

# Swindon Borough Council

## Scrutiny

**Monday, 25 March 2019**

Committee Room 6, Civic Offices

At 6.00 p.m.

### **Conservative Councillors**

Emma Faramarzi  
(Vice-Chair)  
Fionuala Foley  
Brian Mattock  
Barbara Parry  
Timothy Swinyard  
Vera Tomlinson  
Steve Weisinger

### **Labour Councillors**

Robert Wright  
(Chair)  
Emma Bushell  
Jane Milner-Barry  
Des Moffatt  
James Robbins  
Chris Watts

**Committee Officer:** Vicki Yull, 07980 752043, [VYull@swindon.gov.uk](mailto:VYull@swindon.gov.uk)

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

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

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## **AGENDA**

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

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

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

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

To receive the minutes of the meeting held on 11<sup>th</sup> February 2019.

### **4. Public Question Time**

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

### **5. Consideration of Cabinet Decisions** (Pages 13 - 14)

6. **Cabinet Member Question and Answer Session - Cabinet Member for Finance** (Pages 15 - 22)
7. **Cabinet Member Question and Answer Session - Cabinet Member for Highways and Environment** (To Follow)
8. **Work Programme 2018/2019** (Pages 23 - 50)
9. **Status of Requests for Action and / or Information** (Pages 51 - 60)

**Date of Despatch:** 15 March 2019

**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. We will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available from the Committee Officer named above or on the Council's Website at:  
<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>.

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

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

Constitution, and (ii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.

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

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

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

To have specific responsibility (but not limited to)

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

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**SCRUTINY**

**MONDAY, 11 FEBRUARY 2019**

**PRESENT:-** Councillors Robert Wright (Chair), Emma Faramarzi (Vice-Chair), Emma Bushell, Fionuala Foley, Brian Mattock, Jane Milner-Barry, James Robbins, Caryl Sydney-Smith, Timothy Swinyard, Vera Tomlinson, Chris Watts, and Steve Weisinger.

Also in attendance were: Councillor David Renard (Leader of the Council), Councillor Russell Holland (Deputy Leader of the Council and Cabinet Member for Finance), Councillor Brian Ford (Cabinet Member for Adults), Councillor Dale Heenan (Cabinet Member for the Town Centre), Councillor Mary Martin (Cabinet Member for Children and School Attainment), Councillor Cathy Martyn (Cabinet Member for Housing and Public Safety), Councillor Maureen Penny (Cabinet Member for Highways and the Environment), Councillor Gary Sumner (Cabinet Member for Strategic Planning) and Councillor Keith Williams (Cabinet Member for Corporate and Customer Services).

Apologies for absence were received from Councillors Des Moffatt and Barbara Parry.

**61. Declarations of Interest**

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

- Councillor Fionuala Foley made a prejudicial declaration of interest in respect of the Committee's consideration of Cabinet Minute 65 (Private Sector Housing Enforcement Policies), in respect of her employment within the housing sector.
- Councillors Brian Mattock, Jane Milner-Barry and Gary Sumner made prejudicial declarations of interest in respect of the Committee's consideration of Cabinet Minute 65 (Private Sector Housing Enforcement Policies) in their capacity as landlords.
- Councillor Robert Wright (Chair) made a personal, non-prejudicial declaration of interest in respect of the Cabinet Item 10 (Library Strategy) in his capacity as he was a member on the Swindon Community Library Trust.

**62. Minutes**

Resolved – That the minutes of the meeting held on 14<sup>th</sup> January 2019 be confirmed and signed as a correct record.

**63. Public Question Time**

Mr Roy Worman, a Haydon Wick resident, asked questions regarding the Council's library proposals, specifically:

- a) The lack of comparative visions and cost analysis for both the Council's and PS Mutual's projects in the report.
- b) How the Council envisaged the role of librarians in the future.
- c) Whether the Council had considered the option of merging with Libraries West.

Councillor David Renard, Leader of the Council, and Sally Burnett, Head of Skills and Lifelong Learning, responded to Mr Worman's questions at the meeting.

Mr Worman raised his concern that the hearing loop in the meeting room was not effective.

Councillor David Renard, Leader of the Council, acknowledged Mr Worman's concern and asked the officers to investigate.

#### **64. Consideration of Cabinet Decisions**

The Committee considered a report introducing decisions arising from the Cabinet meeting held on 6<sup>th</sup> February 2019.

##### *Item Number Minute 65. Private Sector Housing Enforcement Policies*

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, with the assistance of the Head of Housing, and the Service Manager, Healthy Neighbourhoods, responded to questions put by Councillors Emma Bushell, Emma Faramarzi, James Robbins, Chris Watts and the Chair on the following matters:

- The Council's methods of identifying rogue landlords and actions taken to ensure compliance with relevant legislation.
- The various methods used to report private sector housing issues.
- The resources and funding utilised to enforce the provisions of the Housing Planning Act 2016 to ensure tenant safety.
- The successful implementation of the Safe and Warm Scheme in Swindon.
- The use of the Council's electoral registration scheme to identify issues of over occupancy.

Councillor Fionuala Foley made a prejudicial declaration of interest in respect of the Committee's consideration of Cabinet Minute 65 (Private Sector Housing Enforcement Policies), in respect of her employment within the housing sector.

Councillors Brian Mattock, Jane Milner-Barry and Gary Sumner made prejudicial declarations of interest in respect of the Committee's consideration of Cabinet Minute 65 (Private Sector Housing Enforcement Policies) in their capacity as landlords.

Resolved – That Minute 65 of the Cabinet be noted.

##### *Item Number 56. Budget 2019/20 and Beyond*

The Leader of the Council and Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Finance, with the assistance of the Director of Finance, responded to questions put by Councillors James Robbins, Chris Watts and the Chair on the following matters:

- The Diversity Impact Assessment carried out on the effect of a 5% standard uplift on fees and charges.
- Budget provision in respect of the County Ground improvement.
- The details of the Revenue Support Grant settlement.
- The projected reserves at the end of the current financial year and its planned allocation.

- The statements made by the Local Government Association on behalf of the sector regarding financial challenges being faced by councils.

Resolved – That Minute 56 of the Cabinet be noted.

*Item Number Minute 57. Capital Programme 2019/20*

The Leader of the Council and Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Finance, responded to questions put by Councillors Vera Tomlinson, Jane Milner-Barry and the Chair on the following matters:

- The reasons for the allocation of £348k from Section106 funding to Blunsdon Parish.
- The full review of Coate Water Park facilities being undertaken to ensure sustainability and how any identified work would be financed.
- The breakdown of the budget being allocated for the improvement of Rodbourne Park and Park Lane.

Resolved – (1) That Minute 57 of the Cabinet be noted.

2) That the Director of Finance be requested to circulate information on how Blunsdon Parish was allocated funding under Section106.

(3) That the Corporate Director of Communities and Housing be requested to circulate preliminary information regarding the LTP budget allocated for Rodbourne Road and Park Lane.

*Item Number Minute 58. Treasury Strategy Statement 2019/20*

The Leader of the Council and Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Finance, responded to questions put by the Chair regarding the proposed use of reserves to support the Council's budget proposals.

Resolved – That Minute 58 of the Cabinet be noted.

*Item Number Minute 59. Housing Revenue Account - Rents and Charges 2019/20*

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, with the assistance of the Head of Housing, responded to questions put by Councillors Emma Bushell, Jane Milner-Barry, Chris Watts and the Chair on the following matters:

- The improved communications and interaction between council and DWP staff as a result of the meeting held with the Department of Work and Pensions government officials last year regarding Universal Credit.
- How the void allowance presented in the report related to all void council properties, the reasons for paying a void allowance and how the Housing Revenue Account to be presented to Cabinet early in the new financial year would reflect current performance.
- Improving the energy efficiency of council properties and discussions to be undertaken regarding provision of energy efficient vehicles for the in-house workforce.

Resolved – (1) That Minute 59 of the Cabinet be noted.

(2) That the Head of Housing be requested to circulate data to the Committee comparing the current void allowance financial figures with the previous two years' data.

(3) That the Head of Housing be requested to submit an update on the Housing Revenue Account to Cabinet in the next financial year.

#### *Item Number Minute 60. Swindon Pay Policy Statement 2019*

Councillor Keith Williams, Cabinet Member for Corporate and Customer Services, and Councillor Mary Martin, Cabinet Member for Children and School Attainment, with the assistance of the Director of Performance, Organisational Improvement and Communications, responded to questions put by Councillor James Robbins and the Chair on the following matters:

- Rates of pay for care leavers undertaking an apprenticeship.
- Progress made in addressing pay parity within the Council.
- The approach to the recruitment, remuneration and retention of social workers, particularly in Children's Services, and how an example of practical support included the provision of key worker housing by the Council's Housing Department.

Resolved – (1) That Minute 60 of the Cabinet be noted.

(2) That the Cabinet Member for Corporate and Customer Services be asked to consider a range of support the Council might be able to offer care leavers and apprentices.

#### *Item Number Minute 61. Library Strategy*

Councillor Keith Williams, Cabinet Member for Corporate and Customer Services, and Councillor Mary Martin, Cabinet Member for Children and School Attainment, responded to questions put by Councillors Jane Milner-Barry, James Robbins, Chris Watts, and the Chair on the following matters:

- Details of the commercial approaches to income generation and cost savings being considered by the library service.
- Central library out of hours manning issues.
- The way the community uses libraries had changed resulting in the need for a review of the current library strategy and the implementation of the Public Service Mutual model for all libraries in Swindon.
- Discussions on the consultation paper regarding statutory library provision.

Resolved – That Minute 61 of the Cabinet be noted.

Councillor Robert Wright (Chair) made a personal, non-prejudicial declaration of interest in respect of the above item as he was member on the Swindon Community Library Trust.

#### *Item Number Minute 62. School Admissions Arrangements 2020-21*

Councillor Mary Martin, Cabinet Member for Children and School Attainment, with the assistance of the Head of Education, responded to questions put by the Chair on the following matters:

- The reduction of the published admissions number from 60 to 30 pupils at Bridlewood School.
- The delay in allocating schools places for those pupils applying in-year and the effect this may have on student educational attainment.

Resolved – (1) That Minute 62 of the Cabinet be noted.

(2) That the Head of Education be requested to submit a report to the Children's Health, Social Care and Education Overview and Scrutiny on the reasons for the delay in allocating schools places for those pupils applying in-year.

#### *Item Number Minute 63. SEND Home to School Transport*



Councillor Mary Martin, Cabinet Member for Children and School Attainment, with the assistance of the Head of Education, responded to questions put by Councillor Chris Watts and the Chair on the following matters:

- The evaluation of children with Special Educational Needs and Disability (SEND) to help them remain independent.
- The correlation between allocation of school places and the need of parents with SEND children for transport assistance..
- The assessment of the independent living approach to school transport for children with SEND.

Resolved – (1) That Minute 63 of the Cabinet be noted.

(2) That the Head of Education be requested to a) monitor the number of appeals following the introduction of the new policy; b) compare the data to previous year's number of appeals received and c) include this information in his report as detailed in Item Number Minute 62, to be submitted to the Children's Health, Social Care and Education Overview and Scrutiny.

#### *Item Number Minute 64. Statement of Community Involvement in the Planning Process*

Councillor Gary Sumner, Cabinet Member for Strategic Planning, with the assistance of the Head of Planning, Regulatory Services, Libraries and Heritage, responded to questions put by Councillors Fionuala Foley, Jane Milner-Barry, Timothy Swinyard, Vera Tomlinson, Chris Watts and the Chair on the following matters:

- Details of the changes to the consultation time period for planning applications as reflected in the "Revised Swindon Borough Statement of Community Involvement in the Planning Process" document.
- The proposal received by the Chair of Planning to allocate additional time for parish councillors make representation at Planning Committee meetings.
- Discussions on the planning processes timeline as detailed in Appendix 1: Revised Swindon Borough Statement of Community Involvement in the Planning Process.
- Confirmation that currently there were no major development plans being proposed by the government.

Resolved – (1) That Minute 64 of the Cabinet be noted.

(2) That the Head of Planning, Regulatory Services, Libraries and Heritage be requested to circulate an updated review of the Planning Committee meeting process to include time allowed for parish councilors' questions at planning meetings.

#### **65. Cabinet Member Question and Answer Session - Cabinet Member for Housing and Public Safety**

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, was in attendance and presented to the Committee a report summarising progress and performance in respect of each of the following service areas within her portfolio of responsibility:

- Provide the strategic direction for the management of all aspects of the Council's social housing
- Provide strategic direction to reduce and prevent homelessness where possible
- Promote partnership engagement to address rough sleeping
- Provide strategic leadership to promote safe public areas

- Set the strategic vision for the Borough's continuing social development
- Ensure that the Council's agreed priorities within the portfolio are delivered.

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

- Build new affordable homes including 200 new council homes and 66 units through the Affordable Housing Development programme at sites including the Hawthorns, the Royal British Legion site in Penhill, Townsend House in Old Town and the Former Refuge in Park South.
- Complete the redevelopment of Sussex Square.

Councillor Martyn, with the assistance of the Head of Housing and the Licensing Manager, responded to questions put by Councillors Emma Bushell, Fionuala Foley, James Robbins, Tim Swinyard, Vera Tomlinson, Chris Watts and the Chair on the following matters:

- Support for gamblers to help them break their addiction.
- The potential to provide taxi drivers with an additional restricted licence to allow them to accept work from other operators.
- How and when businesses need to apply for a SESAC licence (Society of European Stage Authors and Composers) when planning an event in Swindon and information on the services provided by the department to businesses applying for this licence.
- The promotion and successful implementation of the 'Ask for Angela' joint initiative between Wiltshire Council, the Police and the proprietors of licenced premises and the number of licenced establishments currently participating in the initiative.
- The neutral cost to the Council of pursuing licensing prosecutions
- The location, tenure and projected number of affordable houses in Swindon.
- The support provided for the homeless at day centres and how partnership working with Big Breakfast Plus and the Avon and Wiltshire Primary Mental HealthTrust had improved engagement with the homeless.
- The success of the Council's Temporary Winter Housing Project.
- The procuring of properties by the Housing Department to increase its housing stock.
- Discussions on how clients in under-occupied properties were encouraged to find suitable properties for their needs.
- The successful bid for funding being used to support children with alcohol dependent parents.
- The timescales for completing Fire Safety maintenance at David Murray John building and George Hall Court.
- The need to consider traffic flow to improve air quality at Kingshill, Swindon.
- The proposal to distribute notices to residents and properties in the town centre detailing information regarding help and support available to rough sleepers.

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

(2) That the Licencing Manager be requested to invite members of the Licencing Committee to a future Pub Watch meeting to review how the 'Ask for Angela' initiative was being implemented.

- (3) That the Head of Planning, Regulatory Services and Heritage be requested to circulate information on the locations of affordable housing schemes in Swindon.
- (4) That the Head of Planning, Regulatory Services and Heritage be requested to review traffic direction and flow to reduce congestion and improve air quality in Kings Hill, Swindon.
- (5) That the Head of Housing be requested to circulate notices to residents and properties in the town centre detailing information regarding help and support available to rough sleepers who may be using garages and community places inappropriately.
- (6) That the Head of Education be requested to update the Children's Health, Social Care and Education Overview and Scrutiny on the measures proposed to be taken to provide help to children of alcohol dependent parents.

## **66. Work Programme 2018/2019**

The Committee considered a report of the Interim Director of Law setting out the topics for inclusion in the 2018/2019 Scrutiny Work Programme, as agreed by the Committee at its meeting on 18<sup>th</sup> June 2018, and updated during the course of the Municipal Year.

The Committee noted that the next Cabinet meeting on the 13<sup>th</sup> March 2019 was rescheduled and was now being held on 20<sup>th</sup> March 2019. The Committee further noted that the next Scrutiny meeting was due to be held on 25<sup>th</sup> March 2019 and agreed that the meeting on the 15<sup>th</sup> April 2019 be cancelled.

Resolved – That Committee noted:

- a) The Work Programme for 2018/19.
- b) The next scheduled meeting was now due to be held on the 25<sup>th</sup> March 2019.
- c) That the meeting on the 15<sup>th</sup> April 2019 be cancelled.

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

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

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

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## Consideration of Cabinet Decisions

**Scrutiny Committee**

**Date: 25<sup>th</sup> March 2019**

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Author: Interim Director of Law

Wards: All

Parishes Affected: All

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

- 1.1 To allow the Scrutiny Committee to consider the decisions arising from the meeting of the Cabinet on the 20<sup>th</sup> March 2019.
- 1.2 The Scrutiny Committee's Terms of Reference include the review of the Cabinet decision making process and the way in which Cabinet decisions are made. As part of the Scrutiny function the Scrutiny Committee is able:
  - 1.2.1 To refer decisions back to Cabinet for reconsideration. It may do this once for any individual decision, after which, if there is no agreement, the decision will be referred to the full Council for determination.
  - 1.2.2 To refer Cabinet decisions to the relevant Overview Committee.

### **2. Recommendations**

The Committee is recommended to:

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

### **3. Detail**

- 3.1 The Scrutiny Committee is invited to review the decisions of the Cabinet to be held on the 20<sup>th</sup> March 2019. The minutes of the meeting will be forwarded to Members as soon as they become available.

### **4. Alternative Options**

- 4.1 None.

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

Financial and Procurement Implications

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

Legal and Human Rights Implications

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

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

# Consideration of Cabinet Decisions

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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

5.3 None.

Diversity Impact Assessment

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

Risk Management

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

## **6. Consultees**

6.1 None.

## **7. Background Papers**

7.1 Cabinet Agenda for the meeting held on 20<sup>th</sup> March 2019.

## **8. Appendices**

8.1 Appendix 1 – Draft minutes of the meeting of Cabinet to be held on 20<sup>th</sup> March 2019 (to follow).

## Cabinet Member Question and Answer Session

### Cabinet Member for Finance

#### Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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Author: Cabinet Member for Finance

Wards: All

Parishes Affected: All

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#### 1. Purpose and Reasons

- 1.1 This report sets out details of the portfolio for the Cabinet Member for Finance.
- 1.2 A key purpose of the Scrutiny Committee function is to hold the Cabinet to account and ensure that Council priorities and performance are being delivered. The Scrutiny Committee partly fulfils this requirement through the use of question and answer sessions with the Cabinet Member for Finance.
- 1.3 The purpose of the Question and Answer session is to ensure that the Cabinet Member provides the Scrutiny Committee with performance information relative to their portfolio responsibilities. It also requires the Cabinet Member to provide budget information for their portfolio responsibilities and provides an opportunity for the Scrutiny Committee to ask questions on the portfolio responsibilities.
- 1.4 The remit of the Committee includes the review, scrutiny, and development of policy recommendations and the monitoring of performance of corporate priorities including One Swindon and the Corporate Strategy.

#### 2. Recommendations

Scrutiny Committee is recommended to:

- 2.1 Take note of the report by the Cabinet Member for Finance;
- 2.2 Put appropriate questions to the Cabinet Member for Finance;
- 2.3 Decide if any further action is required.

#### 3. Detail

- 3.1 The Cabinet Member for Finance is Councillor Russell Holland who is accountable for the following Pledge from the Council's Vision:
  - 3.1.1 Pledge 17. Provide early support so that Swindon residents are financially included and avoid getting into debt.
- 3.2 The Portfolio responsibilities for this Cabinet position and are as follows :
  - 3.2.1 Annual Budget (Revenue and Capital Programme)

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, mbowden@swindon.gov.uk

# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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3.2.2 Finance Management Overview

3.2.3 Medium Term Financial Plan

3.2.4 Procurement

3.2.5 Revenue and Benefits Services

3.2.6 Welfare and Benefits Policy

3.2.7 Commercial Investment Fund

### What have you done well?

#### Delivering The Council's Vision and Pledges

3.3 In support of the pledge 17 the following work has been undertaken:

3.3.1 Text reminder and telephoning of residents in arrears of their Council Tax in order to offer support has continued to reduce the number of summonses that could be issued. In 2017/18 2,158 summonses were prevented and between April 2018 and January 2019 another 1,593 were prevented.

3.3.2 Publicising and encouraging residents to join Credit Unions. The Wiltshire Savings and Loans Credit Union merged with the Steam Ahead Credit Union and changed its name to Wiltshire and Swindon Credit Union. The offices at Cavendish Square have been taken on and enhanced. New collection points at Penhill, Toothill and Highworth have been started. The Clivey Credit Union is also promoted.

3.3.3 Using the Local Welfare Fund a grant of £51,027 was made to support and maintain the new charity running the Swindon food bank. Without this the food bank would have ceased. The food bank helps provide food for 5,000 people per year, including many children. The grant helped purchase the vans and ensured the distribution centre was able to continue. If the Local Welfare Fund had to directly provide food for 5,000 people there would have been a cost of at least £100,000 to the Council.

3.3.4 A newsletter was produced and delivered to 20,000 households providing information on the work of the Stop Loan sharks team and promoting the Credit Unions. The printing was paid for by the Stop Loan Sharks team (National Illegal money lending Unit).

3.3.5 A Social Enterprise Network has been established which promotes the creation and growth of Social Enterprises. These are non-profit making,

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, mbowden@swindon.gov.uk



# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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sustainable businesses that create positive social and environmental impacts. They also have a historical record of helping and assisting those furthest from employment into employment.

- 3.3.6 Financial Inclusion Seminars continue to be held, which provide guidance to those that support vulnerable adults and networking opportunities.
- 3.3.7 Support to benefit claimants transferring to Universal Credit and those households who are benefit capped, has continued through budgeting support providing by Citizens Advice, the Libraries helping claimants to make claims online and with the payments of Discretionary Housing Payments

### Achievements during the Year

#### Finance and Procurement

- 3.4 The audit of the statement of accounts for 2017/18 was completed by July 2018. This compares with September in previous years, in line with the new requirement to bring forward the deadline. Feedback from the external auditor to the Audit Committee highlighted that continued improvement in the quality of the accounts and working papers.
- 3.5 The Council received an unqualified value for money opinion and continues its strong record of financial management and keeping within its overall budget at a time of pressures on local government finances generally, and children's social care in particular.
- 3.6 The team has provided support to all of the Swindon programmes themes and has supported the approach taken in September and October 2018 to identify £21m of savings required for 2019/20. There has also been a particular focus on support to Children's Services to strengthen the understanding of the financial implications of the challenges being faced by the service and to develop robust monitoring arrangements to track a very challenging situation.
- 3.7 In keeping with the Organisation Excellence principles the team has identified efficiency savings of £354k for 2019/20. The team has also been working hard on the complex procurement of the new HR and Finance system which, when implemented, will enable organisation wide improvements in HR and Finance business processes as well as transform the way the team works.
- 3.8 Four commercial properties have been purchased in at a cost of £17m which will contribute an annual gross return of £1.2m to the Council. The surplus from these purchases has been used to help fund core council services.

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

### Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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- 3.9 The Council has entered into an agreement for the sale and leaseback of a new Headquarters for Zurich Municipal which will act as a catalyst for Kimmerfields regeneration and will also deliver a financial return back to the Council for a minimum period of 20 years.
- 3.10 The successful delivery of strategically and operationally important procurement projects, enabling the delivery of budget savings and spanning a broad range from new business critical complex IT systems to works infrastructure projects such as large scale highway schemes and the Carriageworks refurbishment
- 3.11 The successful conclusion of the Financial Monitoring Board that was established in last financial year to support and monitor the changes to improve services and deliver financial benefits that have been made in Adult Social Care to improve our processes and services whilst also managing demand. Adult Social Care continue to review on a monthly basis the data and financial reports that were produced for the Board and the £2.160m savings target linked to this work has been delivered in full.

#### Revenues and Benefits

- 3.12 Business Rates in year collection increased from 98.2% to 98.7% during 2017/18. Unfortunately the Council Tax collection rate reduced from 97.9% to 97.4%, but much of this is believed to be as a result of a full review of Council Tax discounts, which increased the amount due by £926,000 (approximately a 0.8% increase). This increase has allowed the Council to increase its total income from the collection fund. The Council continues to collect monies owed during the following financial years and ultimately collects 99%. As at 31<sup>st</sup> January 2019 the collection rate for 2018/19 Council Tax was 0.3% ahead of the same point the previous year, whilst the Business Rates collection was 0.2% lower.
- 3.13 The Council discount and exemption scheme for Swindon care leavers under the age of 21 has been implemented. 20 Individuals have been supported and a total of £13,241 Council Tax has been discounted. Those that reach 21 are offered further support, but none have requested this to date.
- 3.14 The Business Rates limiting large increases schemes continued during 2018/19. For businesses that received Small Business Rates Relief in 2016/17, increases have been limited to £600 per annum for the last 2 years (this benefited 11 businesses). Public Houses with a rateable value of less than £100,000 have been offered a £1,000 reduction for both 2017/18 and 2018/19 and 40 businesses have been granted this. Thirdly medium sized businesses that could have faced increases of up to 42% have had increases limited to 12.5% in 2017/18 and 2018/19, subject to a maximum reduction of £5,000 per

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, mbowden@swindon.gov.uk

# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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property unless hardship was shown. 31 businesses have benefited from this relief, but many businesses were not eligible due to the state aid regulations. A new retail relief scheme will operate in 2019/20 offering small and medium sized shops, cafes, restaurants and public houses a 33.3% reduction in their rates bills, again subject to state aid limits.

### **What would you do differently?**

- 3.15 The Housing Company has not delivered as quickly as was hoped in terms of units delivered as well as financial returns back to the Council. Whilst a significant number of sites were identified early to form a pipeline of opportunities, early engagement with local members needs to be improved to ensure a reduction in aborted costs which has impacted company profitability.

### **What are the Challenges facing your Portfolio?**

- 3.16 Revenues & Benefits will continue working on providing support to Universal Credit claimants and preventing summonses and reducing bailiff referrals for Council Tax. Undertaking further financial inclusion work to help low income households and encouraging Social Enterprises. The Government's Department for Works and Pensions have entered into a new partnership directly with Citizens Advice to help Universal Credit claimants and the funding available to the Libraries for helping people claim online is reducing. The intention is to utilise another DWP grant to maintain support to residents in the Libraries to make claims online, making job applications online and the running of 'job clubs.'
- 3.17 The additional contracting capacity required for one off projects including those funded by the Local Enterprise Partnership such as the New Eastern Villages infrastructure schemes.
- 3.18 The financial pressures on local authorities will continue and the Council's approach will seek to:
- 3.18.1 Extend further the financial planning horizon to prepare the organisation for the challenges ahead, including the Council's capital strategy;
  - 3.18.2 Engage with the development of the new funding arrangements for 2020/21 onwards to ensure that Swindon's interests are protected and that local decisions are taken with the best information of their impact;
  - 3.18.3 Maintain financial stability through effective decision making to ensure a focus on our essential services.

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, [mbowden@swindon.gov.uk](mailto:mbowden@swindon.gov.uk)

# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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- 3.19 Managing the budget in the forthcoming financial year will require rigorous monitoring of spending and tracking of the delivery of planned savings. In particular the budget contains a significant investment in children's social care to address the challenges within the service and ensure its future financial sustainability.
- 3.20 The implementation of the HR and Finance system will be a complex project impacting on the team and the wider organisation. It will require a significant investment of effort from the team to support the implementation and will lead to major changes in how the team works in future.
- 3.21 There is significant support required to a number of high value and complex procurement projects such as New Eastern Villages infrastructure schemes, passenger transport services and residential and nursing placements for Adult services.

#### 4. Alternative Options

- 4.1 The Committee can choose not to operate a Cabinet Portfolio Question and Answer session system.

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

##### Financial and Procurement Implications

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

##### Legal and Human Rights Implications

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

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

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

##### Diversity Impact Assessment

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

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Further information on the subject of this report can be obtained from Mick Bowden, 07392 109917, mbowden@swindon.gov.uk

# Cabinet Member Question and Answer Session

## Cabinet Member for Finance

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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### Risk Management

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

### **6. Consultees**

- 6.1 The author has consulted, where appropriate, with Corporate Directors, Directors, Heads of Service, other officers, and relevant partners on the purpose, content, and recommendations of the report.

### **7. Background Papers**

- 7.1 None.

### **8. Appendices**

- 8.1 None.

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## Work Programme 2018/2019

**Scrutiny Committee**

**Date: 25<sup>th</sup> March 2019**

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Author: Interim Director of Law

Wards: All Wards

Parishes Affected: All Parish Areas

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

- 1.1 This report sets out details of the topics that the Scrutiny Committee has considered during 2018/2019.
- 1.2 The Work Programme, agreed by the Committee at its meeting on 18<sup>th</sup> June 2018 and revised throughout the year, details the various topics and issues that the Committee looked in to with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies / bodies to consider.

### **2. Recommendations**

The Committee is recommended to:

- 2.1 Note the work it has undertaken during the 2018/2019 Municipal Year.

### **3. Detail**

The Work Programme

- 3.1 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 3.2 Under the Council's Constitution, Overview and Scrutiny Committees are required to agree a Work Programme at the start of the Municipal Year outlining their priorities and likely outcomes of considering these issues. This task was completed by all Overview and Scrutiny Committees at their first meetings during June and July 2018.
- 3.3 The Work Programme is developed taking into account:
  - 3.3.1 Corporate priorities and objectives, including the Cabinet Forward Plan.
  - 3.3.2 Partnership strategic priorities and objectives.
  - 3.3.3 The interests and concerns of Members, Council officers, members of the public, and other stakeholders such as community and voluntary groups and local businesses.
- 3.4 Committees are encouraged to review the Work Programme on a regular basis to ensure it remains relevant and to prioritise the workload of the Committee.

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

# Work Programme 2018/2019

## Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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3.5 Members are reminded that the Work Programme must also take into account:

3.5.1 The workload of the Committee and of individual members.

3.5.2 The capacity of officers to support a review.

3.5.3 The resource implications of carrying out a review.

3.5.4 The timescales for a review.

3.5.5 The most appropriate method of carrying out a review e.g. Committee meeting, Task Group, Member Champion review.

### Developing the Work Programme – The Executive

3.6 It is important that Overview and Scrutiny adds value to the work of the Council and its partner agencies, and produces tangible outcomes for local people that result in real service improvements. Selecting the right topics is crucial to ensure that scrutiny will be effective.

3.7 In order to help the Scrutiny Committee select the right topics for the Work Programme, the Leader of the Council gave his annual presentation to the Committee at its first meeting of the new Municipal Year, and provided a six month update to the Committee at its meeting on 10<sup>th</sup> December 2018. Issues raised by the Leader have been considered by the Scrutiny Committee for possible inclusion in the Work Programme. In addition, the Leader may make suggestions for the Scrutiny Committee to include in its Work Programme.

3.8 Members of the Scrutiny Committee are encouraged to work with Cabinet in the best interests of the Borough and to take into account the priorities and suggestions of Cabinet as detailed in the Cabinet Work Programme and Forward plan, attached at Appendix 2, when considering the contents for the Work Programme.

3.9 In addition, Members attention is drawn to the Scrutiny Process Flowchart, attached at Appendix 3, which is aimed at assisting Members in identifying how they could influence policy development.

### Standard Work Programme items

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

3.10.1 Lead Member Question and Answer Sessions. Each Cabinet Member will be expected to appear before the Scrutiny Committee to answer questions relating to their portfolio responsibilities, performance and future plans.

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.



# Work Programme 2018/2019

## Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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3.10.2 Review of Cabinet Decisions. The Scrutiny Committee will be required to review the decisions taken by Cabinet.

3.10.3 Leaders Report. The Scrutiny Committee will receive an annual presentation and a six monthly update from the Leader of the Council on the administrations priorities for the year and performance.

## 4. Alternative Options

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

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

### Financial and Procurement Implications

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

### Legal and Human Rights Implications

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

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

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

### Diversity Impact Assessment

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

### Risk Management

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

## 6. Consultees

- 6.1 None.

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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

# **Work Programme 2018/2019**

**Scrutiny Committee**

**Date: 25<sup>th</sup> March 2019**

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## **7. Background Papers**

7.1 None.

## **8. Appendices**

8.1 Appendix 1 – Scrutiny Committee Work Programme 2018/2019.

8.2 Appendix 2 – Current Cabinet Work Programme and Forward Plan for the period 11th February 2019 to 11th February 2020.

8.3 Appendix 3 – Scrutiny Process Flowchart.

## **Scrutiny Committee** **Work Programme 2018-2019**

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

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

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

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

To have specific responsibility (but not limited to)

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

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

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

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

### **Contact details**

Committee Officer: Vicki Yull  
Email: [vyull@swindon.gov.uk](mailto:vyull@swindon.gov.uk)  
Tel: 07980 752043

<b>18<sup>th</sup> June 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Work Programme 2018/19	To discuss and agree a rolling work programme for the 2018/19 Municipal Year.	n/a

<b>16<sup>th</sup> July 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for the Town Centre	To review the portfolio and performance of the Cabinet Member for the Town Centre.	Councillor Garry Perkins
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>13<sup>th</sup> August 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Adults	To review the portfolio and performance of the Cabinet Member for Adults.	Councillor Brian Ford

<b>10<sup>th</sup> September 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Economic Prosperity	To review the portfolio and performance of the Cabinet Member for Economic Prosperity.	Councillor Oliver Donachie
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>22<sup>nd</sup> October 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Children's Services and School Attainment	To review the portfolio and performance of the Cabinet Member for Communities and Place.	Councillor Mary Martin
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>19<sup>th</sup> November 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Strategic Planning	To review the portfolio and performance of the Cabinet Member for Strategic Planning.	Councillor Gary Sumner
Review of the 2017/18 Municipal Year	To receive the Scrutiny Committee Annual Report.	Director of Law and Democratic Services
Outsourcing of Services	Update report on the outsourcing and delivery of services	Director of Law and Democratic Services

<b>10<sup>th</sup> December 2018</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Possible effects of leaving the EU	To review the impact of Brexit in Swindon	Councillor Oliver Donachie

<b>14<sup>th</sup> January 2019</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Budget Scrutiny	To review the Budget proposals for 2019-20.	Councillor Russell Holland
Cabinet Member Q&A – Cabinet Member for Corporate and Customer Services	To review the portfolio and performance of the Cabinet Member for Cabinet Member for Corporate and Customer Services.	Councillor Keith Williams

<b>11<sup>th</sup> February 2019</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Housing and Public Safety	To review the portfolio and performance of the Cabinet Member for Housing and Public Safety.	Councillor Cathy Martyn
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>25<sup>th</sup> March 2019</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Cabinet Member Q&A – Cabinet Member for Highways and Environment	To review the portfolio and performance of the Cabinet Member for Highways and Environment.	Councillor Maureen Penny
Cabinet Member Q&A – Cabinet Member for Finance	To review the portfolio and performance of the Cabinet Member for Finance.	Councillor Russell Holland
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>15<sup>th</sup> April 2019 – CANCELLED</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

<b>Dates to be agreed</b>		
<b>Item</b>	<b>Objectives</b>	<b>Witnesses</b>
Averies Task Group Final Report	To receive the final report of the Task Group and make appropriate recommendations to the Cabinet and Council.	Task Group Members
Policing in Swindon	Update report.	Police Inspector

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## Swindon Borough Council

### CABINET WORK PROGRAMME AND FORWARD PLAN

**11 FEBRUARY 2019 - 11 FEBRUARY 2020 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 14/03/19)**

**Key Decisions are defined as:**

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

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

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

### Cabinet Member Decisions Proposed for March 2019

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Relevant Area for Admission Arrangements 2020-21 and 2021-22	No	Cabinet Member for Children and School Attainment	Cabinet Member for Children and School Attainment	<p>The local authority carried out a statutory consultation for 30 days between 19th November 2018 and 18th December 2018 and have consulted those required within the regulations, including all schools within the Swindon area; primary schools within 1.6 km of the Borough boundary and secondary schools within 4.8 km of the boundary. The two Dioceses and the neighbouring education authorities were also consulted.</p> <p>The consultation was published on the Council's website and there were 3 responses to the consultation. There were 3 (100%) in agreement and none disagreed.</p> <p>The following Opposition Spokespersons / Ward Members have been consulted:</p> <p>Councillor Stan Pajak – responded that he was content with the recommendations in the Decision Note. Councillor Carole Shelly was consulted but no comments were received.</p>	Peter Nathan, Head of Education or Emily Heaton Tel: 01793 465791 Email: eheaton@swindon.gov.uk. PNathan@swindon.gov.uk	Relevant Area for Admission Arrangements 2020-21 and 2021-22



Adult Social Care Appointee Charging Policy	No	Corporate Director Adult Social Services and Health	Cabinet Member for Adults	<p>The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:</p> <p>Councillor R Ballman - Comment – I do not wish this members decision note to go to Cabinet. I hope the comments made by users will be taken into account and implemented on and with extra staff and residents buying the service it will improve.</p> <p>Councillor S Pajak – No comment received</p>	<p>Sue Wald, Corporate Director of Adult Social Services and Health or Jackie Walker Tel: 07760164653 Email: jwalker2@swindon.gov.uk swald@swindon.gov.uk</p>	Adult Social Care Appointee Charging Policy
Use of bus gates by Hackney Carriage vehicles for a trial period	No	Cabinet Member for Economy Prosperity	Cabinet Member for Economy Prosperity	<p>The following opposition spokespersons/ward members have been consulted on the recommendations:</p> <p>Councillor Steve Allsopp – No objections but queries the cost/benefit of the proposed experimental order.</p> <p>Councillor Stan Pajak – No comment</p>	<p>Richard Bell or Kathryn Ashton Tel: 01793 466113 Email: kashton@swindon.gov.uk rbell@swindon.gov.uk</p>	Use of Bus Gates by Hackney Carriage Vehicles for a Trial Period
Special Educational Needs and Disability	No	Cabinet Member for Children and School	Cabinet Member for Children and School	<p>The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report:</p>	<p>Peter Nathan, Head of Education or Sophie Fletcher Tel: 07823 525462</p>	Special Educational Needs and Disability

(SEND) Capital Investment Strategy 2019/20		Attainment	Attainment	Councillor Stan Pajak - No Comment received  Councillor Carol Shelley – No Comment received	Email: sfletcher2@swindo n.gov.uk. PNathan@swindo n.gov.uk	(SEND) Capital Investment Strategy 2019 20 SEND Capital Funding- Appendix 1 SEND Capital Funding- Appendix 2 SEND Capital Funding- Appendix 3
Healthy Pupils Capital Fund Investment Strategy 2018/2019	No	Cabinet Member for Adults Cabinet Member for Children and School Attainment	Cabinet Member for Children and School Attainment, Cabinet Member for Adults	Councillor Stan Pajak - No Comment received  Councillor Carol Shelley – No Comment received  Councillor Ray Ballman – No Comment received  Date of Notice: 4 <sup>th</sup> March 2019	Sophie Fletcher, 07823 525462, sfletcher2@swindo n.gov.uk	Healthy Pupils Capital Fund Investment Strategy 2018 2019 Healthy Pupils- Appendix 1 Healthy Pupils- Appendix 2

### Cabinet Meeting Date - 20th March 2019

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A	Mick Bowden, Director of Finance Tel: 07392 109917 or Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring 3rd Quarter 2017/18	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A	Mick Bowden, Director of Finance or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Swindon Local Transport Plan - Implementation Plan 2019/20	Yes	Cabinet Members for Highways and the Environment	Cabinet	N/A	Tel: 01793 466369 Email: pmartlew@swindon.gov.uk	SLTP Cabinet Work Programme Report Tracker

A future for Swindon's Art and Museum collections and cultural provision	Yes	Cabinet Member for the Town Centre	Cabinet	N/A	Richard Bell Tel: 01793 466706 Email: rbell@swindon.gov.uk rbell@swindon.gov.uk	
Swindon Air Quality Action Plan, Kingshill Road	No	Cabinet Member for Housing and Public Safety	Cabinet		Cherry Jones, Director of Public Health or Damon Green Tel: 01793 466102 Email: dgreen@swindon.gov.uk cherryjones@swindon.gov.uk	Cabinet Work Programme Report Tracker Air Quality
The Bus Boulevard at Fleming Way. Future High Streets Fund	No	Cabinet Member for the Town Centre	Cabinet		Emma Gee Tel: 07769281734 Email: EGee@swindon.gov.uk ege@swindon.gov.uk	The Bus Boulevard Report Tracker March 2019
Swindon Borough Local Development Scheme Review 2019	No	Cabinet Member for Strategic Planning	Cabinet	N/A	Richard Bell or Philip Smith Tel: 01793 466 443 Email PSmith@swindon.gov.uk	LDS 2019

					rbell@swindon.gov.uk	
References from Other Council Bodies - Health and Wellbeing Board	No	Cabinet Member for Adults	Cabinet		Sue Wald, Corporate Director of Adult Social Services and Health or Simon Ratcliff Tel: 07392102935 Email: Sratcliff@swindon.gov.uk swald@swindon.gov.uk	Safeguarding Safeguarding - Appendix 1
Sale of site in central Swindon	Yes	Leader of the Council;	Cabinet		Rob Richards Tel: 07740037316 Email: rrichards@swindon.gov.uk rrichards@swindon.gov.uk	tracker - sale of site in Central Swindon

**Cabinet Meeting Date - 10th April 2019 (Meeting cancelled)**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Consultation Responses/Date of Notice</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
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**Cabinet Meeting Date - 5th June 2019**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Consultation Responses/Date of Notice</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 28 <sup>th</sup> June 2019	Director of Finance (s151) Officer Tel: 07392 109917 or Email: mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring Out-Turn 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance	Cabinet	N/A Date of Notice: 28th June 2018	Mick Bowden, Director of Finance or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Treasury Performance Management 2018/19	No	Deputy Leader of the Council and Cabinet Member for Finance	Cabinet	N/A Date of Notice: 28th June 2018	Mick Bowden, Director of Finance or Paul Smith, Finance, Tel: 463976 or Email: psmith2@swindon.gov.uk	N/A

					mbowden@swindon.gov.uk	
Swindon Borough Council New Eastern Villages (NEV) Transport Strategy	Yes	Cabinet Member for Strategic Planning;	Cabinet	N/A	Sam Howell 01793 46 6500 or Email: showell@swindon.gov.uk showell@swindon.gov.uk	Cabinet Work Programme Report Tracker (NEV Transport Strategy)



**Cabinet Meeting Date - 10th July 2019**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Consultation Responses/Date of Notice</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A	Mick Bowden, Director of Finance Tel: 07392 109917 or Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	
Housing Revenue Account - Medium Term Financial Plan	No	Cabinet Member for Housing and Public Safety;	Cabinet	N/A Date of Notice: 20th June 2017	Karl Read or Tel: 07824 081182 or Email: kread@swindon.gov.uk ksread@swindon.gov.uk	N/A
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A	Head of Revenues and Benefits Andy Stevens Tel: 01793 464661 Email:anstevens@swindon.gov.uk	

### Cabinet Meeting Date - 4th September 2019

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A	Mick Bowden, Director of Finance Tel: 07392 109917 Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Annual Review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A	Stephen Taylor, Director, Law and Democratic Services or Erz Turner Tel: 01793 463002 Email: eturner@swindon.gov.uk STaylor@swindon.gov.uk	N/A

**Cabinet Meeting Date - 16th October 2019**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Consultation Responses/Date of Notice</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management Update	Yes	Deputy Leader of the Council and Cabinet Member for Finance	Cabinet	N/A	Mick Bowden, Director of Finance Tel: 7392109917 Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	

**Cabinet Meeting Date - 4th December 2019**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Consultation Responses/Date of Notice</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services;	Cabinet	N/A	Mick Bowden, Director of Finance Tel: 07392 109917 or Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	
Treasury Management Performance 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance and Commercialisation	Cabinet	N/A	Mick Bowden, Director of Finance or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk. mbowden@swindon.gov.uk	N/A
Capital Monitoring Quarter 2 2019-20	No	Deputy Leader of the Council and Cabinet Member for Finance	Cabinet	N/A	Mick Bowden, Director of Finance mbowden@swindon.gov.uk	

### Cabinet Meeting Date - 5th February 2020

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget 2020/21 and Beyond	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Mick Bowden, Director of Finance Tel: 07392 109917 or Email: mbowden@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Capital Programme 2020/2021	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Mick Bowden, Director of Finance or Ian Burbidge Tel: 464384 or Email: iburbidge@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Treasury Strategy Statement 2020/21	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Mick Bowden, Director of Finance or Paul Smith Tel: 07500 884176 or Email: psmith2@swindon.gov.uk	N/A

		Services			mbowden@swindon.gov.uk	
Housing Revenue Account - Rents and Charges 2020/21	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 20 <sup>th</sup> January 2017	Mick Bowden, Director of Finance or Paul Smith Tel: 07500 884176 or Email: psmith2@swindon.gov.uk mbowden@swindon.gov.uk	N/A
Swindon Pay Policy Statement 2020 / 2021	No		Cabinet		Samantha Mowbray, Director of Performance, Organisational Improvement and Communications Tel: 07823 525337 or Email: smowbray@swindon.gov.uk SMowbray@swindon.gov.uk	
School Admissions Arrangements 2021-22	Yes	Cabinet Member for Children and School Attainment	Cabinet	N/A	Peter Nathan, Head of Education or Emily Heaton Tel: 01793 465791 Email: eheaton@swindon	Cabinet Work Programme Report Tracker - School admissions

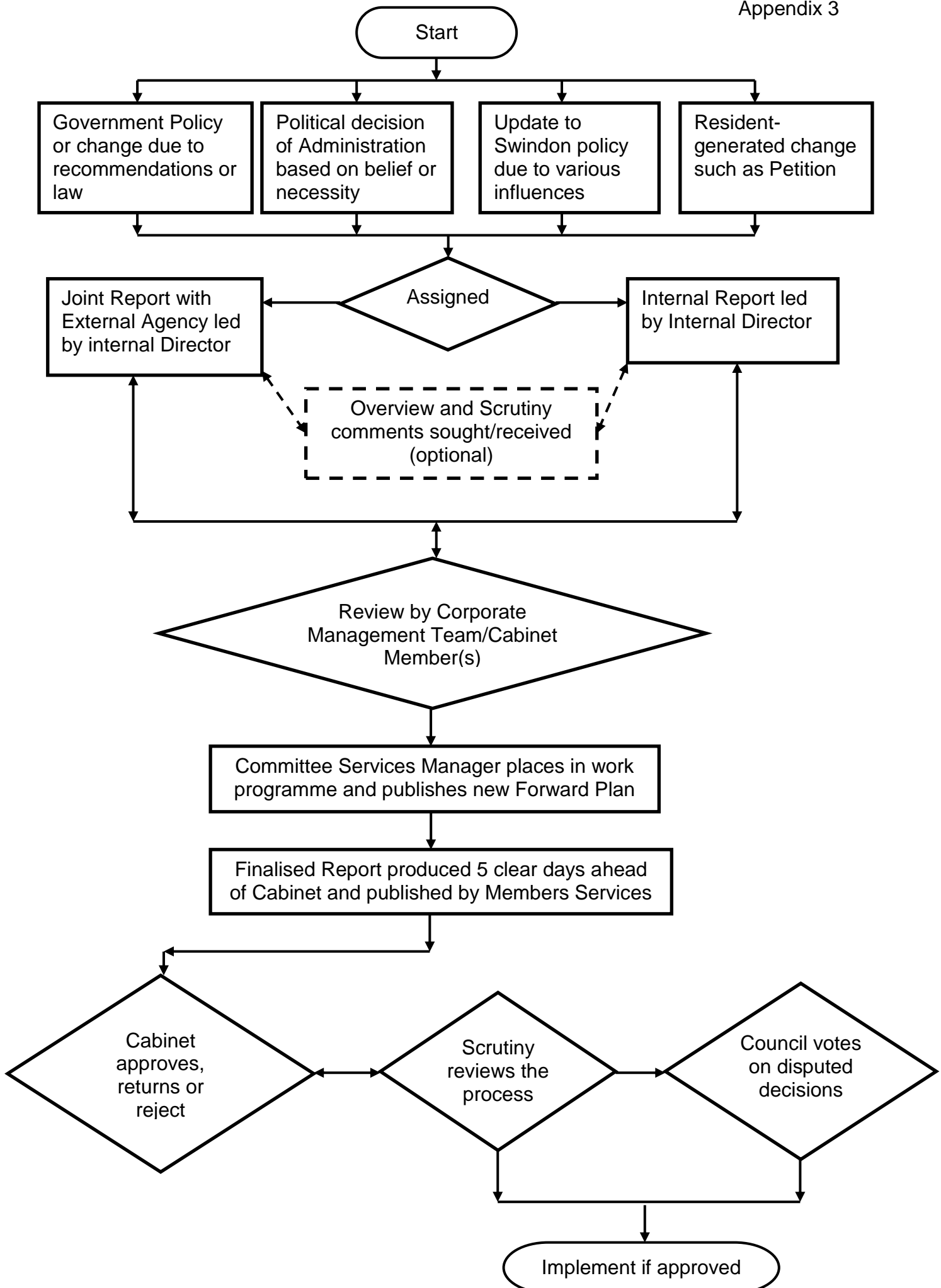
					.gov.uk PNathan@swindon.gov.uk	
SEND Home to School Transport	No	Cabinet Member for Children and School Attainment	Cabinet	N/A	Peter Nathan, Head of Education Tel: 07467440955 Email: PNathan@swindon.gov.uk PNathan@swindon.gov.uk	N/A

## FIELD\_TITLE

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
<b>FIELD_SUMMARY</b>						
Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Contact Officer	Support Documentation/ Date of Notice	Available Background Papers

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## Status of requests for action and / or information

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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Author: Interim Director of Law

Wards: All

Parishes Affected: All

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### 1. Purpose and Reasons

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

### 2. Recommendations

The Committee is recommended to:

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

### 3. Detail

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

### 4. Alternative Options

- 4.1 None.

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

Financial and Procurement Implications

- 5.1 This report has no financial or procurement implications.

Legal and Human Rights Implications

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

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

- 5.3 None.
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Further information on the subject of this report can be obtained from Vicki Yull (Committee Officer), 07980 752043, VYull@swindon.gov.uk.

## Status of requests for action and / or information

Scrutiny Committee

Date: 25<sup>th</sup> March 2019

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### Diversity Impact Assessment

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

### Risk Management

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

## **6. Consultees**

- 6.1 None.


## **7. Background Papers**

- 7.1 The Minutes of previous meetings of the Committee.

## **8. Appendices**


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

**SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE  
AND MEMBER REQUESTS FOR INFORMATION  
22<sup>nd</sup> October 2018**

<b>Minute No. 33</b>	<b>Cabinet Member Questions and Answer Session – Cabinet Member for Children’s Services</b>	<b>Outcome</b>
Cllr Bob Wright asked split within the school budget for work relating to prevention, intervention and work with those pupils at risk from moving past the intervention stage.	<p>Response requested from the Cabinet Member for Children and School Attainment and the Corporate Director of Children’s Services on 9<sup>th</sup> November 2018.</p>  <p>FW Outstanding written response.msg</p>	<b>On-going</b>

**SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE  
AND MEMBER REQUESTS FOR INFORMATION  
11<sup>th</sup> February 2019**

<b>Minute No. 64</b>	<b>Consideration of Cabinet Decisions</b>	<b>Outcome</b>
That information regarding the budget allocated for Rodbourne Road and Park Lane be circulated.	<p>Response received from Highways and Transport on 5<sup>th</sup> march 2019 as follows:</p> <p>Officers are currently working on an action plan which includes a range of options for traffic management schemes in the Rodbourne area in response to public concerns regarding the impact of congestion on local residents. When a costed programme of works in the area is agreed with local stakeholders funding will be available from the Integrated budget and the process by which this funding will be agreed</p>	<b>Complete</b>

		and allocated is set out in the Protocol (included as Appendix 2 to the Cabinet report).				
That the Head of Housing be requested to circulate data comparing the current void allowance financial figures with the previous two years' data.		Response received from the Head of Housing on 26 <sup>th</sup> February 2019 as follows:  Voids data for Scrutiny - Feb 2019.xls				Complete
That the Head of Planning, Regulatory Services and Heritage be requested to circulate an updated review of the Planning Committee meeting process to include time allowed for parish councilors' questions at planning meetings.		Response requested from the Head of Planning, Regulatory Services and Heritage on 18 <sup>th</sup> February 2019.				On-going
Minute No. 65	Cabinet Member Q&A Session – Cabinet Member for Housing and Public Safety					Outcome
That the Head of Housing be requested to circulate information on the locations of affordable houses being built in Swindon.	Response requested from the Head of Housing on 18 <sup>th</sup> February 2019.					Complete
	Area/Development	Total No. Units	Social Rent	Affordable Rent	Low-Cost Home Ownership	
	Abbey Farm, SN26	21 (14 due end of March)	0	17 (12 due end of March)	4 (2 due end of March)	
	Badbury Park, SN3	9	0	0	9	
	Tadpole Garden Village, SN25	192	17	93	82	
	Blunsdon Meadow, SN26	5	0	0	5	
	Bembridge Close, SN3	6	0	6	0	
	Cranmore Avenue, SN3	14	0	14	0	
	Linden Avenue, SN2	5	0	5	0	
	Right to Buy receipts					
	SN1	2	0	2	0	
	SN2	5	0	5	0	

	SN3	2	0	2	0
	SN4	1	0	1	0
	SN5	5	0	5	0
	<b>TOTAL</b>	<b>267 (281 end of March)</b>	<b>17</b>	<b>150 (162 end of March)</b>	<b>100 (102 end of March)</b>
	<b>% of tenures delivered</b>		<b>6%</b>	<b>58%</b>	<b>36%</b>
That information available to those rough sleeping be circulated.	Response received from the Head of Housing on 8 <sup>th</sup> March 2019 as follows:  <u>Information Specifically Available to those Rough Sleeping</u>  Survival Guide – this is available in paper format and offered out to all agencies at the Rough Sleepers Panel and is available online. HOSTS (Homelessness Organisations Stand Together in Swindon) are carrying out a mapping exercise ready to update this. The Haven – this is now open 5 mornings per week and includes leaflets, access to the Housing Options Team, Turning Point and Mental Health Big Breakfast Plus – 7 days a week and also offers signposting and befriending opportunities Signposting is also provided by the Outreach Team, <i>InSwindon</i> and by the community groups There are no specific notices within the Car parks devoted to rough sleepers, however there are on all floors of the car parks emergency contact numbers. The car parks are also covered by CCTV as well as daily supervision and cases are reported to the Outreach team on a daily basis.  Members of the Committee may also like to see the full service offer to the single homeless in Swindon  General Information on Support and Help available to Rough Sleepers				Complete

Swindon Borough Council offers an on-call service out of hours 365 days a year. This allows those that become homeless and or their advocates the option to contact the Council to be immediately assessed for emergency accommodation at any time. Swindon Borough Council operates a Severe Weather Emergency Protocol when the weather is predicted to be a "Feels Like" temperature of 0 degrees or below for 3 nights in a row. In this instance emergency accommodation is offered to all those who approach and are believed to be rough sleeping that night. There is also a web based service that allows the general public and voluntary groups the opportunity to make individual reports on this.

<u>Service Name</u>	<u>Provider</u>	<u>Description</u>
Housing Options Team	SBC	Provide SBC's statutory function including emergency accommodation, access to deposit guarantee scheme and general advice and assistance
The Haven	Swindon Night Shelter	Rough Sleeper Day Centre
Temporary Winter Housing Provision	SBC	Overnight accommodation for 12 rough sleepers throughout winter.
Housing First	SBC	Accommodation and support for up to 21 rough sleepers.
Booth House	Salvation Army	18+ male and female. 45 lifehouse spaces and 5 spaces in the emergency unit. SBC have direct



			access to one emergency unit space and 2 emergency bed spaces. Also used for SWEP.		
	Culvery Court	Sanctuary	25 bed spaces. Direct Access. Historically male only, 16+. Sanctuary took over 1/10/18 and have indicated they will be opening up to females, emergency spaces and SWEP.		
	Move-On Houses	Sanctuary & Threshold Housing Link	5 houses (15 bed spaces) in total. Predominantly move on through Culvery Court/referral from the Outreach Team. Male and female, 18+		
	Swindon Night Shelter	Swindon Night Shelter	Night Shelter one night per week, male and female, direct access. They also provide donations of furniture and other items, run a volunteering and mentoring programme and a community café.		
	Big Breakfast Plus	Big Breakfast Plus	7 days a week for 2 hours a day. Provides breakfast to those that are homeless/have previously		

			been homeless		
	Filling Station	The Filling Station	Soup kitchen. Open Thurs 7pm-8pm		
	Radnor Lodge	Stonewater	Supported accommodation for males ages 16-21 through referral.		
	Swindon Foyer	Stonewater	Supported accommodation for males and females aged 18-25 through referral		
	Wiltshire House	Stonewater	Supported accommodation for females aged 16-21		
	Bridge Services	Home Group	Ex-Offenders. Male only, 18+. Referrals via Probation or Housing		
	Swindon Women's Aid	Swindon Women's Aid	Women's Refuge		
	Baileys Farm House	SBC	Temporary supported accommodation primarily for those accepted as homeless		
	Evelyn House	SBC	Temporary supported accommodation primarily for those accepted as homeless		
	St Ives Court	SBC	Temporary supported accommodation primarily for those accepted as homeless		
	Underwood House	SBC	Temporary supported		

			accommodation primarily for those accepted as homeless	
	Milton Road & Ellis House	Stonewater	14 one & two bed flats for young persons working towards independence.	
	Beaumaris Road & The Circle	Riverside	2 x young parents' projects. Self-referral or via agency.	
	Outreach Team	Threshold Housing Link	Street Outreach Team (2 members of staff)	
	Gloucester House	Salvation Army	Drug/Alcohol Rehab Centre. Male only, 18+	
	HOSTS - Housing Organisations Standing Together in Swindon		Umbrella group created to encompass all organisations to ensure everyone is up to date with information and working collaboratively.	
That the Director of Public Health be requested to review traffic direction and flow to reduce congestion and improve air quality in Kings Hill, Swindon.		Response received from the Director of Public Health on 25 <sup>th</sup> February 2019 as follows:  The Air Quality Steering Group (which includes Highways as a member of that group), constantly monitors traffic flow and directivity on Kingshill Road as part of its work.  The Air Quality Action Plan; the principal output from that group, includes actions to be taken in the future to adjust traffic flow on that stretch of road with a view to reducing		<b>Complete</b>

	emissions of, and exposure to, Nitrogen Dioxide. All of the actions identified as part of that Plan aim to reduce exposure to Nitrogen Dioxide there with a target date of 2024 to reduce exposure to acceptable levels.	
That the Head of Planning, Regulatory Services and Heritage be requested to invite members of the Licencing Committee to a future Pub Watch meeting to review how the 'Ask for Angela' initiative was being implemented.	<p>Response received from the Head of Planning, Regulatory Services and Heritage on 22<sup>nd</sup> February 2019 as follows:</p> <p>This will be raised at the next Pub Watch meeting and could be done either by extending the invitation for the next Pub Watch to Committee members, or by adding an item to the next Licensing Committee which Pub watch members could attend. It is suggested this happens in the summer once Ask for Angela has had sufficient time to embed itself into normal operating procedures for these establishments.</p> <p>Scrutiny Committee also requested that officers brief Councillors on 'Ask for Angela', and an invitation will appear in the next Members Bulletin. It is important that as many Councillors as possible attend.</p>	<b>Complete</b>