number | Change | Reason for change |
|----|--------------------------|------------------------|---------------|--|--|
| 1 | 5 | 5 | Para 2.6 | Insert 'draft' before South Marston Supplementary Planning Document (SPD) | Correction and clarification on status of the SPD |
| 2 | 7 | 6 | Plan 1 | Insert new Plan 1: to amend South Marston Parish boundary | Factual update as a consequence of community governance review |
| 3 | 10 | 9 | | Insert new paragraph referencing and list adopted and draft NEV Supplementary Planning Documents | Factual update in the interests of clarity |
| 4 | 12 | 11 | Para 7.5 | Delete reference to hotel, gym and spa which have now closed | Factual update |
| 5 | 13 | 12 | Para 10.1 | Update reference to sites of archaeological interest | Factual update |
| 6 | 14 | 13 | Para 11.5 | Delete reference to hotel which has now closed | Factual update |
| 7 | 19 | 18 | Para 16.4 | Insert reference to the adopted NEV Planning Obligations SPD | Factual update to cross reference SPD for reasons of clarity |
| 8 | 24 | 24 | Para 18.3 | Insert up-to-date reference in respect of the SBC Residential Design Guide SPD (adopted July 2016) | Factual update |

| | | | | | |
|----|----|----|------------|---|---------------------------------------|
| 9 | 28 | 27 | Para 19.2 | Insert cross-reference to the draft NEV Green Infrastructure SPD | Factual update for reasons of clarity |
| 10 | 40 | 39 | Para 23.4 | Re-word reference to broad band provision to reflect latest status of the project | Factual update |
| 11 | 46 | 45 | Para 27.11 | Amend reference to hotel which is now closed | Factual update |

Neighbourhood Plan for South Marston Village

Report of Examination

Report to Swindon Borough Council

by the Independent Examiner:

John Parmiter FRICS FRSA MRTPI



31 March 2017

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Summary

1. From my examination of the submitted Neighbourhood Plan for South Marston Village and the supporting documents, including all the representations made, I have concluded that, subject to the modifications I am recommending, the Neighbourhood Plan should be made.
2. I have concluded that, subject to modification, the plan meets the Basic Conditions. In summary, the Basic Conditions are that it must:
 - Be appropriate to make the plan, having regard to national policies and advice;
 - Contribute to the achievement of sustainable development;
 - Be in general conformity with the strategic policies of the development plan; and
 - Not breach, and be otherwise compatible with, European Union and European Convention on Human Rights obligations.
3. I have concluded that the plan meets the legal requirements in that:
 - It has been prepared and submitted for examination by a qualifying body – South Marston Parish Council;
 - It has been prepared for an area properly designated;
 - It does not cover more than one neighbourhood plan area;
 - It does not relate to “excluded development”;
 - It specifies the period to which it has effect – to 2026; and
 - The policies relate to the development and use of land for a designated neighbourhood area.
4. Overall, I have concluded that the Neighbourhood Plan should proceed to Referendum. I recommend that the referendum area be extended beyond the plan area.
5. The plan area is part of the parish but I have concluded that it will have a direct and substantial impact across the whole parish. I therefore recommend that the referendum area be extended to the boundary of South Marston Parish.

1. Introduction

- 1.1 I am appointed by Swindon Borough Council, with the support of the South Marston Parish Council, the Qualifying Body, to undertake an independent examination of the Neighbourhood Plan for South Marston Village, as submitted for examination.
- 1.2 I am an independent planning and development professional of 40 years standing and a member of NPIERS' Panel of Independent Examiners. I am independent of any local connections and have no conflicts of interests.

The Scope of the Examination

- 1.3 It is the role of the Independent Examiner to consider whether making the plan meets the "Basic Conditions." These are that in making the Neighbourhood Plan it must:
- be appropriate to do so, having regard to national policies and advice contained in guidance issued by the Secretary of State;
 - contribute to the achievement of sustainable development;
 - be in general conformity with the strategic policies of the development plan (see Development Plan, below) for the area; and
 - not breach, and must be otherwise be compatible with, European Union (EU) and European Convention on Human Rights (ECHR) obligations.
- 1.4 Regulations also require that the Neighbourhood Plan should not be likely to have a significant effect on a European Site or a European Offshore Marine Site either alone or in combination with other plans or projects.
- 1.5 In examining the Plan I am also required to establish if the plan complies with certain legal requirements; in summary they are whether it:
- Has been prepared and submitted for examination by a qualifying body;
 - Has been prepared for an area that has been properly designated
 - Meets the requirements that they must not include excluded development
 - Relates to more than one Neighbourhood Area; and
 - Relates to the development and use of land.
- 1.6 Finally, as independent Examiner, I must make one of the following recommendations in relation to the Plan proceeding to a Referendum:
- a) that it should proceed to Referendum, on the basis that they meets all legal requirements;
 - b) that once modified to meet all relevant legal requirements it should proceed to Referendum; or
 - c) that it should not proceed to Referendum, on the basis that it does not meet the relevant legal requirements.
- 1.7 Second, if recommending that the Plan should go forward to Referendum, I am also

then required to consider whether or not the Referendum Area should extend beyond the Neighbourhood Area to which the Plan relates.

The Examination process

- 1.8 I was appointed to examine the plan on 3rd February 2017, taking over from the original examiner who was unable to complete the examination due to ill health. However, he had held a public hearing, which took place on 8th September 2016, about which I have been passed the agenda, relevant papers and subsequent correspondence and material. In addition I carried out an accompanied site visit (with a Borough Planning Officer and the Parish Clerk) on 10th March 2017.
- 1.9 The Parish and Borough Councils, together with DLA, on behalf of major local consortium, continued to discuss their differences post-hearing and I have been provided with a schedule of suggested amendments agreed by the two Councils – which I reproduce as Appendix 1. I will refer to the two Councils' Suggested **Amendments** throughout my report. I was also provided with a further set of proposed changes promoted by DLA. However, I have not accepted the but have adopted some of DLA's original suggestions (letter of 9th March 2016), which I have set out in Appendix 2.

The Examination documents

- 1.10 In addition to the legal and national policy framework and guidance (principally The Town and Country Planning Acts, Localism Act, Neighbourhood Plans Regulations, the National Planning Policy Framework and the Planning Policy Guidance) together with the development plan, the relevant documents that were furnished to me - and were identified on the Borough Council's websites as the neighbourhood plan and its supporting documentation for examination - were:
- Neighbourhood Plan (submission version) with 11 Annexes which include:
 - Basic Conditions Statement;
 - Consultation Statement; and
 - SEA and HRA Screening Opinion
- 1.11 In addition, I was furnished with:
- A bundle of 13 representations to the neighbourhood plan;
 - The Swindon Borough Local Plan 2026 (adopted March 2015);
 - New Eastern Villages Planning Obligations SPD (adopted October 2016); and
 - New Eastern Villages: The masterplan.

The Qualifying Body and the Designated Area

- 1.12 South Marston Parish Council is the Qualifying Body for the designated area that is the neighbourhood plan area. Swindon Borough Council, the local authority, designated the Neighbourhood Area in June 2015. There is no other neighbourhood plan for this area.

The Neighbourhood Plan Area

- 1.13 The plan area is focused on the village of South Marston together with land around it that is designated for expansion of the village, as part of the strategic development

area known as the New Eastern Villages. The plan area is smaller than the parish area, as shown on Plan 1 in the plan. Responding to this expansion is the dominating context of the plan.

- 1.14 The village lies close to the expanding town of Swindon, separated by the A419 trunk road; the main east-west route is the A420, running parallel to the London-Bristol railway line. Most roads are rural and access to the village is from three roads that meet at Pound Corner, in the centre of the village, causing pedestrian/vehicle conflicts. There is also an inadequate network of footpaths and bridleways; and no direct cycleway into Swindon.
- 1.15 Most of the parish is rural, though it is adjacent to (and includes some) major employment areas such as Honda's manufacturing site, Keypoint industrial area and South Marston Industrial Estate. There is retail provision at Gablecross roundabout and a small retail park at St Margaret's park. The Police HQ and other employment areas are close to the parish.
- 1.16 The population of the village is about 830 people in some 315 homes, with over half the population living in small cul-de-sac developments. The population has more retired, those in managerial/senior positions and more cars per household than the Swindon average. It has few social or economic problems or crime and above average attainment, education and skills.
- 1.17 The plan area contains the village's Primary School, church, recreation ground and village hall. There are no health services, secondary school or bus services. There are two pubs but the hotel has recently closed. There are few historic buildings
- 1.17 The topography of the village is generally flat with the land, to the east and west within a Local Landscape Character Protection Area, known as Midvale Ridge; nearly all the undeveloped land is in agricultural use. There are a number of Community Forest initiatives such as Oxleaze Wood. South Marston Brook and its environs constitute a significant landscape and biodiversity feature.
- 1.18 Historically, dairy farming was the mainstay of the local economy, though the fields are now used for peripheral purposes such as turf and livery pasture. Today the economy is driven by a combination of a proximity to industrial, warehousing and office space and proximity to the strategic road and rail network: 22% of the local population travel up to 5km to work and 32% up to 10km.

2. Neighbourhood Plan preparation and public consultation

The Neighbourhood Development Plan

- 2.1 The plan is effectively in two parts:
 - thirteen introductory chapters, explaining the plan's vision and context; and
 - fourteen policy chapters dealing with a wide range of land-use proposals.
- 2.2 There are eleven Annexes (only four of which are bound in to the plan), including Design Principles, a Justification Schedule, Diversity Impact Statement and a note on Governance and Process; as well Statements on Basic Conditions and Consultation and a Screening Opinion (SEA and HRA). These will be largely redundant once the plan is made and so I **recommend** that those, which are separately bound (annexes

5-11), be deleted.

- 2.3 The plan is fundamentally a response to Swindon's eastward planned expansion which includes the village. The plan's vision is that "South Marston will be a high quality, integrated village with an enhanced sense of community, activity and safety and with a design that builds on the existing character and features in a sustainable manner." Para 1.1 of the plan sets out 8 objectives and, in para 1.2, sets out 5 further aims to be achieved by working with stakeholders and developers.
- 2.4 The village has been under pressure for development for some time and been the subject of significant growth for decades; it is now a focus for the eastern expansion of Swindon. In 2006 the Parish Council altered its policy of resisting major development to one of seeking to influence change. Since that time the Parish Council (PC) has sought to engage constructively with the Borough Council and developers, eventually setting up an Expansion Working Party. The group's participation in local consultation events in 2012 and 2013 informed the draft SPDs for Eastern Villages and South Marston Village (June 2013).
- 2.5 The PC took an active part in discussions that led to Swindon's Local Plan in 2014, which, in turn, led to modification to include certain parts of the draft South Marston SPD and the phasing of delivery of the New Eastern Villages. The Local Plan provided for 8,000 new homes in the New Eastern Villages on either side of the A420 and to the immediate south of South Marston Village - Policy NC3; while Policy RA3 dealt with the expansion of South Marston itself.
- 2.6 However, in early 2015 the PC noted that the draft South Marston SPD had not been adopted in full and resolved to prepare a Neighbourhood Plan, drawing on those policies. It also drew on community consultations carried out since 2006. The PC set up a Neighbourhood Plan Committee to develop the plan. The Consultation Statement sets out a full – and satisfactory - explanation of the phases of consultation and evidence gathering, referred to as Episodes:
 1. The Gathering Storm
 2. Village Engagement
 3. Swindon Core Strategy and Eastern Development Area
 4. Local plan and Village SPD
 5. Neighbourhood Development Plan

Environmental Assessment and EU Directives

- 2.7 Under Article 3(3) and 3(4) of the Strategic Environmental Assessment (SEA) Directive 2001/42/EC a SEA is required of plans and programmes which "determine the use of small areas at a local level". The Borough Council as "responsible authority" determines if the plan is likely to have significant environmental effects.
- 2.8 The Borough Council determined, in a Screening Opinion, set out in Annex 7, that the plan would not require a Strategic Environmental Assessment. The Council also determined that the plan would not require an Appropriate Assessment.

Pre-submission and Examination version – public consultation responses

2.9 The key dates in the plan's latter stages are:

| | |
|------------------|--|
| June/Aug 2015 | Pre-submission draft plan consultation |
| Aug/Nov 2015 | Analysis of comments and prepare plan amendments (Annex 11 sets out the modifications made in response) |
| Nov 2015 | Submission of plan to Borough Council |
| Jan – March 2016 | SBC carries out public consultation (6 weeks) on examination version |

2.10 A total of 13 parties made representations to the plan. The most substantive were submitted by David Lock Associates (DLA) on behalf of a consortium with significant local land interests – Hallam Land Management, Hannick Homes and Taylor Wimpey (HHT). DLA submitted extensive and detailed representations on most policies. They were the principal participants at the public hearing.

Human Rights and European Obligations

2.11 I have no reason to believe that making the plan would breach or is incompatible with the European Convention on Human Rights or other EU obligations.

Plan period

2.12 The neighbourhood plan states, at para 1.8 (second bullet), that it covers the period to 2026, which is co-terminus with the plan period of Swindon Council's Local Plan, adopted in March 2015.

Excluded development

2.13 A neighbourhood plan cannot include policies for excluded development, such as minerals and waste. I have concluded that the plan does not do so.

Recommendations

2.14 Overall, the plan is a well-presented document with a clear structure and is attractively laid out. I have concluded that it contributes to the achievement of sustainable development. In the next sections of my report I deal with the formal examination of its policies. In doing so I set out recommended modifications, often by referring to the App 1 Amendments, which are typically preceded by the expression I **recommend** (in bold).

3. The draft Neighbourhood Plan in its planning and local context

National policies and advice

3.1 The neighbourhood plan must have regard to national policies and advice, contained in guidance issued by the Secretary of State, and contribute to the achievement of sustainable development (the first two Basic Conditions). Paragraph 16 of the

National Planning Policy Framework (the Framework) is concerned with neighbourhood planning:

“The application of the presumption [in favour of sustainable development] will have implications for how communities engage in neighbourhood planning. Critically, it will mean that neighbourhoods should:”

- *develop plans that support the strategic development needs set out in Local Plans, including policies for housing and economic development;*
- *[and] plan positively to support local development, shaping and directing development in their area that is outside the strategic elements of the Local Plan;”*

3.2 The Framework explains at para 184 that: *“The ambition of the neighbourhood should be aligned with the strategic needs and priorities of the wider local area”*. And: *“Neighbourhood plans should reflect these policies and neighbourhoods should plan positively to support them. Neighbourhood plans should not promote less development than set out on the Local plan or undermine its strategic policies.”*

3.3 The Framework’s policy guidance on Local Green Space designations is set out at para 77. The plan must give sufficient clarity to enable a policy to do the development management job it is intended to do; or to have due regard to Guidance. For example, para 042 of the Guidance explains that:

“A policy in a neighbourhood plan should be clear and unambiguous. It should be drafted with sufficient clarity that a decision maker can apply it consistently and with confidence when determining planning applications. It should be concise, precise and supported by appropriate evidence. It should be distinct to reflect and respond to the unique characteristics and planning context of the specific neighbourhood area for which it has been prepared.”

3.4 Also, there has to be evidence to support particular policies, notwithstanding it may express a strong and well-intentioned aspiration or concern of the local community. The Guidance (recently revised Para 040 ref 41-040-20160211) states:

“While there are prescribed documents that must be submitted with a neighbourhood plan or Order there is no ‘tick box’ list of evidence required for neighbourhood planning. Proportionate, robust evidence should support the choices made and the approach taken. The evidence should be drawn upon to explain succinctly the intention and rationale of the policies in the draft neighbourhood plan or the proposals in an Order.

A local planning authority should share relevant evidence, including that gathered to support its own plan making, with a qualifying body Neighbourhood plans are not obliged to contain policies addressing all types of development. However, where they do contain policies relevant to housing supply, these policies should take account of latest and up-to-date evidence of housing need

In particular, where a qualifying body is attempting to identify and meet housing need, a local planning authority should share relevant evidence on housing need gathered to support its own plan-making”.

The Development Plan - strategic policies

3.5 The neighbourhood development plan must be in general conformity with the strategic policies of the development plan for the area. The development plan is the Swindon Borough Local Plan 2026 adopted in March 2015. Of some relevance is the New Eastern Villages Planning Obligations SPD, adopted October 2016. While not part of the development plan this document contains an illustrative Masterplan and Village Proformas and Infrastructure Requirements related to the village. That it had been adopted since the public hearing did not lead me to re-open the hearing as DLA had already referred the examiner to the Draft in their letter of 26.5.2016 and is not part of the development plan in any event.

3.6 South Marston is the only existing settlement directly within, or adjacent to, the area of very significant eastward expansion of Swindon; although there are other villages in close proximity. As such, the neighbourhood plan sits in the context of an overarching strategic policy covering the wider eastern expansion of Swindon (NC3) and a more location-specific strategic policy for the village itself (RA3). These two strategic policies, which are set out in full at Annex 1 of the neighbourhood plan, are summarised below:

- **Local Plan Policy NC3:** New Eastern Villages – including Rowborough and South Marston Village Expansion. This is a strategic allocation involving (and including road links, green infrastructure, sports, community and educational facilities, employment land and retail space) –
 - A design-led approach at 40 dph
 - About 6000 dwellings south of A420
 - About 1500 dwellings at Rowborough (north of A420); and
 - 500 dwellings at South Marston
- **Local Plan Policy RA3:** South Marston. This is in three parts (which I summarise):
 - a. Requires that development [in accordance with Policies SD1 and SD2] must contribute to the creation of an integrated village with a distinct rural and separate identity.
 - b. Development shall, among other things:
 - Ensure it respects the character of the existing village by:
 - Providing housing at 30 dph
 - Providing affordable housing at no more than 20%
 - Provide [appropriate] facilities
 - Provide green infrastructure
 - Provide an extended recreation ground
 - Protect historical landscape features
 - Deliver primary school places within the village to meet the needs of an expanded South Marston
 - Provide a new road connection [east-west] within the limits of the expanded village and designed so as it does not form a by-pass to South Marston
 - Provide traffic management and sustainable transport measures
 - Ensure brownfield site developments provide strong links with the village
 - Provide mitigation measures from flood risk; and
 - Realise opportunities to provide main drainage.

c. To ensure non-coalescence with Swindon and the New Eastern Villages the land between the expanded village and the railway line shall remain part of the open countryside. Development in this area will only be permitted where it retains or enhances the existing character of the countryside and involves either re-use of buildings or is an essential requirement related to the rural community.

3.7 Policy RA3 is accompanied by an Inset Map (Figure 14), which shows five “islands” of residential development four of which are interspersed by areas of green infrastructure; the remaining land to the south is an Indicative Non-Coalescence Area.

3.8 I have set out RA3 pretty much in full, as it is an essential backdrop to many of the policy issues raised by the neighbourhood plan. The neighbourhood plan, in my view, does not seek to undermine these strategic objectives but rather to finesse, secure or clarify with more particulars, the strategic requirements. While it does not allocate any sites for development, I have concluded that it contributes to the achievement of sustainable development.

4. Proposals

4.1 The second section of the plan, starting at Chapter 14, moves into the plan’s Proposals. Each chapter deals with a different topic, many with policies.

An expanded, integrated village

4.2 The first policy – **NP Policy 1** concerns Integrated Development and echoes the development plan.

Design

4.3 **NP Policy 2** requires all development to be in accordance with a set of criteria set out in the plan’s Annex 3: Design Principles. Further, that outline consents for the principal sites be governed by Design Codes; while applications for fewer than 10 dwellings should be subject to design or development briefs in accordance with the design principles.

4.4 DLA were concerned about the policy’s inflexibility and sought to introduce “*or framework or appropriate alternative mechanism*” into the text. They referred to the approach in the development plan (specifically Local Plan Policy SD3) applying to “*all significant development*.” I agree and recommend that the suggested amendments in DLA’s letter of 9 March (p 23) be adopted, subject to re-instatement (ie retention) of the original wording of the first sentence – see Appendix 2.

Village Centre and Community Facilities

4.5 This chapter (16) elaborates on the RA3 requirement for an extended recreation ground and community, recreation and retail provision, as part of a new Village Centre. Local Plan Policy CM4 requires that proposals for new or extended community facilities will be supported, according to certain criteria. **NP Policy 3** concerns the Village Centre, along with Plan 4. This designates the identified land as public open space, promoting a range of community facilities, including an expanded primary school. The latter requirement was the subject of an objection by DLA.

Highways England was “entirely supportive”.

- 4.6 DLA note that the strategic policy is to deliver school places but not necessarily through the expansion of the school, acknowledging that while discussions were ongoing – in relation to local aspirations for expansion – these were not concluded and so the first bullet of the policy (expansion of the school) was not yet deliverable. DLA argued that were the expansion of the school not to take place then an alternative would be required. I agree. In order to achieve this I **recommend** the policy and supporting text changes in the Amendments be adopted as a modification.

Highways

- 4.7 Chapter 17 is concerned with Highways, both in relation to Local Journeys and External Connections. In particular, huge concern had been raised about minimising traffic volumes and their impact on the Pound Corner junction. The plan seeks to promote sustainable travel behaviours.

The Road Network

- 4.8 The next chapter is a significant part of the plan, with four policies. A major objective of the local community is to avoid rat-running traffic, especially from the neighbouring planned village of Rowborough to the east. **NP Policy 4 – Highway Network** – is concerned to achieve a comprehensive movement framework in line with Manual for Streets, and in a manner that contribute to the rural and social character of the expanded village. DLA requested the addition of “in particular to support walking and cycling” after the end of the first sentence, which I agree adds clarity and I **recommend** as a modification – see Appendix 2.
- 4.9 **NP Policy 5 – Access onto the A420** – seeks to minimise car journeys and secure junction improvements to maintain reliable journey times, especially at peak times. Highways England welcomed the policy.
- 4.10 **NP Policy 6 – Connectivity and Permeability** – seeks to secure the routing of the east-west road link [from Old Vicarage Lane to Thornhill Road], through the three southern housing “islands”, as shown indicatively on Plan 5. The requirement is to loop over Manor Farm and connect with the planned Village Centre. Such a route is a requirement of RA3. But the indicative route on Plan 5 – designed to reduce the risk of rat-running through the village - was the subject of an objection by DLA, which was not wholly resolved in the discussions following the public hearing.
- 4.11 Having considered the DLA arguments – including those post-hearing with their “further suggested amendments” - I am not convinced they add significantly to the clarity required of the policy and so I **recommend** the policy and supporting text changes in the Amendments be adopted as modifications.
- 4.12 The next policy, which is also designed to avoid rat-running through the village, is **NP Policy 7 – Rowborough Traffic** – was also the subject of an unresolved objection from DLA. Essentially the policy required a single access connecting the planned village of Rowborough with Old Vicarage Lane. A further limb prohibited any new development being serviced off the exiting access roads [Nightingale Lane and Rowborough Lane].
- 4.13 At the heart of the disagreement was whether the aims of the policy, including that of the development plan – discouraging rat-running – was to be secured by one or two

accesses. The Amendments acknowledge the potential of a second access; DLA, however, sought to introduce the second access as a given. I didn't find the evidence for this sufficiently robust to reach a conclusion that a second access should be a given. Thus, I found the policy and text changes in the Amendments the appropriate resolution of the issue and I recommend that they be adopted as modifications.

Footpaths and Cycleways

- 4.14 The aim of the plan is to reduce reliance on car travel. And the village lacks a direct dedicated cycleway to Swindon; or any to surrounding areas. There are insufficient footways on some roads and an inadequate network of footpaths. The plan suggests a series of strategic routes, shown on Plan 6 and in Table 1. **NP Policy 8 – Cycleways and Footpaths** – requires all developments to contribute towards creating this network. Natural England support this policy.
- 4.15 DLA opposed the drafting of the policy as being too inflexible and possibly undeliverable in places. They pointed out that segregated cycling links are not national policy. I noted the local work in support of the policy but did not find the evidence for the particular routes sufficiently robust to support them wholesale. To achieve greater clarity I **recommend** that the amendments in para 170 of DLA's letter of 9 March be adopted as modifications – see Appendix 2.

Green Infrastructure

- 4.16 The plan seeks to designate part of the green infrastructure in the development plan as Local Green Space, shown as Green Wedges on Plan 7, through **NP Policy 9 – Green Infrastructure**. The justification for this is set out in the plan and in Annex 5 (JS9). The plan sought, in particular, to rely on the National Planning Guidance that new residential areas could include such designations “...*if they are demonstrably special and hold particular local significance*.” DLA opposed the designation as not meeting the Basic Conditions and were, in any event, not necessary in light of the policies in the development plan.
- 4.17 Having visited these areas and studied the justification in Annex 5 I found insufficient – and certainly not robust or proportionate - evidence that they were either demonstrably special or shown to hold particular local significance. In any event, it seems to me that the protection afforded by Local Plan Policy RA3 is likely to be effective in protecting these areas from inappropriate development. Accordingly, I **recommend** that the designation be deleted. To be in general conformity with the strategic policies of the development plan I **recommend** that the amendments in para 127 of DLA's letter of 9 March 2016 be adopted as modifications. The supporting text in chapter 20 will need considerable amendment to make sense, as supportive of green infrastructure, in the same broad areas as shown on Local Plan Figure 14.

Hedges

- 4.18 The plan promotes a presumption in favour of retaining existing hedgerows, to reinforce the rural character of the village. **NP Policy 10 – Hedges** – is intended to do this. However, DLA pointed out that it was not wholly consistent with the development plan. I agreed and therefore I **recommend** that, to improve consistency and clarity, the amendments in para 181 of DLA's letter of 9 March be adopted as modifications – see Appendix 2.

Local Economy

- 4.19 The plan supports brownfield land being developed for housing. The range of employment opportunities are considered sufficient and therefore the plan makes no allocations for additional employment sites.

Broadband

- 4.20 The village has historically had poor service and, especially given the number of people who work from home, the plan seeks to maximize opportunities for improvement. **NP Policy 11- Broadband and Mobile Reception** – does this.

Utilities

- 4.21 A number of outlying properties in the village are mainly reliant on septic tanks; some have privately maintained water pipes and/or overhead cables. A larger village will benefit existing residents and be able to offer new infrastructure connections as well as improved roads, power supplies and utilities generally. **NP Policy 12** seeks to do this. DLA opposed the policy *requiring* applicants to offer facilities such as connections. However, I came to the conclusion that these were sufficiently local problems, which deserved resolution as part of the village's expansion, such that they demanded more than simply encouragement.
- 4.22 Thames Water Utilities Ltd pointed out the context of NPPF para 156 in relation to infrastructure, including water supply and waste water; as well as NPPG 34-001-20140306. Accordingly they requested an additional policy on "water supply, waste water and sewerage." However, the drafting seemed to me to be generic and not justified by local conditions. Its inclusion would not, in my view, be necessary to meet the Basic Conditions.
- 4.23 The Quadri family, amongst others, raised the issue of capacity and referred to a recent appeal regarding the redevelopment of industrial premises. However, I was not able to resolve that in the light of the evidence in the plan's supporting material and the contents of the letter from Thames Water.

Flood Risk

- 4.24 Significant parts of the plan area are at risk from fluvial and surface water flooding; indeed, over 50 homes were flooded in 2007. **NP Policy 13** seeks to reduce flood risk through restricting development to FR Zone 1, to promoting SUDS and encouraging permeable surfaces.

Housing for the Elderly

- 4.25 **NP Policy 14** supports housing for the elderly near to the new Village Centre, in line with Local Plan policies HA1 and HA3. This responds to the strong desire within the village to make it possible for homeowners to downsize and remain.

Historic Environment

- 4.26 The plan notes the main heritage assets in the village and the relevant Local plan Policy (EN10b). Some potential heritage and natural environment assets are also described.

Other

- 4.27 Network Rail argued for a policy on Developer Contributions but it was generic and did not convince me that it was necessary to meet the Basic Conditions.

5 Referendum Area

- 5.1 Planning Practice Guidance on the Independent Examination (Paragraph: 059 Reference ID: 41-059-20140306) says:

“It may be appropriate to extend the referendum area beyond the neighbourhood area, for example where the scale or nature of the proposals in the draft neighbourhood plan or Order are such that they will have a substantial, direct and demonstrable impact beyond the neighbourhood area.”

- 5.2 There are few precedents for how Examiners have applied those tests in reaching their decisions; a significant one is in the report on the Central Milton Keynes neighbourhood plan (also a ‘business area’ for the purposes of neighbourhood planning). There, the Examiner concluded that the referendums should include the whole population of the borough (some 250,000 individual voters) and not merely the 3,000 people living in the central area covered by the plan.
- 5.3 In the case of Stroud Town Centre NDP, which I examined and where the plan area was a part of the parish area, the Parish and District Councils both argued, and I agreed, that the whole parish was the appropriate referendum area, given the impact of the plan’s proposals and policies on the wider area.
- 5.4 I have concluded that the impact of the plan’s policies would have a *substantial, direct and demonstrable impact* beyond the plan area and I therefore **recommend** that the referendum area be extended beyond the designated area.
- 5.5 The question then is what should be the extent of the area? In practice there are very few households outwith the plan area but within the parish. However, the plan area was used throughout as the main focus of local consultation and I have come to the conclusion that the parish is the appropriate area, as this is the area over which the plan will have a direct, demonstrable and substantial impact. I therefore **recommend** that if the plan proceeds to referendum then the boundary should be the same as the civic parish boundary.

6 Conclusions and recommendations

- 6.1 I can see that the Parish Council and its volunteers have put in a great deal of hard work into the submission of the plan and the supporting documents. The plan is well presented and clear; and seeks to represent the local community’s aspirations, which it does well.
- 6.2 From my examination of the submitted South Marston Neighbourhood Development Plan, together with the supporting documents, including having regard to all the representations made and having regard to the post-hearing material, I have concluded that the making of the plan will meet the Basic Conditions, if modified as I recommend. I also conclude that the legal requirements are met. I have set out my conclusions, drawn from the findings in my report, in the Summary on page 2.
- 6.3 In summary, I **recommend** that the South Marston Neighbourhood Development

Plan should proceed to referendum. I **recommend** that if the plan does proceed to referendum then the referendum area should extend beyond the plan area. I **recommend** that the referendum boundary be extended to that of the civil parish boundary.

- 6.4 Finally, my thanks to both Parish and Borough Councils for their support in making the examination so smooth.

John Parmiter FRICS FRSA MRTPI

Independent Examiner

john@johnparmiter.com www.johnparmiter.com

31 March 2017

Appendix 1: Suggested Amendments, as agreed between the Parish and Borough Councils, following the public hearing
15.9.2016

A. The Village Centre

NP POLICY 3 – VILLAGE CENTRE *The field to the south west of the current recreation ground as shown on Plan 4 will be designated as public open space. This, together with the existing Recreation Ground and school will provide an attractive 'Village Centre' for the recreation, education and enjoyment of village residents. It will be environmentally attractive with community facilities to include the following:*

- ~~- the expanded primary school~~
- a new village hall and car parking
- community sports pitches and a new sports pavilion
- a tarmac surfaced Multi-Use Games Area (MUGA)
- additional open space for informal play and outdoor recreational facilities suitable for all age groups and physical abilities ; ~~to include outdoor space for use by the primary school~~
- a retail outlet at or adjacent to the new village hall to meet day to day retail needs
- landscaped areas and views out, particularly towards the Downs and Church to encourage walking and general leisure uses.

A single 1.5 form entry primary school based on extending the current site in the Village Centre is the preferred option to serve the expanded village. Alternative education provision relating to new housing development will only be allowed if all other options for a single primary school have been demonstrated to be undeliverable to the satisfaction of the planning authority.

The location and layout of the Village Centre will encourage access on foot/by cycle and minimise traffic on Old Vicarage Lane.

The area should be transferred to Parish Council ownership to manage and maintain as an attractive location for the benefit of all village residents.

16.4. Preparatory work on School Place Planning by Swindon Borough Council has been done to meet the requirements in the Local Plan. ~~for primary education provision at the expanded primary school.~~ Decisions on the location of the school involve land ownership and finance considerations. A barrier to providing an entirely new school at a new location is the lack of funding to rebuild the existing school facilities. An alternative is for the new development to be served by a new 1 form entry Free School to be located within the expanded village, leaving the existing school in place The Parish Council believe that if two schools were provided, neither would meet government guidance *'In order to provide a sustainable broad and balanced curriculum, there is a presumption that primary schools should have a minimum of two forms of entry of 30 pupils'* [\(DfE 2016 ref details in footnote\)](#). Policy NP3 supports the expansion of the existing South Marston Church of England Primary School to deliver the

single school for South Marston, but allows for the alternative provision if it is determined by the Local Planning Authority that the preferred option cannot be pursued.

- 16.5. Negotiations indicate that a single school site for South Marston is deliverable at the Village Centre with the support and agreement of the school (now about to become an Academy), school governors, SBC, the developers and the Parish Council. The ~~build~~ project has been agreed by SBC and will be achieved by expanding the current school site onto part of the existing Recreation Ground owned by the Parish Council to deliver a 1.5 form entry school in the Village Centre. This has been calibrated on the basis of serving the expanded South Marston population. The blue hatched area on Plan 4 indicates ~~the approximate area required to be fenced off for one possible design plan for the expanded school site.~~ However, the exact line of the boundary has yet to be agreed with the Parish Council and the design will take into account the priority issues raised by the community which include minimising traffic volumes on existing village roads.

.B. SM Road network

NP POLICY 6 – CONNECTIVITY AND PERMEABILITY ~~The A new road connection between Old Vicarage Lane and Thornhill Road will form be part of the internal street network and serve be aligned within the new housing areas linking new development with the village central area. It will be routed from a junction with Old Vicarage Lane south of the Mercure Hotel, around the north of the existing properties at Manor Farm and thence to Thornhill Road.~~

The vehicular network will allow for all new strategic housing allocations between Old Vicarage Lane and Thornhill Road to be able to access the new Village Centre without using existing village roads.

~~New development areas between Old Vicarage Lane and Thornhill Road must connect with this road to deliver connectivity, in particular, with the Village Centre, without using existing village roads.~~

~~The indicative route is shown at Plan 5.~~

~~Plan 5: : Indicative Route for the link street between Old Vicarage Lane and Thornhill Road. (plan 5 to be removed)~~ This plan is based on the housing areas identified in the indicative inset map attached to **Local Plan Policy RA3.**

- 18.10. To implement the requirements of Local Plan Policy RA3 set out at 18.2, ~~a policy is required that is more precise about this policy expands upon the alignment and nature of the link street between Thornhill Road and Old Vicarage Lane and its connections to the new Village Centre~~
- 18.11. This street will relieve pressure on Pound Corner, which is an inadequate T junction with limited room for improvement. Without ~~this~~ the proposed connections, there is likely to ~~will inevitably~~ be increased traffic on existing village roads and in particular at Pound Corner. This which would be contrary to Local Plan policy and the strong and continuing concerns of the community, as evidenced by recent

consultation submissions, ~~and the JMP technical report conclusions as outlined in JS4-7.~~

18.12. Further, this policy ~~is required~~ proposes to ensure that the new connections which:

- contributes towards the creation of an integrated village
- ~~provides connectivity by linking the new development areas with each other and with the Village Centre~~
- delivers legibility through clear and logical connections from the Village Centre and development areas to the A420 junctions
- does not become a potential rat-run route for Rowborough traffic to reach Keypoint/Gablecross as an alternative to using the A420
- provides a route of choice for vehicles travelling from Swindon and Stratton to the Village Centre and school rather than using Pound Corner or Old Vicarage Lane
- does not impede access across the strategic footpath/cycleway to the secondary school and southern New Eastern Villages
- does not form a hard edge to the settlement or visually intrude into the anti-coalescence land area between the expanded village and the railway line

18.13. Recent negotiations with Swindon Borough Council and developers have led to an agreed approach to delivering a road connection crossing Bridleway 4 which currently separates the majority of new strategic housing land from the new Village Centre. This is a key element in meeting the aspirations outlined in 18.12. The wording of Policy NP8 allows for alternative, less direct road connection with the village centre, should barriers arise that prevent delivery of the crossing of the bridleway. As explained in JS6, there are no sustainable reasons why the required route is not deliverable.

NP POLICY 7 - ROWBOROUGH TRAFFIC: *In addition to a primary access to the A420 for Rowborough at Acorn Bridge, ~~an single main~~ access will connect the new village of Rowborough with Old Vicarage Lane to enable traffic to join the A420 at the Carpenters Arms junction. It shall be designed in such a way that it discourages traffic from Rowborough using the existing and proposed road network across the South Marston Neighbourhood Plan Area as an alternative route to the A420. Should an additional access be required on to Old Vicarage Lane, this would be designed to avoid rat running through South Marston Village. This will provide a secondary point of access to the new principal link under the railway line at Acorn bridge and should be designed accordingly.*

No new development shall be served from Nightingale Lane or Rowborough Lane and traffic measures will be implemented to deter extraneous traffic from using these routes.

- 18.14 To further emphasise the importance of avoidance of rat-running, the primary access onto the A420 for Rowborough will be south east of Rowborough towards Acorn Bridge, via a new link under the railway line as specified in **Local Plan Policy NC3**. . A secondary access will be onto Old Vicarage Lane to join the A420 via the existing railway tunnel. Traffic control measures will be introduced to manage the flow of traffic where the road narrows as it runs beneath the railway and to ensure safe exit onto the A420. *Should a second access from Rowborough on to Old Vicarage Lane be required, this will be designed to avoid rat running through South Marston Village.*

Appendix 2: DLA representations 9 March 2016 (extracted paragraphs)

Green Infrastructure

- 127 Revised Wording of NP9: The “Green Wedges” shown *indicatively* on Plan 9 and to be defined in detail in the light of the development management process, will be ~~are~~ ~~considered to be~~ of significant community value, and will be retained in open uses ~~designated as a Local Green Space. Development on Local Green Space~~ of green infrastructure, will only be allowed where the benefit to the community that this would achieve outweighs the loss of green space, or if it would facilitate connectivity between development parcels and/or provide a drainage function .

The supporting text and plan 7 should be modified accordingly.

Footpaths and Cycleways

- 170 It is therefore suggested that the policy in the NP recognises the role also of on street pedestrian and cycling as part of the network. Suggested wording is as follows and also recognises the need for the movement network to be finalised in conjunction with rather than ahead of the detailed design of the expanded South Marston Village and by then having regard to the deliverability of each of the aspects of the proposed routes.

NP POLICY 8 – CYCLEWAYS AND FOOTPATHS All proposals for development at South Marston Village must contribute towards creating a ~~the~~ network of *cycle routes* cycleways and footpaths including through provision on street and new or improved cycle and/or footpath routes. ~~outlined in Plan 6. Whereas The routes of potential~~ new rights of way are *indicatively shown on Map 6, the details of which may include provision within development parcels. The purpose of each route in encouraging walking and cycling must be met should be incorporated within the overall movement network for cyclists and pedestrians.*

If any new road crosses a Strategic Route then the crossing must be designed to *take account of the needs of* ~~give priority~~ to cyclists and to maximise the safety of pedestrians using the Strategic Route.

Hedges

- 181 Policy EN1 of the Local Plan seeks to protect visually or ecologically important hedges. Policy NP10 should be consistent with this approach to be consistent with Local Plan policy:
- NP POLICY 10 – HEDGES** There is a presumption in favour of retaining *visually or ecologically important* existing hedgerows. If the removal of a hedgerow is proposed, adequate justification must be provided and, where appropriate, compensatory planting provided in the near vicinity. replacement planting should be of sufficient value to compensate for the loss of mature hedgerows and the biodiversity they support.

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Appendix 3: Definition of the Basic Conditions

As defined by Paragraph 8(2) of Schedule 4B to the Town and Country Planning Act 1990 (as amended by the Localism Act 2011):

“A draft order meets the basic conditions if—

(a) having regard to national policies and advice contained in guidance issued by the Secretary of State, it is appropriate to make the order,

(b) having special regard to the desirability of preserving any listed building or its setting or any features of special architectural or historic interest that it possesses, it is appropriate to make the order,

(c) having special regard to the desirability of preserving or enhancing the character or appearance of any conservation area, it is appropriate to make the order,

(d) the making of the order contributes to the achievement of sustainable development,

(e) the making of the order is in general conformity with the strategic policies contained in the development plan for the area of the authority (or any part of that area),

(f) the making of the order does not breach, and is otherwise compatible with, EU obligations, and

(g) prescribed conditions are met in relation to the order and prescribed matters have been complied with in connection with the proposal for the order.”

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Adoption of the Highworth Neighbourhood Plan

Council

Date: 13th July 2017

Author: Cabinet Member for Strategic Planning and Sustainability
Wards: Blunsdon and Highworth
Parishes Affected: Highworth

1. Purpose and Reasons

- 1.1 To inform Council of the result of the referendum of the Highworth Neighbourhood Plan.
- 1.2 To adopt the Highworth Neighbourhood Plan formally as part of the development plan for the Borough, in order to comply with the Localism Act 2011.
- 1.3 Neighbourhood Plans are a means by which communities can shape development in their areas and thus are a means of achieving the Council's Priority 4: Help People to help themselves.

2. Recommendations

Council is recommended to:

- 2.1 Formally adopt (make) the Highworth Neighbourhood Plan as part of the statutory Development Plan for the Borough.

3. Detail

Background

- 3.1 The 2011 Localism Act allowed for local communities to shape their areas by enabling town and parish councils along with other designated bodies to prepare neighbourhood development plans. A detailed legislative framework for undertaking neighbourhood planning was set out in the Neighbourhood Planning Regulations 2012.
- 3.2 A Neighbourhood Plan, once adopted, forms part of the statutory development plan and sits alongside the Swindon Borough Local Plan. Should planning permission be sought in areas covered by an adopted Neighbourhood Plan, the application must be determined in accordance with both the Neighbourhood Plan and the Local Plan.
- 3.3 There are a number of legally prescribed stages that need to be undertaken in preparing a Neighbourhood Plan. The plan needs to be subject to examination by an independent examiner. Subject to a positive outcome from such an examination the plan then proceeds to a referendum. Where a neighbourhood plan is subject to a successful referendum, and the local planning authority is satisfied that EU and human rights obligations have been met, it is a legal requirement to bring the plan into force as soon as reasonably practicable.

Further information on the subject of this report can be obtained from Contact Phil Smith, on direct dial number 01793 466443, or by e-mail psmith@swindon.gov.uk.

Adoption of the Highworth Neighbourhood Plan

Council

Date: 13th July 2017

Progress of the Highworth Neighbourhood Plan

- 3.4 In May 2016, Highworth Town Council published the draft Highworth Neighbourhood Plan for a six week consultation, in line with regulation 14 of the Neighbourhood Planning (General) Regulations 2012.
- 3.5 Following additional work and consultation to meet the requirements of the Strategic Environmental Assessment, the Parish Council submitted the Highworth Neighbourhood Plan to the Borough Council in October 2016 for assessment by an independent examiner. The Plan and associated documents were publicised for consultation by Swindon Borough Council for six weeks between 20th October and 1st December 2016 (the Local Authority publicity consultation).
- 3.6 Mr Robert Bryan BA Hons MRTPI was appointed as the Independent Examiner and all comments received at the Local Authority publicity consultation were passed on for his consideration.
- 3.7 The Examiner issued his Report into the Highworth Neighbourhood Plan on the 22nd February 2017. He concluded that, subject to modifications, the Highworth Neighbourhood Plan will meet the necessary basic conditions (as set out in Schedule 4b (8) of the Town and Country Planning Act 1990 (as amended) and, subject to these modifications being made, may proceed to referendum.
- 3.8 The Full Council meeting of 6th April 2017, approved the Highworth Neighbourhood Plan Decision Statement, which was attached as an appendix to the main report (Full Council Minute 100 refers, 2016/17 refers). This stated that having considered each of the recommendations made in the examiner's report, and the reasons for them, Swindon Borough Council accept the Examiner's recommendations in order to ensure that the draft plan meets the 'basic conditions' as set out in Schedule 4B of The Town and Country Planning Act 1990 (as amended by the Localism Act 2011). The 'basic conditions' that a neighbourhood plan must meet are: appropriate regard to national policy; general conformity with strategic policies of the development plan for the local area; contribute to the achievement of sustainable development; and compatible with EU obligations.
- 3.9 Council also authorised the Director of Law and Democratic Services to undertake a referendum on the Highworth Neighbourhood Plan in Highworth Parish (The Highworth Town Council area), in accord with regulations set out in The Neighbourhood Planning (Referendum) Regulations 2012 as soon as is practically possible.
- 3.10 A referendum was held on Thursday 25th May 2017 posing the following question to eligible voters: "Do you want Swindon Borough Council to use the Neighbourhood Plan for Highworth to help it decide planning applications in the neighbourhood area?"

Further information on the subject of this report can be obtained from Contact Phil Smith, on direct dial number 01793 466443, or by e-mail psmith@swindon.gov.uk.

Adoption of the Highworth Neighbourhood Plan

Council

Date: 13th July 2017

- 3.11 2,419 (36.5%) of registered electors, recorded votes, of which 1692 (70%) were in favour of 'yes'. It was declared that more than half of those voting had voted in favour of the Highworth Neighbourhood Plan.
- 3.12 In accordance with Section 38A of the Planning and Compulsory Purchase Act 2004 (as amended), following a positive referendum outcome the Council must 'make' the neighbourhood plan so that it formally becomes part of the development plan for Swindon Borough Council.

Benefits to Highworth Parish

- 3.13 As well as allowing the local community to have a greater say on development within their Parish, formally adopting the Highworth Neighbourhood Plan will allow the Town Council to benefit from a higher proportion of Community Infrastructure Levy (CIL) revenues arising from chargeable development that takes place in the parish. This will rise from a capped 15% of levy revenue to an uncapped 25% when the neighbourhood plan is made. Therefore, this will result in a transfer of future levy revenue from SBC to Highworth Town Council to spend on priority infrastructure required to support the development of the area.

4. Alternative Options

- 4.1 To be in accordance with legislation the Council is legally required to bring the plan into force following the successful referendum; therefore, there is no reasonable alternative.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The Borough Council is obliged to fund the costs of the Examiner and referendum. The costs have been covered through specific neighbourhood planning grant funding which have been drawn down from Central Government. .
- 5.2 Although there will be a financial implication from adopting the Neighbourhood Plan, in terms of the apportionment of CIL income, there will be no financial implications for the base budget.

Legal and Human Rights Implications

- 5.3 Legal and Human Rights implications have been taken into account in preparing this report. It is considered that the recommendations are consistent with Convention Rights. The context of this Report is guided by the relevant provisions of the Town and Country Planning Act 1990 (as amended) and relevant secondary legislation.

Further information on the subject of this report can be obtained from Contact Phil Smith, on direct dial number 01793 466443, or by e-mail psmith@swindon.gov.uk.

Adoption of the Highworth Neighbourhood Plan

Council

Date: 13th July 2017

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

- 5.4 The Highworth Neighbourhood Plan has to be in accordance with the strategic policies of the Swindon Borough Local Plan and therefore is subject to the same assessment in terms of sustainability.

Diversity Impact Assessment

- 5.5 The Swindon Borough Local Plan was subject to detailed Diversity Impact Assessment (DIA) and the Highworth Neighbourhood Plan has to be in general conformity with the Local Plan for it to meet the basic conditions. A copy of the Swindon Borough Local Plan DIA can be obtained from the report author.

Risk Management

- 5.6 The following risks will arise if the recommendations are not implemented. The Council will be in breach of its statutory duty under the Town and County Planning Act 1990. As the legislation concerning the recommendation is quite explicit there is no way of mitigating this risk.

6. Consultees

- 6.1 The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.
- 6.2 Ward Members for Blunsdon and Highworth.

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 A copy of the Highworth Neighbourhood plan can be found at:
https://www.swindon.gov.uk/info/20113/local_plan_and_planning_policy/650/neighbourhood_planning/3

CABINET

WEDNESDAY, 26 APRIL 2017

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

Councillor Steve Allsopp attended the meeting in respect of Minute No. 122.
Councillor Jim Robbins attended the meeting in respect of Minute Nos. 125 and 126.
Councillor Bob Wright attended the meeting in respect of Minute No. 118.

113. Declarations of Interest.

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

Councillor Toby Elliott made a non-prejudicial personal declaration of interest in respect of the Agenda Item No. 11 ("Draft Airports National Policy Statements") on the grounds of his employment by Network Rail.

114. Minutes.

Resolved – That the minutes of the meeting held on 15th March, 2017, be confirmed and signed as a correct record.

115. Public Question Time.

Ms Sarah Church, a Shrivenham resident, had submitted a written question on the Council's proposed changes to library opening hours from 6th April and whether these proposals and other proposed changes in respect of the library service were compliant with the Public Libraries and Museums Act 1964. The Chair thanked Ms Church for her question and advised the meeting that a written answer had been provided to Ms Church and had also been circulated at the meeting.

Ms Church asked a supplementary question about the inclusion of non-core libraries in any future Public Sector Mutual. Councillor Mary Martin, the Cabinet Member for Communities, responded to the question at the meeting.

116. Exempt Items - Exclusion of Press and Public.

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

| Item No. | Paragraph No. | Minute No. |
|----------|---------------|------------|
| 16 | 3 | 128 |

117.

Budget Management Update

Councillor Russell Holland, the Deputy Leader of the Council and the Cabinet Member for Finance and Corporate Services, and the Corporate Director, Resources and Transformation, submitted a joint report presenting the 2016/17 Revenue Budget forecast out-turn and a capital programme update.

Councillor Holland introduced the joint report and, in particular, drew members' attention to the importance of the work at Waterside for which specific funding was requested.

Resolved – (1) That the projected Revenue Budget out-turn position for 2016/17, set out in Table 1 of the report and Appendix 1 to the report, be noted.

(2) That the additional capital expenditure at Waterside, detailed in paragraph 3.6 of the report, be approved.

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

118.

Housing Revenue Account Acquisitions Programme 2017/18

Councillor Oliver Donachie, the Cabinet Member for Housing and Homelessness, and the Corporate Director, Communities and Place, submitted a joint report seeking Cabinet's approval to take immediate steps to provide additional homes for up to 100 families that are presently homeless. It was noted that the intention of the proposal was to also target, where possible, empty properties, thereby making full use of existing housing and reducing the blight caused in neighbourhoods by empty homes.

Councillor Bob Wright (Central Ward) asked a number of questions relating to the definition, costs and accessibility of affordable housing, and the availability of Council Houses for those at the benefits cap (£20,000), which Councillor Donachie responded to at the meeting.

Resolved – (1) That a budget of £17m be allocated from within the Housing Revenue Account to purchase existing family sized properties from the local housing market to alleviate current homelessness pressures. The purchases to be funded by a combination of Housing Revenue Account reserves, the use of retained Right to Buy receipts and borrowing where required, as set out in paragraph 3.15 of the report.

(2) That, if required, additional Housing Revenue Account borrowing be approved, to fund house purchases and improvement works to the Council housing stock, as set out in paragraph 3.15 of the report.

(3) That the Director of Law and Democratic Services, in consultation with the Head of Housing Management and Community Safety, be authorised to complete all associated legal documentation necessary to purchase the properties identified and on such other terms as he considers necessary to protect the Council's position.

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

Councillor Fionuala Foley, the Cabinet Member for Children's Services, and Councillor Keith Williams, the Cabinet Member for StreetSmart, Highways and Transport, and the Head of Education and the Head of Highways and Transport, submitted a joint report setting out the Council's legal duties in relation to Education Transport and seeking Cabinet's approval to (i) implement the proposed Education Transport Policy for pupils attending education establishments from the start of the academic year 2018/19, (ii) consult on a proposed Education Transport Policy for the academic year 2018/19, including changes relating to Post 16 transport and Special Educational Need and Disability (SEND) 16 years to 25 years travel, and (iii) implement a Personal Travel Budget (PTB) offer as the primary method of transport assistance allocated to pupils with SEND, requiring transport and at all transition phases from September 2017 onwards.

The report also highlighted the intention to promote appropriate independence skills amongst young people, advising that all young people would be supported and encouraged to travel independently to school, including through the use of public transport when assessed as reasonable to do so.

Councillor Foley thanked the officers from the two service departments for their work in preparing the report and emphasised that no young person currently in post 16 or further education would be affected by any of the proposals.

Councillor Keith Williams elaborated on how addressing transport issues was essential to ensure that potential barriers to young people having access to education could be removed.

Given that the consultation would occur during the pre-election period, Councillor Foley moved an amendment to show that due consideration had been taken of relevant guidance.

Resolved – (1) That the Head of Education and the Head of Highways and Transport be authorised to conduct a consultation during May and June 2017 on the proposed Education Transport Policy 2018/19 including:

- a) Changes to remove automatic discretionary subsidised support for pupils accessing mainstream Post 16 education. There will be no changes for pupils already attending Post 16 schools or colleges who received travel assistance prior to September 2018.
- b) Changes relating to Special Educational Need and Disability (SEND) 16 years to 25 years travel to introduce a Personal Travel Budget (PTB), a bus pass or a parental contribution to the transport required. There will be no changes for pupils already attending Post 16 schools or colleges who received travel assistance prior to September 2018.

(2) That the Head of Education and Head of Highways and Transport be authorised to implement the offer of a Personal Travel Budget (PTB) or bus pass as the primary methods of transport assistance allocated to pupils with SEND, requiring transport at all transition stages (year R, 3, 7 and 12) from September 2017 onwards and/or when changing school location.

(3) That it be noted that the proposed consultation will be in accordance with the Code of Recommended Practice on Local Authority Publicity (March 2011) as it will

be a Council consultation led by the relevant officer.

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

120. Swindon Challenge

Councillor Fionuala Foley, the Cabinet Member for Children's Services, and the Head of Education, submitted a joint report setting out a strategy to address and raise performance in primary, secondary schools and 16-19 education in Swindon through the introduction of "Swindon Challenge". It was noted that this was a three-year programme to improve outcomes for young people and improve school performance and that the report was necessary to inform members of the strategy and the actions taken so far to implement the programme.

Councillor Foley drew members' attention to the aims and objectives of the Challenge Board, reiterating the position that the Council was just one part of a wider collaboration with schools, employers, councillors and the community working to raise school attainment levels.

Resolved – (1) That the Strategy for School Improvement, outlined in the report, be adopted.

(2) That the Head of Education, in consultation with the Cabinet Member for Children's Services, be authorised to develop and implement the Swindon Challenge action plan.

(3) That the Head of Education, in consultation with the Cabinet Member for Children's Services, bring a further report to Cabinet as soon as practicable on how to make Swindon "A Learning Town".

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

121. Karen Reeve, Director of Children's Services

Councillor David Renard, the Leader of the Council, advised the meeting that Karen Reeve, the Council's Director of Children's Services, would soon be leaving the employ of the Council and that this would be the last occasion that she would attend a Cabinet meeting in that capacity. On behalf of members, Councillor Renard thanked Karen for her years of service and for her achievements in support of Children's Services.

122. Swindon Local Transport Plan Implementation Plan 2017/18 (Minute For Confirmation)

Councillor Keith Williams, the Cabinet Member for StreetSmart, Highways, and Transport, and the Head of Highways & Transport, submitted a joint report seeking approval for the adoption of the Local Transport Plan Implementation Plan for 2017/18 and for the Local Transport Plan Capital Programme budget apportionment for 2017/18.

It was noted that the Local Transport Plan (LTP) is the principal means of delivering the Council's transport programme and is the statutory document that contains the

transport policies and programmes of the local transport authority. It is listed in Article 4 of the Council Constitution as a key document informing the policy framework for the Council and it is subject to an annual report to the Cabinet in order to ensure transparency in the apportionment of the funding and aid the delivery of the programme.

Councillor Steve Allsopp (Walcot and Park North Ward) welcomed the proposed maintenance works on Upham Road and asked that the works be publicised well in advance of commencement, to try and minimise disruption while the work was being undertaken. Councillor Williams confirmed that this would be the case, advising that every measure was taken in advance of any planned road works to both advise local communities of pending road works and to try and limit disruption.

Councillor Brian Ford (Cabinet Member for Adults' Health and Social Care) advised the meeting of the continuing concerns of Wroughton and Wichelstowe residents about the proposed tunnel at Junction 16.

Resolved – (1) That Council be recommended to approve:

- a) The Local Transport Plan (LTP) Implementation Plan for 2017/18.
- b) The Local Transport Plan Capital Programme budget categories and total spend for 2017/18, as detailed in Tables 1 to 8 of the Implementation Plan attached as Appendix 3 to the report.
- c) The allocation of the 2017/18 Highways Maintenance Incentive Fund as set out in paragraph 3.8.

(2) That, subject to approval of the Local Transport Plan Implementation Plan by Council, the Head of Highways and Transport, in consultation with the Cabinet Member for StreetSmart, Highways, and Transport, be authorised to:

- a) Prioritise schemes in accordance with Vision for Swindon priorities.
- b) Approve scheme progression in accordance with the updated Protocol (attached as Appendix 2 and originally approved by the Cabinet in July 2010 Cabinet Minute 23, 2010/11 refers).
- c) Amend the Protocol to reflect changing job titles, organisational restructuring, and improved input from and visibility to Councillors.
- d) Vary allocations between different budget categories
- e) Approve variations in scheme costs.
- f) Add/substitute schemes, provided expenditure is contained within the approved total budget.
- g) Develop and submit a bid to the National Productivity Investment Fund and to any other relevant funding opportunity that might be launched by Government, or other funding agencies, for transport schemes that will benefit Swindon and which are in accordance with Vision for Swindon priorities.

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

123. Draft Airports National Policy Statement

Councillor Garry Perkins, the Cabinet Member for the Economy, Regeneration and Skills, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report responding to Council's decision at its meeting on 10th November 2016, that the Cabinet Member report to Cabinet, when practicable, on how Swindon can

take advantage of Heathrow's expansion (Council Minute 62 2016/17 refers). The report set out the Council's proposed response to the Government's consultation on the draft Airports National Policy Statement.

It was noted that the Government's proposed policy in relation to the provision of airport capacity was important to Swindon, which had benefitted from good access to Heathrow Airport, as this was a factor in persuading international businesses to establish and maintain a presence within the Borough. It was the Cabinet Member's and Corporate Director's view that it was important to the Borough's economy that Heathrow Airport continues to operate as the United Kingdom's premier international gateway and that, accordingly, it was important for the Borough Council to make its views known by responding to the consultation.

Councillor Perkins and Councillor Martin emphasised the importance of a direct rail link to Heathrow from the west, which would aid Swindon's economy and businesses by reducing the journey time to less than an hour.

Resolved – (1) That the Corporate Director, Economy, Regeneration and Skills, be authorised to respond to the Government consultation on the draft Airports National Policy Statement by:

- a) Welcoming the Government's decision to expand runway capacity in the south-east through the construction of a third runway at Heathrow Airport, given the importance of Heathrow as the main international gateway for Swindon's business community and residents.
- b) Endorsing the Government's assessment that such expansion at Heathrow Airport will provide the greatest economic benefit for the UK, including to Swindon, through enhancing the potential for increased inward investment in the town by multi-national businesses taking advantage of Swindon's easier access to international markets.
- c) Recognising that expansion at Heathrow Airport will complement the Council's Economic Strategy objectives to maintain Swindon's competitiveness as a location in which new and existing businesses will be able to thrive, notably through the reduced journey times taken to access the Airport from Swindon with the Western Rail Link to Heathrow in place.
- d) Supporting the objectives within the draft NPS to promote improved public transport access to Heathrow Airport, and to specifically urge Government to ensure that the Western Rail Link to Heathrow, with the attendant benefits that it will bring to communities along the Great Western Corridor, be prioritised for delivery in 2024 in accordance with the current construction programme for the scheme.

(2) That the Cabinet Member for the Economy, Regeneration, and Skills, report this decision to Council.

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

124. Draft Economic Strategy for Swindon to 2026

Councillor Garry Perkins, the Cabinet Member for the Economy, Regeneration and Skills, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report seeking approval of the revised draft Economic Strategy, setting out the Council's Vision, Objectives and Actions to accelerate growth in Swindon's

economy over the next ten years. The report also sought approval to going out to public consultation on the draft Economic Strategy with a view to a further report to Cabinet and Council, for final signing off of the Strategy, in the Autumn of 2017. Councillor Perkins identified how the strategy, once adopted, would be used to promote inward investment and secure access to government funding.

It was noted that, in producing the draft Economic Strategy (Appendix A to the report), officers had engaged with central Government departments, Swindon and Wiltshire Local Enterprise Partnership (SWLEP), businesses, business service providers, Thames Valley Chamber of Commerce and business networking groups.

In light of the recent announcement of a general election, Councillor Perkins moved an amendment delaying the start of the consultation.

Resolved – (1) That the revised draft Economic Strategy, which sets out the Vision, Objectives and Actions for Swindon's economy over the next ten years, be approved for the purposes of public consultation.

(2) That the Cabinet Member for the Economy, Regeneration and Skills, and the Corporate Director, Economy, Regeneration and Skills, submit a further report on the adoption of the Strategy to Cabinet and Council for approval by the Autumn of 2017, having taken into account comments made during the consultation process.

(3) That it be noted that the consultation process would be commenced on 9th June 2017.

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

125. Libraries Strategy - Alternative Delivery Models

Councillor Mary Martin, the Cabinet Member for Communities, and the Head of Localities, Community Involvement and Volunteering, submitted joint report seeking approval to consult on the establishment a Public Services Mutual (PSM) organisation, established as a charity, to deliver Swindon's Library Strategy for promoting and increasing literacy and learning. This proposal responded to the Cabinet decision at its meeting on 8th February 2017 to conduct an options appraisal to consider alternative delivery models for the Council's Library Service (Cabinet Minute 94 2016/17 refers).

It was noted that approval of the recommendations in the report would initiate consultation on the preferred option to establish a Public Services Mutual, the development of a viable business plan and the development of appropriate contractual, governance and staffing arrangements that would be required to establish a PSM as the basis on which the core Library Services will be delivered.

Councillor Jim Robbins (Mannington and Western Ward) asked questions seeking clarification on elements of the legal advice referred to in paragraph 5.4 of the report. Councillor Martin and the Director of Law and Democratic Services responded at the meeting.

In light of the recent announcement of a general election, Councillor Martin moved an amendment proposing a delay in starting the consultation.

Resolved – (1) That the Head of Library Services, in consultation with the Cabinet Member for Communities, the Head of Localities, Community Involvement and Volunteering, the Corporate Director Resources and Transformation, the Director of Finance (s151 Officer) and the Director of Law and Democratic Services:

- a) Develop a viable business plan for the Public Service Mutual (hereafter referred to as PSM), that meets the financial framework for the service, and sets out appropriate arrangements for the treatment of assets, back office costs, charges for services to non-core community-led Library services and staff transfer and pension arrangements.
- b) Consult with Library staff, Councillors, Friends of groups and supporters, and Library users about the intention to establish a PSM for the delivery of Library services, and the ownership and governance arrangements for the new organisation.

(2) That the Head of Localities, Community Involvement and Volunteering, in consultation with the Cabinet Member for Communities, the Corporate Director Resources and Transformation, and the Director of Law and Democratic Services:

- c) Develop an appropriate governance, client and contractual model that would apply between the Council and a PSM for the delivery of the Library Strategy.
- d) Report to a future meeting of Cabinet appropriate recommendations regarding the establishment of a PSM, subject to the outcomes of the consultation, the development of a viable business plan, and further legal and procurement advice.
- e) Seek financial support from the Department of Culture, Media and Sport (DCMS) to meet the costs of professional advisers to support the development of the business plan for the PSM.
- f) Draw down a sum of up to £30k from Libraries transitional funding to enable a joint funding arrangement to be established with DCMS to meet the costs of developing a viable business for the PSM.

(3) That it be noted that the consultation process would be commenced on 9th June 2017.

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

126. Swindon Libraries - Children's Library Membership

Councillor Mary Martin, the Cabinet Member for Communities, and the Head of Localities, Community Involvement and Volunteering, submitted joint report seeking Cabinet's approval of a scheme by which the Register Office staff would make parents more aware of the library service when they come to register their child.

The report addressed the financial and other implications of a motion to Council at its meeting on 26th January 2017, seeking the establishment a library card scheme where children would automatically become library members when their parents register their birth. It was noted that, in accordance with Standing Order 9(1), the motion had been referred, without discussion, to Cabinet.

Councillor Jim Robbins the seconder of the original motion at Council, spoke on behalf of Councillor Fay Howard, who had moved the motion at Council but was not in attendance, to thank the Cabinet Member for the report.

Resolved – (1) That the adoption of a scheme to encourage children's membership

of the Library Service, as detailed in the report, be approved.

(2) That Councillor Mary Martin, the Cabinet Member for Communities, report this decision to Council.

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

127. References from Other Council Bodies - Health and Wellbeing Board

Councillor Brian Ford, the Cabinet Member for Adults' Health and Social Care, and the Director of Law and Democratic Services, submitted joint report inviting Cabinet to consider references from the meeting of the Health and Wellbeing Board held on 15th March 2017 that (i) the Health and Wellbeing Strategy Refresh 2017, and (ii) the Swindon Tobacco Control Strategy 2017-2022, be adopted.

Resolved – That the “Health and Wellbeing Strategy Refresh 2017” and the “Swindon Tobacco Control Strategy 2017-2022” be adopted.

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

128. Wichelstowe Parcels 2 & 3

Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report seeking approval to progress the delivery of residential development at Wichelstowe on land known as parcels 2 and 3.

Resolved – (1) That the Corporate Director, Economy, Regeneration and Skills, in consultation with the Cabinet member for Strategic Planning and Sustainability, be authorised to proceed with planning the development of parcels 2 and 3 at Wichelstowe (“the land”).

(2) That the Corporate Director, Economy, Regeneration and Skills, in consultation with the Cabinet Member for Strategic Planning and Sustainability, prepare the business case for Wichelstowe Parcels 2 and 3 and, following its consideration by the Commercial Investment Board and CMAG, submit the business case to the June Cabinet meeting for approval.

(3) That the Director of Law and Democratic Services consider terms for the transfer of the land and report these to the June Cabinet meeting for approval.

(4) That the Director of Law and Democratic Services, in consultation with the Cabinet Member for Strategic Planning and Sustainability, also consider the appropriate company structure and necessary legal processes and report these to the June Cabinet for approval.

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

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CABINET

WEDNESDAY, 14 JUNE 2017

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

1. Declarations of Interest.

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

2. Minutes.

Resolved – That the minutes of the meeting held on 26th April 2017 be confirmed and signed as a correct record.

3. Public Question Time.

Ms Evelyn Rider, representing Swindon Dial A Ride (SDAR), referred to the recent positive dialogue between SDAR and the former Cabinet Member for StreetSmart, Highways and Transport, on the future of the service and asked Councillor Mary Martin, the Cabinet Member for Communities and Place, as the new portfolio holder, for her assurance that this positive dialogue would continue. Councillor Martin acknowledged the work of Councillor Keith Williams, the former portfolio holder, with SDAR to secure future service provision and assured Ms Rider of her own commitment to maintaining constructive dialogue with SDAR.

4. Exempt Items - Exclusion of Press and Public.

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

| Item No. | Paragraph No. | Minute No. |
|----------|---------------|------------|
| 14 | 3 | 14 |

5. Budget Management 2016-17

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Corporate Director for Resources and Transformation, submitted a joint report presenting the 2016-17 Revenue Budget out-turn based on actual expenditure incurred during the Financial Year-ending 31st March 2017.

Councillor Holland referred to the significant efforts of officers and Cabinet Members in responding to unforeseen budget risks during what had been a difficult year to,

once again, bring in a balanced budget. The Leader echoed Councillor Holland's sentiment, adding his own thanks to officers and Cabinet Members for their work in managing budgetary demand in order to deliver a balanced budget for the year. Councillor Brian Ford, the Cabinet Member for Adults' Health and Social Care, referred to the unforeseen and adverse impact of an historic case on the Adult Social Care budget and advised that tribunal decisions in respect of the particular matter remained the subject of ongoing appeal.

Resolved – (1) That the 2016-17 Revenue Budget out-turn for each service area, set out in Table One and Appendix One, be noted.

(2) That the proposal to increase the planning fees and charges by 20% from 1st July 2017, in line with government guidelines, be agreed.

(3) That the extension of the remit of the work that can be delivered by Public Powers Solutions Ltd under the Teckal exemption in Regulation 12 Public Contracts Regulations 2015, as set out in paragraphs 3.19 to 3.22 of the report, be authorised.

(4) That the Corporate Director Economy, Regeneration and Skills, in consultation with the Corporate Director Resources and Transformation, be authorised to appoint PPS to deliver those works under the Teckal arrangement pursuant to Regulation 12 of the Public Contracts Regulations 2015 as it is currently Teckal compliant, and that Standing Orders relating to Contracts be waived if necessary, provided best value can be demonstrated.

(5) That the extension of the working capital loan facility to Public Power Solutions Ltd until 31st December 2018 be authorised.

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

6. Housing Revenue Account Medium Term Financial Plan

Councillor David Renard, the Leader of the Council, welcomed Councillor Cathy Martyn to the meeting, her first Cabinet meeting in her capacity as the newly-appointed Cabinet Member for Housing and Public Safety.

Councillor Martyn presented her joint report with the Corporate Director Communities and Place, setting out the Housing Revenue Account Medium Term Financial Plan over the next 30 years.

Councillor Martyn referred to the repayment of the additional debt incurred as a result of "self-financing" and the prudent strategy that had been taken to reduce the level of the outstanding debt. Councillor Martyn suggested that whilst it would not be appropriate to use any "borrowing headroom" to improve housing stock, which would place additional financial burden on the Housing Revenue Account, it might be prudent to consider using the borrowing capacity to support the housing development programme to produce more affordable homes, the rent income from which would be used to meet debt increases.

Resolved – (1) That the Medium Term Financial Plan, set out at Appendix 1 to the report, be endorsed.

(2) That it be noted that the plan will be updated annually to take into account changing policies and updated survey information.

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

7. Capital Monitoring Outturn 2016-17

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Corporate Director for Resources and Transformation, submitted a joint report presenting the final 2016/17 position for the capital programme and some proposed changes to the Council's capital programme.

Councillor Holland advised Members about the additional £897k grant match funding received to augment the disabled facilities budget.

Resolved – (1) That the latest 2016/17 Capital Programme position as at financial year end, as detailed in paragraphs 3.1 to 3.4 of the report, be noted.
(2) That the changes to the capital programme, set out in section 3.5 of the report, be approved.

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

8. Treasury Management Performance 2016/17

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Corporate Director for Resources and Transformation, submitted a joint report setting out the Treasury Management performance for 2016/17.

Resolved – That the 2016/17 Treasury Management performance, as detailed at paragraphs 3.1 to 3.17 in the report, and the Prudential Indicators shown at Appendix 1 to the report, be noted.

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

9. Swindon Dial A Ride Service Options

Councillor Mary Martin, the Cabinet Member for Communities and Place, and the Head of Highways & Transport, submitted a joint report responding to the following motion, agreed at the Council meeting on 22nd September 2016, following changes to the contract with Swindon Dial A Ride (SDAR) implemented in September 2016:

‘(a) bring a report to Cabinet detailing the different options the Council has to create new income streams for Dial a Ride to mitigate the effects of the organisation's funding cut; and
(b) set up a cross-party Cabinet Member advisory group to monitor and review the Swindon Dial a Ride contract and ensure the aims of this motion are achieved.’

Resolved – (1) That the content of the report detailing the options and discussions with SDAR be noted.
(2) That the Head of Highways and Transport, in consultation with the Cabinet

Member for Communities and Place, be authorised to further develop any options that are considered viable by SDAR.

(3) That the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, be authorised to implement such options as appropriate, in line with the Council's Contract Standing Orders.

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

10. School Place Planning - Tadpole Garden Village

Councillor Fionuala Foley, the Cabinet Member for Children's Services and School Attainment, and the Head of Education, submitted a joint report setting out the primary school place requirements in the North of Swindon and proposing the construction and opening of a new two form entry primary school on land north of the Tadpole Garden Village. The report also sought permission to (i) conduct a consultation on the proposed location of the primary school, to proceed with the design and planning and to seek an education provider to operate the school, and (ii) bridge the funding gap between the developer primary school contributions from Tadpole Garden Village and the cost of construction.

Councillor Foley reminded Cabinet of the Council's success in securing Free Schools that were paid for by central government but advised that this funding source was no longer available. Councillor Elliott noted that the Council had ensured that parents had a good range of schools from which to choose.

Resolved – (1) That the Head of Design and Architecture be authorised to manage the submission of a planning application and proceed with the construction of a two form of entry primary school and nursery through the SCAPE framework.

(2) That the Head of Education, in conjunction with the Cabinet Member for Children Services, be authorised to appoint an education provider for the new free school and fulfil all statutory processes to ensure the Secretary of State for Education makes an appointment.

(3) That the Head of Education, in consultation with the Cabinet Member for Children's Services and School Attainment, be authorised to conduct a local consultation on the preferred location of the primary school.

(4) That the Director of Finance (Section 151 Officer) be authorised to approve the funding for the school from existing Section 106 contributions (contributions secured from housing developers in order to provide the infrastructure required to mitigate their development) and by using up to £2m of Schools Capital Programme basic needs funding.

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

11. Swindon Housing Company Governance Arrangements

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Director of Law and Democratic Services, submitted a joint report setting out the recommended governance arrangements for the Council's wholly owned companies. This followed previous reports to Cabinet in March and April 2017, where approval was granted to take the first steps to set up

the wholly owned trading company limited by shares, through which the Council will design and construct housing on a commercial basis for sale and private market rent.

Councillor Donachie asked that his request to the meeting, that the Housing Company Board of Directors should not be single gendered exclusively, be recorded in the minutes.

Resolved – (1) That the governance arrangements set out in section 3 of the report, be approved.

(2) That the Director of Law and Democratic Services be authorised to formally agree any further governance arrangements, including the shareholder agreement, in consultation with the Cabinet Member for Finance and Commercialisation.

(3) That it be noted that specific funding requests by the wholly owned company will be referred to Cabinet if above £10m and that those requests for funding of less than £10m will be considered by the Corporate Investment Strategy Board and the associated Cabinet Member Advisory Group. (Cabinet Minute 70 (c), 2016/17 refers).

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

12. Councillors' Allowances 2018/19 - Recommendations of the Independent Remuneration Panel

Councillor David Renard, the Leader of the Council, and the Director of Law and Democratic Services, submitted a joint report inviting Cabinet to consider recommendations arising from a meeting of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2018/2019.

Resolved – (1) That the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2018/2019, as set out in paragraph 3.14 of the report, be endorsed and referred to the Council for approval.

(2) That the Director of Law and Democratic Services be authorised to introduce a revised Councillors' Allowances Scheme for 2018/2019 based on the recommendations of the Independent Remuneration Panel, as approved and adopted by the Council.

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

13. Condolences

The Leader of the Council referred to the shocking and tragic events that had occurred in West London overnight and the sad loss of lives in the Grenfell Tower block fire. On behalf of the meeting, Councillor Renard offered his condolences to the families and friends of the unfortunate victims and also to the Leader and members of the Borough of Kensington and Chelsea.

The Leader added that he had discussed the tragedy with the Council's Head of Property Services and had been assured regarding the issue of fire safety in council-owned high rise buildings.

Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and the Corporate Director, Economy, Regeneration and Skills, submitted a joint report seeking approval to progress the delivery of residential development at Wichelstowe on land known as parcels 2 and 3 (“the Wichelstowe parcels 2 and 3 residential scheme”) by Swindon Housing Company Limited, which was incorporated by the Council on 12th May 2017 (“the Housing Company”). It was noted that the Housing Company is wholly owned by the Council and that its governance arrangements had been approved earlier in this meeting (Minute ?? above refers).

Cabinet noted that approval of the business case for the Wichelstowe parcels 2 and 3 residential scheme was required following the February 2017 Cabinet, at which funding to progress initial design and feasibility work for this project had been approved as part of the wider District Centre business case, with additional project funding subject to the receipt of a specific business case for parcels 2 and 3 (Cabinet Minute 98 (4) 2016/17 refers).

The meeting was advised that approval of the business case would enable the Council to progress to the next stage of detailed design, planning and procurement for the Wichelstowe parcels 2 and 3 residential scheme with a view to selecting a contractor at the end of 2017 and a construction start on site at the beginning of 2018.

Resolved – (1) That the Corporate Director, Resources and Transformation, be authorised to allocate a loan facility to the Housing Company of up to the amount specified in the report, towards the delivery of the Wichelstowe parcels 2 and 3 residential scheme.

(2) That the Director of Law and Democratic Services, in consultation with the Head of Property and Assets, be authorised to transfer of the land comprising parcels 2 and 3, Wichelstowe, to the Housing Company at a time in the future which he considers to be appropriate and on such terms as he considers necessary to protect the Council’s interests.

(3) That the Director of Law and Democratic Services be authorised to agree and carry out any necessary legal processes, including the novation to the Housing Company of any contracts already entered into by the Council in respect of the Wichelstowe parcels 2 and 3 residential scheme as well as the completion of a loan agreement to the Housing Company, on such terms as he considers necessary to protect the Council’s interests.

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

Notice of Decisions Made

| | |
|---|---|
| Decision Maker: | Councillor Russell Holland, Cabinet Member for Finance and Corporate Services |
| Subject | Development of Housing at 7 Euclid Street |
| Decision(s): - | <ul style="list-style-type: none">(1) That the Corporate Director, Economy, Regeneration and Skills is authorised to proceed with the development of residential properties at Euclid Street.(2) That the Corporate Director Resources and Transformation allocate a budget for this project, up to the amount specified in the report, within the Council's capital Programme, funded from the allocation previously agreed by Cabinet for small scale housing development on council-owned land.(3) That the Director of Law and Democratic Services, in consultation with the Head of Property Assets, is authorised to agree terms for the transfer of the site at Euclid Street to the Housing Company at a time in the future which he considers to be appropriate.(4) That the Director of Law and Democratic Services be authorised to agree legal processes for the novation to the Housing Company of contracts entered into by the Council in respect of the Euclid Street site at a time in the future which he considers to be appropriate. |
| Consultation: | Councillors Dixon and Pajak support the recommendations. Councillors Wood and Small submitted no comments. No requests for Cabinet consideration were received. |
| Date of Publication: | Thursday 6 ^h April 2017 |
| Date for Receipt of Requests for Call-in | Tuesday 18 th April 2017 |

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Adam Gatier Tel: 07392 109967 Email: agatier@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

Notice of Decisions Made

| | |
|-----------------------------|--|
| Decision Maker: | Councillor Russell Holland, Cabinet Member for Finance and Corporate Services |
| Subject | Investment Property in Bristol - Acquisition |
| Decision(s): - | <ul style="list-style-type: none">a. That the Director of Law and Democratic Services in consultation with the Corporate Director Resources and Transformation and the Head of Property Assets, be authorised to complete the acquisition of the freehold interest in the property identified at paragraph 3.1 of the Decision Note, funded through the Commercial Investment Fund, on the terms outlined in paragraphs 3.4 to 3.8 of the Decision Note, and on such other detailed terms and conditions as he considers best protect the Council's interest provided that such acquisition be completed by the 12th May 2017.b. That the Commercial Investment Strategy Board be invited to confirm as part of its principles how the Council will use an existing, or create a specific, contingency reserve to support the investment programme. |
| Consultation: | <p>Councillor Emma Faramarzi (Conservative Group) has stated her broad support for the recommendation and requested that the Commercial Investment Strategy Board should make investments in Swindon a priority to support the local economy as well as generate revenue.</p> <p>Councillor Stan Pajak (Liberal Democrat Group) has previously stated in response to an earlier version of this proposal "As this is completely a financial investment I am happy to support the recommendation; however, I would have preferred from a local perspective a Swindon investment."</p> <p>Councillor Kevin Small (Labour Group) has stated his broad support for the recommendation and requested that the Commercial Investment Strategy Board should make investments in Swindon a priority to support the local economy as well as generate revenue. In addition, Councillor Small requested an additional recommendation to request the Board clarify how it would provide a contingency fund.</p> |
| Date of Publication: | Thursday 6 ^h April 2017 |

**Date for Receipt of
Requests for Call-in**

Tuesday 18th April 2017

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Jon Coats, Direct Dial Telephone Number 01793 463523, Email: jcoats@swindon.gov.uk.

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available via the following link on the Council's website =

<http://ww5.swindon.gov.uk/moderngov/mglIssueHistoryHome.aspx?Ild=49794&PlanId=609>

Notice of Decisions Made

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| Decision Maker: | Councillor Garry Perkins, Cabinet Member for the Economy, Regeneration and Skills |
| Subject | Future of the Big Screen, Wharf Green |
| Decision(s): - | <p>That the Head of Planning, Regulatory Services and Heritage, be authorised to:</p> <ol style="list-style-type: none">1. Decommission the Big Screen, by initially switching off the Big Screen from 1st April 2017, and2. Investigate the options for the removal of the Big Screen and making good of the vacated space |
| Consultation: | <p>Councillors Des Moffatt, Julie Wright and Junab Ali submitted no comments.</p> <p>Councillor Bob Wright asked that the proposed action be reconsidered on the following grounds: "The screen has always been portrayed as of Town Wide importance for Town wide benefits. In that sense this concerns the whole of the Council and therefore should be a decision of the Council as a whole.</p> |
| Date of Publication: | Thursday 4 ^h May 2017 |
| Date for Receipt of Requests for Call-in | Friday 12 th May 2017 |

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Claire Andrews Tel: 01793 466045 Email: candrews@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available via the following link on the Council's website =

<http://ww5.swindon.gov.uk/moderngov/mglIssueHistoryHome.aspx?Ild=50099&PlanId=609>

Notice of Decisions Made

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| Decision Maker: | Councillor Garry Perkins, Cabinet Member for the Economy, Regeneration and Skills |
| Subject | Coate Agricultural Collection – Off-site storage solutions |
| Decision(s): - | <ol style="list-style-type: none">(1) That the Corporate Director, Communities and Place, and the Head of Planning, regulatory Services and Heritage, be authorised to:<ol style="list-style-type: none">a. Move the substantially undamaged items in the collection to a temporary storage facility as may be agreed by the Loss Adjuster, as soon as practicable.b. Catalogue the items with a view to retention or disposalc. Keep the local heritage community informed of the processd. In consultation with the Cabinet Member for the Economy, Regeneration and Skills, appropriately consider any third party requests for the loan of items from the store and ensure that their disposal is dealt with by professional curators.e. Once the existing store has been cleared, proceed with the demolition of the remainder of the building.(2) That the Head of Property Assets be authorised to agree a lease of a temporary storage facility (referred to above) on such detailed terms and conditions as are agreed with the Director of Law and Democratic Services in order to protect the Council's interests. |
| Consultation: | <p>Councillor Fionuala Foley commented supported the proposals, following amendments to address her views disposal and involving the heritage community.</p> <p>Councillor Eric Shaw supported the proposals and asked that the best items be displayed as soon as possible.</p> <p>Councillors Jim Robbins and Stan Pajak supported the proposals</p> |
| Date of Publication: | Thursday 11 ^h May 2017 |
| Date for Receipt of Requests for Call-in | Friday 19 th May 2017 |

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Richard Bell Tel: 01793 466706 Email: rbell@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available via the following link on the Council's website =

<http://ww5.swindon.gov.uk/moderngov/mglIssueHistoryHome.aspx?Ild=50207&PlanId=614>

Notice of Decisions Made

Decision Maker: David Renard, Leader of the Council, and Councillor Garry Perkins, Cabinet Member for Regeneration

Subject North Star - Regional Leisure Development

Decision(s): -

- (3) That the Head of Property Assets, in consultation with the Director of Law and Democratic Services, be authorised to give consent to the assignment of the leases of the areas of land identified in the report and in accordance with the arrangements set out in the report.
- (4) That the Director of Law and Democratic Services, in consultation with the Director of Finance (Section 151 Officer) and the Head of Property Assets be authorised to complete a deed of covenant in accordance with the details set out in the report, and also to complete a deed of variation in respect of any variations necessary for the development of the regional leisure destination.

Consultation: Councillor Jane Milner Barry (Spokesperson for Town Centre Regeneration) responded that the proposed action would remove a valuable asset from Council control for an inadequate return. She did not support the proposal and has asked that it be reconsidered.

Councillor Des Moffatt (Ward Councillor) advised that "I object to the transfer to another developer. This most valuable of Swindon Council's assets should be subject to a competitive tender process before further transfer".

Councillor Stan Pajak (Minority Group spokesperson) has advised that he is happy to support the recommendation.

No other comments were received.

Date of Publication: Thursday 8th June 2017

Date for Receipt of Requests for Call-in Friday 16th June 2017

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Rob Richards Tel: 01793 463521 Email: richards@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available via the following link on the Council's website =

<http://ww5.swindon.gov.uk/moderngov/mgListPlanItems.aspx?PlanId=615&RP=285>

Notice of Decisions Made

Decision Maker: Councillors Brian Ford, Cabinet Member for Adults' Health and Social Care, and Councillor Fionuala Foley, Cabinet Member for Cabinet Member for Children's Services and School Attainment

Subject Avon and Wiltshire Mental Health Trust

Decision(s): - That the response to the consultation by Avon and Wiltshire Mental Health Trust to close the Place of Safety (136 Suite) in Swindon and locate the provision in Devizes, attached at Appendix A to the report, be jointly submitted by the Cabinet Member for Adults' Health and Social Care and the Cabinet member for Children's Services and School Attainment.

Consultation: Councillors Ray Ballman, Carole Shelley and Stan Pajak have confirmed their support for the recommendation.

No other comments were received.

Date of Publication: Thursday 8th June 2017

Date for Receipt of Requests for Call-in Friday 16th June 2017

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Sue Wald Tel: 01793 475713 Email: swald@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

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Notice of Decisions Made

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|---|---|
| Decision Maker: | Councillor Mary Martin, Cabinet Member for Communities and Place |
| Subject | Community Library Services - Allocation of Transitional Funding |
| Decision(s): - | <ol style="list-style-type: none">1. That the Head of Localities and Volunteering release transitional funding in the amount specified in the report and in accordance with the process also detailed in the report, to enable the establishment of new community led library services by 1st September 2017.2. That the Head of Localities and Volunteering, in partnership with the successful community organisations, commence the work to transition to the new community-led services to enable the new services to take effect from 1st September 2017 or as soon as practicable, in accordance with the approach set out in the report.3. The Head of Property Assets, in accordance with his delegated authority, and in consultation with the Director of Law and Democratic Services and the Head of Localities and Volunteering, grant leases of the Council-owned community library premises at an appropriate rent and on such detailed terms and conditions to support the development of community-led library services that secure the Council's interests.4. That the Director of Law and Democratic Services, in consultation with the Head of Library Services, agree appropriate service level agreements and contracts required by the relevant community organisations to enable the establishment of community-led library services. |
| Consultation: | <p>Councillor Jane Milner Barry, Opposition Spokesperson, and Councillor Stan Pajak, Leader of the Minority Group on the Council, support the recommendations.</p> <p>No other comments were received.</p> |
| Date of Publication: | Thursday 8 th June 2017 |
| Date for Receipt of Requests for Call-in | Friday 16 th June 2017 |

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Patrick Weir Tel: 07946 595852 Email:pweir@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

The Decision Note (report) sets out the background to, and reasons for, the decisions referred to in the Notice above. Details of the alternative options put forward for consideration (if any) are also recorded in the Decision Note (report). Any alternative options considered that did not appear in the initial report will be recorded as part of the above Notice of Decisions. The Decision Note is available via the following link on the Council's website =

<http://ww5.swindon.gov.uk/moderngov/mgListPlanItems.aspx?PlanId=615&RP=285>

Notice of Decisions Made

Decision Maker: Councillor Mary Martin, Cabinet Member for Communities and Place

Subject Community Library Services - Allocation of Transitional Funding (2)

Decision(s): -

5. That the bids received from the companies identified in the report be not approved on the basis of the process and reasons detailed in the report.
6. That the Head of Localities and Volunteering write to the companies identified in the report to advise them of the decision at (1) above.

Consultation: Councillor Jane Milner Barry, Opposition Spokesperson, and Councillor Stan Pajak, Leader of the Minority Group on the Council, support the recommendations.

No other comments were received.

Date of Publication: Thursday 8th June 2017

Date for Receipt of Requests for Call-in Friday 16th June 2017

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Patrick Weir Tel: 07946 595852 Email: pweir@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

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Notice of Decisions Made

| | |
|---|---|
| Decision Maker: | David Renard, Leader of the Council, and Councillor Russell Holland, Cabinet Member for Finance and Commercialisation |
| Subject | North Star - Regional Leisure Development |
| Decision(s): - | <p>That the Corporate Director of Economy, Regeneration and Skills, and Corporate Director, Resources and Transformation, in consultation with the Head of Property Assets, the Director of Law and Democratic Services, and the Director of Finance (Section 151) officer, be authorised to agree the variations to the Development Agreement and leases of the areas of land at North Star, identified in the report, which are necessary for the development of the regional leisure destination, as detailed in the Decision Note.</p> <p>That the Director of Law and Democratic Services be authorised to enter into any necessary legal documentation to give effect to the agreed variations.</p> |
| Consultation: | <p>Councillors Jane Milner Barry and Des Moffatt have responded that they oppose the recommendation. The detail of their objections are set out in the report. Councillor Milner Barry has requested that that the proposed action be reconsidered and the report be referred to Cabinet.</p> <p>Councillor Stan Pajak has advised that he is happy to support the recommendation.</p> |
| Date of Publication: | Friday 23 rd June 2017 |
| Date for Receipt of Requests for Call-in | Monday 3 rd July 2017 |

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Rob Richards Tel: 01793 463521 Email: richards@swindon.gov.uk

Or from Steve Jones, Committee and Member Services Manager, Direct Dial: 01793 463602 or Email stevejones@swindon.gov.uk

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