

# Swindon Borough Council

## Scrutiny

**Monday, 23 April 2018**

Committee Room 6, Civic Offices

At 6.00 p.m.

### **Conservative Councillors**

Claire Ellis  
Emma Faramarzi  
(Vice-Chair)  
Dale Heenan  
Kevin Parry  
Gary Sumner  
Timothy Swinyard  
Vera Tomlinson

### **Labour Councillors**

Robert Wright  
(Chair)  
Ray Ballman  
Mark Dempsey  
Des Moffatt  
James Robbins  
Chris Watts

**Committee Officer:** Vicki Yull, 01793 463603, [VYull@swindon.gov.uk](mailto:VYull@swindon.gov.uk)

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

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

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## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

### **3. Public Question Time**

See explanatory note below. Please contact the Committee Officer whose details appear at the top of this agenda if you need further guidance.

### **4. Minutes (Pages 5 - 12)**

To receive the minutes of the meeting held on 19<sup>th</sup> March 2018.

5. **Cabinet Member Question and Answer Session - Cabinet Member for Corporate Services, Digitisation and Lydiard House and Park** (Pages 13 - 20)
6. **Work Programme 2017/2018** (Pages 21 - 48)
7. **Status of Requests for Action and / or Information** (Pages 49 - 60)

**Date of Despatch:** 13<sup>th</sup> April 2018

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

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

<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>

#### **The Scrutiny Committee - Terms of Reference**

- To meet at regular intervals to review the policies, process and implications of Cabinet, Cabinet Member and Officer decision making and the way in which Cabinet and Cabinet Member decisions are made;
- To consider requests for "Call-in" as defined in the Council's "Call-in" Procedure;
- To refer decisions back to Cabinet (or the decision maker) for reconsideration. It may do this once for any individual decision, after which if there is no agreement the decision will be referred to the full Council for determination;
- To refer Cabinet and Cabinet Member decisions to the relevant Overview and Scrutiny Committee for investigation without delaying the implementation of the decision concerned;
- To receive a report by the Leader of the Council at its first meeting after each Annual Council Meeting (or at such a meeting as is agreed by the Chair of the Committee and the Leader of the Council) on the service issues for the year ahead, the Leader of the Council's priorities for the coming year and on the Council's performance in the previous year;
- To oversee the arrangements for Overview and Scrutiny within the Council, including determining (i) where matters fall within the remit of more than one Overview and Scrutiny Committee which of those Committees will assume responsibility for any particular issue, (ii) a system to ensure that referrals from Committees to the Cabinet, either by way of report or for reconsideration are managed efficiently and do not exceed any limits set out in the Council's Constitution, and (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the

management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.

- To carry out any investigation into the business and functions of the Council and to call in any Cabinet Member or senior officer of the Council so that they can offer advice, support or answer any question that will assist the Committee in carrying out its functions.
- To carry out an external scrutiny function, particularly in relation to corporate issues and issues falling into the remit of a number of Overview and Scrutiny Committees.

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

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

To have specific responsibility (but not limited to)

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

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## SCRUTINY

**MONDAY, 19 MARCH 2018**

**PRESENT:-** Councillors Robert Wright (Chair), Emma Faramarzi (Vice-Chair), Ray Ballman, Mark Dempsey, Claire Ellis, Dale Heenan, Des Moffatt, Kevin Parry, James Robbins, Gary Sumner, Caryl Sydney-Smith, Chris Watts and Steve Weisinger.

Also in attendance were: Councillor David Renard (Leader of the Council), Councillor Russell Holland (Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation), Councillor Oliver Donachie (Cabinet Member for the Economy and Skills), Councillor Toby Elliott (Cabinet Member for Strategic Planning and Sustainability), Councillor Fionuala Foley (Cabinet Member for Children's Services and School Attainment), Councillor Brian Ford (Cabinet Member for Adults' Health and Social Care), Councillor Mary Martin (Cabinet Member for Communities and Place), Councillor Cathy Martyn (Cabinet Member for Housing and Public Safety), and Councillor Garry Perkins (Cabinet Member for Regeneration).

Apologies for absence were received from Councillors Timothy Swinyard and Vera Tomlinson.

### **66. Declarations of Interest**

The Chair reminded Members of the need to declare any known interests in any matters to be considered at the meeting. The following declarations were made:

- Councillor Gary Sumner made a personal, non-prejudicial declaration of interest in respect of agenda item 5 (Consideration of Cabinet Panel on School Organisation Decisions – Minute 10. Proposal to Increase the Published Admission Number (PAN) at Brimble Hill Primary Special School from 77 to 85 from September 2018) as his wife is currently employed as a Deputy Head teacher.
- Councillor James Robbins made a personal, non-prejudicial declaration of interest in respect of agenda item 6 (Cabinet Member Question and Answer Session - Cabinet Member for Children's Services and School Attainment) as he is a foster carer for Swindon Borough Council.
- Councillor Caryl Sydney-Smith made a personal, non-prejudicial declaration of interest in respect of agenda item 6 (Cabinet Member Question and Answer Session - Cabinet Member for Children's Services and School Attainment) as she is a School Governor at Oliver Tomkins Primary School.
- Councillor Bob Wright made a personal, non-prejudicial declaration of interest in respect of agenda item 6 (Cabinet Member Question and Answer Session - Cabinet Member for Children's Services and School Attainment) as his property is the former park bungalow transferred to Ferndale School.

### **67. Public Question Time**

Mr Brian Shakespeare, Swindon Tenants Campaign Group, asked questions regarding the Council's proposals for the regeneration of Queens Drive, specifically:

- a) Why this matter was not brought for discussion to the meeting of the Housing Advisory Forum CMAG on 7<sup>th</sup> March 2018 given the nature of the proposals.

- b) Whether the Council will suspend its proposals for the redevelopment of Queens Drive until tenants have been consulted on the matter at a meeting of the Housing Advisory Forum CMAG.

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, responded to Mr Shakespeare's questions at the meeting.

Mr Roy Worman, Haydon Wick resident, referred to the digitisation programme implemented by Northampton County Council and the discussion at the last meeting of this Committee on how lessons learned from its programme might be used to inform the Council's own digitisation programme. Mr Worman asked whether, given the perilous state of said council, are there any lessons that can be adapted by Swindon Borough Council and, if so, what?

The Chair advised that a written answer would be provided in accordance with the Public Question Time protocol.

## **68. Minutes**

Resolved – That the minutes of the meeting held on 12<sup>th</sup> February 2018 be confirmed and signed as a correct record.

## **69. Consideration of Cabinet and Cabinet Panel on School Organisation Decisions**

The Committee considered a report introducing decisions arising from the Cabinet meeting held on 14<sup>th</sup> March 2018, and from the meeting of the Cabinet Panel on School Organisation held on 15<sup>th</sup> March 2018.

### **a) Cabinet Minutes – 14<sup>th</sup> March 2018**

#### *86. Moredon Recreation Ground - Multi Sports Hub Proposals*

Councillor David Renard, (Leader of the Council), and Councillor Mary Martin (Cabinet Member for Communities and Place), responded to questions put by Councillors Dale Heenan, Des Moffatt, Chris Watts, and the Chair on the following matters:

- The accuracy of details within the Council's recent press release regarding these proposals, and actions required to ensure that cross party support, where appropriate, is accurately reflected within future press releases.
- The capacity within the Council's Legal and Property Team to ensure that any leases and sales documents are completed within expected timelines.
- Potential connections with the work being undertaken to achieve savings by the Council's Transformation Team.

Resolved – That Minute 86 of the Cabinet be noted.

#### *87. Queens Drive Regeneration*

Councillor David Renard, (Leader of the Council), Councillor Oliver Donachie (Cabinet Member for the Economy and Skills), Councillor Toby Elliott (Cabinet

Member for Strategic Planning and Sustainability), and Councillor Cathy Martyn (Cabinet Member for Housing and Public Safety), responded to questions put by Councillors Dale Heenan, Des Moffatt, Chris Watts, and the Chair on the following matters:

- The expected net gain in the number of accommodation units with discrepancies in the report indicating that it might be either 43 or 60.
- The survey of any utilities which may be underneath these roads and the assessment of the cost of moving these before final site decisions are made.
- The level of income from social rents necessary to support the required borrowing for the project, and whether this will be sufficient to secure the planned development without excluding low income households.
- The methodology for the assessment of average property rents within the proposal.
- Consultation with the rent-paying residents affected by the addition of £25m to the Housing Revenue Account for this scheme.
- The potential of similar projects being built in other areas across the Borough.
- The impact of the Homelessness Reduction Act, coming in to force in April 2018, on the plans for the demolition and rebuilding on the site of St Ives Court.
- Extending the borrowing period of this scheme to 40 years and the Council's policy on building social housing across the Borough going forward.
- The feasibility of postponing the determination of the tenure mix on site until confirmation of the Homes England funding for social housing.

Resolved – That Minute 87 of the Cabinet be noted.

#### *88. Budget Management Update*

Councillor Fionuala Foley (Cabinet Member for Children's Services and School Attainment), and the Director of Finance responded to questions put by Councillors Mark Dempsey and Des Moffatt on the following matters:

- The number of children going in to care in the two years prior to the closure of the children's centres and in the years since the closure, and to the impact on the over spend indicated in the children's services budget.
- Deferred payments to service providers in Adult Social Care and Children's Services at the end of the current financial year.

Resolved – That Minute 88 of the Cabinet be noted.

#### *89. Swindon Local Transport Plan*

Councillor Toby Elliott (Cabinet Member for Strategic Planning and Sustainability), Councillor Mary Martin (Cabinet Member for Communities and Place), and Councillor Cathy Martyn (Cabinet Member for Housing and Public Safety) responded to questions put by Councillors Mark Dempsey, Dale Heenan, Des Moffatt, James Robbins, and the Chair on the following matters:

- Measuring whether the existing transport strategy is meeting the objectives on carbon emissions, and whether carbon emissions are increasing or decreasing across the Borough.

- The lack of inclusion of Bus Rapid Transit in the updated strategy, and any subsequent change to the Council's policy on this matter as a result.
- Value for money on the investments made during the current strategy period, and the measurement of the beneficial impacts of those projects.
- Potential funding arrangements for the bridge associated with the Kingsdown development proposals.
- Plans to improve the infrastructure to address traffic problems at the main crossroads in Stratton St Margaret.
- Air quality levels within Swindon during 2017, and the process for reporting to Defra when a limit is breached.
- The timeline for the Transport Strategy refresh.
- The identification of extra funding to address parking issues on Rodbourne Road.
- Contingency plans and funding for projects which exceed projected timeframes.

Resolved – That Minute 89 of the Cabinet be noted.

*90. School Admission Arrangements 2019-20 and Education Transport Policy 2019-20*

Councillor Fionuala Foley (Cabinet Member for Children's Services and School Attainment) responded to a question put by the Chair on transport arrangements for children affected by domestic violence.

Resolved – That Minute 90 of the Cabinet be noted.

*91. Membership of England's Economic Heartland Strategic Transport Forum*

Councillor David Renard, (Leader of the Council) and Councillor Toby Elliott (Cabinet Member for Strategic Planning and Sustainability) responded to questions put by Councillor Mark Dempsey and the Chair on the following matters:

- How the impact and effectiveness of membership of this Forum will be measured.
- Strategic transport issues pertinent to Swindon, and potential connections with other authorities along the M4 corridor.

Resolved – That Minute 91 of the Cabinet be noted.

*92. References from Other Council Bodies: Health and Wellbeing Board - Swindon Substance Misuse Strategy 2017 to 2022*

Resolved – That Minute 92 of the Cabinet be noted.

*93. Amendments to Residents' Parking Schemes*

Resolved – That Minute 93 of the Cabinet be noted.

*94. Swindon Borough Council (Southern Connector Road, New Eastern Villages) Compulsory Purchase Order 2018*



Councillor Toby Elliott (Cabinet Member for Strategic Planning and Sustainability) responded to questions put by Councillors Dale Heenan and the Chair on the possible amendment of the Compulsory Purchase Order to ensure that there is sufficient land available to dual the road in the event of future infrastructure requirements.

Resolved – That Minute 94 of the Cabinet be noted.

*95. Capital Monitoring Quarter 3 2017-18*

Resolved – That Minute 95 of the Cabinet be noted.

**b) Cabinet Panel on School Organisation Minutes – 15<sup>th</sup> March 2018**

*10. Proposal to Increase the Published Admission Number (PAN) at Brimble Hill Primary Special School from 77 to 85 from September 2018*

Resolved – That Minute 10 of the Cabinet Panel on School Organisation be noted.

**70. Cabinet Member Question and Answer Session - Cabinet Member for Children's Services and School Attainment**

Councillor Fionuala Foley, Cabinet Member for Children's Services and School Attainment, was in attendance and presented to the Committee a report summarising progress and performance in respect of each of the following service areas within her portfolio of responsibility:

- Children and Family Services including Early Help, Youth Offending Team, Young Person Substance Misuse team, Targeted Mental Health, Education Welfare, Educational Psychology, Youth Engagement, Services for Disabled Children
- Children's Social Work services
- Community Health Services including Health Visitors, School Nurses and Family Nurse Partnership, Paediatric Therapy Services, Speech and Language and Portage
- Local Safeguarding Children's Board
- Corporate Parenting Board
- Multi Agency Safeguarding Hub (MASH)
- Education Services including, Provision for Early Years, LA Maintained Schools, Provision for children with Special Educational Needs and Disabilities, Education Other Than At School, Tuition Service, Championing Excellence and Promoting High Standards
- Children Voluntary Sector Contracts
- Public Health – Children
- Fostering and adoption services
- Troubled Families
- Education Services including, Provision for Early Years, LA Maintained Schools, Provision for children with Special Educational Needs and Disabilities, Education Other Than At School, Tuition Service, Championing Excellence and Promoting High Standards
- Educational Challenge Board

- Schools' Forum
- Music Services
- Plas Pencelli Outdoor Education Centre
- Governor Support services
- Traded Services

In overseeing these areas, the Cabinet Member for Children's Services and School Attainment is responsible for delivering the following Priorities and Pledges of Swindon's vision for 2016-2020:

- Priority two: Offer education opportunities that lead to the right skills and right jobs in the right places.
- Pledge 15 - In addition to the two new free secondary schools, build one secondary and 12 primary schools to meet the needs of our increasing population.
- Pledge 17 - Improve educational attainment, in particular at ages 16-19 so we are above the average in England within five years.
- Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.
- Pledge 28 - Increase the number of foster carers in Swindon so that every 'child looked after' who should be, is placed in their home borough.
- Pledge 29 - Work with all of the 1270 families in Swindon who are in most need of support by 2020 in phase 2 of the Troubled Families Programme

Councillor Foley responded to the observations and questions put by Councillors Ray Ballman, Mark Dempsey, Claire Ellis, Dale Heenan, Emma Faramarzi, Des Moffatt, James Robbins, Gary Sumner, Chris Watts and the Chair on the following matters:

- The detailed review undertaken by the Director of Children's Services to assess the progress Children's Social Care in Swindon has made on the improvement journey since the Ofsted inspection in 2014.
- The proposals to remodel the Early Years Help service, and the options for changes being considered.
- The impact of the closures of children's centres on the number of children being taken into care in Swindon.
- The work being done to investigate instances of child exploitation within Swindon.
- Responsibility for the maintenance of Ferndale Field being transferred to the relevant Parish Council.
- The level of support offered by health visitors since the closure of children's centres, and the inclusion work being done to capture those who would not normally seek to access support services.
- The recruitment of a dedicated post within Children's Services to pro-actively focus on recruitment and retention, and when the appointment is expected.
- The Care Quality Commission having highlighted the length of time taken for children to access mental health support services as being an issue in Swindon, and the work being undertaken to improve this provision.
- Links to pastoral care teams at secondary schools in Swindon, and how the Council can help to ensure that schools have sufficient resources to assist pupils with mental health issues.

- The reasons behind the maintenance backlog at St Luke's School, and the general condition of schools across Swindon with regards to maintenance requirements.
- The resources set aside to invest in the delivery of children's services, and what will be targeted to address the challenges within the service to ensure its future financial sustainability.
- The maintenance backlog on the 'Education Other Than At School' service.
- The number of agency social workers at Swindon Borough Council.
- Concerns expressed over secondary schools joining multi-academy trusts.
- The future commissioning of, and funding for, the Oakfield Unit.
- What the trigger points are in terms of class sizes when determining whether a new school should be built, or if an existing school could be expanded.

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

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

## **71. Cabinet Member Question and Answer Session - Cabinet Member for Finance and Commercialisation**

Councillor Russell Holland, Deputy Leader and Cabinet Member for Finance and Commercialisation, was in attendance and presented to the Committee a report summarising progress and performance in respect of each of the following service areas within his portfolio of responsibility:

- Financial Management (Revenue and Capital Programme)
- Finance Management Overview
- Preparing Future Year's Budget and Medium Term Financial Plan
- Procurement
- Implementing Commercialisation Strategy
- Lead Member for commercial housing development
- The Council's Transformation Programme including Stronger Together
- Revenue and Benefits Services
- Developing Welfare and Benefits Policy
- Cabinet Member for the Commercial Investment Fund and Procurement
- Financial Management (Revenue and Capital Programme)
- Finance Management Overview
- Preparing Future Year's Budget and Medium Term Financial Plan

In overseeing these areas, the Cabinet Member for Finance and Commercialisation is responsible for delivering the following Priorities and Pledges of Swindon's vision for 2016-2020:

- Priority four: Help people to help themselves while always protecting our most vulnerable children and adults.
- Pledge 24 - Provide early support for people in debt so that we significantly reduce the need to use bailiffs to recover Council Tax and other debts.

Councillor Holland responded to the observations and questions put by Councillors Ray Ballman, Des Moffatt, James Robbins, and the Chair on the following matters:

- The work of the Social Inclusion and Enterprise Manager in publicising and encouraging residents to join Credit Unions, and involvement with the credit union in Pinehurst.
- The movement of people on to Universal Credit, and subsequent rises in the level of Council Tax arrears potentially linked to this increase, which the Council is attempting to address.
- The amount of capital invested under the commercialisation programme in Swindon and elsewhere.
- Whether issues with the maintenance of the commercial real estate owned by the Council is preventing the full use of these spaces being utilised, such as The Platform not having its potential realised.
- The regeneration context of commercial development decisions being determined on a case by case basis.
- The nature of the Council's investments, and the potential for liquidity, should there be a financial crisis.
- The maintenance backlog at both Lydiard Park and St Luke's School, and the sufficiency of the funding set aside for maintenance work on the Council's assets.

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

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

## **72. Work Programme 2017/2018**

The Committee considered a report of the Director of Law and Democratic Services setting out the topics for inclusion in the 2017/2018 Scrutiny Work Programme, as agreed by the Committee at its meetings on 19<sup>th</sup> June 2017 and 17<sup>th</sup> July 2017, and updated during the course of the Municipal Year.

The Chair provided an update with regard to the reports expected to be submitted to future meetings of the Committee on (i) the outsourcing of services and (ii) Policing in Swindon. It was agreed that these reports would be added to the Work Programme for the 2018/2019 Municipal Year.

## **73. Status of Requests for Action and / or Information**

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

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

## **Cabinet Member Question and Answer Session**

### **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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Author:	Cabinet Member for Corporate Services, Digitalisation, and Lydiard House and Park
Wards:	All
Parishes Affected:	All

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

- 1.1 This report updates the Scrutiny Committee on pertinent information occurring over the past year within the Corporate Services, Digitalisation and Lydiard House and Park portfolio.
- 1.2 The report is requested by the Committee on an annual basis and provides the basis for the question and answer session to be held on 23<sup>rd</sup> April 2018.

#### **2. Recommendations**

The Committee is recommended to:

- 2.1 Note the report and ask any questions on its content at the meeting planned for 23<sup>rd</sup> April 2018.

#### **3. Detail**

The Composition of the Corporate Services, Digitalisation and Lydiard House and Park Portfolio

- 3.1 The Leader of the Council has allocated the following responsibilities to Councillor Keith Williams, the Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park: performance and risk, human resources and organisational development, customer services, health and safety, information technology digitalisation, and from mid-February 2018, for Lydiard House and Park.
- 3.2 Each of these services will be addressed in turn with achievements, challenges and future plans for each service addressed in brief throughout the report.

Performance and Risk

- 3.3 In the last twelve months the department has introduced scorecards for the Council and for directorates and heads of service so that performance information, people and finance data, and risk are presented together. A new corporate performance dashboard has been established using free software, which has released a saving of £24k per annum. The Council has also

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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, smowbray@swindon.gov.uk.

# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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introduced “I Share” which enables better spatial presentations of data, increasing use of research to inform decision making.

- 3.4 Particular challenges for the service have been the manual and onerous nature of data collection across the Council for performance reporting purposes. Plans are in place to address these as part of the Swindon Programme.
- 3.5 Particular achievements of note for Performance and Risk are the introduction of directorate scorecards and the conclusion of the latest Internal Audit report into Performance and Risk, which returned a “satisfactory” audit conclusion (Audit Committee Minute 28, 2017/18 refers).
- 3.6 Priorities for Performance and Risk in 2018 are automating data gathering for the scorecards and dashboard, embedding wider use of scorecards at heads of service level and their use to improve risk and performance management, building resilience across the team through skill sharing, enabling the Council to be better at self- serving in areas including policy, research, consultation and mapping, investigating wider use of the address gazetteer including integration with other Council address systems.

### Human Resources and Organisational Development (HR&OD)

- 3.7 Since the last update to Scrutiny, the Council has implemented MARS (Mutually Agreed Resignation Scheme). This was the first time the Council had operated a voluntary resignation scheme and it met the financial savings that were aligned to it. The HR&OD team now has a much better understanding of performance and absence management challenges across the Council. Reporting has been improved and support had been put in place for managers to manage absence. Our position on absence is more accurate and therefore a more targeted approach to reducing absence can be applied.
- 3.8 However, our approach to strategic resourcing and managing our non-permanent workforce approach has not progressed as well as we would like. Procurement activity for a more cost effective framework provider is now underway. The numbers of temporary workers within the Council both on and off contract remain high. Our Employee Value Proposition (the way we package our offer to current and prospective members of staff) is still absent and we need to progress our EVP and website design.
- 3.9 Particular achievements of note in the last twelve months are the introduction of the Aspiring Leaders and Future Leaders programmes. This has had significant interest across the organisation and a good competitive process to identify our Future and Aspiring Leaders. The partnership introduced with the University of

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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).

# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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West of England is going well and some fantastic external coaches and mentors are supporting the programmes. The business challenges set for Aspiring Leaders have been aligned to the Swindon Programme and are well underway.

- 3.10 Priorities for the HR&OD service for the next twelve months are providing support to the Swindon Programme and delivering the Workforce Modernisation element of that programme. Pay and reward will be a particular challenge, especially with the national pay awards announcements and ensuring SBC scales align appropriately until wider work is in place. Further work is planned around leadership development, reducing absence and increasing productivity.

### Health and Safety

- 3.11 This year the Health and Safety team's priority has been a renewed focus on delivering an active health and safety management, shifting the culture from reactive measures and management to a more pre-emptive approach. This has been evident through:
- 3.11.1 The co-operative work with the Learning & Development Department and managers to maximise efficiencies by properly evaluating required health, safety and competency training;
  - 3.11.2 Working with managers and Occupational Health to ensure that staff identified in need of health surveillance due to their job role specifications are receiving scheduled screening to ensure that control measures enacted are operating to protect the workforce from identified hazards; and
  - 3.11.3 Collaborative working with stakeholders to identify and put a framework in place for the effective management of building compliance issues to include health and safety.
- 3.12 The areas which require technical specialists outside of the team have been a challenge for them to manage in 2017; for example legionella risk assessments; noise and vibration testing. This has created an opportunity to re-evaluate the delivery of these services to secure the best model for the Council.
- 3.13 Since 2014, the team has been working hard with the business to improve "Near Miss" reporting and a particular achievement this year is that we have seen the numbers of near miss reports submitted increase by 65%, over that time to 103 in 2016/17 and sustained that in 17/18. We have achieved approximately a 32% reduction in accidents over the last year which is also a positive achievement and although there is no direct link between the increase in near misses and the fall in reported accidents; there is a high probability that there is a correlation.

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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).

# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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### Customer Services

- 3.14 In 2017 we successfully implemented the Customer Portal, which enables customers to transact with us on line for over 60 process, including waste services, highways, housing and environmental services. It is early days but for these processes, 47% of transactions are now being done on line. The Council has also seen a continuing reduction in face to face contact, down a further 18% year on year. Work is underway to reduce this further, removing all unnecessary visits and providing services only to those most in need.
- 3.15 Particular challenges in 2017 have arisen with our telephony service. Response times for answering the telephones have been significantly higher than in previous years; with the average speed to answer now 91 seconds. Staffing numbers are 33% lower than twelve months ago and calls volumes have only reduced slightly to date; meaning there is limited capacity to manage at peak times. However, we anticipate that this will improve as more and more services are available online.
- 3.16 We have not seen a significant rise in customer complaints as a result of the call answering times; but we do recognise a reduction in performance does impact our residents. To mitigate this, we have improved the messaging on the lines to actively promote online services so that those customers who are able to can go online and raise their request.
- 3.17 The transfer from the LAGAN Customer Relationship Management (CRM) system to the new portal has been a particular achievement for the team this year. It was a complex project; rebuilding 60 new processes in the new system; and training customers and the business to use it. The project team worked tirelessly to deliver the change on time and on budget. To date we have almost 17000 residents' My Accounts open and the number is increasing daily.
- 3.18 There are three key areas of focus for Customer Services in 2018. They are:
- 3.18.1 Increasing the number of services available via the My Account Portal; to give the customer a single point of entry into the Council for transactional services.
- 3.18.2 Upgrading the telephony system used in the contact centre to enable improved messaging, intelligent call routing and robust management information, which will help to identify opportunities to drive down demand.
- 3.18.3 The remodelling of face to face services making greater use of self-service and continuing to reduce unnecessary footfall.
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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).



# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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### Information Technology

- 3.19 2017 has seen Swindon's first full year as an in house IT service for many years. The major focus for 2017 has been to stabilise our Information Technology infrastructure, to commence the replacement of our core business systems, to launch a new framework for information Governance and to build a high performing, customer service focused ICT team.
- 3.20 In May 2015 the IT department was assessed as performing the lowest in the country by SOCITM (Society of IT Management) In May 2017 we again measured the ICT department and were rated as mid performers across the country. The context further supports the improvement journey in that Swindon Borough Council is one of the lowest funded Local Government IT departments in the country. The improvement was mainly a result of a strong customer service ethos being brought into and adopted by the department.
- 3.21 2017 saw ICT deliver many successful projects; a small highlight selection are as follows:
- 3.21.1 The MS Office 2013 deployment, including move to Office 365 for email services. 2018 will continue to see us adopt further components of the Office 365 suite.
- 3.21.2 A new implementation of Windows update and patching deployment along with a new Active Directory and Group Policy design.
- 3.21.3 Upgraded the SBC datacentre with networking, storage and compute capacity ready for the 2018 project to bring back the remaining servers hosted in the Capita Cloud and save £500,000 per annum.
- 3.21.4 New IT solutions for: Property; Stores integrated barcoding solution; Tool and plant solution; fuel management solution; Policy management solution; e-learning solution and spatial information solution; library extended access solution.
- 3.22 Operationally as well as avoiding any major security incident, including the WannaCry virus which crippled many of our health colleagues, the year saw the IT team reduce its incident and request end of day figures from circa 1200 to a manageable 600.
- 3.23 A particular proud achievement for 2017 was seeing Alex Gee, Senior Service Desk Analyst, win the coveted national prize of Young IT Leader of the year for his work at Swindon in reducing impact and duration of major incidents, service maturity and SLA performance for himself and his colleagues.
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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, [smowbray@swindon.gov.uk](mailto:smowbray@swindon.gov.uk).

## **Cabinet Member Question and Answer Session**

### **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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- 3.24 2018 will see SBC ICT deploy a new WAN (Wide Area Network) increasing capacity and reducing costs as well as deploying a new LAN (Local Area Network) deliver massive speed increases at the desktop to support the media rich productivity applications. 2018 will also be the year the major work is completed in refreshing the business applications the council. By March 2018 we will see the completion of the Superfast Broadband project.

#### Digitalisation

- 3.25 The advent of the Swindon Programme in 2017 has significantly ramped up our digitalisation efforts. As mentioned above, the implementation of the Customer Portal has hugely improved residents' opportunities to interact with us online. As part of the Organisational Excellence work stream within the Swindon Programme, the first phase of service re-design started in January 2018 with 12 services being re-designed to be more digitally enabled from customer enquiries to back office fulfilment. This phase runs from January to July with phase two being scoped in April but focusing around children's and adults services predominantly.
- 3.26 Other plans for digitalisation in 2018 include the rollout of some of our "Digital Office" projects and products to make the council more modern, efficient and effective by 2020. Projects such as the Digital Mailroom, paperless payments, the implementation of a virtual booking system and Skype for Business will be rolled out across the year to enable more efficient working practices which are less costly to administer.
- 3.27 In order to ensure that Members are fully involved in this process a Digitalisation CMAG has been established and began in the New Year. Its role will be to help with the development of the projects outlined above and most crucially to aid in the development of the Council's Digital Inclusion Strategy, which is being developed with the help of the first Aspiring Leaders cohort. The aim of the strategy is to ensure that the Council pays due diligence to the needs of those for whom digital may be a struggle, whether that be for reasons of social mobility, age, language, health or access.

#### Lydiard House and Park

- 3.28 Since late February I have held responsibility for Lydiard House and Park, when the formal bidding process to find a partner to operate the facility was terminated, and prior to the transfer of the Conference Centre and Hotel from Chartridge to Swindon Borough Council.

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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, smowbray@swindon.gov.uk.

# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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- 3.29 It is important for me to recognise the effort put in by staff at Lydiard during what has been a particularly unsettling period, and also to recognise the hard work that went into the bids for the operation of the facility, especially the Love Lydiard Trust and the Lydiard Park Heritage Trust who were our preferred bidder.
- 3.30 There is much work to do to ensure that Lydiard is able to operate successfully in the future. A programme of building maintenance has been prioritised which will keep the House in a sound condition. Minor refurbishment work has taken place on the conference centre and hotel and further work is ongoing to develop the conferencing, wedding and events elements of the business. This, combined with the house and the park, presents opportunities which had not been possible previously. A paper will be brought to Cabinet in the summer outlining recommended options.
- 3.31 In the short term, staff have worked hard to ensure a continuity of service at the Hotel and Conference Centre, and I am delighted to report that bookings continue to be taken, and a catering offer is developing.

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

- 4.1 The Scrutiny Committee could choose not to operate Cabinet Member Question and Answer sessions.

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

##### Financial and Procurement Implications

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

##### Legal and Human Rights Implications

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

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

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

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Further information on the subject of this report can be obtained from Sam Mowbray, 07823 525337, smowbray@swindon.gov.uk.

# **Cabinet Member Question and Answer Session**

## **Cabinet Member for Corporate Services, Digitalisation and Lydiard House and Park**

**Scrutiny Committee**

**Date: 23<sup>rd</sup> April 2018**

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### Diversity Impact Assessment

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

### Risk Management

- 5.5 No risk management issues have been identified at this stage; any risk management issues will be identified at the appropriate time when a topic is under review by the Scrutiny Committee.

## **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.

## Work Programme 2017/2018

### Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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Author: Director of Law and Democratic Services

Wards: All Wards

Parishes Affected: All Parish Areas

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#### 1. Purpose and Reasons

- 1.1 This report sets out details of the topics for the Scrutiny Committee Work Programme for 2017/2018, as agreed at the Scrutiny Committee meetings on 19<sup>th</sup> June 2017, 17<sup>th</sup> July 2017, and updated during the course of the Municipal Year.
- 1.2 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 1.3 The Work Programme details the various topics and issues that each Committee intends to look into during the coming year with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies / bodies to consider.

#### 2. Recommendations

The Committee is recommended to:

- 2.1 Note the approved Work Programme for the Scrutiny Committee for the 2017/2018 Municipal Year.

#### 3. Detail

The Work Programme

- 3.1 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 3.2 Under the Council's Constitution, Overview and Scrutiny Committees are required to agree a Work Programme at the start of the Municipal Year outlining their priorities and likely outcomes of considering these issues. This task was completed by all Overview and Scrutiny Committees at their first meetings during June and July 2017.
- 3.3 The Work Programme is developed taking into account:
  - 3.3.1 Corporate priorities and objectives, including the Cabinet Forward Plan.
  - 3.3.2 Partnership strategic priorities and objectives.

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), Telephone Number 01793 463603, [VYull@swindon.gov.uk](mailto:VYull@swindon.gov.uk).

# Work Programme 2017/2018

## Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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

### Developing the Work Programme – The Executive

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

### Standard Work Programme items

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), Telephone Number 01793 463603, [VYull@swindon.gov.uk](mailto:VYull@swindon.gov.uk).

# Work Programme 2017/2018

## Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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- 3.10 In addition to selecting various topics and issues for inclusion in the Work Programme, the Scrutiny Committee has a number of additional items that it has incorporated into its Work Programme, such as:
- 3.10.1 Lead Member Question and Answer Sessions. Each Cabinet Member will be expected to appear before the Scrutiny Committee to answer questions relating to their portfolio responsibilities, performance and future plans.
  - 3.10.2 Review of Cabinet Decisions. The Scrutiny Committee will be required to review the decisions taken by Cabinet.
  - 3.10.3 Leaders Report. The Scrutiny Committee will receive an annual presentation and a six monthly update from the Leader of the Council on the administrations priorities for the year and performance.

## 4. Alternative Options

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

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

### Financial and Procurement Implications

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

### Legal and Human Rights Implications

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

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

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

### Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) is required at this stage. Any DIA that is required during review of topics included within the Work Programme will be identified at the appropriate stage.

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), Telephone Number 01793 463603, [VYull@swindon.gov.uk](mailto:VYull@swindon.gov.uk).



# Work Programme 2017/2018

Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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## Risk Management

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

## **6. Consultees**

- 6.1 The 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 – Scrutiny Committee Work Programme 2017/2018.
- 8.2 Appendix 2 – Current Cabinet Work Programme and Forward Plan for the period 20<sup>th</sup> March 2018 to 20<sup>th</sup> March 2019.
- 8.3 Appendix 3 – Scrutiny Process Flowchart.



## **Scrutiny Committee**

### **Work Programme 2017-2018**

#### **Terms of Reference of the Committee**

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

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

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

To have specific responsibility (but not limited to)

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

#### **Review of the Work Programme**

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

To assist members in developing the Committee’s work programme, a copy of the current Cabinet Work Programme and Forward Plan is attached at Appendix 2 to the covering report.

#### **Contact details**

Committee Officer: Vicki Yull  
 Email: [vyull@swindon.gov.uk](mailto:vyull@swindon.gov.uk)  
 Tel: 01793 463603

<b>19<sup>th</sup> June 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Work Programme 2017/18	To discuss and agree a rolling work programme for the 2017/18 municipal year	n/a
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

<b>17<sup>th</sup> July 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

<b>7<sup>th</sup> August 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Strategic Planning and Sustainability	To review the portfolio and performance of the Cabinet Member for Strategic Planning and Sustainability	Councillor Toby Elliott
Cabinet Member Q&A – Cabinet Member for Adults' Health and Social Care	To review the portfolio and performance of the Cabinet Member for Adults' Health and Social Care.	Councillor Brian Ford

<b>11<sup>th</sup> September 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Economy and Skills	To review the portfolio and performance of the Cabinet Member for Economy and Skills	Councillor Oliver Donachie
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

<b>23<sup>rd</sup> October 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Communities and Place	To review the portfolio and performance of the Cabinet Member for Communities and Place	Councillor Mary Martin
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet
Review of Full Council Decisions	Review of decisions made by Full Council and their implementation	Director of Law and Democratic Services

<b>20<sup>th</sup> November 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Regeneration	To review the portfolio and performance of the Cabinet Member for Regeneration	Councillor Garry Perkins
Review of the 2016/17 Municipal Year	To receive the Scrutiny Committee Annual Report	Director of Law and Democratic Services

<b>11<sup>th</sup> December 2017</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

<b>8<sup>th</sup> January 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Budget Scrutiny	To review the Budget proposals for 2018-19	Councillor Russell Holland

<b>12<sup>th</sup> February 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Housing and Public Safety	To review the portfolio and performance of the Cabinet Member for Housing and Public Safety	Councillor Cathy Martyn
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet
Public Safety	A Review of the Council's civil resilience and response in emergency situations	Director of Public Health

<b>19<sup>th</sup> March 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Children's Services and School Attainment	To review the portfolio and performance of the Cabinet Member for Children's Services and School Attainment	Councillor Fionuala Foley
Cabinet Member Q&A – Cabinet Member for Finance and Commercialisation	To review the portfolio and performance of the Cabinet Member for Finance and Commercialisation	Councillor Russell Holland
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet

<b>23<sup>rd</sup> April 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet	Cabinet
Cabinet Member Q&A – Cabinet Member for Corporate Services and Digitisation	To review the portfolio and performance of the Cabinet Member for Cabinet Member for Corporate Services and Digitisation	Councillor Keith Williams
Outsourcing of Services (will be moved to 18/19)	Update report on the outsourcing and delivery of services	Corporate Director Resources and Growth

<b>Dates to be agreed</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Averies Task Group Final Report	To receive the final report of the Task Group and make appropriate recommendations to the Cabinet and Council	Task Group Members
Policing in Swindon (will be moved to 18/19)	Half yearly update reports	Police and Crime Commissioner

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**Swindon Borough Council****CABINET WORK PROGRAMME AND FORWARD PLAN**

20 March 2018 - 20 March 2019 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 10/04/18)

Key Decisions are defined as:

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

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

Councillor:	Portfolio:
David Renard	Leader of the Council and Chair of Cabinet
Russell Holland	Deputy Leader of the Council, Vice Chair of Cabinet, and Cabinet Member for Finance and Commercialisation
Oliver Donachie	Cabinet Member for the Economy and Skills
Toby Elliott	Cabinet Member for Strategic Planning and Sustainability
Fionuala Foley	Cabinet Member for Children's Services and School Attainment
Brian Ford	Cabinet Member for Adults' Health and Social Care
Mary Martin	Cabinet Member for Communities and Place
Cathy Martyn	Cabinet Member for Housing and Public Safety
Garry Perkins	Cabinet Member for Regeneration
Keith Williams	Cabinet Member for Corporate Services and Digitalisation

### Cabinet Member Decisions Proposed for April 2018

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
NONE						

### Cabinet Meeting Date - June 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 <sup>th</sup> June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Medium Term Financial Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme Monitoring Out-Turn 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Performance Management 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Libraries	No	Cabinet Member for	Cabinet	N/A	Director, Children	Cabinet

Strategy - Alternative Delivery Models		Communities and Place		Date of Notice: 13 <sup>th</sup> February 2017	Services Sally Burnett sburnett@swindon.gov.uk	Minute 125 2016/17 refers
Lydiard House and Park - Business Transfer Agreement and Lease	No	Cabinet Member for Regeneration	Cabinet	N/A  Date of Notice: 21st March 2017	Corporate Director Communities and Housing Richard Bell rbell@swindon.gov.uk	N/A
Customer Access Strategy	No	Cabinet Member for Corporate Services and Digitalisation	Cabinet	N/A Date of Notice: 20th February 2018	Corporate Director of Resources and Growth Samantha Mowbray SMowbray@swindon.gov.uk	
Parking Permits for Town Centre / Old Town residents	Yes	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director Communities and Housing Jason Humm, Head of Highways & Transport	Cabinet Work Programme Report Tracker TCP
Superfast Broadband Extension Programme - Referral from Scrutiny Committee	No	Cabinet Member for Strategic Planning and Sustainability	Cabinet	N/A Date of Notice: 14th February 2018	Corporate Director of Resources and Growth	Cabinet Minute 81 refers



meeting on 12th February 2018						
Local Cycling and Walking Infrastructure Plan	No	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 4th March 2018	Corporate Director Communities and Housing Jason Humm, Head of Highways & Transport	Cycling network tracker
Site in Cricklade Road, Swindon	No	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 6th March 2018	Corporate Director of Resources and Growth Rob Richards rrichards@swindon.gov.uk	Cricklade Road Tracker (008)
Possible freehold sale of the County Ground	No	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 7th February 2018	Corporate Director of Resources and Growth Head of Property Assets	County Ground Tracker

### Cabinet Meeting Date - July 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Vision, Priorities and Pledges	Yes	Councillor David Renard	Cabinet	N/A Date of Notice: 16th March 2018	Chief Executive John Gilbert, Chief Executive jgilbert@swindon.gov.uk	N/A
Education Transport Policy 2019-20	No	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 7th June 2017	Director, Children Services Head of Education	
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 7th June 2017	Corporate Director of Resources and Growth Head of Revenues and Benefits	
Temporary Winter Housing	No	Cabinet Member for Housing and Public	Cabinet	Date of Notice; 6th April	Corporate Director Adult Social Services and	Cabinet Work

Provision		Safety		2018	Health Mike Ash mash@swindon.gov.uk	Programme Report Tracker Temporary Winter Housing Provision
Commercial interest in Kimmerfields	Yes	Cabinet Member for Regeneration	Cabinet	Date of Notice; 9th April 2018	Corporate Director of Resources and Growth	Kimmerfields

### Cabinet Meeting Date - September 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A 11th September 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Annual Review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A Date of Notice: 30th September 2017	Corporate Director of Resources and Growth Director of Law & Democratic Services (Monitoring Officer)	N/A

### Cabinet Meeting Date - October 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 21 <sup>st</sup> October 2016	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Update of the Council's Consultation Policy	No	Leader of the Council	Cabinet	N/A Date of Notice: 14th November 2017	Chief Executive Samantha Mowbray SMowbray@swindon.gov.uk	N/A
Kimmerfields	Yes	Cabinet Member for Regeneration	Cabinet	N/A Date of Notice: 5th December 2017	Corporate Director of Resources and Growth	Cabinet Minute 68(4) refers

### Cabinet Meeting Date - December 2018 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 24 <sup>th</sup> October 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	
Capital Programme Monitoring - Second Quarter	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Notice of Decision: 9 December 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Management Performance 2018/19.	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 9 <sup>th</sup> October 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

### Cabinet Meeting Date - February 2019 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget 2019/20 and Beyond	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Capital Programme 2019/2020	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Treasury Strategy Statement 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A
Housing Revenue Account - Rents and Charges 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Corporate Director of Resources and Growth Director of Finance (s151) Officer	N/A

Swindon Pay Policy Statement 2019	No	Leader of the Council	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Corporate Director of Resources and Growth	N/A
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### Cabinet Meeting Date - March 2019 (TBC)

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director of Resources and Growth Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring 3rd Quarter 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director of Resources and Growth Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Swindon Local Transport Plan - Implementation Plan 2018/19	Yes	Cabinet Member for Communities and Place	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director Communities and Housing Jason Humm, Head of Highways & Transport	N/A
School Admissions Arrangements	Yes	Cabinet Member for Children's Services and School	Cabinet	N/A Date of Notice: 16th March 2018	Director, Children Services Peter Nathan, Head of	N/A

2020/21 and Education Transport Policy		Attainment			Education	
Amendments to Residents Parking Schemes	Yes	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director Communities and Housing Jason Humm, Head of Highways & Transport	Cabinet Minute 80 2017/18 refers
Capital Programme Monitoring 3rd Quarter 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director of Resources and Growth Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Budget Update	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A Date of Notice: 3rd April 2018	Corporate Director of Resources and Growth Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
School Admissions Arrangements 2020/21 and Education Transport Policy	Yes	Cabinet Member for Children's Services and School Attainment	Cabinet	N/A Date of Notice: 16th March 2018	Director, Children Services Peter Nathan, Head of Education	N/A

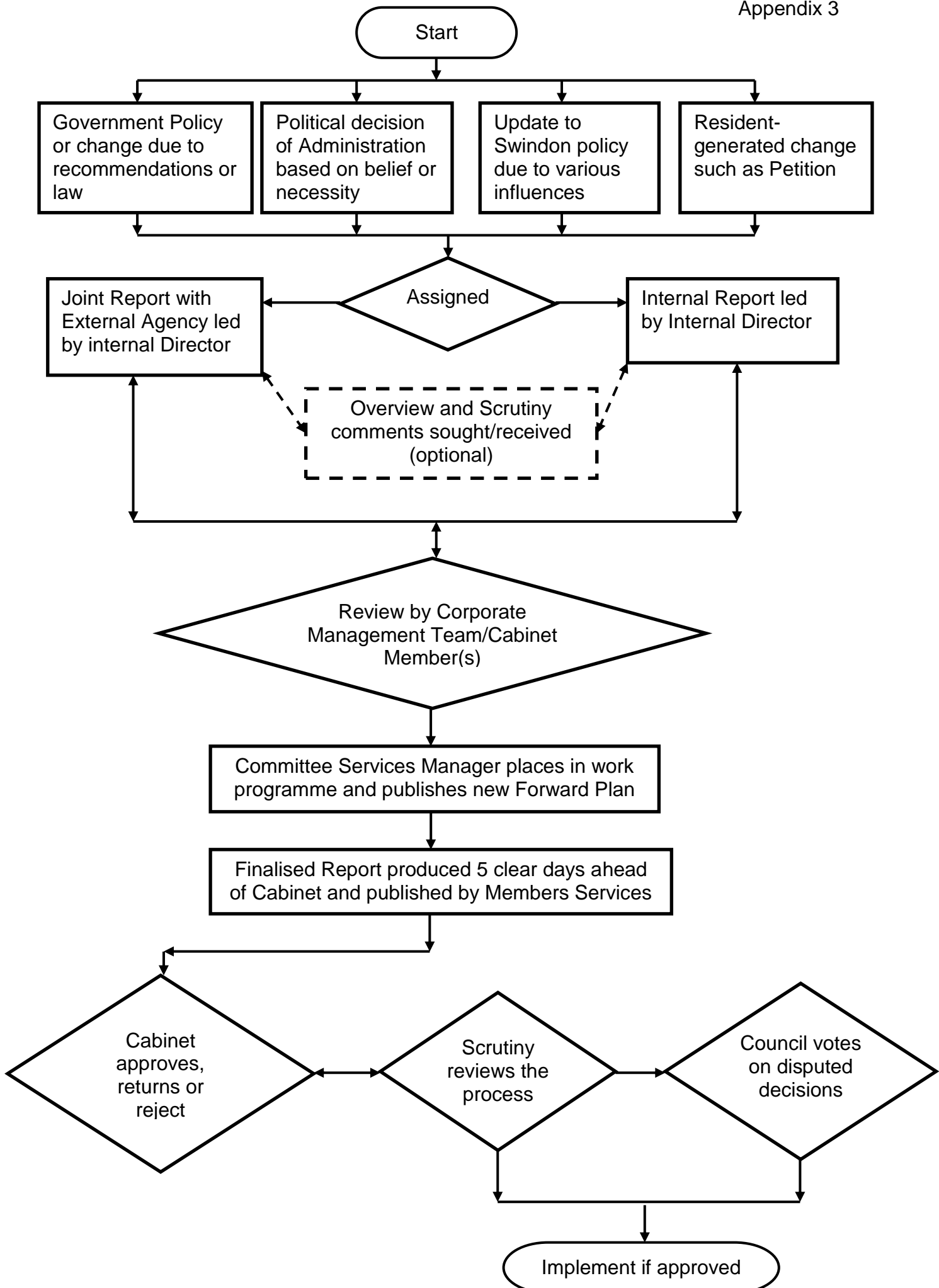
Amendments to Residents Parking Schemes	Yes	Cabinet Member for Economy and Skills	Cabinet	N/A Date of Notice: 16th March 2018	Corporate Director Communities and Housing Jason Humm, Head of Highways & Transport	Cabinet Minute 80 2017/18 refers

**Cabinet Meeting Date - April 2019 (TBC)**

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
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## Status of requests for action and / or information

Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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Author: Director of Law and Democratic Services

Wards: All

Parishes Affected: All

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### 1. Purpose and Reasons

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

### 2. Recommendations

The Committee is recommended to:

- 2.1 Note the contents of the report.
- 2.2 Consider the responses provided by officers, and actions taken in relation to each issue, and determine if any further action is required.
- 2.3 Agree that, subject to the Committee's requests for further action to be taken, issues shown as being completed be removed from the status report.

### 3. Detail

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

### 4. Alternative Options

- 4.1 None.

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

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications.

Legal and Human Rights Implications

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

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

- 5.3 None.
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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 01793 463603, VYull@swindon.gov.uk.

# Status of requests for action and / or information

Scrutiny Committee

Date: 23<sup>rd</sup> April 2018

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## Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) is required at this stage. Any DIA that is required during review of topics included within the Work Programme will be identified at the appropriate stage.

## Risk Management

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

## **6. Consultees**

- 6.1 The 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 The Minutes of previous meetings of the Committee.

## **8. Appendices**

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

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

### 12<sup>th</sup> February 2018

Minute No. 59	Public Question Time		
Following on from a public question submitted by Mr Worman, Cllr Bob Wright queried if there is any special interest on the land proposed for the UKBN mast at Cassini Drive (other than it being on a bridlepath next to a school, with a national oil pipeline underneath it).	Response requested from the Director of Digital Services and Corporate Programmes and the Cabinet Member for Strategic Planning and Sustainability, Cllr Toby Elliott on 14 <sup>th</sup> February 2018.		On-going
Minute No. 61	Consideration of Cabinet Decisions		
Cllr Des Moffatt requested an explanation on the proposed savings expected as a result of the digital redesign of service delivery in Street Cleaning to deliver efficiency savings from the service area and the support functions.	Response received from the Acting Head of Streetsmart on 13 <sup>th</sup> March 2018 as follows:  The figure has come from the initial analysis work completed by the consultants METHODS. There are now a number of workshops called the discovery phase for which Street Cleansing we be a part to ascertain a more accurate figure, following which the design work gets to a definite saving.  Because of when budget setting falls the delivery of the work produced an estimate based on the consultants analysis and following discussions at CMT, the top of the estimate was targeted. If it proves that the top end estimate is not achievable then the budgets will be adjusted accordingly in year.		Complete
Request from Scrutiny to be provided with	Response requested from the Director of Digital Services and		On-going

reassurance that any learning points from Northamptonshire County Council's current situation is being considered as part of the Council's transformation and digitisation programme.		Corporate Programmes on 14 <sup>th</sup> February 2018			
Cllr Mark Dempsey requested information on: 1) The number of Borough Council employees being paid less than the 'real living wage' as set out by the Living Wage Foundation. 2) Whether the number above is lesser or greater than last year. 3) What the potential cost could be to the Council if the employees being paid less than the 'real living wage' had their salaries increased to this level.		Response requested from the Director of HR and OD on 14 <sup>th</sup> February 2018.			On-going
Further clarification was sought on the contract signed with UK Broadband Networks Ltd and the resident take up milestones that have to be achieved before the council releases payment, and the breakdown of customer numbers across the re-sellers.		Response requested from the Director of Digital Services and Corporate Programmes on 14 <sup>th</sup> February 2018			On-going
Minute No. 63	Review of the Council's Civil Resilience and Response in Emergency Situations				
Scrutiny requested further information on the regular learning sessions held following incidents within Swindon, containing detail on what is working well and what		Response received from the Director of Public Health on 10 <sup>th</sup> April 2018, as follows:  The log is as follows:			Complete
		Incident Date	Incident Type	Agencies involved	

needs improvement.	3/10/2017	House Fire	Fire LA	No new learning
	15/10/2017	Road traffic collision	Multi agency	Lack of Notification by Fire and Police -include training in Multiagency training and feedback to Police and Fire
	27/10/2018	Road traffic collision	Multi agency	No new learning
	01/11/2017	Missing person	Multi agency	No new learning
	14/11/2017	House Fire	Fire, LA, Red Cross	Council telephone lines Down. Mobile phones were used as backup. Partner agencies informed by email and some did not get the message on time The learning was for the Civil Protection Unit to ensure that message like this should follow up with a phone call to confirm.
	15/11/2017	Dumped, insecure chemical drums	Fire LA	No way of removing contaminant as this was a private garage. Cordon established until specialist waste removal firm contracted. Communications, staff welfare due to location was an issue. Lone and hazardous working policies included in Incident officer training because of this.
	26/11/2017	House Fire	Fire LA	No new learning
	30/11/2017	House Fire (Hodson)	Multi Agency	Water from firefighting created hazardous driving conditions. The

				Gritting team not available because of other, higher priority jobs.		
	09/12/2017	Road traffic collision	Fire, LA	No new learning		
	09/12/2017	Road traffic collision	Police, LA	No new learning		
	23/12/2017	Building Strike (Car)	Multi Agency	SBC do not stock Reinforced Steel Joists/Acro-props for emergencies Out of Hours. Because of Christmas holidays. Difficult getting contacts especially for privately owned buildings. Work with building control to ensure that building is secure and that there is no danger to life.		
	18/01/2018	Improvised Explosive Device	Multi Agency	No notification to SBC for over three hours despite an evacuation taking place. Communications from Wilts Police. To be raised with Wilts Police via LRF and included in Multi agency training.		
	20/01/2018	Gas Leak at the Police headquarters	Multi Agency	No new learning		
	27/01/2018	House Fire in a high-rise	Fire LA	CPU not informed until 17.40 Wrong size washers on the risers (SBC) This caused flooding in communal areas. Fed back to Housing team		

				Communications to Out of hours officers- learning to be include in Control Room staff training.		
	02/03/2018	Severe weather (Snow)	LA, police, Fire, Military Highway Agency, Red Cross, parish council	Direct Access not failed over the weekend (SBC),IT could not rectify this on time. - IT working to restore this. SBC external communications through our website was identified as a weakness (no ability to update on road closures). Comms aware and working on a solution		
	04/03/2018	No Water supply to residential building	LA, Management Company	Councillor calling civil protection unit staff directly (not appropriate) Management Company not answering phones. LA should not have been involved Feedback to Elected Member and Officers involved.		
	05/03/2018	Op Fairline (Salisbury Incident)	Multi Agency	Ongoing support to the Partner Agencies involved in incident management. No Learning points for SBC		
	12/03/2018	Gas Explosion in a private house	LA, Police/Fire Ambulance, gas company & Red Cross	No new learning		

<b>SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE AND MEMBER REQUESTS FOR</b>
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**INFORMATION**  
**19<sup>th</sup> March 2018**

<b>Minute No. 67</b>	<b>Public Question Time</b>		
Mr Roy Worman referred to the digitisation programme implemented by Northampton County Council and the discussion at the last meeting on how lessons learned from their programme might be used to inform the councils own digitisation programme. Mr Worman asked whether, given the perilous state of said council, are there any lessons that can be adapted by SBC and, if so, what?	Response requested from the Director of Digital Services and Corporate Programmes and the Director of Performance, Organisational Improvement and Communications on 22 <sup>nd</sup> March 2018.		<b>On-going</b>
<b>Minute No. 69</b>	<b>Consideration of Cabinet and Cabinet Panel on School Organisation Decisions</b>		
Cllr Moffatt and Cllr Wright queried the confusion over the net gain in the number of units in the Queens Drive regeneration (43 or 60) and asked why there is a discrepancy in the figures.	<p>Response received from the Cabinet Member for Housing and Public Safety and the Head of Housing Management on 29<sup>th</sup> March 2018, as follows.</p> <p>At Scrutiny Committee on 19<sup>th</sup> March 2018 Cllr Moffatt referred to the accuracy of the report to Cabinet on 14<sup>th</sup> March 2018 on the Redevelopment of Queens Drive. Specifically he advised that the number of homes that would be gained is 43 assuming a planning permission is granted for 149 new dwellings. The Head of Housing agreed to check this figure and can confirm that the net gain is 65 dwellings.</p>		<b>Complete</b>
Cllr Dempsey asked how many children have gone into care in the years since the children's centres have closed, and how many had gone in to care in	Response requested from the Cabinet Member for Children's Service and School Attainment and the Director of Children's Services on 22 <sup>nd</sup> March 2018.		<b>On-going</b>



the two years preceding the closure of the children's centres.		
Cllr Moffatt asked if there will be any deferred payments to providers in adult social care or children's services at the end of the financial year. He asked what, if any, invoices have been delayed from this financial year to be paid in the next financial year, and what are their total value. Also what, if any, have been delayed beyond the normal settlement date regardless of the reason for such delay.	<p>Response provided by the Director of Finance on 22<sup>nd</sup> March 2018, as follows:</p> <p>For each person in receipt of care we:</p> <ul style="list-style-type: none"> <li>- Pay for all invoices received by year end</li> <li>- Accrue for the cost of care provided but not yet billed</li> </ul> <p>Therefore nothing will be held back from one financial year to the next.</p>	<b>Complete</b>
<p>Cllr Dempsey asked the following questions:</p> <ol style="list-style-type: none"> <li>1) Has it been measured whether the existing transport strategy is meeting the objectives on carbon emissions, and whether carbon emissions are going up or down?</li> <li>2) What happened to Bus Rapid Transit, and why is not in the updated strategy?</li> <li>3) Has current investment in this strategy period been value for money? Has the impact of the projects been measured? Are they having a</li> </ol>	<p>Response received from the Cabinet Member for Communities and Place, and the Head of Highways and Transport, on 10<sup>th</sup> April 2018, as follows:</p> <ol style="list-style-type: none"> <li>1) The current strategy does focus on improvements in sustainable transport and on longer-term options for greener travel and greener vehicles. Inevitably however air quality is impacted fundamentally by vehicle numbers, which are increasing within Swindon on the back of positive levels of growth and economic upturn. That said air quality within Swindon generally remains good.</li> <li>2) In referencing Rapid transit, I anticipate that Cllr Dempsey is referring to the ongoing Quality Bus Corridors schemes which are very much still in existence, with schemes at Mannington, Regents Circus and Pipers way on site or being mobilised at present.</li> <li>3) It's not clear exactly what value for money measurements are being asked about. The council has a range of published</li> </ol>	<b>Complete</b>

beneficial impact?	indicators and continues to assess and select schemes on a needs led basis assessing cost and benefit as part of the selection process. Members will be aware from the report that the council's rating for its asset management (including scheme selection and needs led investment) has moved from level 1 to level 2 in 2017 and to the highest DfT rating of level 3 in 2018.	
Cllr Heenan requested that an update be provided on the timeline for the Transport Strategy refresh.	<p>Response received from the Cabinet Member for Communities and Place, and the Head of Highways and Transport, on 10<sup>th</sup> April 2018, as follows:</p> <p>The transport strategy review is expected to be carried out over the next 2 years in order to mirror and inform the process for the next Local Plan review. Officers within highways and planning are working on more detailed timescales to ensure that these projects align. As part of the strategy development there are a range of elements that complement the overall strategy which are underway at present such as the town centre movement strategy and parking strategy review and consultation.</p>	<b>Complete</b>
Cllr Robbins queried whether any of the extra funding identified in the report to Cabinet on the Swindon Local Transport Plan will be used to sort out the issues being experienced on Rodbourne Road.	<p>Response received from the Cabinet Member for Communities and Place, and the Head of Highways and Transport, on 10<sup>th</sup> April 2018, as follows:</p> <p>The agreed funding for maintenance and highway improvements is detailed within the cabinet paper. However the Council are aware of the challenges with traffic levels around the outlet centre and members will be aware of the working group looking into further improvements. Cllr Robbins will be aware of the investment that has been made on signing and addition lane</p>	<b>Complete</b>

	capacity on Kemble Drive, parking management across Rodbourne, improvements to parking outside of Steam and proposals for options to make use of Bristol Street car park. In addition officers continue to work with the outlet centre on their longer term proposals and options to improve their parking layout, management and capacity.	
<b>Minute No. 71</b>	<b>Cabinet Member Question &amp; Answer Session – Cabinet Member for Finance and Commercialisation</b>	
Cllr Moffatt asked how much capital has actually been invested under the commercialisation programme in Swindon or elsewhere.	<p>Response received from the Cabinet Member for Finance and Commercialisation and the Director of Finance on 22<sup>nd</sup> March 2018, as follows:</p> <p>The following commercial property purchases have been made by the Council:</p> <p>Delta 900 Business Park, Westlea (£3.745m)  Lysander House, Bristol (£7.95m)  Former Apostolic Church, Walcot (£140k)</p>	<b>Complete</b>
Cllr Robbins queried what the maintenance backlog is on the EOTAS service.	<p>Response received from the Cabinet Member for Children's Service and School Attainment and the Director of Children's Services on 10<sup>th</sup> April 2018, as follows:</p> <p>At Marlborough House Adolescent Unit School, the NHS-commissioned contractor is completing works over Easter following recommendations from an NHS Audit. This is on schedule.</p> <p>No other EOTAS Centre has any major works scheduled or maintenance pending apart from the day-to-day jobs completed</p>	<b>Complete</b>

	by our caretaker. All tasks where we need outside contractors (ICT, Alarms etc) have a good response time, normally same day. Larger cosmetic pieces of work (repainting of drainpipes and wooden fascia at Stratton Education Centre for example) which are part of a maintenance cycle but not compliance or safety critical are being held off ahead at SEC and Riverside ahead of the scheduled building move at the end of the academic year.	
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