

Swindon Borough Council

Cabinet

Wednesday, 13 June 2018

Committee Room 6, Civic Offices

At 6.00 p.m. or at the Conclusion of the Cabinet Open Forum

Conservative Councillors

David Renard (Chair)

Oliver Donachie

Fionuala Foley

Brian Ford

Russell Holland

Mary Martin

Cathy Martyn

Garry Perkins

Gary Sumner

Keith Williams

Committee Officer: Steve Jones (Telephone 01793 463602)

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

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

AGENDA

NOTE:

A Cabinet Open Forum is held at 6:00 p.m. prior to the start of each scheduled Cabinet Meeting. The Open Forum is similar to the 'public question time' that happens at most Council meetings. It provides the chance to meet with Cabinet Members as well as Corporate Directors and Directors to discuss matters relevant to the Cabinet and its responsibilities. It provides an opportunity to raise issues and give views. The Forum will normally close at 6.30 pm and the Cabinet will then reconvene for the start of the formal Cabinet meeting. If the Open Forum completes its business earlier than anticipated then the Cabinet Meeting will commence at 6:15pm or at the Forum's conclusion.

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. **Minutes.** (Pages 5 - 14)
To receive the minutes of the meeting held on 14th March 2018.
4. **Public Question Time.**
See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.
5. **Budget Management 2017/18** CDRG (CM:RH) (Pages 15 - 26)
6. **Capital Monitoring Outturn 2017/18** CDRG (CM:RH) (Pages 27 - 36)
7. **Treasury Management Performance 2017/18** CDRG (CM:RH) (Pages 37 - 44)
8. **Motion to Amend Central Residents' Season Ticket** CDCH (CM:OD) **CE; ET; OT** (Pages 45 - 48)
9. **Traffic Management Act 2004 - Enforcement Powers** CDCH (CM:FF) (Pages 49 - 54)
10. **Libraries Strategy - Delivery Model** CDCS (CM:KW) (Pages 55 - 66)
11. **Referral from the Scrutiny Committee - Superfast Broadband Extension Programme** CDRG (CM:OD) (Pages 67 - 74)
12. **Councillors' Allowances 2019/20 - Recommendations of the Independent Remuneration Panel** DLDS (CM:DR) (Pages 75 - 80)
13. **References from other Council Bodies - Health and Wellbeing Board** CDASS&H (CM:BF) (Pages 81 - 84)

Date of Despatch: 05 June 2018

Key:

Officers:

CDRG	-	Corporate Director Resources and Growth
CDCH	-	Corporate Director Communities and Housing
CDCS	-	Corporate Director Children's Services
CDASSH	-	Corporate Director Adult Social Services and Health
DLDS	-	Director of Law and Democratic Services (Monitoring Officer)

Wards

CE	-	Central
ET	-	Eastcott
OT	-	Old Town

Cabinet Members Responsible for the Service Area concerned:

DR	-	David Renard	Leader of the Council and Chair of Cabinet
RH	-	Russell Holland	Deputy Leader of the Council, Vice-Chair of Cabinet, and Cabinet Member for Finance
OD		Oliver Donachie	Cabinet Member for Economy Prosperity
FF	-	Fionuala Foley	Cabinet Member for Highways and the Environment
BF	-	Brian Ford	Cabinet Member for Adults
MM	-	Mary Martin	Cabinet Member for Children and School Attainment
CM		Cathy Martyn	Cabinet Member for Housing and Public Safety
GP	-	Garry Perkins	Cabinet Member for the Town Centre
GS		Gary Sumner	Cabinet Member for Strategic Planning
KW		Keith Williams	Cabinet Member for Corporate and Customer Services

Diversity Impact Assessments

Diversity Impact Assessments (DIA's) are important to ensure the services we deliver are helping us to meet our vision to make Swindon an equal society ; we are also required by the Equality Act 2010 to demonstrate the equality analysis we have undertaken to support decision making, DIAs are our method of doing this.

Diversity Impact Assessments produced in respect of items to be considered at this meeting can be inspected via the following link:

http://www.swindon.gov.uk/info/20029/people_and_communities/309/diversity_impact_assessments

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 Part 5 of the Council's Constitution ("Public Question Time at Council Meetings - Protocol and Guidance"), available on the Council's Website (see link below) or from the Committee Clerk named above.

<http://www5.swindon.gov.uk/moderngov/ecSDDisplay.aspx?NAME=SD6032&ID=6032&RPID=5783709>

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CABINET

WEDNESDAY, 14 MARCH 2018

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

Apologies for absence were received from Councillors Mary Martin.

Councillor Wayne Crabbe attended the meeting in respect of Minute 91.

Councillor Jim Grant attended the meeting in respect of Minute Nos. 86 and 95.

Councillor Jane Milner-Barry attended the meeting in respect of Minute Nos. 89 and 90.

Councillor Des Moffatt attended the meeting in respect of Minute 86.

Councillor Peter Watts attended the meeting in respect of Minute 86.

82. Declarations of Interest.

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

Councillor Toby Elliott made a personal, non-prejudicial declaration of interest in respect of Cabinet's consideration of Agenda Item No. 11 ("Membership of England's Economic Heartland Strategic Transport forum") on the grounds that he is employed by Network Rail.

Councillor Jane Milner-Barry, who was in attendance to put questions regarding of Cabinet's consideration of Agenda Item No. 9 ("Swindon Local Transport Plan"), made a personal, non-prejudicial declaration of interest in respect of that item on the grounds that she is a member of the Wilts and Berks Canal Trust.

83. Minutes.

Resolved – That the minutes of the meeting held on 7th February 2018 be confirmed and signed as a correct record.

84. Public Question Time.

There were no public questions.

85. Exempt Items - Exclusion of Press and Public.

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

Item No.	Paragraph No.	Minute No.
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86. Moredon Recreation Ground - Multi Sports Hub Proposals

Councillor Mary Martin, the Cabinet Member for Communities and Place, and the Corporate Director Resources and Growth and Head of Property Assets submitted a joint report seeking approval to create a multi sports hub, ancillary retail, community related facilities, associated car parking and enabling residential development at the Moredon Recreation Ground, Swindon.

It was noted that the proposal afforded an opportunity for the Council to work with third parties to manage and maintain the multi sports hub, community related facilities and associated car parking as well as ring-fence any capital receipt from the disposal of the enabling residential land.

In the absence of Councillor Mary Martin, Councillor David Renard, the Leader of the Council, introduced the report. Ward Councillors Jim Grant, Des Moffatt, and Peter Watts all spoke to the item to welcome and endorse the proposals. These members also put questions regarding the preservation of the existing green corridor within the scheme and access to and egress from the facility. Officers responded to the questions at the meeting.

Resolved – (1) That the Head of Planning, Regulatory Services and Heritage and the Head of Property Assets be authorised to provide resources, to assist in the design and development of the multi sports hub, ancillary retail, community related facilities, associated car parking and enabling residential development ('the Development') at the Moredon Recreation Ground Swindon.

(2) That the Head of Property Assets be authorised to apply for planning consents for the proposed multi sports hub, ancillary retail, community related facilities, associated car parking and enabling residential development ('the Development') at the Moredon Recreation Ground Swindon.

(3) That the Head of Property Assets, in consultation with the Director of Law and Democratic Services and the Cabinet Member of Communities and Place, be authorised to identify potential occupiers and operators and to agree the terms for leasehold land transfers of the whole or part of the proposed sporting hub to third parties in exchange for taking responsibility for future management and maintenance and on such other terms and conditions that are considered appropriate in order to protect the Council's interests.

(4) That the Head of Property Assets be authorised to arrange for the enabling residential development land to be sold on the open market, conditional on the grant of full planning permission for development, on such detailed terms and conditions as are agreed with the Director of Law and Democratic Services in order to protect the Council's interests.

(5) That the Head of Property Assets, in consultation with the Director of Finance, be authorised to agree all necessary documentation to support grant-funding bids for the proposed sporting hub at the Moredon Recreation Ground Swindon on such terms and conditions as are necessary to protect the Council's interests.

(6) That the Director of Finance be authorised to ring-fence any capital receipt from the disposal of any enabling residential development land to fund the proposed sports hub with community related facilities and associated car parking at the Moredon Recreation Ground Swindon.

(7) That a budget of up to £290K, funded from section 106 Planning Agreement income, be approved to meet the costs of working up and submitting a planning application for delivery of the multi sports hub, ancillary retail, community related facilities, associated car parking and enabling residential development ('the Development') at the Moredon Recreation Ground Swindon.

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

87. Queens Drive Regeneration

Councillor Cathy Martyn, the Cabinet Member for Housing and Public Safety, and the Corporate Director Communities and Housing, submitted a joint report setting out the detail of the Queens Drive regeneration project to provide a new build development 99 flats and 50 houses, for affordable housing and seeks Cabinet's approval to proceed.

It was noted that the regeneration of Queens Drive is a large project that would require the demolition of outdated accommodation in order to make the site available for construction work.

Councillor Martyn advised that the final balance of affordable properties was dependent on the grant received from Homes England and her consultation with the Housing Advisory CMAG.

Resolved – (1) That the Head of Housing be authorised to proceed with:

- a) The demolition of properties alongside Queens Drive, at George Gay Gardens and the T-blocks to the south of Wolsely Avenue.
 - b) The construction of new 99 flats and 50 houses on that site.
- (2) That the Head of Housing, in consultation with the Cabinet Member for Housing and Public Safety, be authorised to determine the tenure mix authorised in (1)(a) above
- (3) That the Head of Highways and Transport be authorised to progress the proposed stopping up of the public highways across the Queens Drive site to enable the scheme to proceed.

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

88. Budget Management Update

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Corporate Director of Resources and Growth and Director of Finance, submitted a joint report providing an update on the position in relation to the 2017/18 forecast outturn.

Councillor Holland introduced the report and thanked officers for their hard work in reducing the council's projected overspend by 98% since September 2017. Councillor Brian Ford drew Members' attention to how Adult Social Care was now projected to be on budget and the Borough's Delayed Transfer of Care rate was now down to just one per day.

Resolved – (1) That the in-year forecast outturn position for 2017/18 be noted.
(2) That the Chief Executive communicate Cabinet's appreciation to all staff for the work that has been undertaken to reduce a projected deficit of £2.45m in September to just £48k.

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

89. Swindon Local Transport Plan

Councillor Mary Martin, the Cabinet Member for Communities and Place, and the Head of Highways & Transport, submitted a joint report seeking approval for the adoption of the Local Transport Plan Implementation Plan for 2018/19 and for the Local Transport Plan Capital Programme budget apportionment for 2018/19.

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

In the absence of Councillor Mary Martin, at the invitation of Councillor David Renard, the Leader of the Council, the Council's Head of Highways and Transport introduced the report, providing the meeting with a brief summary of its main elements, including the allocation of funding to support the review of the Council's transport strategy (including the review of the Town Centre Movement strategy), and the highlighting of priority and risk areas for investment, including the resilience of the strategic network (the most heavily used roads and key transport movement routes) and the condition of street lighting columns.

Following the introduction of the report and the officer's presentation of the important aspects of the Plan, Councillor Renard and the Head of Highways and Transport responded to questions put by Councillors Toby Elliott and Jane Milne-Barry regarding ward member input on priorities and negotiations with the Department for Transport and the Wilts & Berks Canal Trust about providing an access tunnel under the M4.

In response to a suggestion at the meeting, the officer undertook to investigate making available on-line a digital map of planned road works.

Resolved – (1) That the Local Transport Plan (LTP) Implementation Plan for 2018/19 be approved.
(2) That the Local Transport Plan Capital Programme budget categories and total spend of £5,771k for 2018/19, as detailed in Tables 1 to 7 of the Implementation Plan attached as Appendix 3 to the report, be approved.
(3) That the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, be authorised to:
a) Prioritise schemes in accordance with Vision for Swindon priorities,
b) Approve scheme progression in accordance with the updated Protocol (attached as Appendix 2 and originally approved by the Cabinet in July

2010),

- c) Amend the Protocol to reflect changing job titles, organisational restructuring and improved input from and visibility to members
- d) Vary allocations between different budget categories,
- e) Approve variations in scheme costs,
- f) Add/substitute schemes, provided expenditure is contained within the approved total budget,
- g) Add additional schemes to the 2018/19 programme subject to receipt of the Pothole Action Fund allocation for 2018/19.

(4) That the Head of Highways and Transport, in consultation with the Cabinet Member for Communities and Place, be authorised to develop and submit a bid / bids during 2018/19 for relevant funding opportunities that might be launched by Government, or other funding agencies, for transport schemes that will benefit Swindon and which are in accordance with Vision for Swindon priorities.

(5) That the Head of Highways and Transport, in consultation with the Director of Finance and the Cabinet Member for Communities and Place, be authorised to develop a protocol that will enable Ward Councillors to identify relevant schemes in their wards to which such monies can be allocated.

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

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

Councillor Fionuala Foley, the Cabinet Member for Children's Services and School Attainment, and the Head of Education, submitted a joint report seeking agreement to put in place co-ordinated admission arrangements for the normal point of entry (Reception, Year 3, Year 7) and In-year admission arrangements for all Swindon Schools and Published Admission Numbers (PAN) for Community and Voluntary Controlled Schools in Swindon for September 2019. Cabinet was also invited to agree the Education Transport Policy for 2019-20.

Councillor Foley introduced this annual report, drawing members' particular to attention to the main changes, concerning (i) the University Technical College decision to opt out of the Local Authority's Co-ordinated admission arrangements, and (ii) the Authority's introduction of a co-ordinated scheme for in year admissions for all Swindon Schools from September 2017.

Councillor Foley, with Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Council's Corporate Director, Children's Services, also responded to questions put by Councillor Jane Milner-Barry on the topic of educational attainment levels of summer born children.

Resolved – (1) That the co-ordinated scheme of admission arrangements for the normal point of entry (Reception Year, Year 3 and Year 7) for all primary schools and secondary schools in Swindon from September 2019 be approved;
(2) That the coordinated In Year admission arrangements for all primary schools and secondary schools in Swindon from September 2018 and September 2019 be approved;
(3) That the admission numbers and arrangements for Community and Voluntary Controlled schools from September be approved;

- (4) That it be noted that these proposals will be implemented by the Head of Education for Admissions from September 2018 for all applicants.
- (5) That the Education Transport Policy 2019-20 be approved.

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

91. Membership of England's Economic Heartland Strategic Transport Forum (Minute for confirmation)

Councillor David Renard, the Leader of the Council, and the Chief Executive, submitted joint report asking Cabinet to recommend to Council that the Leader of the Council be authorised to accept a formal invitation to join the England's Economic Heartland Strategic Transport Forum. It was noted that although Council has already given permission to the Leader to attend meetings (Council Minute 88 refers), authorisation is required from Council to join an outside body and that Cabinet approval would be necessary to permit payment of the relevant subscription.

The Leader of the Council introduced the report, summarising the consultations that he had previously undertaken with the England's Economic Heartland strategic alliance of local authorities and placing the proposal that the Council be formally represented on the England's Economic Heartland Strategic Transport Forum in the context of the economic development opportunity for the Council. The Leader was of a view that the Council being directly involved in the work of the National Infrastructure Commission work and the work of Highways England and others was crucial to ensuring that Swindon was very much a part of what he saw as the development a crucial west-east transport and connectivity strategy.

The Leader took the opportunity of presenting the report to thank John Seddon, who would be shortly leaving the employ of the Council, for his work and support of the Leader in attending Forum meetings and developing relations to the point of this formal invitation to join the Forum.

Following his introduction of the report, the Leader, with Councillor Toby Elliott, responded to questions put by Councillor Wayne Crabbe about the Oxford-Cambridgeshire highway link route selection and the opportunity for bodies representing the Area of Outstanding Natural Beauty (AONB) in the Borough to be involved in future planning strategy discussions.

Resolved – (1) That Council be recommended that the Leader of the Council be authorised to accept an invitation to join formally the England's Economic Heartland Strategic Transport Forum.

(2) That, subject to Council's approval of (1) above, the Director of Finance, in consultation with the Cabinet Member for Finance and Commercialisation, be authorised to identify budget for the subscription fee, which is expected to be £30,000 per annum. This will be invoiced in due course for the 2018/19 financial year period.

Councillor Toby Elliott made a personal non-prejudicial declaration of interest in respect of this item in view of a reference in the report to his employer, Network Rail.

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

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

Councillor Cathy Martyn, the Cabinet Member for Housing and Public Safety, and the Director of Public Health, submitted joint report regarding a recommendation of the Health and Wellbeing Board that the Council adopt the Swindon Substance Misuse Strategy 2017-2022.

Resolved – That the recommendation of the Health and Wellbeing Board that the Council adopt the Swindon Substance Misuse Strategy 2017-2022, attached to the report at Appendix 2, be accepted.

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

93. Amendments to Residents' Parking Schemes

Councillor Oliver Donachie, the Cabinet Member for the Economy and Skills, and the Corporate Director for Communities and Housing and the Head of Highways and Transport, submitted a joint report seeking authority to amend the Residents' parking scheme that includes the "Town Centre" and the "Old Town Centre" zones to provide a discounted season ticket option for residents to use the long stay car parks.

The report also responded to issues contained in a motion tabled at Council on 25th January 2018 but passed to Cabinet under Standing Order 9(1) because of its financial implications (Council Minute 73, 2017/18 refers).

Resolved – (1) That the Head of Highways and Transport be authorised to:

- a) Amend the Residents Parking Scheme that includes a 'Town Centre zone' & 'Old Town Centre Zone' to enable residents not included in the existing zones and living within this area to purchase a permit to park at any time in the town centre long stay car parks (£299 per year, £150 for 6 months), or park between 6.00pm and 9.00am only (£149 per year); and
 - b) Undertake a review of this change after one year
- (2) That the Cabinet Member for the Economy and Skills be authorised to report this outcome to the next appropriate meeting of Council.

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

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

Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and the Corporate Director, Resources and Growth, submitted joint report inviting Cabinet to authorise a Compulsory Purchase Order (CPO) to be made in respect of areas of land required for the construction and delivery of the

Southern Connector Road (SCR), New Eastern Villages (NEV).

It was noted that, further to the Cabinet's decision on 16th June 2016 (set out in the report) negotiations were ongoing with various land owners in the NEV and it was considered that it is now necessary to obtain Cabinet's authority for a CPO in the event that purchase by private treaty is unachievable. Without the acquisition of the relevant areas of land it will be impossible to deliver the SCR which is essential highway network infrastructure required to support the delivery of around 8000 houses, and associated employment and community facilities, to be built in the NEV.

Resolved - That, in the event that purchase by private treaty is not achievable, the Director of Law and Democratic Services be authorised, in consultation with the Corporate Director Resources and Growth, the Cabinet Member for Finance and the Cabinet Member for Strategic Planning and Sustainability, to take all steps necessary to secure the making and implementation of a Compulsory Purchase Order under Section 226(1)(a) of the Town and Country Planning Act 1990 (as amended) and/or any other enabling statutory provisions deemed appropriate by him, in order to acquire the areas of land shown shaded pink on the Order Map attached to the report at Appendix 1 and marked "Map referred to in the Swindon Borough Council (Southern Connector Road, New Eastern Villages) Compulsory Purchase Order 2018", ("the CPO Land"), including the publication and service of all statutory notices and the presentation of the Council's case at any public inquiry and courts (if necessary).

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

95. Capital Monitoring Quarter 3 2017-18

Councillor Russell Holland, the Cabinet Member for Finance and Commercialisation, and the Corporate Director, Resources and Growth, submitted a joint report presenting to Cabinet the third quarter's monitoring position for the capital programme and some proposed changes to the Council's capital programme.

Councillor Jim Grant sought clarification as to why this report was considered in private and confidential session. At the invitation of the Chair, the Deputy Monitoring Officer responded to Councillor Grant's question at the meeting.

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

(2) That the changes to the programme in section 3.3 of the report be approved.

(3) That the Head of Property Assets, in consultation with the Cabinet Member for Adults' Health and Social Care and the Cabinet Member for Finance and Commercialisation, be authorised to submit a bid, of up to £4m, to purchase a property for the re-provision of adult residential care, as set out in paragraphs 3.4 to 3.8 of the report.

(4) That an increase to the capital programme to meet the purchase and conversion costs, as set out in paragraph 3.6.5, be approved.

(5) That, in view of Councillor Grant's comments at the meeting, a version of this report, excluding the sole item containing exempt information, be published on the

website alongside the original report.

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

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Budget Management 2017/18

Cabinet

Date: 13th June 2018

Authors: Cabinet Member for Finance
Corporate Director for Resources and Growth

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report presents the 2017/18 revenue out-turn based on actual expenditure incurred during the financial year ending 31st March 2018.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.
- 1.3 Responsible budget management helps ensure that the Council consistently makes the best use of all available resources as well as providing focus for the Council's transformation programmes.

2. Recommendations

Cabinet is recommended to:

- 2.1 Note the 2017/18 revenue out-turn for each service area set out in Table 1 and Appendix 1;
- 2.2 Note that the underspend of £97k has been transferred to the cashflowing reserve and ask the Chief Executive to thank all staff for helping achieve this;
- 2.3 Note the flexible use of capital receipts in 2017/18, as set out in Appendix 2;
- 2.4 Agree that the Transformation Fund, set out in paragraph 3.17, continues to be available to support the delivery of savings identified as part of the Swindon Programme.

3. Detail

2017/18 General Fund Out-turn

- 3.1 The Council achieved a final out-turn position of £97k underspend for the financial year ending 31st March 2018.
- 3.2 The significant changes since the last report to Cabinet are:
 - 3.2.1 Adult Services has seen an improvement in the position of £543k. This is predominantly as a result of the continued demand management and

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

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slippage in public health projects resulting in a lower contribution from the General Fund;

- 3.2.2 Children Services has seen a reduction in the assumed overspend of £401k. This is predominantly as a result of an increase in contributions from Health for external placements and agency costs being lower than anticipated.
- 3.2.3 Communities and Housing has seen a reduction in the assumed overspend of £128k. This is predominantly as a result of the capitalisation of project costs although there are a number of mitigating variances within the final position.
- 3.2.4 Resources has seen an increase in the projected underspend of £1,069k. This is predominantly due to:-
 - An underspend on Revenues and Benefits of £304k as a result of an improved net position on the Housing Benefit subsidy and a contribution towards costs from the Department for Works and Pensions;
 - Demand on the emergency assistance fund has been low resulting in an underspend of £104k;
 - Savings on IT licences of £102k;
 - Savings from vacant posts and other operating costs across the service.
- 3.2.5 The Corporate position includes £600k following the late notification of additional grant income in relation to small business rates relief.
- 3.2.6 Finally, the overall net improvement meant that there was no requirement for the planned use of £2.8m from the cashflowing reserve. Instead, £97k has been transferred to the cashflowing reserve.

3.3 The budget and out-turn by Department is set out in Table 1 below.

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

Budget Management 2017/18

Cabinet

Date: 13th June 2018

Table 1 – General Fund Out-turn By Department

Department	Budget 2017/18 £'000	Actual Out-turn £'000	Actual Variance £'000	Movement since last report £'000
Adult Services	82,162	81,399	(763)	(543)
Children Services	29,155	32,569	3,414	(401)
Communities and Housing	28,225	28,249	24	(211)
Economy	(3,174)	(3,275)	(101)	(56)
Resources	23,035	21,439	(1,596)	(1,069)
Corporate	(20,116)	(24,015)	(3,899)	(689)
Total Before Use of Cashflowing Reserve	139,287	136,366	(2,921)	(2,969)
Transfer to/(from) Cashflowing Reserve	(2,824)	97	2,921	2,969
Total General Fund	136,463	136,463	0	0

Housing Revenue Account (HRA)

- 3.4 During the year the HRA effectively overspent by a total of £905k, an increase of £548k on the last reported position.
- 3.5 The principle cause for this overspend during the year was the impact of a contract failure for the turnaround of void properties. This resulted in pressure of £800k, largely on the voids contracts. In addition, this resulted in reduced income increased costs with a net pressure of £437k due to properties being empty for extended periods. This is subject to an ongoing claim against the contractor for failing to comply with the terms of the contract.
- 3.6 The net overspend of £905k has been redressed through a revised calculation of the capital financing charges to match the stock valuation which has in turn resulted in lower depreciation charges.
- 3.7 Revenue reserves have also been adjusted for the budgeted £742k contribution leaving a balance of £11.7m at March 2018.
- 3.8 Significant progress has been made during the year in both delivering improvements to the existing stock £17m, acquiring houses from the open market

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

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Cabinet

Date: 13th June 2018

£6.8m, and developing new build schemes £9.4m, a total spend of £33.2m. This was funded by £14m from Capital reserves leaving a balance of £9m at March 2018 with the balance of the £33.2m funded from revenue and capital receipts.

- 3.9 At year-end, HRA debt stood at £114.5m, which compared to the debt cap of £172.4m, leaving “headroom” of £57.9m.

Dedicated Schools Grant (DSG)

- 3.10 The final total of the Dedicated Schools Grant (DSG) receivable for 2017/18 is estimated at £84.355m and the outturn is £0.345m below budget, an improvement of £0.237m when compared to the projection at the end of February.
- 3.11 The most significant changes from budget during the year were savings in the pupil growth budget and a reduction in overall take up of Early Years places although the take up of extended provision to 30 hours of free education and childcare improved. There were further savings due to reduced demand for Post 16 and an overall reduction in placement costs in External Placements. These savings were partially offset by increases in demand and complexity of needs for High Needs Top ups and Schools Forum agreement that both the in-year deficit and historical deficit for a pre-exclusion provision could be met from the DSG:
- 3.12 The DSG brought forward reserves of £0.568m from 2016/17 and after allowing for the 2017/18 in/year underspend of £0.345m, will carry forward a balance of £0.913m to 2018/19.

Flexible Use of Capital Receipts

- 3.13 In March 2016, the Government issued statutory guidance on the flexible use of capital receipts. This enables councils to finance certain revenue expenditure from capital receipts. The key criteria to use when deciding whether expenditure can be funded using the capital receipts flexibility is that it is forecast to generate on/going savings
- 3.14 The February meeting of the Cabinet (Cabinet Minute 72(9), 2016/17 refers) endorsed the Council's existing approach to use the capital receipts flexibility to meet expenditure related to the delivery of future long term savings, with specific reference to:
- 3.14.1 Costs of delivering projects within the Swindon Programme,
 - 3.14.2 Reorganisation and restructuring costs that deliver financial savings, and

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

Budget Management 2017/18

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Date: 13th June 2018

- 3.14.3 Transitional investment that delivers long/term financial benefits by reducing future service costs.
- 3.15 In accordance with this approach the following items of expenditure in 2017/18 have been funded from capital receipts:
 - 3.15.1 Service redesign project, led by Newton Europe, within Adult Social Care and
 - 3.15.2 Restructuring costs relating to headcount reduction.
- 3.16 In summary the one-off costs of these items amounted to £2.9m and are anticipated to deliver ongoing annual savings of £3.7m. Further details are set out in Appendix 2.
- 3.17 Adult Social Care redesign project was originally intended to be funded from reserves. The flexible use of capital receipts enables £1.8m to be retained within the Transformation Fund for future use.

4. Alternative Options

- 4.1 Cabinet could decide not to approve the use of the Transformation Fund for the delivery of the Swindon Programme. This would put at risk the delivery of budget savings required to balance the budgets for 2018/19 and 2019/20.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The out-turn position of £97k underspend has meant that it has not been necessary to utilise any of the £2.8m one/off resources approved by Council in February 2017 to support the 2017/18 budget (Council Minute 87(i), 2016/17 refers). The underspend of £97k has been transferred to the reserves.

Legal and Human Rights Implications

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

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

- 5.3 There are no such direct implications.

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

Budget Management 2017/18

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Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment (DIA) has not been done as this report is reporting performance in the last financial year and does not make any recommendations to reprioritise the future funding of services.

Risk Management

- 5.5 None other than those highlighted in the body of the report. Individual schemes will have individual Risk Assessments and DIAs.

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 – Forecast Out-turn by Directorate 2017/18
8.2 Appendix 2 – Flexible Use of Capital Receipts

9. Key Decision/Decision in Cabinet Work Programme

- 9.1 This is not a key decision and is included in the Cabinet Work Programme for June 2018.

Further information on the subject of this report can be obtained from Mick Bowden on Direct Dial No. 07392 109917 or Email mbowden@swindon.gov.uk

Fund	Tier 1 Pillar	Tier 2 Function	Budget 2018/19	Actual	Actual Variance	Movement since last report	Commentary on Variance Since Last Report
			£'000	£'000	£'000	£'000	
General Fund	Resources	Internal Audit	358	380	22	(18)	Vacancy savings due to recruitment of staff supporting anti-fraud initiative taking longer than anticipated.
		Finance	5,305	4,680	(625)	(420)	Housing benefit subsidy net position improved by £147k. Additional monies from the DWP of £157k towards the costs of implementing changes. Savings on the Capita contract £42k. Balance from further savings on staff and other budgets
		Human Resources and Organisational Development	1,700	1,713	13	(12)	Minor variances
		Corporate	(20,116)	(24,015)	(3,899)	(689)	Late notification of additional grant in relation to small business rates relief (£0.6m) and commercialisation income lower than projected (£0.2m).
		Corporate - Use of Cashflowing Reserve	(2,824)	97	2,921	2,969	Final outturn did not require the planned use of the cashflowing reserve. The underpend of £97k has been transferred in to the reserve.
		Digital Services and Corporate Programmes	5,203	4,957	(246)	(202)	Savings on licence costs as a result of procurement and rationalisation along with general underspends due to guidelines regarding essential expenditure only.
		Transformation	1,350	1,151	(199)	(93)	Vacancy savings
		Law & Democratic Services	1,676	1,645	(31)	0	
		Performance, Organisation Improvement and Communications	1,155	973	(182)	(79)	Vacancy savings due to decision to pause recruitment pending feedback from a peer review of Communications, savings from delivery of in-house delivery of staff survey analysis and minor variances
		Business Services & Support	6,288	5,940	(348)	(245)	Savings from vacancies and operational costs plus a saving of £104k on the emergency assistance budget as a result of low demand.
	Economy	Property & Assets	95 (4,083)	(2,479) (4,007)	(2,574) 76	1,211 (39)	Further savings on repairs and maintenance and other minor variances.
		Growth & Regeneration	909	732	(177)	(17)	Minor variances
	Children Services	Routes to Employment	(3,174) 275	(3,275) 301	(101) 26	(56) (17)	Savings relating to vacant posts.
		Skills & Attainment	1,939	1,913	(26)	(90)	Swindon Challenge underspent by £48k plus net savings from operational budgets.
		Children, Families and Community Health Services	26,941	30,355	3,414	(294)	There has been an increase in contributions from Health for External placements and a reduction in agency costs at year end. There has also been an increase in costs to support Children within a couple of the locality teams and the Disabled children's team.
	Adult Services	Adults	29,155 69,876	32,569 69,264	3,414 (612)	(401) (306)	Continued management of Demand for Older People delivered an improved outturn position.
		Public Health	12,286	12,135	(151)	(237)	Slippage in various Public Health projects lead to a reduction in the general fund contribution required.
			82,162	81,399	(763)	(543)	

Fund	Tier 1 Pillar	Tier 2 Function	Budget 2018/19	Actual	Actual Variance	Movement since last report	Commentary on Variance Since Last Report
			£'000	£'000	£'000	£'000	
	Communities and Housing	Streetsmart, Libraries and Supported Employment	13,346	13,361	15	(62)	A £70k improved position was due to further reductions in waste tonnages disposed of in February and March. Car parking income was lower by £100k due to the bad weather in March compared to the February projection. Year end costs for Grounds, Street Cleaning, Fleet, Waste & Recycling collection improved by £225k due to salary and operating budget projections being overstated in February. Year end stock adjustment write offs totalled £98k.
		Housing Services	222	67	(155)	(155)	Capitalisation of project costs (£53k) and underspends arising from vacant posts in the Housing & Allocations Advice Service (£62k), plus minor variances across the department
		Highways & Transport	11,959	11,761	(198)	(128)	A range of Highways & Transport budgets returned a net improved position. The variations related to salary and operating budget projections being under / overstated.
		Planning & Regulatory	906	1,266	360	134	Salary and operating budget projections were understated in February compared to the final outturn position for the following areas, STEAM £74k, Building control £29k, catering £23k, Landscape £56k. These were mitigated by a number of smaller underspends across the service area.
		Facilities Management	1,792	1,794	2	0	
			28,225	28,249	24	(211)	
General Fund Total			136,463	136,463	0	0	

Fund	Tier 1 Pillar	Tier 2 Function	Budget 2018/19	Actual	Actual Variance	Movement since last report	Commentary on Variance Since Last Report
			£'000	£'000	£'000	£'000	
Health	Health Adults	Health Adults	5,748	5,708	(40)	(131)	Demand for wheelchairs fell below estimates.
	Health Children's	Swindon CCG Funding	(5,748)	(5,708)	40	48	Further savings relating to staffing.
		Children's Health Delivery Services	1,794	1,565	(229)	(113)	
		Children's Health	(1,794)	(1,565)	229	113	
		Commissioning	3,462	3,655	193	560	
		(3,462)	(3,655)	(193)	(560)	Pressure relates to the agreement of External placements.	
Health Total			0	0	0	(83)	
Dedicated Schools Grant	DSG Commissioning	DSG Skills and Attainment	84,888	84,355	(533)	7	Schools Forum (SF) agreed DSG would cover the historical deficit for the Oakfield Project £75k, pressure in High Needs Top ups £104k, offset by fewer Early Years places taken up (£115k), staffing and increased trading on Admissions (£61k), increased savings on External Placement Fees (£125k), Post 16 Places (£23k) and the Tuition Service (£50k). Overall saving offset by a net pressure from all other minor variances £97k. The year end outturn position was a movement to reserves of £345k.
Dedicated Schools Grant	DSG Commissioning	DSG Skills and Attainment	(84,888)	(84,355)	533	(135)	Final estimated Early Years census included more pupils than expected and therefore more funding will be generated.
Dedicated Schools Grant Total			0	0	0	(128)	
Housing Revenue Account	Housing Revenue Account	Supervision & Management	(35,542)	(35,105)	437	280	The final position on void properties resulted in an increased pressure of £213k. There were additional pressures due to increased expenditure on other back office functions, including investment in IT which were partly mitigated by staff vacancy savings.
		Special Services	197	203	6	(152)	Staff vacancies in Neighbourhood Wardens and Sheltered Accommodation combined with other minor savings in running costs have largely offset the previous overspend.
		Repairs	10,125	10,587	462	973	Higher than forecast expenditure on materials and contractor payments have resulted in a pressure of £800k, largely on the voids contracts. A claim has been made against the contractor in respect of this. This was combined with a pressure of £312k on materials and vehicle hire where the final backdated charges received in March were higher than forecast.
		HRA Capital Financing	25,220	24,315	(905)	(1,458)	Despite capital expenditure in year of approximately £33m on new builds, acquisitions and improvements, the calculation of capital financing has been revised to match the stock valuation which in turn has resulted in lower depreciation charges which has mitigated pressures elsewhere within housing.
Housing Revenue Account Total			0	0	0	(357)	

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	Investment Expenditure 2017-18	Savings Generated 2017-18	Planned Savings 2018-19	Total Savings
	£'000	£'000	£'000	£'000
Headcount Reduction	1,120	(978)	(491)	(1,469)
Adult Service Redesign (Newton Europe)	1,788	(420)	(1,800)	(2,220)
	2,908	(1,398)	(2,291)	(3,689)

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Capital Monitoring Outturn 2017/18

Cabinet

Date: 13th June 2018

Authors: Cabinet Member for Finance
Corporate Director, Resources and Growth

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report presents final 2017/18 position for the capital programme and some proposed changes to the Council's capital programme.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.
- 1.3 Responsible budget management underpins the Council's strategic objective of consistently making the best use of all available resources as well as providing focus for its change programmes.

2. Recommendations

Cabinet is recommended to:

- 2.1 Note the latest 2017/18 Capital Programme position as at financial year end as detailed in paragraphs 3.1 to 3.4.
- 2.2 Approve the changes to the programme in section 3.5.

3. Detail

Capital Programme – 2017/18 monitoring

- 3.1 Table 1 below provides a summary of the forecast out-turn position ("forecast spend to completion" column) compared with the approved total scheme budgets, as at the end of March 2018. The projected out-turn position represents the expected total spend for the scheme to completion over all remaining years. Table 2 shows how the capital programme is expected to be funded.

Capital Monitoring Outturn 2017/18

Cabinet

Date: 13th June 2018

Table 1 - Budget Forecasts and Variances

Service	Approved Budget 2017-18 Onwards	Forecast Scheme Spend to Completion	Projected Variance
Group	£'000's	£'000's	£'000's
Community Works	2,347	2,020	(327)
Corporate Projects	77,052	77,252	200
Section 106	13,460	13,460	0
Schools	15,488	15,488	0
Social Care	1,247	1,247	0
Transport	93,216	93,216	0
Total General Fund	202,810	202,683	(127)
HRA	53,310	53,310	0
Service Totals	256,120	255,992	(127)

Table 2 - Capital Programme funding

	Current Funding Requirement
Expenditure	£'000
Budget	256,120
Balance to be financed:	256,120
Capital Receipts	4,905
Section 106 Deposits	12,086
Grant Funding	127,245
Revenue Contributions	4,410
HRA balances	51,634
CIL	1,097
Increase in Borrowing Requirement	54,743
Total	256,120

3.2 The total spend incurred in 2017/18 and how it was funded is shown below:

Table 3: Capital Expenditure Funding

	£'000s
Actual Capital Spend 2017/18	70,716
Funded by:	
Capital Receipts	3,605
S106 Deposits	3,222
Grant	21,504

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 464384 or Email iburbidge@swindon.gov.uk

Capital Monitoring Outturn 2017/18

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Revenue Contributions	8,203
HRA balances	22,756
CIL	1,097
Increase in Borrowing Requirement	10,329
Total	70,716

- 3.3 The detailed capital monitoring for 2017/18 is attached at **Appendix 1**.

Variances

- 3.4 The following variances have been forecast at the end of March.

3.4.1 The embankment stabilisation works at Hodson Road are currently on hold and therefore are projecting an underspend of £327k. (**Appendix 1**, Line 6)

3.4.2 The Junction 16 improvements are currently forecasting a further £200k overspend (**Appendix 1**, Line 51)

New Approvals

- 3.5 Cabinet is asked to approve the following change to the existing programme:

3.5.1 £47.5k of S106 funding to be used to redevelop the conservatory at Wanborough Primary School. The school are proposing to improve the existing conservatory to make it a space suitable for SEN and school intervention groups. The S106 funding is restricted to education use in the Wanborough area.

3.5.2 An upgrade of the current Children's IT system 'One Social Care' through Capita (**Appendix 1**, Line 96). The funding for this was £280k of which £139.5k was from S106 and £140.5k would have come from savings from the Capita contract. As discussions progressed it became clear that the upgrade was not going to be in the best interest of SBC and a decision was made to go out to tender for a new IT system. A second capital bid was submitted as part of the 2018/19 capital programme in February 2018 for £420k of funding which would come from borrowing. It is recommended that these two budget are combined to create a single capital budget of £559.5k (the savings from remaining with the current contract will now not be achieved) for the new Children's IT system.

3.5.3 £400,000 of grant funding from the Land Release Fund to enable the release of land for housing by 2020 or earlier. This will be used for development on Kimmerfields /John Street car park.

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 464384 or Email iburbidge@swindon.gov.uk

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- 3.5.4 £95,000 of grant funding from One Public Estate phase 6 for a feasibility study into the provision of a Public Service Hub project would co-locate and integrate public agency services in Kimmerfields
 - 3.5.5 £200,000 of repayable grant from One Public Estate Phase 6 to accelerate housing delivery on the Kimmerfields site. This must be repaid by April 2021.
 - 3.5.6 IT infrastructure expenditure of £1.1m is committed, initially funded from the earmarked ICT reserve set aside for this purpose. As this is capital expenditure it is proposed to incorporate this as a technical addition to the capital programme, utilising useable capital receipts.
 - 3.5.7 £850,000 to fund repairs at Lydiard House. In the 15th March 2017 Cabinet Report, (**Cabinet Minute 107 2017/18** refers) one-off resources were earmarked to fund the reverse premium of £850k which was a contribution to backlog repairs in the House and conference centre as part of the competitive process to find an alternative operator of the site.
 - 3.5.8 Cabinet will be aware that the Council was unable to complete the competitive process with its preferred bidder in February 2018. Therefore it is recommended that these funds be redirected to create a capital budget to address the backlog maintenance issues and is against an agreed schedule of works to be managed by the Head of Property Assets.

4. Alternative Options

- 4.1 Cabinet could choose not to approve the proposed additions to the capital programme.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The new approvals sought in this report are all funded from a combination of S106 income, capital receipts, existing budgets and HRA funding. There is therefore no requirement for new borrowing being sought.
- 5.2 Table 2 identifies a borrowing requirement of £54.743m based on current projections. The timing of this borrowing will be part of the wider treasury management strategy and is dependent on cashflow requirements and interest rates. There is no immediate intention to take out further long-term borrowing and therefore the programme is using “internal borrowing” i.e. temporary use of balances and working capital, to cover this requirement. This results in internal borrowing being cheaper than external borrowing.
- 5.3 The section 151 officer has put in place provisions to reduce the dependency on internal borrowing that will take advantage of the historically low long term

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 464384 or Email iburbidge@swindon.gov.uk

Capital Monitoring Outturn 2017/18

Cabinet

Date: 13th June 2018

interest rates, thus protecting the Council from a sudden peak in borrowing costs. This process is in line with the Treasury Management Strategy approved by the Council.

Legal and Human Rights Implications

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

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

- 5.5 There are no such direct implications.

Diversity Impact Assessment

- 5.6 A Diversity Impact Assessment (DIA) has not been done as this report does not make any new recommendations that would have a detrimental impact on services.

Risk Management

- 5.7 No DIA has been undertaken as this report in itself does not propose any changes in the level or scope of services provided. Individual schemes for which capital funding is authorised will have individual Risk Assessments and DIAs.

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 – Detailed Capital Budget Monitoring 2017/18 Schemes

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

- 9.1 This is not a key decision and is included in the Cabinet Work Programme / Forward Plan for June 2018.

Further information on the subject of this report can be obtained from Ian Burbidge on Direct Dial No. 464384 or Email iburbidge@swindon.gov.uk

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Line No	Scheme Name	17/18 Budget Remaining £	Projected Outturn £	Projected Variance £
1	Asset Liability Management	112,456	112,456	0
2	Crematorium Replace Cremators	139,605	139,605	0
3	Flood Defence Grant	124,047	124,047	0
4	Grounds Maintenance Equipment	961,500	961,500	0
5	Hay lane Caravan Site	201,302	201,302	0
6	Hodson Road embankment stabilisation	332,319	5,000	327,319
7	Lydiard Site traffic management	2,909	2,909	0
8	Playground Refurb	10,526	10,526	0
9	Private Sector Renewal Grants	276,744	276,744	0
10	Reinvestment in Allotments	102,808	102,808	0
11	Village Centres 13/14	82,949	82,949	0
	Community Works	2,347,164.88	2,019,846.00	327,319
12	Asbestos Management	324,603	324,603	0
13	Aspen House	241,820	241,820	0
14	Aspen House Public Realm	489,013	489,013	0
15	Barbury Castle	222,940	222,940	0
16	Barnfield Solar Scheme	2,870,000	2,870,000	0
17	Capital Repairs and Maintenance	1,770,480	1,770,480	0
18	Carriage works @ Railway Village	784,777	784,777	0
19	Commercial Investment Strategy - Delta 900	4,447	4,447	0
20	Contribution to Superfast Broadband	239,958	239,958	0
21	Disabled Facilities Grant	924,279	924,279	0
22	Dynamics	2,693,905	2,693,905	0
23	Equity Share Properties	250,000	250,000	0
24	Euclid Street	1,243,000	1,243,000	0
25	Faringdon Road 1-3	1,103,435	1,103,435	0
26	Feasibility Studies	396,138	396,138	0
27	Growth Feasibility	1,472,929	1,472,929	0
28	Housing Development	79,987	79,987	0
29	Kimmerfields	1,433,460	1,433,461	0
30	Localities - buildings	64,186	64,186	0
31	Lysander House	7,950,000	7,950,000	0
32	Museum Artefacts Storage	146,349	146,349	0
33	No 11 Carriage works @ Railway Village	1,200,000	1,200,000	0
34	No 5 Carriage works @ Railway Village	1,385,000	1,385,000	0
35	No 7 & 9 Carriage works @ Railway Village	2,400,000	2,400,000	0
36	NWOW IT	119,356	119,356	0
37	Office Accom	132,683	132,683	0
38	Redevelopment of Dorcan House / Eldene Shopping Centre	334,880	334,880	0
39	SMAG	4,900,000	4,900,000	0
40	Stanton Park & Peatmore Reservoir Refurbishment	(34,057)	(34,057)	0
41	Strategic Acquisition (Aspen)	33,988	33,988	0
42	Stronger Together	470,217	470,217	0
43	Unit 2 Seymour Road	3,804	3,804	0
44	Walsingham Road Church	85,000	85,000	0
45	Waterside Depot - New Lift (DDA Requirement)	70,000	70,000	0
46	Waterside Depot - Proposed New Road Layout	1,658,943	1,658,943	0
47	Waterside Fleet Vehicles	868,264	868,264	0
48	Wichelstowe District Centre	14,498,941	14,498,941	0
49	Wichelstowe District Centre - Housing Parcel Feasibility	100,000	100,000	0
50	Wichelstowe District Centre - Parcel 2 & 3	17,351,845	17,351,845	0
51	Wichelstowe J16 Improvements	6,310,799	6,510,799	(200,000)
52	Windmill Hill - Self Build	457,000	457,000	0
	Corporate Projects	77,052,368	77,252,370	(200,000)
53	Bembridge CI / Sycamore Gr	2,030,000	2,030,000	0
54	Brookfield, Highworth	346,000	346,000	0
55	Cranmore Ave, Park South	1,421,453	1,421,453	0
56	Fire Safety - Residential Flats	1,066,380	1,066,380	0
57	Hawthorn, Gorse Hill	3,841,550	3,841,550	0

Line No	Scheme Name	17/18 Budget Remaining £	Projected Outturn £	Projected Variance £
58	Housing Options - Shared Living Accommodation	1,171,200	1,171,200	0
59	HRA - Aids & Adaptations (was contingency)	1,250,000	1,250,000	0
60	HRA - Bathrooms	1,424,000	1,424,000	0
61	HRA - Central heating	1,800,000	1,800,000	0
62	HRA - Contingent Major Repairs	376,000	376,000	0
63	HRA - Electrics	1,100,000	1,100,000	0
64	HRA - Environmental & Communal Areas	160,000	160,000	0
65	HRA - Exceptional Extensive	2,242,894	2,242,894	0
66	HRA - External/Entrance Doors	99,000	99,000	0
67	HRA - Improvements	380,000	380,000	0
68	HRA - Kitchens	1,850,000	1,850,000	0
69	HRA - Planned Maintenance	2,030,000	2,030,000	0
70	HRA - Regeneration and Acquisition Programme	(228,505)	(228,505)	0
71	HRA - Roofs	1,995,000	1,995,000	0
72	HRA - Scooter stores sheltered	404,078	404,078	0
73	HRA - Sussex Place	3,247,384	3,247,384	0
74	HRA - Windows.	780,000	780,000	0
75	HRA Acquisitions Programme	17,000,000	17,000,000	0
76	HRA Vehicle Acquisitions	78,867	78,867	0
77	Penhill United Reform Church	2,066,000	2,066,000	0
78	Queens Drive Regeneration	2,000,000	2,000,000	0
79	Royal British Legion, Penhill	2,506,529	2,506,529	0
80	Townsend House	841,791	841,791	0
81	Ventnor Close	30,000	30,000	0
	HRA	53,309,621	53,309,621	0
82	Broome Manor Lane/Marlborough Road Traffic Management	7,662	7,662	0
83	1 - 7 Purton Road	79,000	79,000	0
84	Akers Way Reconstruction	96,101	96,101	0
85	Alexander Park	220,588	220,588	0
86	Angel Ridge Play Area	28,008	28,008	0
87	Bus Service Improvements at Eldene Drive	5,000	5,000	0
88	Childrens Social Care IT Software	280,000	280,000	0
89	Civil Protection Unit	20,001	20,001	0
90	County Ground Athletics Track Resurface and Clubhouse	92,918	92,918	0
91	Cycle Improvements at Dorcan Way / Eldene Drive	66,769	66,769	0
92	East Wichel Major Open Space	346,727	346,727	0
93	Europa Business Park - Signage	25,554	25,554	0
94	Even Swindon School - Highway Works	1,122	1,122	0
95	Great Western Community Forest	476,150	476,150	0
96	Green Spine	4,536	4,536	0
97	Havelock Square - Public Realm	15,051	15,051	0
98	Highdown Play Area	38,507	38,507	0
99	Holbourne Caravan	85,000	85,000	0
100	Holy Cross School Safety Zone	11,437	11,437	0
101	Incab monitoring for waste vehicles	53,000	53,000	0
102	Kingsdown Crossroads	(4,773)	(4,773)	0
103	Kingsdown Crossroads Traffic Signals	81,400	81,400	0
104	Landscape improvements ay Greenbridge & Blagrove	216,706	216,706	0
105	Library IT infrastructure	185,438	185,438	0
106	Mead Roundabout	4,103,550	4,103,550	0
107	Mouldon Hill Country Park	386,401	386,401	0
108	MUGA @ Haydon Wick	20,000	20,000	0
109	NDA - Management of Protected Species Reserve	43,422	43,422	0
110	North Star roundabout and Cocklebury Roundabout Great Western Way	1,664,940	1,664,940	0
111	Oakhurst way Crossing	72,646	72,646	0

Line No	Scheme Name	17/18 Budget Remaining £	Projected Outturn £	Projected Variance £
112	Pentylands Country Park	34,541	34,541	0
113	Reception remodelling at Steam Museum	17,000	17,000	0
114	Regent Circus Highway Improvements Scheme	166,975	166,975	0
115	Spring Gardens Refurbishment	106,333	106,333	0
116	St Francis - SSZ	16,006	16,006	0
117	St Marks Recreation Ground	111,264	111,264	0
118	STEAM - Operations & Retail Management System	12,161	12,161	0
119	STEAM Museum Frontage Improvements	104,000	104,000	0
120	Thamesdown Drive Speed Amelioration	46,240	46,240	0
121	The Street & Thames Ave - Pedestrian crossing	81,325	81,325	0
122	Transfer Bridges	3,474,491	3,474,491	0
123	Tree and Landscape Improvements	20,020	20,020	0
124	Wanborough Footpaths Upgrade	104,464	104,464	0
125	Whitbourne / Fessy Renovations	205,656	205,656	0
126	Whitworth Road safety scheme	47,036	47,036	0
127	Wichelstowe Off Site Landscape and Nature Conservation	120,234	120,234	0
128	Wroughton War Memorial	58,461	58,461	0
129	WW1 Memorial Restoration Project	10,724	10,724	0
	S106	13,459,789	13,459,792	0
130	Abbey Meads	350,000	350,000	0
131	Aiming High Short Breaks	467	467	0
132	Bridlewood	350,000	350,000	0
133	Brimble Hill	65,000	65,000	0
134	Condition Works Identified within the Asset Management Plan	1,342,555	1,342,555	0
135	Crowdys Hill	2,993,017	2,993,017	0
136	Early Years places - Tick Tock Nursery - Mobile Replacement	129,825	129,825	0
137	Early Years provision - Grow 2gether dis-advantaged 2 Year Olds	277,888	277,888	0
138	EOTAS	1,499,365	1,499,365	0
139	Headlands School	509,464	509,464	0
140	North Swindon Primary School 1FE - Orchid Vale PFI Expansion	262,310	262,310	0
141	Plas Pencelli Lodge Extension	264,000	264,000	0
142	St Lukes Special School	81,678	81,678	0
143	Swindon Academy - DFE Loan Repayment	362,189	362,189	0
144	Tadpole 2	7,000,000	7,000,000	0
	Schools	15,487,759	15,487,758	0
145	Westrop Expansion	46,838	46,838	0
146	ASC Equipment	374,679	374,679	0
147	Estate Rationalisation - CSS systems upgrade	538,481	538,481	0
148	Extra care sheltered accommodation	111,945	111,945	0
149	H&SC Joint Working Projects	115,190	115,190	0
150	Housing Options - Shared Living Accommodation	60,000	60,000	0
	Social Care	1,247,133	1,247,133	0
151	Backlog Maintenance	100,000	100,000	0
152	Bus lane enforcement infrastructure	(33,341)	(33,341)	0
153	Car Parks - Major Maintenance of MSCP	363,979	363,979	0
154	Concrete Light Column replacement	107,898	107,898	0
155	Cooperative Intelligent Transport Systems	237,500	237,500	0
156	Drainage Schemes	376,787	376,787	0
157	Footpath 5	250,000	250,000	0
158	Footway Maintenance	263,835	263,835	0
159	Gateway signage (incl car park directions)	358,514	358,514	0
160	Great Stall Bridge	7,578,977	7,578,977	0
161	Highways Asset Management Grant Elements 1 and 2	42,095	42,095	0

Line No	Scheme Name	17/18 Budget Remaining £	Projected Outturn £	Projected Variance £
162	Local Sustainable Transport Fund	1,346,268	1,346,268	0
163	Locality Schemes	98,765	98,765	0
164	LTP Bus Priority & Infrastructure	200,837	200,837	0
165	LTP Integrated - Traffic Management	85,747	85,747	0
166	LTP Maintenance	1,712,390	1,712,390	0
167	LTP Safety Schemes	406,000	406,000	0
168	LTP Sustainable Transport	118,948	118,948	0
169	M4 Junction 15	3,700,000	3,700,000	0
170	Mead Way Junction Improvements	100,000	100,000	0
171	NEV A420 Corridor	438,115	438,115	0
172	NEV Dft Business Case	(3,582)	(3,582)	0
173	NEV Greenbridge Roundabout	104	104	0
174	Non Highways Structures (bridges within parks etc.)	212,282	212,281	0
175	NON LTP Bridge Maintenance	(300)	(300)	0
176	NON LTP Maintenance	867,000	867,000	0
177	NON LTP Traffic Signals	195,611	195,611	0
178	Public Realm at Wyvern MSCP Site	39,213	39,213	0
179	Rapid Transit	9,774,271	9,774,271	0
180	Rights of way Improvement Plan	104,737	104,737	0
181	Road Markings	25,000	25,000	0
182	Rodbourne Lagoon	196,675	196,675	0
183	Sheppard Street Improvements	23,000	23,000	0
184	Southern Connector Road	11,405,036	11,405,036	0
185	Strategic Highways Model update (£200k/£200k/Nil)	67,959	67,959	0
186	Street Lighting	796,233	796,233	0
187	Structural Maintenance	402,780	402,780	0
188	Swindon Bus Exchange	2,960,935	2,960,935	0
189	Town Centre Parking Strategy	50,000	50,000	0
190	UNION SQUARE CAR PARK	318,302	318,302	0
191	Wellington Street Improvements	604,288	604,288	0
192	West of A419 - Package 2	1,955,718	1,955,718	0
193	White Hart Junction	22,471,977	22,471,977	0
194	Wichelstowe Western Access	22,900,000	22,900,000	0
195	Wroughton Park and Ride bus entrance Traffic Signals Removal and other entry modifications	(4,749)	(4,749)	0
	Transport	93,215,802	93,215,802	0
		256,119,638	255,992,322	127,316

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

Author: Cabinet Member for Finance
Corporate Director, Resources and Growth

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report sets out the Treasury Management performance for 2017/18.
- 1.2 The effective management of financial resources through robust financial management processes underpins the Council's ability to achieve its plans and priorities.

2. Recommendations

Cabinet is recommended to:

- 2.1 Note the 2017/18 Treasury Management performance as detailed at paragraphs 3.1 to 3.17 and Prudential Indicators shown at Appendix 1.

3. Detail

Treasury Management Performance 2017/18

- 3.1 The Council is involved in two types of treasury activity:
 - 3.1.1 Borrowing, both long term (for more than 1 year) for capital expenditure purposes and borrowing (for less than 1 year) for temporary cash flow purposes and
 - 3.1.2 Lending, for investment of surplus cash relating to reserves and for cash flow purposes.
- 3.2 The activity and performance in respect of each of these two activities is summarised in the sections below.
 - Borrowing
- 3.3 In 2017/18, three new long-term loans (greater than one year) were taken out, each loan was for £10m, (interest rates are shown in brackets) and mature in July 2026 (1.89%), August 2067 (2.31%) and September 2064 (2.3%).
- 3.4 A number of long-term loans totalling £1.501m matured during the year. These were running at an average rate of 3.77%. Total long-term debt has therefore increased from £279.3m to 307.8 over the year. The average maturity period on all existing long-term debt is 18.5 years and the average rate on all long-term debt over the year was 3.48%

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

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

- 3.5 Short-term borrowing as at 31st March 2018 was £8.0m. This figure fluctuates daily and reflects the Council's daily cash flow requirements which are dependent on the timings of receipts and payments.
- 3.6 The average rate the Council paid on all external debt (both long term and short term) over the whole of 2017/18 was 3.41%. This is an increase of 0.06% on the average for the previous financial year.

Investments

- 3.7 During 2017/18 there was an *average* daily investment balance of £56 million which was a mixture of internally managed cash investments and an externally managed property fund (Local Authority Property Fund or "LAPF"). The balance at 31st March 2018 of £48m was an increase from £44m at the same date of the previous year. This balance is comprised of working capital (where we hold cash temporarily as a result of timing differences between receipts and payments) as well as general reserve balances which are more stable.
- 3.8 In total, interest of £0.971m was earned in 2017/18 on all investments (cash and LAPF) at an average rate of 1.67%. The average investment rate achieved in 2016/17 was 1.53%.
- 3.9 The average balance in the property fund during 2017/18 was £15m with an average return of 4.53%. The other investments had an average balance of £41m returning an average rate of 0.63%. This rate exceeded the 3-month LIBOR (London Interbank Offer Rate) rate of 0.41% which is our benchmark rate.
- 3.10 Swindon is part of a bench marking group where performance is compared between 22 English Unitary Authorities. The report for the month of March 2018 showed that Swindon's average rate of return was 0.68% compared with the benchmarking group average of 0.65%.
- 3.11 The Council's debt and investment position as at 31 March 2018 is summarised in the table below:

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

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

Analysis of Debt and Investments

Debt & Investments	31/03/2017		31/03/2018	
	£'000	Av. Rate (%)	£'000	Av. Rate (%)
Long Term Debt PWLB	239,256	3.54%	267,755	3.39%
Long Term Debt Market	40,000	3.59%	40,000	3.59%
Total Long Term Debt	279,256	3.55%	307,755	3.42%
<i>Of which HRA</i>	<i>125,532</i>		<i>114,015</i>	
<i>Of which GF</i>	<i>153,724</i>		<i>193,740</i>	
Short-term Borrowing	19,000	0.38%	8,000	0.48%
Total Debt	298,256	3.35%	315,755	3.34%
Investments	(44,000)	1.53%	(48,000)	1.67%
Net Borrowing Position	254,256		267,755	

Capital Financing Requirement

- 3.12 The Council undertakes capital expenditure on long-term assets. These activities may either be:
- 3.12.1 Financed immediately through the use of capital or revenue resources (such as capital receipts, capital grants or revenue contributions), which has no resultant impact on the Council's borrowing need, or
 - 3.12.2 If insufficient funding is available, or a decision is taken not to apply other funding, the capital expenditure will give rise to a **borrowing requirement** to ultimately fund the expenditure.
- 3.13 The Council's underlying borrowing requirement is measured through the **Capital Financing Requirement** ("CFR") and is simply the total ultimate borrowing requirement, regardless of whether that borrowing has actually taken place or not
- 3.14 Part of the Council's treasury activities is to address the funding requirements for this borrowing need and the treasury management team organises the Council's cash position to ensure sufficient cash is available to meet the capital plans and cash flow requirements. This may be sourced through borrowing from external

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

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

bodies (such as the Government, through the PWLB or the money markets), or utilising temporary cash resources within the Council.

- 3.15 The CFR (the ultimate borrowing requirement) is always higher than the actual level of borrowing, the difference being termed “internal borrowing” which represents the temporary funding of capital spend from cash balances and working capital as a short-term measure.
- 3.16 The CFR has increased from £458.3m to £462.2m over the year. This is a net increase of £3.9m. The general fund capital expenditure of £38.8m, was funded from S106 (£3.2m), CIL receipts (£1.1m), grant (£20.8m) and capital receipts (£3.4m) and £10.3m of notional borrowing. The £10.3m was further reduced by £1.4m of MRP contributions and £5m of HRA long term loan repayment leaving a net increase in borrowing of £3.9m
- 3.17 The table below compares the CFR with the long-term debt position (split between the General fund and the Housing Revenue Account). This **excludes** Public Finance Initiative (PFI) liabilities of £51.28m, which are, technically, part of the CFR calculation.

Capital Financing Requirement “CFR”

	General Fund £'000	Housing Revenue Account £'000	Total £'000
Actual Long Term Debt	193,740	114,015	307,755
CFR (Total borrowing requirement)	322,256	114,015	436,271
Further borrowing requirement	128,516	-	128,516

Prudential Indicators (PIs)

- 3.18 In order to demonstrate that local authorities have fulfilled the objectives of the Prudential Code, the code sets out a basket of indicators that must be prepared and used. It should be noted that the prudential indicators are not for comparison between authorities, but are a means to support and record local decision-making. The PIs do not in themselves indicate either a good or bad financial position, they are merely a statement of fact. Further detail is provided underneath each of the PIs on the appendix itself at Appendix 1.

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

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

Compliance with Treasury Limits

- 3.19 During the 2017/18 Financial Year all Treasury activity was carried out within the Council's Treasury limits and Prudential Indicators as set out in the Council's Treasury Policy Statement and annual Treasury Strategy Statement.

4. Alternative Options

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

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The 2017/18 budget anticipated borrowing of £313m would be required in 2017/18. This compares with an actual year end borrowing position of £316m (inclusive of £8m of short term borrowing). The 2018/19 budget anticipates new borrowing of £16m, which would take total borrowing to £332m, this assumes that the borrowing is taken for the full financial year.
- 5.2 The average investment for the year was £56m this compares with an average of £68m from 2016/17. The 2018/19 budget has assumed that a similar level of interest will be achieved as that in 2017/18.
- 5.3 The Director of Finance (Section 151 officer) has put in place provisions to reduce the dependency on internal borrowing that will take advantage of the historically low long term interest rates, thus protecting the Council from a sudden peak in borrowing costs. This process is in line with the Treasury Management Strategy approved by the Council.

Legal and Human Rights Implications

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

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

- 5.5 There are no such direct implications.

Diversity Impact Assessment (DIA)

- 1.1 A Diversity Impact Assessment (DIA) has not been done as this report does not make any new recommendations that would have a detrimental impact on services.

Treasury Management Performance 2017/18

Cabinet

Date: 13th June 2018

Risk Management

5.6 There are no direct risks arising from this report.

6. Consultees

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

7. Background Papers

7.1 None

8. Appendices

8.1 Appendix 1 – Prudential Indicators

9. Key Decision/Decision in Cabinet Work Programme

9.1 This is not a Key Decision and is included in the Cabinet Work Programme for June 2018.

Appendix 1 - 2017/18 Prudential Indicators

		Mar-17	Mar-18
		Indicator for 17/18	Actual for 17/18
<u>Borrowing Indicators</u>			
Operational Boundary			
	Borrowing	452,744	307,755
	Other Long term liabilities	51,280	51,280
	Total	504,024	359,035
Authorised Limit			
	Borrowing	457,744	307,755
	Other Long term liabilities	51,280	51,280
	Total	509,024	359,035

The operational boundary is an estimate of the most likely level of external debt, whereas the authorised limit is the absolute approved limit. These are measured against actual external debt which includes all long and short term debt and PFI liabilities, but excludes investments. The 2017/18 estimate figure is set £20m above the anticipated requirement, this provides an approved contingency within the budget.

Affordability Indicator

Ratio of financing costs to net revenue stream

	Mar-17 Indicator for the year	Mar-18 Actual for the year
HRA	41.30%	44.30%
Non HRA	8.30%	8.10%

This indicator is a measure of Net Debt Charges as a percentage of budget (Primarily debt repayments, principal and interest, less interest earned). The main change for the HRA is the level of capital spend compared with the forecasts, the forecast was based on an estimated Major Repairs Allowance (MRA) charge of £16.5m of spend which is compared with an actual charge £18.4m (including revenue contributions to capital). The MRA represents the amount of depreciation on the assets held by the HRA (this is equivalent to the MRP charge in the general fund).

Capital Financing Requirement: (CFR)

	Mar-17 Indicator for the year	Mar-18 Actual for the year
HRA	114,532	114,015
Non-HRA	318,212	322,256
PFI liabilities	51,280	51,280
Total	484,024	487,551

The CFR represents the overall borrowing requirement to finance capital expenditure that hasn't been funded from other resources such as capital receipts, grant, or revenue contributions

Capital Expenditure Projections

	Approved Capital Budget	Actual Spend in year
HRA	48,183	31,918
Non-HRA	51,577	38,798
Total	99,760	70,716

The 17/18 indicator shows the total capital programme approved as at the start of 2017/18 over all years, whereas the actual figure represents expenditure actually incurred. The difference represents scheme expenditure still to be incurred.

Prudential Indicators

Debt and the CFR

	Mar-17 Indicator for the year	Mar-18 Actual for the year
Gross Borrowing	297,756	307,755
CFR (incl. PFI liabilities)	484,024	487,551

The CFR represents the underlying borrowing requirement. Gross Borrowing, which represents all debt and financing liabilities, should not exceed, except in the short-term, the CFR.

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Motion to Amend Central Residents' Season Ticket

Cabinet

Date: 13th June 2018

Author: Cabinet Member for Economic Prosperity
Corporate Director for Communities and Housing/ Head of Highways and Transport

Wards: Central, Eastcott, and Old Town

Parishes Affected: Central Swindon South

1. Purpose and Reasons

- 1.1 This report sets out the response to a resolution at Council and seeks Cabinet agreement to make no further amendments to the season ticket scheme at this time. There would, therefore, be no discounted season ticket option for residents to use the short stay town centre and Old Town Council Car Parks.
- 1.2 The report addresses the concerns raised on 22nd February 2018 (Council Minute 89, 2017/18 refers) and in a report to Cabinet on 17th March 2018 (Cabinet Minute 93, 2017/18 refers).

2. Recommendations

Cabinet is recommended to:

- 2.1 Authorise the Head of Highways and Transport to undertake a review of the current arrangements after 12 months of their operation.
- 2.2 Authorise the Cabinet Member for Economic Prosperity to report this outcome to the next appropriate meeting of Council.

3. Detail

Background

- 3.1 On 22nd February 2018, Council resolved that: "This Council, (1) Notes that a Council motion is to be considered by Cabinet regarding the reduction of charges for residential parking season tickets in Council Long-Stay Car Parks (2). Requests that the Cabinet Member include within this item to Cabinet the feasibility of the Residents Parking Season Ticket charge being applied to other secure Council Car Parks, plus a fee for the Council's security services" (Council Minute 89, 2017/18 refers).
- 3.2 Cabinet responded with a resolution on 17th March stating " (1) That the Head of Highways and Transport be authorised to: a) Amend the Residents Parking Scheme that includes a 'Town Centre zone' & 'Old Town Centre Zone' to enable residents not included in the existing zones and living within this area to purchase a permit to park at any time in the town centre long stay car parks (£299 per year, £150 for 6 months), or park between 6.00pm and 9.00am only

Further information on the subject of this report can be obtained from Dawn Woollard, 01793 463771, dwoollard@swindon.gov.uk.

Motion to Amend Central Residents' Season Ticket

Cabinet

Date: 13th June 2018

(£149 per year); and b) Undertake a review of this change after one year (2) That the Cabinet Member for the Economy and Skills be authorised to report this outcome to the next appropriate meeting of Council." (Cabinet Minute 93, 2017/18 refers).

- 3.3 Legal orders are in place currently that only allow residents' permits to be used in Long Stay Car Parks.
- 3.4 The current Town Centre Resident Parking Scheme allows the resident to park at any time in a town centre long stay car park for £625 per year, or £312.50 for 6 months. This has since been amended to a season ticket cost of £299.

Further Possibilities for Change

- 3.5 Officers have been asked to investigate whether a similar discount could be applied to the Council's short stay car parks to allow residents to make use of car parks at times when they are less used by businesses and shoppers. Until use of the new season ticket has commenced, officers are unable to predict the demand for these tickets and therefore the impact that this uptake may have on the use of short stay car parks.
- 3.6 Current uptake of the discounted residents' season ticket is presently very low. Without reviewing the numbers of tickets purchased, officers cannot review the effect of similar discounted tickets in short stay car parks. If the resident permit demand were to be high, then the spaces available in short stay car parks would be affected.
- 3.7 Depending on location of the resident's property, the Council would advise the resident to use the current nearest car park.
- 3.8 The Council needs to ensure that short stay spaces are available for appropriate users. At present short stay use in both the town centre and Old Town car parks is generally high, leaving limited spare capacity throughout most of the day.
- 3.9 In addition, Old Town short stay car parks are close to capacity in the evenings. As the town centre develops, the Council would expect to see evening use of short stay town centre car parks also increase.
- 3.10 If parking in short stay car parks were allowed, the Traffic Regulation Order would need to be amended. Without knowing the uptake in season tickets, this would represent an unnecessary cost at this stage.
- 3.11 Given these unknowns, it is recommended that no further changes be made; however, a review should be undertaken in a year's time. If approved, the Cabinet Member is requested to report this outcome to Council.

Further information on the subject of this report can be obtained from Dawn Woollard, 01793 463771, dwoollard@swindon.gov.uk.

Motion to Amend Central Residents' Season Ticket

Cabinet

Date: 13th June 2018

4. Alternative Options

- 4.1 Cabinet could choose to add the ability for residents' Town Centre Permits to be used in short stay car parks. However, this would affect the users of the short stay car parks, as these facilities are designed for a quick turnover to support the shopping centres.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The 2018/19 budget was approved before Council's resolution. Having high numbers of long stay permit holders taking short stay spaces would reduce the Council's expected income.

- 5.2 There are no Procurement Implications.

Legal and Human Rights Implications

- 5.3 The Council is required to comply with the statutory provisions referred to in the report. All other legal and human rights implications have been considered in the preparation of this report.

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

- 5.4 None

Diversity Impact Assessment

- 5.5 A Diversity Impact Assessment (DIA) has been completed. No adverse or other significant issues were found. A copy of the DIA can be obtained from the report author.

Risk Management

- 5.6 A Risk Assessment has been completed. No significant risks or issues were found. A copy of the Risk Assessment is available from the report author.

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

Further information on the subject of this report can be obtained from Dawn Woollard, 01793 463771, dwoollard@swindon.gov.uk.

Motion to Amend Central Residents' Season Ticket

Cabinet

Date: 13th June 2018

8. Appendices

8.1 None

9. Key Decision/Decision in Cabinet Work Programme

9.1 This is a Key Decision and is included in the Cabinet Work Programme for March 2018.

Traffic Management Act 2004

Enforcement Powers

Cabinet

Date: 13th June 2018

Author:	Cabinet Member for Highways and the Environment Head of Highways & Transport
Wards:	All
Parishes Affected:	All

1. Purpose and Reasons

- 1.1 Following a Motion at Council on 28 September 2017 Officers have been investigating options for tackling the issue of parking on pavements throughout the Borough.
- 1.2 Officers and Ward Members regularly receive complaints of vehicles obstructing pedestrian dropped kerbs and vehicle crossings. The Council has the option to take on additional powers under the Traffic Management Act (2004) to deal with this issue. The report seeks approval for a consultation to take place on the adoption of these additional powers contained within the Traffic Management Act (2004). These will prohibit the parking of vehicles across pedestrian dropped kerbs and vehicle crossings. They will also prohibit double parking.
- 1.3 Enforcement will be carried out by the Council's Civil Enforcement Officers. There will be no requirement for Traffic Regulation Orders or special signs. However, there will be a requirement for prior consultation with the community and clear notice being given to the public of the Council's intention to adopt these powers.

2. Recommendations

Cabinet is recommended to:

- 2.1 Note the Motion at Council on 28 September 2017 regarding obstructions of pavements by vehicles (Minute 35 2017/18 refers).
- 2.2 Authorise the Head of Highways and Transport, in consultation with the Cabinet Member for Highways and the Environment, to consult with the local community over proposals to enforce prohibitions of double parking and parking at dropped footways.
- 2.3 Authorise the Head of Highways and Transport, in consultation with the Cabinet Member for Highways and the Environment, to consider the consultation responses received, and if appropriate, to introduce enforcement powers permitted under sections 85 (prohibition of double parking) and 86 (prohibition of parking on dropped footway) of the Traffic Management Act 2004 in accordance with the delegated authority contained within the Scheme of Delegations

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

Traffic Management Act 2004

Enforcement Powers

Cabinet

Date: 13th June 2018

(paragraph 143) subject to giving prior public notice of this intention and the date from which it will apply.

3. Detail

Background

- 3.1 At its meeting on 28 September 2017 Council considered the following motion proposed by Councillor Mary Martin and seconded by Councillor Matthew Courtliff.

“This Council notes the concerns raised by Ward Members on the nuisance caused to residents by obstructions on pavements and, particularly to those residents with pushchairs, mobility scooters and impaired vision. Council requests that the Cabinet Member for Communities and Place bring a report to Cabinet on how the Council can use the powers available to unitary authorities to tackle the obstruction of pavements in the areas where Ward Members think appropriate.

- 3.2 The Motion was carried (Council Minute 35 2017/18).

- 3.3 Parking on pavements, verges and dropped kerbs also featured as a concern at the September 2017 meeting of the Communities and Place Overview and Scrutiny Committee, which reviewed residents’ requests. Cabinet was asked to investigate ways of resolving these issues (Minute 10(1) 2017/18 refers).

- 3.4 Officers and Ward Members regularly receive complaints about vehicles obstructing pedestrian dropped kerbs and vehicle crossings either by parking across them on the road or by parking on top of them on the pavement. At present the only option available would be to introduce parking restrictions (double yellow lines). This would require a Traffic Regulation Order with the associated statutory process. The amount of double yellow lines involved would be only a few metres in each case. However, the time and costs involved make this impractical.

Traffic Management Act 2004

- 3.5 The Traffic Management Act 2004 (TMA) does give local authorities with the power of the civil enforcement of parking contravention the right to enforce prohibitions of double parking (Section 85 of TMA) and parking at dropped footways (Section 86 of TMA) as if they had been introduced using a traffic regulation order (TRO). Therefore there would be no need to make a TRO.

- 3.6 As this is an amendment to the Council’s parking policy regarding the contraventions it enforces it is recommended that a degree of consultation takes

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

Traffic Management Act 2004

Enforcement Powers

Cabinet

Date: 13th June 2018

place with the community. The outcome of consultation should be considered before a final decision is made to proceed with these powers.

- 3.7 The Department for Transport Guidance states that the public should be made aware of the new restrictions being enforced. In addition to wider communication through the press and media it would be prudent to publish a notice giving details of the new restrictions and the start date for enforcement.
- 3.8 There is no requirement to place and maintain traffic signs to indicate the effect of sections 85 and 86 on roads.
- 3.9 In some residential areas parking spaces are at a premium and vehicles are often parked in less than ideal locations – including at, on and across pedestrian dropped kerbs. Enforcement of restrictions on parking across pedestrian dropped kerbs may therefore reduce the available parking space in such areas. However these dropped kerbs will have been provided in order to provide a suitable crossing point for pedestrians and their needs need to be balanced against the desire of car owners to park their vehicles. As the pedestrians most likely to be adversely impacted by a blockage of a dropped kerb are likely to be disabled or elderly or users of pushchairs the balance should be in their favour as vulnerable users of the highway.
- 3.10 No additional enforcement resources are being proposed and it will therefore be necessary to accommodate these new powers within existing resource levels amongst the Civil Enforcement Officers and associated Representations Team. It is anticipated that enforcement will be reactive to complaints that are received from the public or local Councillors and will not involve additional pro-active patrols to seek out these offences.
- 3.11 In relation to the original Motion at Council these powers will not have an impact on issues of pavement parking away from pedestrian dropped kerbs and vehicle crossings. Officers will continue to investigate options for tackling obstruction of pavements by vehicles beyond those powers that already exist to introduce Traffic Regulation Orders.

4. Alternative Options

- 4.1 The alternative to taking on these enforcement powers is to leave the situation as it exists at present. However this would not address the concerns raised by pedestrians (particularly pushchair users, those with mobility scooters and those with impaired vision). This option is available to the Council under existing legislation and it would appear sensible to make full use of the powers that have been made available to highway authorities to control indiscriminate and anti-social parking behaviour.

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Traffic Management Act 2004

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- 4.2 The use of Traffic Regulation Orders to create parking restrictions (double yellow lines) at individual dropped kerbs across the Borough would not be a cost effective option nor practical in terms of officer resources.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 Enforcement would be carried out within the existing establishment of Civil Enforcement Officers as part of their normal duties. There would therefore be no additional resource implications.
- 5.2 It is not anticipated that there will be significant additional revenue raised as a result of Penalty Charge Notices being issued as a result of enforcement of these offences. It is anticipated that most vehicles will be moved by their owners once the Civil Enforcement Officer is on site – and prior to a Penalty Charge Notice being issued.
- 5.3 There will be no Procurement Implications as the existing equipment used to issue Penalty Charge Notices can be used for these offences. The existing “back office” systems will also be unchanged.

Legal and Human Rights Implications

- 5.4 The content of this report will not have a direct implication on human rights issues and it is believed to be compatible with Convention Rights.
- 5.5 There are no direct legal issues arising from the report. The Traffic Management Act 2004 does give local authorities with the power of the civil enforcement of parking contravention the right to enforce prohibitions of double parking (Section 85 of TMA) and parking at dropped footways (Section 86 of TMA) as if they had been introduced using a traffic regulation order.

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

- 5.6 No other implications have been identified.

Diversity Impact Assessment

- 5.7 A Diversity Impact Assessment (DIA) was completed for the overarching LTP Strategy in 2011. The DIA was reviewed and updated for 2015. This included a detailed analysis of the 2011 Census data. The conclusions were that:

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Traffic Management Act 2004

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- 5.7.1 Some equality groups have significantly lower levels of car ownership than the population generally and will therefore have different transport issues (e.g. more reliance on public transport, walking and cycling),
 - 5.7.2 Caution should be used in applying “Swindon-wide” average figures for equality groups on a local basis, and
 - 5.7.3 The concentration of certain groups into distinct parts of Swindon will mean that transport issues unique to those communities (e.g. non car ownership, reliance on public transport, concern over safety on-street at night) will be particularly emphasised in those areas
- 5.8 This DIA is available from the report author.
- 5.9 The pedestrians who are most disadvantaged by the obstruction of dropped kerbs are often those who would fall into one of the groups that have protected characteristics as defined by the Equalities Act 2010 (e.g. disabled, elderly). Action to prevent obstruction of dropped kerbs is therefore an issue that would be appropriate for the Borough Council to carry out in furtherance of its Public Sector Equality Duty which requires public bodies to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people when carrying out their activities.

Risk Management

- 5.10 There are no direct risks arising from this report.

6. Consultees

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

7. Background Papers

- 7.1 None

8. Appendices

- 8.1 None

9. Key Decision/Decision in Cabinet Work Programme

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme for June 2018.

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Libraries Strategy – Delivery Model

Cabinet

Date: 13th June 2018

Author: Cabinet Member for Corporate and Customer Services
Corporate Director Children Services

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 This report outlines the main findings from the development of the Business Plan to establish a Public Sector Mutual (PSM) organisation to deliver Swindon Library Strategy that delivers a comprehensive and efficient Library service and promotes an increase in literacy and learning within communities. It seeks approval for Swindon Library Service (SLS) to move into a period of transition to prepare for becoming a Public Sector Mutual from April 2020.
- 1.2 Approval of the recommendations of this report will initiate Swindon Library Service and key officers from SBC to carry out the recommendations in the business plan where appropriate and to work as outlined to prepare the service to move into a PSM.
- 1.3 The proposals contribute towards the Council's vision for Swindon, particularly: Priority Two: offer educational opportunities that lead to the right skills and the right jobs in the right places; Priority Three: ensure clean and safe streets and improve public spaces and local culture; and Priority Four: Help People to help themselves while always protecting the most vulnerable children and adults.

2. Recommendations

Cabinet is recommended:

- 2.1 To authorise the Head of Library Services, in consultation with the Cabinet Member for Corporate and Customer Services, the Strategic Commissioner, Routes to Employment, the Corporate Director Children Services, the Director of Finance and the Director of Law and Democratic Services:
 - 2.1.1 To implement the transition arrangements outlined in the body of the report to prepare the Swindon Library Service for becoming a PSM by April 2020. This includes the development of a SLS Transition Board to advise the Head of Library Services on the implementation arrangements.
 - 2.1.2 To develop the implementation plan to set out the detailed arrangements for the creation of a PSM, including award route for the delivery of the core library services and the treatment of assets, back office costs, charges for services to non-core community-led Library services and staff transfer and pension arrangements.

Further information on the subject of this report can be obtained from Sally Burnett, 01793 463061, sburnett@swindon.gov.uk.

Libraries Strategy – Delivery Model

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2.1.3 Authorise up to £100k of one-off resources be earmarked on the Council's Balance Sheet to fund the costs of any necessary financial, legal or technical advice required to support the implementation of the recommendations and the completion of the relevant contractual documentation as set out in paragraph 3.14.9.

3. Detail

- 3.1 The Council has a statutory duty under the Public Libraries and Museums Act (1964) to provide a comprehensive library service for those who live, work and study in the borough. It also has a duty to consider the most efficient and effective way of delivering that service. The PSM has been put forward as the preferred alternative delivery model for the service following a detailed options appraisal.
- 3.2 Cabinet resolved on 26th April 2017 to develop a viable business plan and initiate a consultation on the preferred option to establish a Public Sector Mutual (PSM) organisation, as a charity (Cabinet Minute 125.2017/18 refers). The business plan includes the development of appropriate contractual governance and staffing arrangements that would be required to establish a PSM on the basis on which the core Library Services will be delivered.
- 3.3 The Public Sector Mutual will be set up through a new organisational entity being established that shares ownership of the service between the Council, communities and staff, with services delivered via an agreement between the Council and the PSM.
- 3.4 Mutual Ventures was commissioned as external advisers to support this work which was completed in December 2017. The business plan assesses whether SLS could establish a viable and sustainable Public Sector Mutual (PSM) on 1st April 2018. The Council was successful in securing grant funding from the Department of Culture, Media and Sport (DCMS) to contribute to the costs of the development of the business plan.
- 3.5 With support from Mutual Ventures and Libraries Unlimited, SLS has developed a 5 year business plan and financial model which tests the PSM in depth. Mutual Ventures presented the key findings from the Business Plan to SBC officers and members in December 2017 and following consideration of its content, a workshop was held in March 2018 to agree the next steps.

Function and benefit of the PSM

- 3.6 The PSM would deliver SBC's statutory duty to provide a comprehensive and efficient library service as outlined in the Council's strategy and vision. As a not-for-profit organisation, the PSM would have the freedom to design and deliver a wider range of services and would have increased levels of commercial flexibility and freedom to generate increasing levels of traded income, with any

Further information on the subject of this report can be obtained from Sally Burnett, 01793 463061, sburnett@swindon.gov.uk.

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surpluses reinvested to achieve the vision and strategy. Access to charitable funding streams would also be available. It would work to realise further efficiencies, and at the same time prioritise the creation of social impact and value.

- 3.7 Establishing a new organisation would also give Swindon Library Service (SLS) an opportunity to do things differently. It is proposed that the PSM would be owned by staff and the community. It would be run by a Board of Directors appointed to reflect the PSM's membership and the skills/expertise needed to lead the organisation. As a PSM, SLS would ensure that library users /customers, staff and communities directly influence the design of services and the future strategic direction of the organisation.
- 3.8 It is intended that the PSM would develop meaningful strategic and operational relationships with a range of partners from across the public, private and community sectors to deliver the library strategy effectively. It would also develop new relationships to support greater income generation. A full set of partners are outlined in the Business Plan.

Business Plan scope and summary of findings

- 3.9 The Business plan referred to above assesses whether SLS could establish itself as a viable and sustainable PSM with exempt charitable status on 1 April 2018.
- 3.10 The business plan outlines the vision, mission, values and strategic objectives, in line with the vision and strategy agreed by Cabinet in December 2016 (Cabinet Minute 67, 2016/17 refers). It confirms the PSM's aspiration to provide high quality services and learning opportunities while reaching out to more people. It analyses the market, maps the key stakeholders and outlines the growth strategy and future potential services and approach to quality assurance and monitoring. It outlines the proposed management team structure and training/development needs. The plan also outlines a possible award route and heads of term, the legal form and governance and the asset and financial requirements.
- 3.11 A combination of factors result in the PSM being considered an unviable option to be delivered within the proposed timeframe. The income and expenditure forecasts have taken into account the ambition to reduce further the cost of delivering SLS to the Council by £400K by 2020. Insufficient levels of traded income, the SBC savings profile, new costs incurred by the PSM and the comparatively high staffing cost base mean that the PSM would break even during year 1 but would realise an operating deficit in year 2, 3 and 4. The PSM would realise a small profit in year 5 but would hold negative reserves.
- 3.12 The business planning process has also raised wider questions about the readiness of both SLS and SBC as an organisation to establish a sustainable PSM within the proposed timeframe. The current SLS management team require support to develop the leadership and capacity/skills required to establish and

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operate a sustainable PSM. Current arrangements involve SLS working closely with corporate teams within SBC. There is a need for SLS to move towards an approach which has greater autonomy and freedom to act as a business unit, to set income targets, manage resources in a flexible manner and make investment decisions. This would provide SLS with scope to 'deliver differently' and make timely commercial decisions. Furthermore, if a procurement route is required, this would need to start early in 2019 and work be undertaken to prepare SLS to achieve a PSM through this route completed.

Business Plan recommendations

- 3.13 It is recommended that SLS remain within SBC for a 'transition' period. This would enable SLS to restructure its leadership team and have a greater focus on developing a commercial approach while at the same time establishing and nurturing the partnerships needed to generate new income in the future. It would also provide an opportunity to address a number of technical issues related to the development of the PSM which require specific input from SBC. The business plan recommends a period until 2021/22 but further work with Mutual Ventures on addressing the barriers and issues has resulted in a recommendation to aim to become a PSM with charitable status by April 2020. A number of actions need to take place for this to be viable and are listed below.
- 3.14 In order to achieve the ambition to move to a PSM by April 2020, work to finalise and deliver the implementation plan needs to move forward at pace. The business plan outlines these in detail including a number of technical issues that need addressing. These include:
- 3.14.1 The development and implementation of the governance structure. It is proposed that a Transition Board be set up to oversee the implementation of the plan and the move into a PSM. This will require finance, HR, procurement, legal and property input and a commitment to working within the timeframe outlined above. A copy of the draft Terms of Reference can be seen at Appendix 1.
- 3.14.2 Confirm the commissioning route being proposed by SBC. External legal advice has been provided to assess the implications of progressing with a direct award achieved via a property transaction and funding agreement. This route is considered to hold significant risk to the Council of a possible legal challenge from other organisations who would not have been given the opportunity to deliver the service. Conducting a competitive tendering exercise would pose less risk of challenge to the Council but the SLS PSM may not be successful at the end of the exercise. It should be noted that should a procurement process be required, this would need to start early in 2019.

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- 3.14.3 SLS and SBC to review the Heads of Terms that would inform the proposed arrangements between SBC and the PSM and ensure a fair sharing of risk.
- 3.14.4 In order to increase the commercial capacity of the service and improve levels of certainty around future traded income, a restructuring of the management team and the recruitment of a commercial manager is recommended in order to focus on the development of the business unit. Preparatory work for this is already in train and would be completed in the autumn. Further work to review the staffing structure is recommended including the structure and roles required in the PSM.
- 3.14.5 Complete a staff skills analysis and training and development programme to ensure that SLS have the necessary skills and behaviours to work within a successful PSM.
- 3.14.6 Stability and ability to plan for the medium/long term. Within the financial constraints of SBC, enable SLS to work within an agreed funding envelope. The business plan outlines the need for SLS to move to a position where there is a culture change and it works with flexibility and autonomy and innovation to make the changes required to become an effective PSM.
- 3.14.7 SLS to review and update their business plan on an annual basis and the plan to be agreed with the Shadow Board. This includes the delivery of SBC's responsibilities in relation to statutory library services, the development of new income streams and the overall financial projections and management for the service.
- 3.14.8 Development and agreement of a robust outcomes and performance framework for SLS. The performance would be overseen by the Transition Board. This would help to assess the readiness of SLS to establish as an independent PSM and support a smooth transition to a future contractual relationship between SLS and SBC with the key outcomes and performance measures in place.
- 3.14.9 Ensure transition funding is available to support development and building capacity activity during the transition period. This would include specific support and training/development to prepare for becoming a social enterprise and run an effective business. Also, legal and other expert advice on the technical issues outlined in the business plan is likely to be required. The anticipated cost is circa £100k. The department of Culture, Media and Sport (DCMS) has indicated that there would be a further opportunity to bid for funding through the Mutual Support Programme in June 2018 as well as other opportunities to support capacity building.

Further information on the subject of this report can be obtained from Sally Burnett, 01793 463061, sburnett@swindon.gov.uk.

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3.14.10 Ensure there is clarity and timely decision making regarding property assets including those that have the potential to provide income for SLS.

3.14.11 Actuarial assessment to identify the pension liabilities for SLS.

3.14.12 Explore the potential to establish a trading company to house trading activity where an incorporated organisation is required

4. Alternative Options

- 4.1 The Council could choose not to adopt the recommendation to establish a PSM for its Library Service and consider other options outlined in the Cabinet report on 26th April 2017. The Council could also choose to implement the PSM in a different time frame.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The financial framework to 2020 for the Library Service was established by Cabinet at its meeting of 7th December 2016, which set out an ambition to reach a position by 2020 where the costs of the service are absorbed within an affordability limit of £1.1m. This translated to an actual saving of £400K by 2020 comprising of an original estimated NNDR contribution of approximately £290K and efficiency savings/increased income of £115K. It has now been highlighted that due to the new baselining funding arrangements for SBC in relation to business rates, the opportunity for SBC to save this level business rates has been significantly reduced to approximately £75K per annum. A clear financial plan moving forward would need to be completed early in the transition period and include detail of operating costs, projected income and efficiencies.
- 5.2 The need for further transition funding is highlighted in 3.14.9. DCMS has confirmed that SBC would be able to apply for further grant funding to support the development of a PSM in June 2018.

Legal and Human Rights Implications

- 5.3 All legal and human rights considerations have been taken fully into account in compiling this report. The considerations of this report are compatible with Convention rights

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

- 5.4 Establishing a PSM for the delivery of Library services would require the transfer of Library Staff to the new organisation. TUPE would apply, and appropriate

Further information on the subject of this report can be obtained from Sally Burnett, 01793 463061, sburnett@swindon.gov.uk.

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measures put in place regarding the PSM's approach to staff terms and conditions and pension arrangements. There is a risk the PSM may not win the tender in open competition which is likely to have a number of implications. These need to be considered when making a decision on the award route.

- 5.5 The Business Plan outlined that the skill set of library service management team needs to develop commercial skills and a process is in train to re-configure the management team to ensure the right roles are in place with the appropriate skills. As part of this process, a new Commercial Manager is being appointed. This report has been circulated to UNISON and other trade unions and staff are being consulted on this process.

Diversity Impact Assessment

- 5.6 A Diversity Impact Assessment (DIA) has been completed for Swindon's Library Strategy. Changing the delivery model for the service would not change the diversity and equalities requirements of the service, with Council and statutory equalities duties applying in full to the transition phase and the PSM. A DIA is therefore not required for the recommendation in this report.

Risk Management

- 5.3 Every effort would be made to secure funding from DCMS to support the next stage. There is a risk that this will not be available, in which case alternative funding arrangements would need to be made.
- 5.4 Risks arising from the recommendations of this report will be managed through project governance arrangements that would be established to oversee the transition period.

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. Draft Terms of Reference, SLS Transition Board.
- 8.2 Appendix 2. SLS High Level Implementation Plan.

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

- 9.1 This is a Key Decision and is included in the Cabinet Work Programme and Forward Plan for June 2018.

Further information on the subject of this report can be obtained from Sally Burnett, 01793 463061, sburnett@swindon.gov.uk.

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Swindon Library Service Transition Board

Accountability & Membership/Attendance	Terms of reference	What it does	How it does it	Links to other groups
<p>Accountability: Advisory Board to achieve Swindon Library Service strategy and delivery model agreed by Cabinet.</p> <p>Members: Lead Member for Corporate and Customer Services Head of Finance – General Services Head of Procurement Head of Library Service Head of Property Assets Legal representative HR Business Partner Corporate Director Children's Services Strategic Commissioner, Routes to Employment Corporate Programmes</p> <p>Additional members when established: Business representative Public Health Community/User representatives</p> <p>Chair Strategic Commissioner, Employment & Skills</p>	<p>Oversees the implementation and performance management of the Swindon Library Service (SLS) vision and strategy and a 2 year transition plan to enable SLS to become a Public Sector Mutual.</p> <p>Ensure SLS delivers the Library strategy within the agreed funding envelope and achieves the target year on year income.</p> <p>Develops and maintains new library services which are outside the core service but which support deliver of the vision and generate more income.</p> <p>Oversees the preparatory work to set up a Public Sector Mutual (PSM) as outlined in June 2018 Cabinet report including</p> <ul style="list-style-type: none"> - Development and implementation of the governance structure - Agree Heads of Term and address salient issues outlined in the Business Plan - Agree and implement PSM award route - Develop strategic partnerships - Development of Business Unit with appropriate workforce 	<p>The SLS Transitions Board will report to Cabinet on an annual basis</p> <p>It ensures that there are sub groups in place to carry out key area of work</p> <p>It performance manages the implementation of the transitions plan, identifies risks and agrees mitigating actions.</p> <p>Identifies opportunities to bid for funding to support the priorities such as through business sponsorship, grant funding and other sources</p> <p>Makes links with other private, public and voluntary sector organisations who can support the agenda</p>	<p>Meeting Frequency Monthly</p> <p>Quorum Minimum 6 Members present.</p> <p>Members should always appoint a substitute representative where necessary</p>	<p>Links to other groups</p> <p>Swindon Programme Board Health & Well-being Board</p>

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Proposed high level Implementation Plan – Swindon Library Service Delivery Model

		2018												2019												2020			
Stage		May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1	Establish Governance																												
1	Staff Restructure																												
2	Shadow Board Established																												
3	New way of operating																												
4	Agree award route by SBC																												
5	Establish PSM																												
6	What does good look like																												
7	PSM Go Live																												

Stage 1 – Establish governance structures required to implement transition plan.

The suggested approach involves the establishment a Project Board and various workstream groups that would progress with the various stages/actions associated with each stage of the transition plan. Clear areas for responsibility, lines of accountability, availability of appropriately qualified resources and clear decision making processes need to be agreed to ensure the foundations are laid for the each stage.

Work to restructure the management structure to establish a commercial post is in train and is due to be completed in the Autumn.

Stage 2 – Shadow board established in June /July 2018

Meetings set up

Shadow Board to clarify salient issues and agreed new Heads of Terms that reflect a fair transfer of risks.

This stage involves SBC and SLS reviewing the current Heads of Terms and salient issues. The intention would be for both parties to negotiate a fair transfer of risk to the PSM, enabling the PSM to operate without undue pressure while also ensuring that SBC is in a position to realise the required level of savings. SBC should adopt a 'one council' approach during these discussions, ensuring that the proposed transfer of risk reflects an aggregated position, rather than each council department (e.g. premises, pensions, business support services) attempting to transfer the maximum level of risk to the PSM.

This process will involve negotiations between both parties, while also requiring the SLS to understand the implications of any changes to the original Heads of Terms. This will therefore require SLS to amend the financial model and business plan, updating assumptions to provide a real time analysis of how any changes will impact on the PSM's viability. The sensitivity analysis in the business plan provides details on how changing the underpinning assumptions will impact on the viability of the new entity.

Stage 3 – New way of operating in place for SLS from September 2018

The SLS is required to adopt a new culture and way of working. The focus will be on operating as a business unit within the confines of SBC. The intention would be to afford SLS increasing levels of responsibility around financial planning and accountability, commercial freedom and the ability to make decisions in relation to resource allocation and service development, without the need to seek authorisation from SBC, working with Shadow Board who will have delegated responsibilities

Agreed performance measures in place and monitored regularly, reporting to shadow board.

Library service working more commercially and plan for the short, medium and long term and to set up the mechanism to review the Service Business Plan annually reporting to the Shadow Board on changes including new income streams.

Stage 4 – Agree award route by SBC.

SBC need to confirm what is the route for award, if this is direct award to the staff PSM or a traditional procurement route.

Stage 5 – Establish PSM.

The current service would have to form and constitute the PSM, this would include formal registrations, developing the Shadow Board into the control Board, and the finalisation of any legal paperwork for agreements with SBC.

Agree the outcomes and performance framework that the service will be delivered from April 2020.

The work to transition to a PSM including TUPE, pensions and related issues.

The Service would need to be in a position to take over the delivery of the Core Library Service working to the budget set by SBC and the outcomes specified by SBC.

Stage 6 – What does good look like

The Service are detailing what good would look like on the day of transfer and are developing an improvement plan to achieve this which is to be implemented in preparation to the move to PSM.

This will include a skill audit and the development of a training plan to ensure the correct skills and behaviours are in place within the service and to build the required capacity.

Stage 7 – PSM go live

The PSM take over as the delivery vehicle for the Core Library Service of Swindon.

Referral from the Scrutiny Committee

Cabinet Minute 81 (2017/18) - Superfast Broadband Extension Programme

Cabinet

Date: 13th June 2018

Author: Cabinet Member for Economic Prosperity
Wards: All
Parishes Affected: All

1. Purpose and Reasons

- 1.1 To consider and respond to Minute 61 2017/18 of the Scrutiny Committee on 12th February 2018, referring back to Cabinet for further consideration its decision, responding to Council Minute 81 2017/18, regarding the work being undertaken to provide superfast broadband to rural parts of the Borough and to update Cabinet on securing ultrafast broadband to support the local economy.
- 1.2 The report to Cabinet related specifically to Pledge 1 of the Council's Vision: 'Deliver the Government standard Superfast Broadband coverage to all commercial and domestic premises in the Borough by 2017'. It also contributed to the corporate policy goal to secure 'right skills, right jobs in the right places'.

2. Recommendations

- 2.1 To reaffirm Cabinet's decision of the 7th February 2018 as set out in paragraph 3.3, having due regard to the comments made by Scrutiny Committee on the 12th February 2018.

3. Detail

Swindon Borough Council Draft Adult Social Care Strategy

- 3.1 At its meeting on 7th February 2018, the Cabinet received a joint report of Councillor Toby Elliott, the Cabinet Member for Strategic Planning and Sustainability, and the Corporate Director, Resources and Growth, informing members about the work being undertaken to provide superfast broadband to rural parts of the Borough and providing an update on securing ultrafast broadband to support the local economy.
- 3.2 It was noted that the report was a response to Council's resolution of 13th July 2017, set out in paragraph 3.3 of the report, and also provided an opportunity to report progress towards achieving part of the Council's Vision, Priorities, and pledges
- 3.3 Cabinet resolved:
- (1) That the report and the progress being made towards achieving the Vision

Further information on the subject of this report can be obtained from Glyn Peach, : 07824 550 380, email - gpeach@swindon.gov.uk.

Referral from the Scrutiny Committee

Cabinet Minute 81 (2017/18) - Superfast Broadband Extension Programme

Cabinet

Date: 13th June 2018

Pledge be noted.

(2) That the Corporate Director, Resources and Growth, in consultation with the Cabinet Member for Strategic Planning and Sustainability be authorised to:

(a) facilitate the deployment of the 20th base station to complete the coverage of the 4GLTE network

(b) issue a letter of variation to BDUK that will encompass the contract change concerning the reduction in the number of base stations to be used in North Swindon and the associated reduction in the value of the contract.

(3) That the Cabinet Member for Strategic Planning and Sustainability be authorised to inform Council about the response to its resolution as soon as is practicable.

- 3.4 In accordance with the Council's governance arrangements, the above decision was submitted to the Scrutiny Committee meeting on 12th February 2018 for review. The Scrutiny Committee raised a number of concerns about some of the data included in the report to Cabinet and resolved:

"That the Committee is of a view that due process has not been carried out in reaching this decision because Cabinet has failed to properly consider the usage levels necessary to make the project viable. The Committee therefore determined that the decision be referred back to Cabinet for further consideration" (Minute 61 (81) 2017/18 of the Scrutiny Committee refers).

- 3.5 A copy of the report to the Cabinet meeting on 7th February 2018 is attached at Appendix 1.

- 3.6 In response to the various concerns expressed by the Scrutiny Committee at its meeting on 12th February, the officers have consulted with the former Cabinet Member and advise as follows:

3.6.1 In relation to the the issue of viability, the proposed contract change should result in reduced costs to both Swindon Borough Council and UKB whilst maintaining coverage commitments included in the contract.

3.6.2 The contract has provisions for a technology upgrade mid life.

3.6.3 Radio planning maps provided to the Council show detailed justification for the provision of the base station in North Swindon to ensure coverage necessary to fulfil the contract.

Further information on the subject of this report can be obtained from Glyn Peach, : 07824 550 380, email - gpeach@swindon.gov.uk.

Referral from the Scrutiny Committee

Cabinet Minute 81 (2017/18) - Superfast Broadband Extension Programme

Cabinet

Date: 13th June 2018

- 3.6.4 The project payment schedule is based on delivery of specific milestones. The final milestone requires a take up of 9% of the target homes to be achieved. UKBN and the Council have a marketing plan in progress that includes the production of newsletters, social media content, broadcast media and 'pop up' events at appropriate locations with high footfall or where local events are taking place.
- 3.6.5 Cabinet is also asked to note that, further to Minute 21 2017/18 of the Council, requesting an update on Ultrafast, a reclassification of the project core deliverables has this recognised as an economy benefit and as such the project to intervene in the market delivery of Ultrafast and any bidding for central government funds will be led by the Project Manager, Economy Directorate going forward. The current position is Swindon have expressed an interest in the round two funding cycle but not submitted a bid due to the bid conditions and expectations not fitting in with Swindon's current estate.
- 3.6.6 See Appendix 2 for the Heat Map of coverage.
- 3.6.7 Insofar as reverting to the 26 base station design is concerned this would cost Swindon a further £85,00 over the new rationalised 20 base station position.
- 3.6.8 The system is working well in both rural and urban areas and is a comprehensive coverage filler enabling SFBB connections directly via the UKB contract and in stimulating the market to intervene and build in unplanned areas of Swindon.
- 3.7 Given that the concerns raised by Scrutiny have been addressed above and do not affect the evidence or the recommendation contained in the report submitted to Cabinet on 12th February 2018, Cabinet is asked to reaffirm the recommendations as set out in paragraph 3.3 above.
- 4. Alternative Options**
- 4.1 The Council's governance arrangements specify that all decisions of Cabinet will go before Scrutiny and come into force and may be implemented 5 working days afterwards, unless, as in this instance, the decision is referred back to Cabinet by Scrutiny Committee for further consideration. This report affords Cabinet the opportunity to review its earlier decision, in the light of the additional information provided and to determine whether to endorse or amend its earlier decision. That decision will be reported back to the Scrutiny Committee for consideration. In the

Further information on the subject of this report can be obtained from Glyn Peach, : 07824 550 380, email - gpeach@swindon.gov.uk.

Referral from the Scrutiny Committee

Cabinet Minute 81 (2017/18) - Superfast Broadband Extension Programme

Cabinet

Date: 13th June 2018

event that Scrutiny Committee maintains its previous position, the decision will be referred to Full Council for ratification.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications. The financial and/or procurement implications of the report to the Cabinet are addressed in that report (attached at Appendix 1).

Legal and Human Rights Implications

- 5.2 Legal and Human Rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with convention rights. The legal and human rights considerations of the report to the Cabinet are addressed in that report (Appendix 1).

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

- 5.3 This report has no additional implications to be addressed. Any additional implications the report to the Cabinet are addressed in that report (attached at Appendix 1).

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment (DIA) has been completed for the project and a copy is available from the report author. In essence the DIA states that the current Superfast Broadband coverage does not discriminate against any particular equality groups, being purely to geographic factors. However arguably the financial economic status of households can be affected by their ability to access superfast broadband. For this reason, investment in superfast broadband is felt to advance equality of opportunity for residents.

Risk Management

- 5.5 There are no identified unmitigated risks.

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.

Further information on the subject of this report can be obtained from Glyn Peach, : 07824 550 380, email - gpeach@swindon.gov.uk.

Referral from the Scrutiny Committee

Cabinet Minute 81 (2017/18) - Superfast Broadband Extension Programme

Cabinet

Date: 13th June 2018

7. Background Papers

7.1 None

8. Appendices

8.1 Appendix 1 – Report to the Cabinet meeting on 7th February 2018 (“Superfast Broadband Extension Programme”) (*The appendix is available online at the Council’s website or on request from Committee and Member Services*).

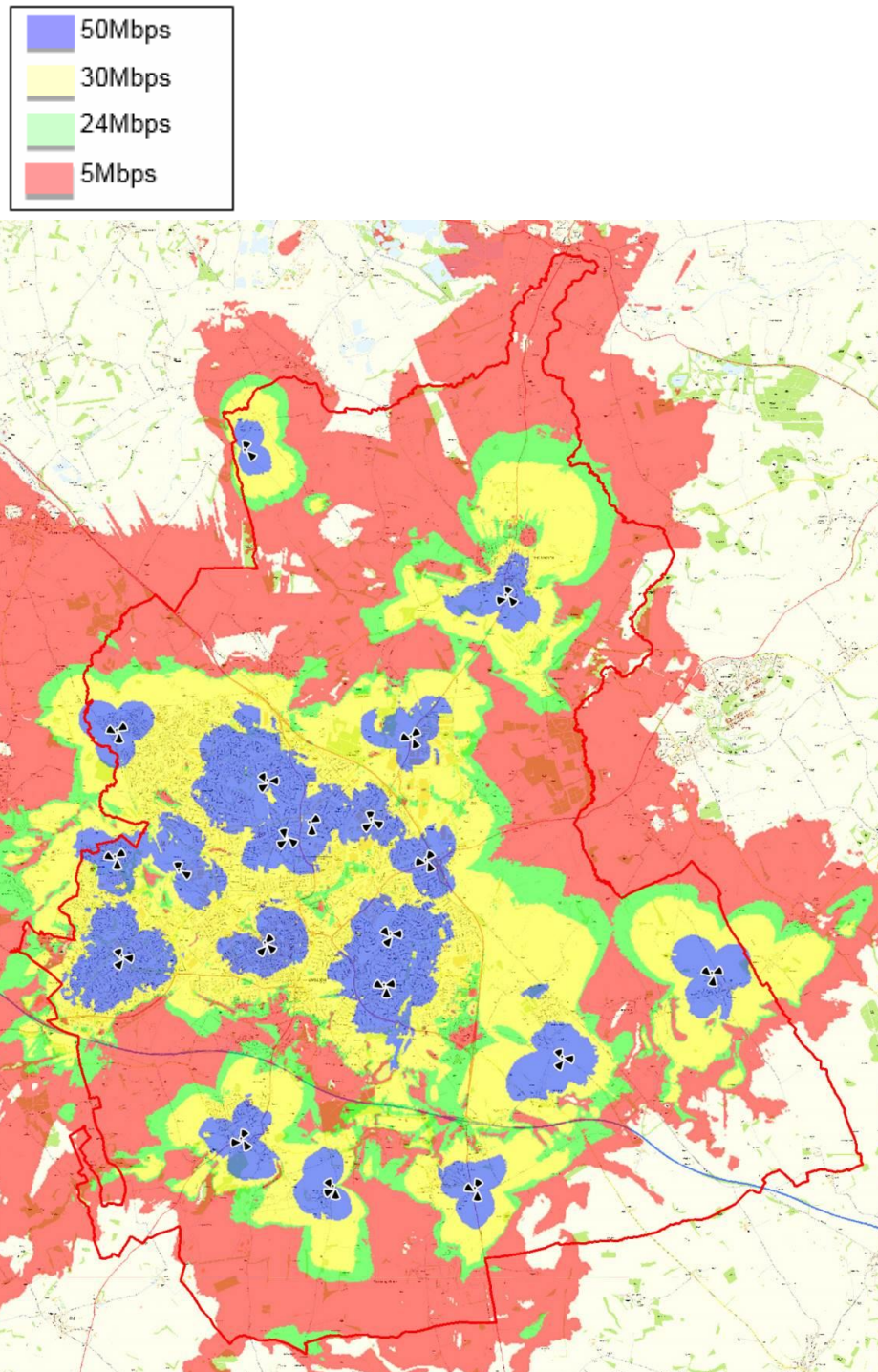
8.2 Appendix 2 – Coverage Heat Map

9. Key Decision/Decision in Cabinet Work Programme

9.1 This is not a Key Decision.

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1.1



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Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

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

1. Purpose and Reasons

- 1.1 To consider recommendations arising from meetings of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2019/2020.
- 1.2 The Council is required by the Local Authorities (Members Allowances) (England) Regulations 2003 to consider the recommendations of its Independent Remuneration Panel when making decisions relating to its Scheme of Councillors' Allowances. It is not required to adopt all or any of the Panel's recommendations. Decisions on the Scheme of Councillors' Allowances require the approval of full Council.

2. Recommendations

Cabinet is recommended to:

- 2.1 Consider the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2019/2020, as set out in paragraph 3.20, and to refer these recommendations to the Council.
- 2.2 Authorise the Director of Law and Democratic Services to introduce a revised Councillors' Allowances Scheme for 2019/2020 based on the recommendations of the Independent Remuneration Panel, as approved and adopted by the Council.

3. Detail

Background

- 3.1 The Independent Remuneration Panel for Swindon Borough Council was established in late 2001. It is currently made up of six members independent of the Council. One each is recruited from the Education, Business and Voluntary / Community Sectors, while three Lay Members are appointed following public advertisement.
- 3.2 Following its annual review, the Panel put forward its recommendations for the 2018/2019 Municipal Year which were adopted in full by Council at its meeting on 13th July 2017 (Minute 18(2) 2017/18 of the Council refers).

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

Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

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- 3.3 The Panel's recommendations for Councillors' Allowances for 2018/2019, as adopted by Council, are summarised below. The full Councillors' Scheme of Allowances can be found in the Council's Constitution, available on the Swindon Borough Council website.
- 3.3.1 That the level of Basic Allowance be set at £8,220 for 2018/2019.
- 3.3.2 That the Basic Allowance payable to all councillors be index linked to any percentage increase in the Local Government Pay Settlement for a period of four years, commencing in 2017/2018.
- 3.3.3 That a system of Basic Allowance multiplication be used to calculate the levels of Special Responsibility Allowances.
- 3.4 Cabinet is asked to note that a 2% increase was awarded in the Local Government Pay Settlement for 2018/2019. This percentage increase will result in a final Basic Allowance for members of £8,384 for the 2018/2019 Municipal Year.

Review of Councillors' Allowances for 2019/2020

- 3.5 At its meeting on 13th November 2017, the Panel noted that there were no significant changes proposed to the structure and role of councillors serving on the Cabinet and Council Committees, and that there had been no change in respect of the structure and responsibilities of the Standards or other regulatory Committees.
- 3.6 The Panel also sought the views of the Council's Chief Executive, Section 151 Officer, Monitoring Officer and the respective political groups on the levels of Councillors' Allowances for 2019/2020, and where representations were made these are set out in the report.

Basic Allowance

- 3.7 At its meeting on 13th November 2017, the Panel considered the appropriateness of the Basic Allowance in Swindon, giving regard to the phased increases already applied to the 2017/2018 and 2018/2019 Municipal Years. The Panel noted that the Council had also adopted an index link for the Basic Allowance, attached to the percentage increase in the Local Government Pay Settlement for a period of four years (ending in the 2020/2021 Municipal Year).
- 3.8 The Panel noted that the views of the Council's Chief Executive, Section 151 Officer, Monitoring Officer, and the respective political groups had been sought on the level of Basic Allowance, and that no representations had been made.

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

Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

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- 3.9 Given the work already undertaken by the Panel on the 'reasonableness' of the Allowances for 2018/2019, it was minded to recommend that the level of Basic Allowance remain unchanged for the 2019/2020 Municipal Year (not including any changes resulting from the index link to the Local Government Pay Settlement).

Special Responsibility Allowances (SRA)

- 3.10 At its meeting on 13th November 2017, the Panel noted that the Chair of the Licensing Committee had requested that it consider whether those Licensing Committee members who sit on daytime Licensing Panels should be entitled to an SRA. The Panel revisited its deliberations as to why this SRA had been recommended for removal in May 2017, and was of the opinion that an insufficient amount of time had passed in which to effectively assess the impact on attendance at Licensing Panels as a result of the cessation of the SRA. Accordingly, the Panel determined that at least one year's worth of data would be required to enable a comprehensive review to be undertaken.
- 3.11 The Panel also noted at this meeting that the views of the Council's Chief Executive, Section 151 Officer, Monitoring Officer, and the respective political groups had been sought on the levels of the SRAs in Swindon, and that no representations had been made. The Panel further noted that there were no proposals to amend the description or responsibilities of any of the posts which currently attract SRAs.
- 3.12 At its meeting on 27th March 2018, and in anticipation of its review in May 2018, the Panel requested that further information be sought from the Clerk responsible for arranging Licensing Panels (to determine whether recruiting members to sit on Panels has been difficult since the SRA was removed) and the Political Assistants (to determine if fewer members are volunteering for annual appointment to Licensing since the SRA was removed). The Panel also requested that the Chair of the Licensing Committee be invited to attend for interview to determine their thoughts on the matter.
- 3.13 At its meeting on 10th May 2018, the Panel met with the Chair and Clerk of the Licensing Committee, and considered their representations regarding the reintroduction of some form of payment for those members who sit on Licensing Panels. The written submissions of the Political Assistants were also considered by the Panel.
- 3.14 The Panel, although sympathetic to the case put, determined that there was no fair and lawful way to remunerate some, but not all, of the Licensing Committee members, and that no evidence had been provided to demonstrate an adverse effect on the numbers of councillors volunteering to sit on the Licensing Committee.

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

Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

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- 3.15 Given the work already undertaken by the Panel on the 'reasonableness' of the Allowances for 2018/2019, it was minded to recommend that the level of Special Responsibility Allowances remain unchanged for the 2019/2020 Municipal Year (not including any changes resulting from the index link of the Basic Allowance to the Local Government Pay Settlement).

Travel, Subsistence and Dependent Care Allowances

- 3.16 At its meeting on 13th November 2017, the Panel considered a representation from the Leader of the Council to review the subsistence levels and the hotel allowance, giving particular regard to the high prices in London.
- 3.17 The Panel had previously considered a summary of subsistence and hotel allowances paid by other comparable authorities, and the Travel and Subsistence Policy for Swindon Borough Council officers, at its meeting on 8th May 2017. It determined that further information would be required regarding the cost and frequency of overnight hotel stays within the last two years to allow it to undertake a review of this matter.
- 3.18 At its meeting on 27th March 2018, the Panel considered the further information it had requested, and noted the following:
- 3.18.1 That Swindon Borough Council does not have an agreement with a hotel chain to provide discounted rooms.
- 3.18.2 That there had been 11 overnight stays by councillors in the last two years, and the associated costs of those stays.
- 3.18.3 That there was no evidence to suggest that councillors are paying more for hotel costs than the amount they are entitled to claim back under the Scheme.
- 3.19 Given the work already undertaken by the Panel on the 'reasonableness' of the levels of Travel, Subsistence and Dependent Care Allowances for 2018/2019, and the consideration of the further information provided as set out above, the Panel was minded to recommend that the level of Travel, Subsistence and Dependent Care Allowances remain unchanged for the 2019/2020 Municipal Year.

Recommendations

- 3.20 The Panel resolved that the Cabinet and Council be recommended:
- 3.20.1 That the levels of Councillors' Basic Allowance, Special Responsibility Allowances, and Travel, Subsistence and Dependent Care Allowances remain unchanged for the 2019/2020 Municipal Year.

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

Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

3.20.2 To note that the Basic Allowance and Special Responsibility Allowances will be amended to reflect any percentage increase arising from the result of the Local Government Pay Settlement for 2019/2020.

3.20.3 To note that the Panel is minded to undertake a thorough and comprehensive review of allowances for the 2020/2021 Municipal Year.

4. Alternative Options

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

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The total allocation for Councillors' Allowances and support for 2018/2019 is £735,900. From this, £477,888 is set aside for the payment of Councillors' Basic Allowances (£8,384 x 57) and the remainder is made available for Special Responsibility and other Allowances, as specified in the Scheme of Allowances. The impact of the changes proposed by these recommendations is minimal.

Legal and Human Rights Implications

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

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

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

Diversity Impact Assessment

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

Risk Management

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

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

Councillors' Allowances 2019/20 – Recommendations of the Independent Remuneration Panel

Cabinet

Date: 13th June 2018

6. Consultees

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

7. Background Papers

- 7.1 None.

8. Appendices

- 8.1 None.

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

- 9.1 This is not a Key Decision.

References from Other Council Bodies

Health and Wellbeing Board – Swindon Borough Council Draft Adult Social Care Strategy and Prevention Concordat for Better Mental Health

Cabinet

Date: 13th June 2018

Author: Cabinet Member for Adults and the Corporate Director Adult Social Services and Health and Director of Public Health

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 To consider matters referred to Cabinet from the meeting of the Health and Wellbeing Board held on 28th March 2018.
- 1.2 The Adult Social Care Strategy links to Swindon Borough Council's Priority Four: Help people to help themselves while always protecting the most vulnerable children and adults. It also links to the Swindon Health and Wellbeing Strategy: Outcome 2 – Adults and older people in Swindon are living healthier and more independent lives; Outcome 3 – Improved health outcomes for disadvantaged and vulnerable communities (including adults with long term conditions, learning disabilities, physical disabilities or mental health problems, offenders); Outcome 4 – Improved mental health, wellbeing and resilience of all; Outcome 5 – Creation of sustainable environments in which communities can flourish.
- 1.3 Mental Health and Wellbeing is already recognised as a key priority in the Swindon Health and Wellbeing Strategy.

2. Recommendations

- 2.1 To agree the recommendation of the Health and Wellbeing Board at its meeting on 28th March 2018, as set out in paragraphs 3.3 and 3.8 of this report.

3. Detail

Swindon Borough Council Draft Adult Social Care Strategy

- 3.1 At its meeting on 28th March 2018, the Health and Wellbeing Board considered a report seeking its approval of Swindon Borough Council's Adult Social Care Strategy 2018-2022, and asking it to recommend that both Swindon Borough Council's Cabinet and the NHS Swindon Clinical Commissioning Group (CCG) Governing Body adopts and implements the strategy.
- 3.2 The report set out how the Strategy demonstrates the Council's approach to adult social care over the next five years, and provides the context for how the Council will work with partners to provide care and support for people living in

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.

References from Other Council Bodies

Health and Wellbeing Board – Swindon Borough Council Draft Adult Social Care Strategy and Prevention Concordat for Better Mental Health

Cabinet

Date: 13th June 2018

Swindon who have additional needs. The Board noted that the focus is on promoting, maintaining and enhancing people's independence in their communities, so that they are healthier, stronger, more resilient and less reliant on formal social care services.

3.3 The Board resolved:

- (1) That the Swindon Borough Council Adult Social Care Draft Strategy 2018-2022 be approved, subject to the additions noted above.
- (2) **That Swindon Borough Council's Cabinet and the NHS Swindon Clinical Commissioning Group's Governing Body be recommended to adopt the finalised Swindon Borough Council Adult Social Care Strategy 2018-2022..**

3.4 A copy of the report is attached at Appendix 1. A copy of the Strategy document is attached at Appendix 2.

3.5 Prevention Concordat for Better Mental Health

3.6 At its meeting on 28th March 2018, the Health and Wellbeing Board considered a report of the Senior Public Health Manager at Swindon Borough Council, setting out the purpose for the National Prevention Concordat, namely to provide a focus for cross-sector action to deliver a tangible increase in the adoption of public mental health approaches across local authorities, the NHS, public, private and Voluntary, Community, and Social Enterprise organisations, education settings, and employers.

3.7 The report set out how the Prevention Concordat for Better Mental Health is underpinned by the understanding that taking a prevention-focused approach to improving the public's mental health is shown to make a valuable contribution to achieve a fairer and more equitable society. The Board noted that the National Prevention Concordat was launched by Public Health England in September 2017, providing a focus for cross-sector action to improve people's mental health and reduce the risk of mental illness. It was also highlighted in the report that the National Prevention Concordat states that the prevention agenda within local areas needs to be taken on at the highest level and led by this Board, and that the role of this Board is to raise the profile of this work, hold partners to account, and have annual oversight of this work. It was also noted that 2018 has been branded the Year of Mental Health for Swindon.

3.8 The Board resolved:

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.

References from Other Council Bodies

Health and Wellbeing Board – Swindon Borough Council Draft Adult Social Care Strategy and Prevention Concordat for Better Mental Health

Cabinet

Date: 13th June 2018

- (1) That the adoption of the Prevention Concordat for Better Mental Health in Swindon be supported, and the priority areas set out in paragraph 1.8 of the report be endorsed.
- (2) **That Swindon Borough Council's Cabinet and the NHS Swindon Clinical Commissioning Group's Governing Body be recommended to adopt the Prevention Concordat for Better Mental Health in Swindon.**

3.9 A copy of the report is attached at Appendix 3.

4. Alternative Options

4.1 It is a matter for Cabinet as to whether the recommendations of the Health and Wellbeing Board are supported.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

5.1 This report has no financial or procurement implications. The financial and/or procurement implications of the reports to the Health and Wellbeing Board are addressed in that report (attached at Appendices 1 and 3).

Legal and Human Rights Implications

5.2 Legal and Human Rights considerations have been taken fully into account in compiling this report. It is considered that the recommendations of this report are compatible with convention rights. The legal and human rights considerations of the report to the Health and Wellbeing Board are addressed in that report (attached at Appendices 1 and 3).

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

5.3 This report has no additional implications to be addressed. Any additional implications the report to the Health and Wellbeing Board are addressed in that report (attached at Appendices 1 and 3).

Diversity Impact Assessment

5.4 Draft Adult Social Care Strategy

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.

References from Other Council Bodies

Health and Wellbeing Board – Swindon Borough Council Draft Adult Social Care Strategy and Prevention Concordat for Better Mental Health

Cabinet

Date: 13th June 2018

5.5 A Diversity Impact Assessment (DIA) has been completed as part of the Adult Social Care Demand Management Programme. No adverse or other significant issues were found. The Adult Social Care Strategy will positively impact on vulnerable adults living in Swindon's community

5.6 Prevention Concordat for Better Mental Health

5.7 A diversity impact assessment will be undertaken alongside development of this work. Diversity was considered as part of the needs assessments which will inform this work.

Risk Management

5.8 There are no identified unmitigated risks.

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 – Report to the meeting of the Health and Wellbeing Board held on 28th March 2018 (*The appendix is available online at the Council's website or on request from Committee and Member Services*).

8.2 Appendix 2 – Swindon Borough Council's Draft Adult Social Care Strategy (*The appendix is available online at the Council's website or on request from Committee and Member Services*).

8.3 Appendix 3 - Report to the meeting of the Health and Wellbeing Board held on 28th March 2018 (*The appendix is available online at the Council's website or on request from Committee and Member Services*).

9. Key Decision/Decision in Cabinet Work Programme

9.1 This is not a Key Decision.

Further information on the subject of this report can be obtained from Steve Jones, Direct Dial Telephone Number – 01793 463602, email - stevejones@swindon.gov.uk.