

Swindon Borough Council

Scrutiny Committee

Monday, 15 July 2019

Committee Room 6, Civic Offices

At 6.00 p.m.

Conservative Councillors

Emma Faramarzi (Vice-Chair)
Matthew Courtliff
Brian Mattock
Barbara Parry
Roger Smith
Timothy Swinyard
Vera Tomlinson

Labour Councillors

Robert Wright (Chair)
Steve Allsopp
Jim Grant
Jane Milner-Barry
Des Moffatt
Carol Shelley

Committee Officer: Shaun Banks, 07980 752047,
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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

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 - 10)

To receive the minutes of the meeting held on 10th June 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 11 - 12)

6. **Leader of the Council: Annual Report** (Pages 13 - 38)
7. **Work Programme 2019/2020** (Pages 39 - 60)
8. **Status of Requests for Action and / or Information** (Pages 61 - 66)

Date of Despatch: 5th July 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 (iii) in the event of reports to the Cabinet exceeding any limits in this Constitution or if the volume of such reports creates difficulty for the management of Cabinet business or jeopardises the efficient running of Council business, at the request of the Cabinet to make decisions about the priority of referrals made.

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

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

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

To have specific responsibility (but not limited to)

- Good governance.
- The Budget Scrutiny function.

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SCRUTINY COMMITTEE

MONDAY, 10 JUNE 2019

PRESENT:- Councillors Robert Wright (Chair), Emma Faramarzi (Vice-Chair), Matthew Courtliff, Jim Grant, Nick Martin, Brian Mattock, Des Moffatt, Barbara Parry, Carol Shelley, Roger Smith and Caryl Sydney-Smith.

Also in attendance were: Councillor Russell Holland (Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills), Councillor Mary Martin (Cabinet Member for Children's Services) and Councillor Keith Williams (Cabinet Member for Corporate Services and Operational Excellence).

Apologies for absence were received from: Councillors Steve Allsopp, Jane Milner-Barry, Timothy Swinyard and Vera Tomlinson.

1. Declarations of Interest

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

2. Minutes

Resolved – That the minutes of the meeting held on 25th March 2019 be confirmed and signed as a correct record.

3. Public Question Time

There were no questions submitted under this item.

4. Consideration of Cabinet Decisions

The Committee considered a report introducing decisions arising from the Cabinet meeting held on 5th June 2019.

Minute 6. Budget Management 2018/19

Councillor Russell Holland (Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills) responded to questions put by Councillors Jim Grant, Des Moffatt and the Chair on the following matters:

- The ability of the Council to track the sale of capital receipts to determine what has raised funds for the delivery of future long term savings, in particular the costs of delivering projects within the Swindon Programme.
- How the one off VAT refund from HMRC of £3.015m related to charges for leisure services, and had not been included as part of the budget projections for last year due to uncertainty over when it would be received. The Committee noted that this contributed to the variance between the planned and actual cashflow reserves in Table 2 of the Cabinet report, and that the VAT receipt had covered 4 to 5 years' worth of recovery.
- How, in general, the predictive accuracy of the budgeting had been well managed, and that the budgets for children's and adults services always have

the biggest distortion due to the high levels of need and the unpredictability of demand.

- How the Council resolves conflict of interest between policies, with particular emphasis on expenditure on parking staff, new equipment for free parking and preventing vandalism in car parks, versus the green space agenda of promoting walking and cycling to reduce car use which results in less demand for car parking. The Committee noted that the Council's primary aim is to maximise income and balance the budget, and therefore the use of car parks would not be actively discouraged.
- How the total revenue from car parking did not fall, but that the income received was lower than projected, combined with an increase in service running costs.
- The effect on car parking revenue resulting from the broken equipment in Swindon's country parks.
- The progress on increasing the number of enforcement officers following the motion agreed at Council.
- How transport options can be hindered without enforcement on anti-social parking in some areas of Swindon, which become impassable for buses, and how resources have to be deployed for maximum benefit.
- How capital receipts are used to create fundamental change that achieves long term savings, with each case being determined on its own merit. The Committee noted that any projected savings would have to be greater than the proposed spend for a proposal to be deemed worthwhile.

Resolved – That Minute 6 of the Cabinet be noted.

Minute 7. Capital Programme Monitoring Out-Turn 2018/19

Councillor Holland responded to questions put by Councillors Jim Grant, Des Moffatt and the Chair on the following matters:

- The anticipated use of the £4.8m set aside in the Capital Programme for the Swindon Museum and Art Gallery, and the projected timescale for the project. The Committee noted that part of the capital for this project may be funded from borrowing, therefore if the £48m is not required in full it would result in less borrowing.
- That the Capital Budget Scheme for upgrading the footpaths in Wanborough will come under Section 106 rather than as a corporate project.
- How the future developments for the Rodbourne Lane area concerning traffic controls will move forward in the current financial year given the recent report from the Outlet Centre about the profitability of the site, and targets for reducing emission levels.
- The merit in using the acquisitions programme to take back council properties and avoid Bed & Breakfast costs.
- How the Council will fulfil its statutory requirements with regards to provision for the homeless given the reduction in the number of private landlords.

Resolved – (1) That Minute 7 of the Cabinet be noted.

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

Minute 8. Treasury Performance Management 2018/19

Councillor Holland responded to questions put by Councillors Jim Grant, Des Moffatt and the Chair on the following matters:

- The annual debt charges against the current long term General Fund debt of £210m, its impact on the revenue budget, and the plans to reduce this debt amount. The Committee noted that where borrowing is used for investment and yields income for the Council this will continue, along with the benefits of long term borrowing for infrastructure investment.
- How the £300m level of debt includes housing which is bound by a payment scheme. The Committee noted the relationship between the Housing Revenue Account (HRA) paying off that element of the debt and the General Fund (which took the debt on as a whole), that allows choices over how it can be managed.
- How the HRA debt contains a mix of loans that have differing terms and lengths, and which are monitored through treasury management. The Committee noted that if the HRA decides to take longer to pay its debts this would result in more interest being paid over the long term, but it would allow more investment in the short term.
- The warnings from the Local Government Association about investment in property, and how the Council assures itself that risk is being managed.
- That the ring fence for the HRA with regards to capital money remains intact, and that the General Fund taking on the debt allows the HRA flexibility on how it wishes to manage that debt.
- The pool rate (the average rate of interest the Council pays for all its loans), with the Committee noting that borrowing at the end of last year was low, with the overall rate having gone down from 3.34% to 3.25%.
- That the Council does not manage capital budgets on behalf of Parish Councils, Wiltshire Police and the Devon and Wiltshire Fire Service.

Resolved – (1) That Minute 8 of the Cabinet be noted.

Minute 9. Debt Management

Councillor Holland responded to questions put by Councillors Jim Grant, Des Moffatt and the Chair on the following matters:

- The definition used by the Council as to what constitutes a ‘vulnerable’ person and whether an inability to pay Council Tax is indicative of some form of vulnerability. The Committee noted the process and criteria used when a resident applies for help from the Emergency Assistance Fund.
- The problems being faced by the Citizen’s Advice Bureau in receiving funding to provide its services effectively, and the subsequent effect this may have on residents seeking assistance from the Council.
- The effect of the rollout of Universal Credit on the increase in the number of Council Tax summonses and enforcement agents being used. The Committee noted that 3907 referrals to enforcement agents in 2018/2019 were ‘repeat’ referrals, where a debt was being passed to a second enforcement agent to collect, and that the actual number of households owing council tax debts referred to enforcement agents reduced from 4628 to 4449.
- How information from an application to the Emergency Assistance Fund is not captured as it is not data that can be reported against. The Committee were advised that notes are made but not categorised about a person’s circumstances.

- The preventative work of the Swindon Social Enterprise Network (which the Council is not directly involved in) in aiming to stop people from becoming seriously at risk. It is a proactive initiative with a possible role for Parish Councils. The Committee were advised that where there are significant levels of social exclusion, improvements cannot be made overnight, and that the Council does not have the resources to help improve the situation on its own.

Resolved – That Minute 9 of the Cabinet be noted.

Minute 10. Financial Inclusion Policy

Councillor Holland responded to questions put by Councillor Jim Grant and the Chair on the following matters:

- The issues of ongoing pressures caused by the traditional service areas the Council has, and the lack of joined-up thinking this type of organisational structure can create.
- Concerns over the perceived tendency of organisations to focus on individuals rather than looking more broadly at the majority affected, and helping a community as a whole.
- How the financial inclusion policy will be promoted amongst Council employees, with Human Resources actively promoting it as part of the package offered to staff.

Resolved – That Minute 10 of the Cabinet be noted.

Minute 11. Councillors' Allowances 2020/21 – Recommendations of the Independent Remuneration Panel

Councillor Holland responded to questions put by Councillors Jim Grant, Nick Martin, Carol Shelley and the Chair on the following matters:

- The methodology used by the Independent Remuneration Panel in determining its recommendations.
- The absence of national criteria or guidance on the payment of allowances to local councillors.
- The recruitment and appointment of the Panel members by the Standards Committee.
- That the recommendation of the Panel to increase the Carer's Allowance should be positively received

Resolved – That Minute 11 of the Cabinet be noted.

The Committee resolved that, in accordance with Section 100A(4) of the Local Government Act 1972, the press and public be excluded during the discussion of Minute 12 of the Cabinet meeting held on 5th June 2019, on the grounds that it may involve 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.

Minute 12. Operational Management of Town Centre premises

Councillor Keith Williams (Cabinet Member for Corporate Services and Operational Excellence) responded to questions put by Councillors Emma Famarzi, Jim Grant,

Des Moffatt, Barbara Parry, Roger Smith and the Chair concerning the operational management of the town centre premises referred to in the restricted report considered by Cabinet on 5th June 2019.

Resolved – That Minute 12 of the Cabinet be noted.

5. Work Programme 2019/2020

The Committee considered a report of the Chief Legal Officer setting out potential topics for inclusion in the 2019/2020 Scrutiny Work Programme.

The Chair referred to the following areas that had been included in the draft Scrutiny Committee Work Programme for 2019/20:

- Averages Task Group Final Report
- Anti-social Parking
- Food Waste
- Collection and Disposal of Used Needles

Following discussion, the following amendments were agreed:

- That Councillor Russell Holland be invited to attend the meeting of this Committee on 21st October 2019 to report on the performance of the Education and Adult Learning Services aspect of his portfolio.
- That the proposed item on anti-social parking be broadened to review what is being done to address enforcement against anti-social issues including parking, Public Space Protection Orders in the town centre, and anti-social behaviour.
- That the Communities and Place Overview and Scrutiny Committee be invited to review the proposals for dealing with food waste in the Borough as part of its Work Programme for 2019/2020.
- That the Adults' Health, Adults' Care and Housing Overview and Scrutiny Committee be invited to review proposals for dealing with the collection and disposal of used needles as part of its Work Programme for 2019/2020.
- That the following matters be reviewed by the Chief Executive and Corporate Management Team before being added to a Work Programme as follows:
 - Review of the long-term leases for six of Swindon's leisure facilities, run by GLL, to be referred to the Resources and Corporate Overview and Scrutiny Committee.
 - Review of how the Council uses its procurement budget locally, to be referred to Resources and Corporate Overview and Scrutiny Committee.
 - Review of the ongoing development at North Star, to be referred to Growing the Economy Overview and Scrutiny Committee.
 - Examination of the relationship between the Borough and Parish / Town Councils, for a possible one day review by this Committee.
 - For this Committee to receive a report from the Honda Working Groups.

Resolved – (1) That the draft Work Programme for 2019/2020, subject to the amendments as set out above, be agreed and adopted by the Committee.

(2) That the Clerk advise officers of the actions agreed by the Committee, as set out above.

(2) That each Overview and Scrutiny Committee be asked to review the combined Work Programmes to determine where there is overlap or matters missing, and to report any matters to the Chair of this Committee.

6. 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.

Consideration of Cabinet Decisions

Scrutiny Committee

Date: 15th July 2019

Author: Chief Legal Officer

Wards: All

Parishes Affected: All

1. Purpose and Reasons

1.1 To allow the Scrutiny Committee to consider the decisions arising from the meeting of the Cabinet on the 10th July 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 10th July 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.

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: 15th July 2019

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 10th July 2019.

8. Appendices

8.1 Appendix 1 – Draft minutes of the meeting of Cabinet to be held on 10th July 2019 (to follow).

Leader's Annual Report to Scrutiny

Scrutiny Committee

Date: 15th July 2019

Author: Leader of the Council

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 To allow the Leader of the Council to set out the Administration's record in the 2018/19 Municipal Year, as well as the strategic priorities for the 2019/20 Municipal Year.
- 1.2 To allow the Scrutiny Committee to ask questions about those priorities.
- 1.3 The body of the report contains references to a number of the Council's plans and policies and allows the Scrutiny Committee to discharge one of its functions under Article 6.02 of the Council's Constitution.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the Leader's comments about the strategic direction for the Council for the year ahead.
- 2.2 Put relevant questions to the Leader of Council.
- 2.3 Decide if any changes to the Overview and Scrutiny work programmes are required as a result of the progress report.
- 2.4 Decide if any further action is required.

3. Detail

Achievements in 2018/19

- 3.1 This year's local elections were fought in a difficult environment because of the national pre-occupation with Brexit. The Conservative Group however, managed to cut through some of the negativity surrounding the national scene and focus on local issues ensuring it was returned with a larger majority. I would like to thank the retiring councillors across the parties for their time serving the people of Swindon: Toby Elliot, Claire Ellis, Fionuala Foley, Mary Friend, John Haines, Teresa Page, Chris Watts and Julie Wright. Similarly, I would like to take the opportunity to welcome Cllrs Nick Burns-Howell, Steve Heyes, Oladapo Ibitoye, Robert Jandy, Jenny Jefferies, Vinay Manro and Adorabelle Shaikh.
- 3.2 The Swindon Vision, Priorities, and Pledges remain at the heart of the Administration's activities and Members can visit the Council's website to monitor performance.

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Date: 15th July 2019

3.3 I am particularly keen to focus on the part of the Vision that says 'a low-carbon environment with compelling cultural, retail and leisure opportunities and excellent infrastructure'. Following the earlier Motion to Council regarding Climate Change, and the thought provoking actions here in Swindon by young people concerned for the future of their planet, I am delighted to see the enthusiasm that is being put into the Council's new cross party Climate Change Working Group. The Group has already met twice and I am confident that it will stimulate wider debate on what we as a council can do to accelerate climate change mitigation here in Swindon.

3.4 Last year we refreshed our Pledges and there are a few areas that I would like to highlight:

3.4.1 Pledge 2 - With our wholly owned company, Public Power Solutions, enhance Swindon's reputation as a sustainable energy exemplar, by exploring technology that converts energy from waste, facilitating the move to electrified transport, and delivering opportunities to invest in renewable energy to reduce carbon footprint.

Swindon Borough Council (SBC) continues to use the Public Power Solutions (PPS) Solid Recovered Fuel/Refuse Derived Fuel facility as an outlet for waste disposal after reuse and recycling in order to send as little waste as possible to landfill. Currently, the percentage of Swindon's waste sent to landfill is less than 5% compared to a national average of around 21%.

However, new technologies are continually being researched, such as the conversion of waste into pellets for a greater application of energy from waste and the facilitation of Recycling Technology's research and development into the conversion of low-grade plastic waste to usable products remains a focus.

To this end, SBC and PPS are working closely to provide a renewable energy supply for the proposed introduction of electric vehicles to the Service fleet in 2019.

3.4.2 Pledge Thirteen - Find new ways to engage communities and neighbourhoods to increase the cleanliness of their local areas.

The appointment of three new Waste Wardens to bolster the EnviroCrime team in April 2019 has led to a robust anti fly-tipping campaign being launched with particular attention being given to those parts of the Borough experiencing high numbers of fly-tip incidents. To this end, specific measures, such as the introduction of CCTV and daily patrols from EnviroCrime Officers, as well as the distribution of communications to residents have been put in place.

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Further proposals, such as the trial of movement-activated, night-vision cameras and the pilot of gating rear alleyways are being undertaken to tackle the problem of fly tipping.

SBC also supports requests from Parish Councils for assistance with clean-ups with a recent High Street Cleaning Grant of over £30,000 being distributed across the Parishes for this purpose in April and May of this year.

As well as this SBC has a dedicated Education Liaison Officer who is undertaking the delivery of a waste reduction, increased recycling and anti-littering campaign to over 30 schools, targeting over 900 pupils in this academic year.

3.4.3 *Pledge Fourteen: Encourage Swindon residents to increase recycling and reduce their waste in line with the Council's Waste Strategy. Swindon Borough Council to reduce the use of single use plastics with the intention to stop using such plastics by 2019/20 and encourage local businesses to do the same.*

The introduction of this new pledge recognises the importance of the Borough making the requisite improvements in our recycling rate and is the key driver behind Swindon's Ten Year Waste Strategy written during autumn 2018 following extensive public engagement and approved by Cabinet in December 2018. The Waste Strategy is in line with the National Waste Strategy; "Our Waste, Our Resources; A Strategy for England" which was published in late December 2018 and sets out the pathway to achieving a 50% recycling rate for Swindon by 2020 with a target to achieve a 60% recycling rate by 2029, a year ahead of the national target.

The Pledge places waste reduction at the heart of all services and communications with residents, businesses, and communities in accordance with the Waste Hierarchy as well as supporting innovation in recycling and disposal treatment technology by extending the contract with Public Power Solutions to December 2045 to encouraging the investigation of new and emerging technologies (see Pledge Two).

Specifically, this had meant a budget of over £70,000 being allocated this year for a communications campaign currently underway to encourage residents to recycle more of the household waste they generate by promoting our easy to use services and promoting a circular economy to ensure that the use of materials collected for recycling are dealt with in the best environmental option available. This will be backed by the introduction of compulsory recycling in summer 2019 as well as the introduction of separate food waste collection trials in September 2019

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Finally SBC will be working with local business to encourage greater waste reduction and recycling practices, both within their own business activities, by taking the lead in eliminating the use of single-use plastics within the Council offices.

3.3.4 Pledge 5: Enhance Wellington Street as a Prime Thoroughfare for the Town

The Council has overseen the design and implementation of a publicly funded public realm and highway improvement scheme at Wellington Street, which reached practical completion in June 2019. Wellington Street is the main public thoroughfare linking the railway station to the town centre. The public realm in this area had deteriorated over time, and wayfinding to Swindon's retail and civic centre from the railway station had become unclear.

The Wellington Street scheme is now complete and includes new, separate paths for cyclists and pedestrians; a new, raised road with contrasting surfacing and sharper road markings; a safer junction where Wellington Street meets Milford Street and Manchester Road, with ramps to slow down vehicles and bikes, and tactile paving around the kerb line and new zebra crossing over Wellington Street with a new toucan crossing over Milford Street

Significant unforeseen challenges were encountered during the work, but sound and proactive project management and communication with local residents, businesses and the taxi trade ensured that the scheme was able to progress with as little disruption as possible, and feedback has been generally positive. Wellington Street now has a smarter, more pleasurable feel, with less clutter of street furniture.

3.3.5 Pledge 15: Work to secure a viable and sustainable future for our key heritage assets

I am delighted to confirm that Swindon has been successful in securing funding to develop projects in the Railway Heritage Area by working in partnership with Historic England, the National Trust and civic interest groups. I have taken a particular interest in this initiative and was thrilled when the area was formally launched as a Heritage Action Zone in June – a designation that brings together sector experts to take forward key projects to enhance this nationally important heritage asset.

In addition, Cabinet agreed to a new Pledge ensuring that our existing museums are more closely linked to our schools and utilised as an educational resource. This pledge will be delivered through developing our successful education programme at STEAM into other venues, such as Lydiard and the Museum and Art Gallery.

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3.3.6 Pledge 6f: Ensure that there is a range of good quality housing options in Swindon, including affordable opportunities to buy and rent

During 2018/19 the Council delivered an additional 70 homes to its Council housing stock. These included two new developments of family housing off Penhill Drive and a development of 1 bedroom flats on Cranmore Ave. Homes England, who part fund the Council's development programme, awarded the Council the highest audit rating possible for its development work. In addition, during the year, the Council enabled a further 186 affordable homes in partnership with housing associations and housing developers

3.3.7 Pledge 26: To prevent homelessness wherever possible, including using additional measures such as the temporary winter housing provision and offering a day centre to prevent rough sleepers from returning to the streets.

Rough Sleeping numbers in the town have fallen from a high in 2017 of 45 to 23 in a recent census. The Haven is fully operational providing a hub for services to support the homeless.

Thanks to the dedication and commitment of the SBC officers and their colleagues across the voluntary sector, the unique and bold offer of the Temporary Winter Provision operated for its second year. The work was recognised as an outstanding achievement and acknowledged in the National Chartered Institute of Housing Awards as a Finalist in 2019.

3.3.8 Pledge 6: Strategic Development

Progress continues on the strategic urban extensions with Tadpole Garden Village and Badbury Park having additional areas within their boundaries consented for housing. Both are now approaching completion, with community facilities also coming forward.

The search for additional smaller scale sites for housing through the SHELAA (Strategic Housing and Employment Land Availability Assessment) process was led by Cllr Gary Sumner and provided good debate. A number of deliverable sites were identified and can be taken forward through the Local Plan Review.

3.3.9 Pledge 10: secure a range of options to access Higher Education

The Royal Agricultural University Swindon, to be based at the Carriage Works will open its doors to its first students in January 2020 with courses in Cultural Heritage. The Council has also worked with Swindon College to submit a bid and secure funding for an Institute of Technology which will deliver university level courses to over 1300 learners from 2021.

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The Council, in partnership with the SWLEP has delivered its first year of the Careers Hub. This pilot involving 17 of our school and college settings has increased the number of employers engaged in career learning and improved our performance in delivering careers education. We have been successful in securing additional funding for 2020/21 so that all our secondary school and college settings will be part of the pilot.

The Council outlined its commitment and ambition to ensure more young people with disability, health and care needs are able to access paid employment by 2022 through the Supported Employment Strategy. Work is progressing to implement the Strategy and more employers have committed to work placements or paid employment.

Challenges for the Year Ahead

- 3.4 We continue to take account of wider regional and national issues such as the creation of England's Economic Heartland and the country's decision to leave the European Union. I still firmly believe that our membership of the EHH will provide a platform to bid for access to government funding to support improved road and rail links to Oxford and beyond as far as Cambridge and even Norwich. This would help secure our economic advantages as part of the country's wealth creating hub.

3.4.1 Finance and continuing to deliver the Vision

We delivered our services within budget during 2018/19, despite the significant financial pressures within Children's Services. The commitment to funding Children Services was demonstrated by increasing the base budget for 2019/20 by more than £10m. The long-term financial sustainability of the Council is critical and it was an important achievement to deliver this investment in vital services without any new allocation of reserves to support the overall budget.

I reported in December that the Council's future funding would be determined by the new arrangements from April 2020. Since that report I have worked as part of the Fast Growing Cities Leaders' Group to ensure Ministry of Housing, Communities and Local Government (MHCLG) has been made aware of the key issues affecting Swindon which I believe should be considered in future funding decisions.

We are keeping Council Tax one of the lowest of any unitary authority and lower than many of our neighbours and I would take this opportunity to thank the SBC Comms Team who once again produced a colourful and informative Council Tax Booklet. I firmly believe that it is important to provide a clear overview of where and how our residents' money is spent.

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Scrutiny Committee

Date: 15th July 2019

3.4.2 Delivering through Partnerships

Swindon, like all similar authorities, continues to face immense, rising, demand-led pressure in children's safeguarding, adult social care, and caring for those with learning difficulties. Ensuring that we provide the necessary support and stay within our financial means remains an ongoing challenge.

In all these areas, success will depend as much on our ability to work with partners as how well the Council manages its own services. It will be essential for our success that we continue to enhance our relationships with the police, schools, the hospital, the Clinical Commissioning Group (CCG), and the relevant charities and third sector groups in order to ensure that all residents are protected. An approach that assumes that the Council can do everything will not be successful.

The Council is partnering with Nationwide Building Society to build 239 homes on the former Oakfield Campus that has been derelict for 10 years. Included on this site will be a community hub and a good array of public open spaces.

3.4.3 School Provision

We pledged to build more schools to meet the needs of our growing population. We have continued to invest in new schools and I am delighted that the William Morris Primary School, located in the Tadpole Garden Village development in North Swindon, will open in September 2019 with an initial intake of 60 pupils into two Reception classes. It will reach its full complement of pupils by 2026. Also opening on site is a new nursery.

To the East, the Deanery CE Academy will also take its first cohort of secondary age pupils this September. The Academy will include a Sport England standard multi-use games area as well as an all-weather pitch designed to Sport England hockey standards. An impressive theatre space will also provide enhanced performing arts facilities.

3.4.4 Adult Services

The Better Care Fund (BCF) is one of the most ambitious programmes across the NHS and local government to date. It creates a local single pooled budget to incentivise the NHS and local government to work more closely together around people, placing their wellbeing as the focus of health and care services, and shifting resources into social care and community services for the benefit of the people, communities and health and care systems. Good progress has been made in implementing Swindon's BCF Plan 2018/19 to integrate community and acute pathways to improve outcomes for service users and carers.

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During 2018/19, people received more appropriate and timely information/advice at initial contact stage, assessments were more timely, the reablement service supported more people to return home to live independently so fewer people have been admitted to permanent care. SBC and CCG are working together to refresh the BCF plan for the year ahead.

In line with national and local priorities, integration of the CCG and SBC commissioning health and social care teams is underway. This will improve commissioning and contractual management oversight, support a whole system placed based approach to commissioning, reduce silo working and embed a standardised approach to contract management.

The service re-design programme continues to support more individuals to become less dependent. Planning Live is helping to embed a whole system person-centred approach to enable young people with disabilities to achieve their wishes and aspirations for adulthood, and the Transitions Team is working closely with colleagues in Children's Services to offer Planning Live to disabled young people in care and care leavers. The introduction of a new Supported Living Framework gives us a strong platform for developing appropriate services with a wider range of providers, some of whom are new to Swindon.

Members will have seen the latest policy announcements from the Government, including a new package of measures to tackle the injustices faced by disabled people in the workplace, at home and in the community. These new measures will help to break down barriers faced by disabled people, whether in employment, housing or elsewhere. I am proud that SBC and partners are committed to working together to ensure that disabled people get the support they need, and go as far as their talents can take them.

The safeguarding partners in Swindon are changing the Multi-agency Safeguarding Arrangements for Children and Adults at Risk from end of July 2019. The new model, approved by Health and Wellbeing Board in March, focuses on continuous learning and improvement with a clear line of sight on frontline safeguarding practice. The Swindon Safeguarding Partnership will work to improve outcomes for both children and adults by ensuring that the views, needs and experiences of children and adults at risk and those that care for them, are central to safeguarding arrangements and processes. It will focus on early identification and analysis of new safeguarding issues and emerging threats and ensure that information is shared effectively to facilitate more accurate and timely decision making for children and adults.

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There is a nationally recognised shortage of health visitors and we are no different. Whilst the council is actively attempting to recruit new health visitors, we are also enhancing the skills mix within the relevant teams and have developed Early Years Family Practitioner roles and Community Staff Nurses who are able to work with Health Visitors to support families. We are also looking to the future and offering funded training routes to “grow our own” Health Visitors.

3.4.5 Children Services

Cabinet has endorsed the strategic improvement plan for children's services and regularly monitor its delivery. The social work teams have been re-structured during the year so that there are small 'pods' of social workers and each social worker has less cases. This has achieved a commitment that Cabinet set. A dedicated team has been established to support children in care and a focused recruitment campaign has led to some Swindon families becoming foster carers for the first time. The Early Help Hub has been implemented in the multi-agency safeguarding hub (MASH) and this is having a positive impact on providing early help to children and families. The Council has worked with its Partners, including the police, health and the voluntary sector to strengthen the joint arrangements across Swindon to help and protect children.'

As one of the most scrutinised area of the Council's business Children Services is currently undergoing an Ofsted inspection in the areas of Children in Need of Help and Protection, Children Looked After and Care Leavers (ILACS).

3.4.6 Economic prosperity and Honda

The Council is a member of the Honda Swindon Task Force, convened by the Business Secretary, which has brought together civic leaders, local partners and MP's, Honda, leading government officials, union and sector representatives. The Task Force's priorities are to match the highly sought after skills of the workforce to local opportunities, provide support for the supply chain, identify future opportunities for the site and secure Swindon's continued economic growth. The work of the Task Force is supported by a Steering Group and local Task Groups coordinated by the Council.

Swindon continues to have one of the best-performing economies in the country, according the 2019 Centre for Cities Outlook report. The report provides an annual economic performance index of the 63 largest cities and towns in the UK. Amid continuing funding and demand pressures, we continue to play a vital role in encouraging private investment that creates local employment opportunities and delivers social gain.

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World leading financial company Zurich will build a new state-of-the-art office building in the heart of our town. We are also committed to supporting our partners and the business community in growing Swindon's economic resilience.

The Heritage Action Zone (HAZ) which is one of only 20 in the country, will boost Swindon's economic growth by using its heritage as a catalyst. Time and again, evidence shows that investment in historic places leads to increased business confidence, visitor numbers, and spend in the area. The HAZ will capitalise on the Railway Village's potential as a place rich in culture, leisure and wellbeing amenities and brings together many partners who share a passion for this precious heritage. We will continue to work together, pooling expertise, enthusiasm and resources.

Included in the exciting HAZ Delivery Plan will be the tangible improvements made to the Railway Mechanics' Institute. Work will be carried out on the poor physical condition of this building and its surroundings, to improve its prospects for a sustainable future.

3.4.7 Major Schemes

The New Eastern Village development continues to provide a significant challenge with progress made on up front infrastructure schemes now in the planning and design stage, and external funding secured, or applied for. Developers have acquired the sites at North and South Foxbridge and will be jointly Masterplanning the site in the coming weeks. The negotiations with land promoters and owners for the site at Lotmead are also progressing with a live application for 2,600 homes including primary schools and a sports hub. Outline consent has now been granted for 370 homes and a primary school at Redlands Airfield and another 2,400 homes are planned for Roborough, north of the A420 with S106 monies currently being finalised.

Our Town Centre Movement Strategy is aimed at the efficient movement of people and vehicles around the Town Centre, to avoid unsustainable and polluting queues. The Town Centre Movement Strategy is in progress and identifies six 'Priority Themes', including simplifying movement by car into and within the town centre; improving the integration of buses into the Town Centre; better connecting the cycle networks and walkable streets; accommodating and managing key vehicle movements to protect the central area; maximising the car parking offer and including complementary measures, such as a Park & Ride and the strategic cycle route, which extend beyond the Town Centre.

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North Star and the ambitious plans to put Swindon firmly on the map by providing a regional premium leisure destination will commence this year. North Star Village will see an indoor snow dome, the largest IMAX cinema in Europe, a 19 lane bowling alley and a wide range of shops, restaurants and parking.

Infrastructure improvements continue with a scheme to widen Mead Way, redesign the Moonrakers Junction, replacing the current bus station and creating a new bus boulevard.

3.4.8 Health and Leisure

We have extended the lease on the Health Hydro to allow Greenwich Leisure Limited (GLL) to continue running the facility. The lease on the Rec has also been extended to bring the break clause date in line with all other SBC facilities. The Council is looking to spend £1.5 million over the next couple of years to deal with the backlog of maintenance issues. In the longer term, the sustainable future of the Hydro will be linked to the work of the Heritage Action Zone.

Lydiard continues to go from strength to strength. This year we have more weddings booked in, higher levels of occupancy in the Conference Centre and a host of events being offered. These include the Cheese and Chilli Festival, cream teas in the courtyard every afternoon, two Open Air Theatre productions, the Mfor Festival, Luna Cinema showings and a Wedding Show in the autumn. With improved Wi-Fi and the installation of EV Charging points, the venue is better used than it has been in its more recent past and is now operating at a budget surplus.

3.4.9 Estate Rationalisation

Part of the programme to make the council more modern, efficient and effective by 2020 is a rationalisation of the Council's estate. This forms part of the formerly agreed Swindon Programme of reducing the number of buildings that the Council operates from in order to lower its operating costs, improve service standards and encourage modern working practices. The project will continue in the coming year with office alterations in Watt Tyler ongoing together with the relocation of Childrens Services staff from the Lyndhurst Centre, Park North, Swindon ('the Lyndhurst Centre') and the Resource Centre, Gladstone Street Swindon ('the Resource Centre') to Civic Campus with provision of Family Contact services within either the Everleigh Centre or the Meadows, Penhill, Swindon. We will also be facilitating the asset transfers of the Lyndhurst Centre to the Goddard Park Academy Trust and the Resource Centre to the Central Swindon South Parish Council on a leasehold basis.

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3.4.10 Climate Change Impact

The Council has established a Climate Change Working Group whose mission is to work towards making Swindon Carbon Neutral by 2030.

In Swindon, we have a really positive story to tell about becoming more environmentally friendly, and as a Council, we are doing a number of things to play our part in protecting the planet.

The production of energy to meet rising consumption is a massive contributor to carbon emissions, and to counter some of that, we will continue to harness solar energy. There are a number of solar farms in Swindon and they are playing an ever bigger role in providing us with the energy we need.

Swindon Borough Council has its own sustainable energy company, Public Power Solutions (PPS). Some of the work that we are doing through PPS includes committing to a challenging vision to help deliver "A world of zero waste and clean, smart power". PPS are currently developing 160MW of solar PV nationally, enough to power 40,000 homes - half the houses in Swindon and saving 60,000 tonnes of carbon dioxide per year. Our goal is that all Swindon's electricity should come from low-carbon sources by 2030.

Upgrades have recently been made to Swindon's much-loved cycling network, and we would always encourage people to think about greener ways of getting around the town. Going forward, we will be refreshing grants for wild flower areas and environmental improvement, and engaging in Community Forest and tree planting activities, to offset CO2 emissions, we hope to create an environment where people want to be out walking and cycling in our wonderful town.

The Council is an executive and founder member of the Hydrogen Hub, which launched in Swindon and Wiltshire in January 2016, and has driven external investment in hydrogen and fuel cell projects in the region. With PPS, we are developing 50MW of battery storage in Swindon, to help balance demand on the local electricity network and enable the delivery of more renewable energy projects.

Electric Vehicle charging is starting to have an impact on new developments and SBC will now be ensuring that any new policy includes 'active' EV charging infrastructure, which is installed immediately, and 'passive' infrastructure, which requires physical conduits to support future charging points, and the reservation of electrical capacity.

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It is great to see so many young people being passionate advocates for protecting the environment, and we look forward to working with them, and others, as we continue to develop more sustainable ways of living. Action against Climate Change must be embedded in all areas of the Council and we will work towards developing a greater awareness of the impact of Climate Change and making the adaptations necessary to mitigate against the single biggest challenge of our collective generations.

- 3.5 In moving Swindon forward, I am delighted to have a strong Cabinet team, which combines passion for delivery, as well as experience. The Members this year are:

Councillor Russell Holland, Deputy Leader and Cabinet Member for Commercialisation and Education and Skills;

Councillor Keith Williams, Cabinet Member Corporate Services and Operational Excellence;

Councillor Oliver Donachie, Cabinet Member for Economy and Place;

Councillor Gary Sumner, Cabinet Member for Strategic Planning;

Councillor Dale Heenan, Cabinet Member for the Town Centre;

Councillor Maureen Penny, Cabinet Member for Highways and the Environment;

Councillor Brian Ford, Cabinet Member for Adults and Health;

Councillor Mary Martin, Cabinet Member for Children's Services; and

Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety

- 3.6 The details of the portfolios is attached at Appendix 1.

4. Alternative Options

- 4.1 There are no alternative options; Article 6.02 of the Council's Constitution requires the Leader to submit a report.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

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

Legal and Human Rights Implications

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

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- 5.3 The report author has considered whether any of the information contained in the report falls under the General Data Protection Regulations and has determined that the report does not contain personal data.

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

- 5.4 There are no specific issues in this report.

Diversity Impact Assessment

- 5.5 Since the report does not recommend any changes in services, no Diversity Impact Assessment (DIA) was undertaken.

Risk Management

- 5.6 Risk Management will form part of any formal decisions made by Cabinet. There are no specific issues relating to this report.

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 Appendix 1 – Executive Arrangements, 2019-2020.

Cabinet's Vision, Priorities, and Pledges along with delegated responsibilities.
May 2019 v1.1

1 Leader of the Council Cllr David Renard
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Provide strategic and political leadership for the Vision, Priorities, and Pledges 2) Set the strategic framework for: <ol style="list-style-type: none"> a) the Council's reputation and profile, b) economic growth, c) governance, and d) through the Chief Executive, organisational excellence 3) Provide the vision for Swindon's Growth Agenda within sub-regional and regional partnerships 4) Promoting both the Borough and the Council 5) Have overall responsibility for holding the Chief Executive to account for delivering the Council's agreed strategic priorities
<p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Chair of Cabinet • Lead on major external partnerships (including the Police and Crime Commissioner, local, regional, national and international relations, the Health and Wellbeing Board) • Political oversight of Corporate Governance and Audit • Emergency Planning

<p style="text-align: center;">2 Deputy Leader Cabinet Member for Finance and Education and Skills Cllr Russell Holland</p>
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Ensure the Council achieves Financial Sustainability 2) Be the Council's Champion for Strong Financial Management 3) Provide political leadership for Commercialisation 4) Set the Council's Commercial Investment Strategy, and, through the senior officer and the Commercial Investment Strategy Board, oversee its delivery 5) Ensure Council owned assets are used effectively 6) Set the welfare and benefits policy and, through the senior officer, oversee its delivery 7) Provide the overarching direction to enable the Borough to have the range of vocational and higher education opportunities necessary to meet the future needs of employers 8) Provide political leadership through the Swindon Challenge Board in raising school attainment 9) Ensure that the Council's agreed priorities within the portfolio are delivered.
<p>To secure the following Vision pledges:</p> <ol style="list-style-type: none"> 8. Improve educational attainment, in particular at ages 16-19 so we are above the average in England by 2021. 9. Increase the number of people starting an apprenticeship in line with the targets in the Apprenticeship Strategy. 10. Secure a range of options to access Higher Education in Swindon to drive up attainment. 11. Work with partners to increase the level of skills of Swindon's workforce to support all our residents, including the most vulnerable, to access employment. 17. Provide early support so that Swindon residents are financially included and avoid getting into debt. 19. Secure a range of options to access Higher Education in Swindon <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Annual Budget (Revenue and Capital Programme) • Finance Management Overview • Medium Term Financial Plan • Commercial Investment Fund • Disposal of Assets • Swindon Housing Company • Revenue and Benefits Services • Welfare and Benefits Policy • Strategic Procurement • Audit and Risk • Adult Learning • Higher/Tertiary Education

- Skills
- Apprentices
- Education Services including, Provision for Early Years, LA Maintained Schools, Provision for children with Special Educational Needs and Disabilities, Education Other Than At School, Tuition Service, Championing Excellence and Promoting High Standards
- Schools' Forum
- Traded Services

3 Cabinet Member for Corporate Services and Operational Excellence Cllr Keith Williams
<p>Key objectives and role to :</p> <ol style="list-style-type: none"> 1) Provide the political leadership for Operational Excellence 2) Provide the strategic direction for the Council's customer access strategy 3) Provide the political leadership for resident engagement 4) Ensure Council owned Assets are used Effectively 5) Promote Sustainability 6) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Corporate, communications, legal, and support services • Customer services • Member Development • Modernisation agenda • Digital inclusion strategy • Human resources policies • Risk management • Operational Buildings and property • Community Development and Engagement to include: <ul style="list-style-type: none"> ○ Libraries ○ Parishes ○ Leisure and Sports (including Health Hydro) ○ Register Office, Cemeteries and Crematorium ○ Culture ○ Lydiard

<p style="text-align: center;">4 Cabinet Member for Economy & Place Cllr Oliver Donachie</p>
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Set the strategic vision to allow the economy to prosper 2) Provide the political leadership for business growth in all areas including town centre, investment, R&D and tourism 3) Ensure Swindon has the ability to be part of the next generation of Digital & Smart Cities 4) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>To secure the following Vision pledges:</p> <ol style="list-style-type: none"> 1. Set the ambition for Swindon to compete to at the forefront of digital innovation with a commitment to using technology for positive change. 2. Enhance Swindon's reputation as a sustainable energy exemplar, by exploring technology that converts energy from waste, facilitating the move to electrified transport, and delivering opportunities to invest in renewable energy to reduce carbon footprint. 3. Refresh and implement the Masterplan for Swindon Town Centre, supporting our vision that Swindon is a vibrant, modern place. We will do this through <ol style="list-style-type: none"> g) Working with ambassadors and partners to promote Swindon effectively to improve the town's reputation, increase income from business rates and compete for the best business growth opportunities, inward investment and talent. 4. Support businesses by working in partnership to create conditions in which businesses succeed and grow. 16. Deliver a programme of work to ensure that residents, visitors and businesses feel that Swindon is a safe place to live, work, visit and do business. <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Represent the Council on the Local Enterprise Partnership • Strategic Asset Management of employment/business land • Country Parks (securing sustainable uses) – excluding Lydiard • Enforcement and Regulatory Services • Envirocrime • Renewable energy • To lead on the implementation of PSPOs, in collaboration with Cabinet colleagues • Tourism • Client for PPS

<p style="text-align: center;">5 Cabinet Member for Strategic Planning Cllr Gary Sumner</p>
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Have overview of the Strategic Spatial Planning and Development Planning Framework 2) Provide political leadership for the New Eastern Villages programme 3) Have overview of the Wichelstowe Joint Venture 4) Set the direction for future strategic infrastructure programmes to support economic growth 5) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>To secure the following Vision Pledges:</p> <p>6.</p> <ol style="list-style-type: none"> a) Deliver infrastructure in a timely way to assist in phased housing & employment delivery for the New Eastern Villages including White Hart Junction & A420. b) Working with Barratt Homes through the Joint Venture we will deliver the District Centre facilities including a public house, the next phases of housing, a retirement complex and education facilities – whilst also delivering new sections of canal. c) Create the Southern access to Wichelstowe via a tunnel to be constructed under the M4 to link to Junction 16. d) Through the Local Plan review identify brownfield and green field sites for housing to deliver homes and employment land on a range of sustainable sites whilst ensuring that urban extensions are of the highest quality. e) Continue to develop additional homes, schools and public realm of high quality at Tadpole Garden Village. f) Ensure that there is a range of good quality housing options in Swindon, including affordable opportunities to buy and rent. g) Work with Nationwide Building Society to deliver homes at the former Oakfield campus. h) Support final phases of additional housing at Badbury Park with community space and improvements to Day House Lane to link to Coate Water. <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Neighbourhood Planning and Sustainability • Building Control and Local Land Charges • Housing Strategy • Design-based consultancy • Wichelstowe (Commercialisation) • Strategic flood and water management • Street Naming • Environmental Issues Landscape & Countryside

<p style="text-align: center;">6 Cabinet Member for the Town Centre Cllr Dale Heenan</p>
<p>Key objectives or roles to:</p> <ol style="list-style-type: none"> 1) Provide the political leadership for <ol style="list-style-type: none"> a) the continued economic and cultural development and well-being of the Town Centre b) Key partners, e.g. InSwindon, Old Town Business Association 2) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>To secure the following Vision Pledges:</p> <ol style="list-style-type: none"> 3. Refresh and implement the Masterplan for Swindon Town Centre, supporting our vision that Swindon is a vibrant, modern place. We will do this through <ol style="list-style-type: none"> a) Delivery of the Masterplan for Kimmerfields, in partnership with Homes England. b) Delivery of the Bus Boulevard. c) Delivering improvements to the strategic town centre transport network. d) Further redevelopment of the Carriage Works. e) Redevelopment of the former Aspen House Site. f) Working with Seven Capital, to deliver the development of the new regional leisure destination at North Star. 6. Establish effective and appealing pedestrian links from the Town Centre to North Star and enhance Wellington Street as a prime thoroughfare for the town. 10. As part of the town's regeneration: <ol style="list-style-type: none"> a) Re-develop the former Aspen House site / Granville Street area, to extend on the successful Regent Circus development. b) Make Havelock Square an attractive, safe open space to complement local shops 11. Replace the current bus station with a new and modern facility. 12. Improve the town centre road network to pave the way for the Kimmerfields development 15. Work to secure a viable and sustainable future for our key heritage assets. <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Developments as determined through the pledges / capital programme • Current Museums, including Steam • The future of Swindon Museum and Art Gallery • Arts and Culture and Community Heritage • North Star Village • Heritage Action Zone

7 Cabinet Member for Children's Services Cllr Mary Martin
<p>Key objectives or roles to:</p> <ol style="list-style-type: none"> 1) Provide strategic leadership and be the statutory lead Member for Children's Services 2) Provide the political leadership for the improvement plan 3) Through the senior officers, ensure Children are Safeguarded 4) Provide political leadership for contract/compliance/procurement 5) Provide the political leadership for the strategic provision of: <ol style="list-style-type: none"> a) Corporate Parenting b) Early Help c) Youth Justice 6) Promote Children's Health and Wellbeing 7) To work with other Cabinet Members to Manage Demand within the portfolio 8) Ensure that the Council's agreed priorities within the portfolio are delivered.
<p>To secure the following Vision Pledges:</p> <p>7. In addition to the two new free secondary schools, build one secondary and 13 primary schools to meet the needs of our increasing population.</p> <p>20. Increase the number of foster carers in Swindon so that every 'child looked after' who should be, is placed in their home borough.</p> <p>21. Ensure that there is a partnership approach to early prevention and intervention across Swindon so that more children and families are supported early, including through the Troubled Families Programme, to prevent escalation to statutory social care.</p> <p>22. Ensure that Swindon's vulnerable children and young people are safeguarded and protected</p> <p>25. Work collaboratively with stakeholders to ensure the level of children in Swindon with excess weight is no higher than the England average.</p> <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Children and Family Services including Early Help, Youth Offending Team, Young Person Substance Misuse team, Targeted Mental Health, Education Welfare, Educational Psychology, Youth Engagement, Services for Disabled Children • Children's Social Work services • Community Health Services including Health Visitors, School Nurses and Family Nurse Partnership, Paediatric Therapy Services, Speech and Language and Portage • Local Safeguarding Children's Board • Multi Agency Safeguarding Hub (MASH)

- Children Voluntary Sector Contracts
- Fostering and adoption services
- Troubled Families
- Music Services
- Plas Pencelli Outdoor Education Centre

8 Cabinet Member for Adults and Health Cllr Brian Ford
<p>Key objectives or roles to:</p> <ol style="list-style-type: none"> 1) Provide strategic and political leadership for the provision of Adult Social Care 2) To work with other Cabinet Members to Manage Demand within the portfolio 3) Ensure the strategic framework is in place to deliver: <ol style="list-style-type: none"> a) adults' safeguarding b) services for those with learning difficulties c) joint working with health d) public health services 4) Ensure that the Council's agreed priorities within the portfolio are delivered.
<p>To secure the following Vision Pledges:</p> <p>12. Work with partners to promote healthy lifestyles for the population of Swindon</p> <p>18. Deliver a borough-wide approach to increase the impact of volunteering, enabling more people to be active in supporting vulnerable people.</p> <p>19. Ensure that more people and their carers are supported to live as independently as possible and reduce the length of time people need to spend in residential care. This will be achieved through work with the Clinical Commissioning Group and GP surgeries to help people with long term health and social care needs to manage their health effectively with support from community groups and multi-disciplinary teams.</p> <p>23. Ensure that Swindon's vulnerable adults are safeguarded and protected.</p> <p>24. Increase the number of organisations in Swindon working to achieve 'Dementia Friendly' Town Status for Swindon and ensure annual accreditation.</p> <p>30. Reduce smoking prevalence to less than the England average</p> <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Adult Services (older people, people with a learning disability, physical disabilities and mental health) • Adult Voluntary Sector Contracts • Implementation of Care Act 2014 • Adult Local Safeguarding Board • Public Health – including health promotion and health and wellbeing services • Supported Housing • Learning Disability Partnership Board • Maintaining links between the Council and partner organisations in the Health Services • Oversight of Better Care Fund and integration with ASC and CCG Funding • Mental Health Champion - The Local Authority Mental Health Challenge

<p style="text-align: center;">9 Cabinet Member for Highways and the Environment Cllr Maureen Penny</p>
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Provide the strategic direction for the Council's StreetSmart, rubbish collection, and recycling services 2) Set the priorities for the maintenance of the highways network 3) To provide overall political leadership for the Demand Management within the portfolio 4) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>To secure the following Vision Pledges:</p> <p>3. Refresh and implement the Masterplan for Swindon Town Centre, supporting our vision that Swindon is a vibrant, modern place. We will do this through</p> <ol style="list-style-type: none"> a) Delivering improvements to the strategic town centre transport network. <p>5. Enhance Wellington Street as a prime thoroughfare for the town.</p> <p>14. Encourage Swindon residents to increase recycling and reduce their waste in line with the Council's Waste Strategy. Swindon Borough Council to reduce the use of single use plastics with the intention to stop using such plastics by 2019/20 and encourage local businesses to do the same.</p> <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Traffic and Transport Forward Planning (including Local Transport Plan and Implementation of Local Transport Plan) • Strategic Highways & Maintenance Works • Car Parks and Bus Gates • Building community capacity • Public Transport (including Concessionary Fares, Specialist Transport, Council Transport and Fleet Management) • Political oversight of Waterside Depot, including Household Waste Recycling Centre • Recycling and Refuse Collection – Domestic & Trade • Waste Disposal / Waste Minimisation • Street Lighting [maintenance and strategic] • Street Cleaning including removal of graffiti and abandoned vehicles • StreetSmart • Public Toilets • Ground & Tree Maintenance and open spaces • Parks (StreetSmart services only) • Playgrounds, including those that are not presently utilised • Maintenance of Roundabouts and non-HRA verges • Building & Engineering • Building Services, cleaning, catering & security services • Gullies and drainage, minor road repairs, potholes

<p style="text-align: center;">10 Cabinet Member for Housing and Public Safety Cllr Cathy Martyn</p>
<p>Key objectives and role to:</p> <ol style="list-style-type: none"> 1) Provide the strategic direction for the management of all aspects of the Council's social housing 2) Provide strategic direction to reduce and prevent homelessness where possible 3) Promote partnership engagement to address rough sleeping 4) Provide strategic leadership to promote safe public areas 5) Set the strategic vision for the Borough's continuing social development 6) To work with other Cabinet Members to Manage Demand within the portfolio 7) Ensure that the Council's agreed priorities within the portfolio are delivered
<p>To secure the following Vision Pledges:</p> <p>7. Build new affordable homes including 200 new council homes and 66 units through the Affordable Housing Development programme at sites including the Hawthorns, the Royal British Legion site in Penhill, Townsend House in Old Town and the Former Refuge in Park South.</p> <p>8. Complete the redevelopment of Sussex Square.</p> <p>26. To prevent homelessness where possible using additional measures including the temporary winter housing provision and enabling a day centre to prevent rough sleepers from returning to the streets.</p> <p>Delegated responsibilities:</p> <ul style="list-style-type: none"> • Allocations and Advice Services • Empty Homes • Estate and Tenancy Management • Housing Enabling and Strategic Services • Homeline Services • Homelessness • Housing Right to Buy/Sales Services • Neighbourhood Wardens • Private Sector Housing Renovation Grants • Repair and Improvements to Council Housing Stock • Sheltered Accommodation • Environmental and Public Protection Services Gypsies, Travellers and Unauthorised Encampments • Reducing Drugs, Alcohol and Substance misuse • Control Room Operations • Reducing anti-social behaviour • Reducing domestic abuse • Community Safety Partnership • Licensing • Air Quality

Work Programme 2019/2020

Scrutiny Committee

Date: 15th July 2019

Author: Chief Legal Officer

Wards: All Wards

Parishes Affected: All Parish Areas

1. Purpose and Reasons

- 1.1 This report sets out details of the topics for the Scrutiny Committee Work Programme for 2019/2020, as agreed at the Scrutiny Committee meeting on 10th June 2019.
- 1.2 Each Overview and Scrutiny Committee is required to have a Work Programme that details the activities that it will be undertaking during the Municipal Year.
- 1.3 The Work Programme details the various topics and issues that each Committee intends to look into during the coming year with the aim of producing evidence based recommendations intended to provide service improvements for Cabinet and external agencies / bodies to consider.

2. Recommendations

The Committee is recommended to:

- 2.1 Note the approved Work Programme for the Scrutiny Committee for the 2019/2020 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 2019.
- 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.

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

Work Programme 2019/2020

Scrutiny Committee

Date: 15th July 2019

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

Developing the Work Programme – The Executive

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

Standard Work Programme items

- 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:

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

Work Programme 2019/2020

Scrutiny Committee

Date: 15th July 2019

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

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

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

4. Alternative Options

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

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

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

Legal and Human Rights Implications

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

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

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

Diversity Impact Assessment

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

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.

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

Work Programme 2019/2020

Scrutiny Committee

Date: 15th July 2019

6. Consultees

6.1 None.

7. Background Papers

7.1 None.

8. Appendices

8.1 Appendix 1 – Scrutiny Committee Work Programme 2019/2020.

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

8.3 Appendix 3 – Scrutiny Process Flowchart.

Scrutiny Committee

Work Programme 2019-2020

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.
- 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
 Tel: 07980 752043

10th June 2019		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Work Programme 2019/20	To discuss and agree a rolling work programme for the 2019/20 Municipal Year and review the Overview Task Groups	n/a

15th July 2019		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

12th August 2019		
Item	Objectives	Witnesses
Cabinet Member Q&A – Cabinet Member for Adults and Health	To review the portfolio and performance of the Cabinet Member for Adults and Health.	Councillor Brian Ford
Cabinet Member Q&A – Cabinet Member for Corporate Services and Operational Excellence	To review the portfolio and performance of the Cabinet Member for Corporate Services and Operational Excellence.	Councillor Keith Williams

9th September 2019		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Economy and Place	To review the portfolio and performance of the Cabinet Member for Economy and Place.	Councillor Oliver Donachie

21st October 2019		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Children's Services	To review the portfolio and performance of the Cabinet Member for Children's Services.	Councillor Mary Martin
Cabinet Member Q&A – Cabinet Member for Finance and Education and Skills	To review the portfolio and performance of Education and Adult Learning services.	Councillor Russell Holland

18th November 2019		
Item	Objectives	Witnesses
Review of the 2018/19 Municipal Year	To receive the Scrutiny Committee Annual Report.	Chief Legal Officer
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

9th December 2019		
Item	Objectives	Witnesses
Leader of the Council update	To receive a half yearly update from the Leader of the Council on the performance of the Council, to receive details of any major issues or problem areas and to review progress against priorities set out in annual presentation.	Councillor David Renard
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet

13th January 2020		
Item	Objectives	Witnesses
Budget Scrutiny	To review the Budget proposals for 2020-2021.	Councillor Russell Holland
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

10th February 2020		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Highways and the Environment	To review the portfolio and performance of the Cabinet Member for Highways and the Environment.	Councillor Maureen Penny

16th March 2020		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for Finance and Education and Skills	To review the portfolio and performance of Finance and Skills.	Councillor Russell Holland

6th April 2020		
Item	Objectives	Witnesses
Review of Cabinet Decisions	To receive the decisions taken and the process taken in making those decisions of Cabinet.	Cabinet
Cabinet Member Q&A – Cabinet Member for the Town Centre	To review the portfolio and performance of the Cabinet Member for the Town Centre.	Councillor Dale Heenan

Other issues for Scrutiny Committee to consider		
Item	Objectives	Witnesses
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
Anti-social enforcement	To review what is being done to address enforcement against anti-social issues including: <ul style="list-style-type: none"> • Parking • Public Space Protection Orders in the town centre • Anti-social behaviour 	Councillor Maureen Penny Councillor Oliver Donachie Councillor Cathy Martyn
An examination of the relationship between the Borough and Parish / Town Councils	One day review by Scrutiny Committee	Chief Executive
Closure of Honda	To receive a confidential update	Leader of the Council Chief Executive

Other issues to be referred		
Item	Objectives	Witnesses
Food Waste	To review proposals for dealing with food waste in the Borough	To be referred to Communities and Place Overview and Scrutiny Committee
Collection and Disposal of Used Needles	To review proposals for dealing with the collection and disposal of used needles	To be referred to Adults' Health, Adults' Care and Housing Overview and Scrutiny Committee
Leisure Contracts	To review the leisure contracts, in particular those run by GLL	To be referred to Resources and Corporate Overview and Scrutiny Committee
Procurement	To review how SBC uses its procurement budget locally	To be referred to Resources and Corporate Overview and Scrutiny Committee
North Star	To review the ongoing development at North Star	To be referred to Growing the Economy Overview and Scrutiny Committee

Swindon Borough Council

CABINET WORK PROGRAMME AND FORWARD PLAN

11 June 2019 - 11 June 2020 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 02/07/19)

Key Decisions are defined as:

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

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

Councillor:	Portfolio:
David Renard	Leader of the Council and Chair of Cabinet
Russell Holland	Deputy Leader of the Council, Vice Chair of Cabinet, and Cabinet Member for Finance, Education and Skills
Oliver Donachie	Cabinet Member for Economy and Place
Brian Ford	Cabinet Member for Adults and Health
Dale Heenan	Cabinet Member for the Town Centre
Mary Martin	Cabinet Member for Children's Services
Cathy Martyn	Cabinet Member for Housing and Public Safety
Maureen Penny	Cabinet Member for Highways and the Environment
Gary Sumner	Cabinet Member for Strategic Planning
Keith Williams	Cabinet Member for Corporate Services and Operational Excellence

Cabinet Member Decisions Proposed for June 2019

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
HQ Theatre Renegotiation	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	The following opposition spokespersons and ward members were consulted on this matter. Their comments are summarised in the Private and Confidential report: Councillors Junab Ali, Jane Milner- Barry, Paul Dixon, Stan Pajak, Imtiyaz Shaikh, Kevin Small, Nadine Watts, and Julie Wright. Date of Notice: 11th June 2019	Corporate Director Communities and Housing Richard Bell rbell@swindon.gov.uk	HQ Theatre renegotiation
Revised Fee Charging Schedule for Animal Licensing	No	Cabinet Member for Housing and Public Safety	Cabinet Member for Housing and Public Safety	The following opposition spokespersons / ward members were consulted on this matter. Councillor Des Moffatt, Opposition Group spokesperson Councillor Stan Pajak,	Corporate Director Communities and Housing Head of Planning, Regulatory Services & Heritage	REVISED FEE CHARGING SCHEDULE FOR ANIMAL LICENSING - redacted

				Minority Group spokesperson Date of Notice: 3rd June 2019		
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Cabinet Meeting Date - 10th July 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, Education and Skills	Cabinet	N/A Date of Notice: 11th June 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov. uk	
Education Transport Policy September 2019	Yes	Cabinet Member for Children and School Attainment	Cabinet	N/A Date of Notice: 9th April 2019	Corporate Director of Children's Services Peter Nathan, Head of Education PNathan@swindon.gov.u k	School Transport Cabinet Work Programme Report Tracker
Swindon Borough Council New Eastern Villages (NEV) Transport Strategy	Yes	Cabinet Member for Strategic Planning	Cabinet	N/A Date of Notice: 31st May 2018	Corporate Director Communities and Housing Sam Howell showell@swindon.gov.uk	Cabinet Work Programme Report Tracker (NEV Transport Strategy)

New Eastern Villages (NEV): Strategic Transport Schemes	Yes	Cabinet Member for Highways and the Environment, Cabinet Member for Strategic Planning	Cabinet	NA Date of Notice: 11th June 2019	Corporate Director Communities and Housing Corporate Director Communities and Housing	
Consideration of Objections - Bristol Street Car Park	Yes	Cabinet Member for Highways and the Environment	Cabinet	N/A Date of Notice: 22nd May 2019	Corporate Director Communities and Housing Steve Jorden, Corporate Director for Communities and Housing SJorden@swindon.gov.uk	Bristol Street Tracker
Swindon Borough Local Plan Review - 2nd Regulation 18 Consultation (Preferred & Emerging Options)	No	Cabinet Member for Strategic Planning	Cabinet	N/A Date of Notice: 23rd May 2019	Corporate Director Communities and Housing Head of Planning, Regulatory Services & Heritage	Local Plan Review 2nd Reg 18

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, Education and Skills	Cabinet	N/A Date of Notice: 11th June 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Annual Review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A Date of Notice: 30th September 2017	Chief Legal Officer (Monitoring Officer) Chief Legal Officer (Monitoring Officer)	N/A
Housing Revenue Account Medium Term Financial Plan	Yes	Cabinet Member for Housing and Public Safety	Cabinet	N/A Date of Notice: 18 th December 2014. Date of Notice: 12th July 2018	Corporate Director Communities and Housing Corporate Director Communities and Housing	N/A

Cabinet Meeting Date - 16th October 2019

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update	Yes	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 19th October 2018	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov. uk	

Cabinet Meeting Date - 4th December 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, Education and Skills	Cabinet	N/A Date of Notice: 3rd December 2018	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	
Treasury Management Performance 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 3rd December 2018	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Capital Monitoring Quarter 2 2019-20	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 3rd December 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	

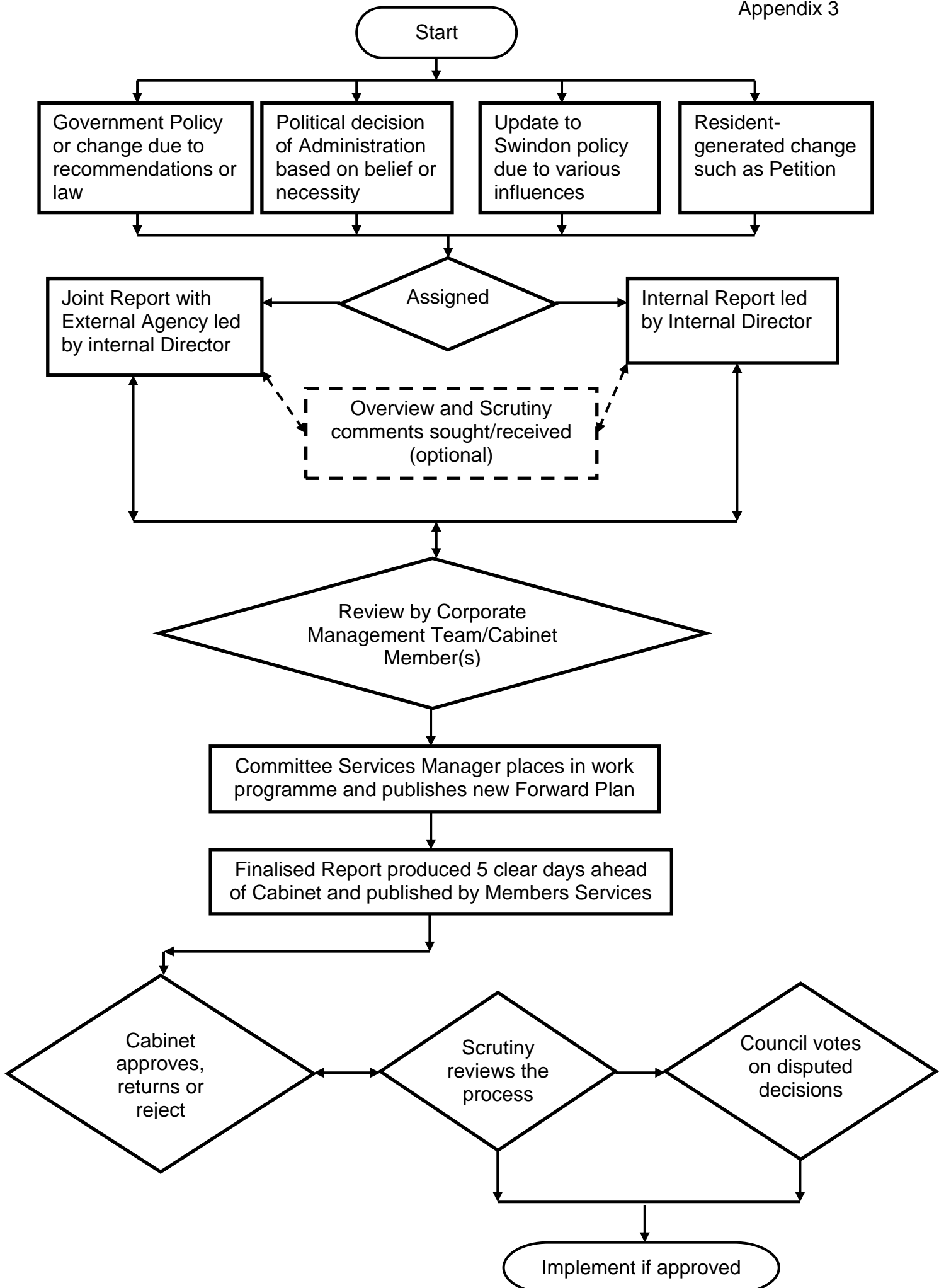
Cabinet Meeting Date - 5th February 2020

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, Education and Skills	Cabinet	N/A Date of Notice: 20 th January 2017 Date of Notice: 11th June 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov. uk	N/A
Capital Programme 2020/2021	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 20 th January 2017 Date of Notice: 11th June 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov. uk	N/A
Treasury Strategy Statement 2020/21	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 20 th January 2017 Date of Notice 11th June 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov. uk	N/A
Housing Revenue	No	Deputy Leader of the Council and	Cabinet	N/A Date of Notice: 20 th	Director of Finance (s151) Officer	N/A

Account - Rents and Charges 2020/21		Cabinet Member for Finance, Education and Skills		January 2017	Mick Bowden, Director of Finance mbowden@swindon.gov.uk	
Swindon Pay Policy Statement 2020 / 2021	No	Councillor David Renard	Cabinet		Director of Finance (s151) Officer Samantha Mowbray, Director of Performance, Organisational Improvement and Communications SMowbray@swindon.gov.uk	
School Admissions Arrangements 2021-22	Yes	Cabinet Member for Children and School Attainment	Cabinet	N/A Date of Notice: 23rd October 2018	Corporate Director of Children's Services Peter Nathan, Head of Education PNathan@swindon.gov.uk	Cabinet Work Programme Report Tracker - School admissions
SEND Home to School Transport	No	Cabinet Member for Children and School Attainment	Cabinet	N/A Date of Notice: 18th January 2019	Corporate Director of Children's Services Peter Nathan, Head of Education PNathan@swindon.gov.uk	N/A

Cabinet Meeting Date - March 2020

Subject	Key Decision Yes/No	Portfolio Holder / Cabinet Member	Decision Maker	Consultation Responses/Date of Notice	Contact Officer	Available Background Papers
Budget Management Update	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 3rd April 2018	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Capital Programme Monitoring 3rd Quarter 2019/20	No	Deputy Leader of the Council and Cabinet Member for Finance, Education and Skills	Cabinet	N/A Date of Notice: 3rd April 2019	Director of Finance (s151) Officer Mick Bowden, Director of Finance mbowden@swindon.gov.uk	N/A
Swindon Local Transport Plan - Implementation Plan 2020/21	Yes	Cabinet Members for Highways and the Environment	Cabinet	N/A Date of Notice: 9th November 2018	Corporate Director Communities and Housing	SLTP Cabinet Work Programme Report Tracker



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Status of requests for action and / or information

Scrutiny Committee

Date: 15th July 2019

Author: Chief Legal Officer

Wards: All

Parishes Affected: All

1. Purpose and Reasons

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

2. Recommendations

The Committee is recommended to:

- 2.1 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: 15th July 2019

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
25th March 2019**

Minute No. 72	Cabinet Member Q&A Session – Cabinet Member for Finance	Outcome
To provide more detailed information on what the expected organisation wide improvements in HR and Finance business processes will be from the procurement of the new HR and Finance system.	<p>Response received from the Cabinet Member for Finance and the Director of Finance on 7th June 2019 as follows:</p> <p>The expected benefits are:</p> <ul style="list-style-type: none"> - Transformation of the current reporting arrangements – more timely, less resource intensive - Improved ‘real time’ information for managers to enable them to more effectively manage people and budgets - Increased scope for managers to self-serve supported by improved system functionality - Key business processes managed through system workflow rather than the current manual arrangements – i.e. ordering, invoice payments, invoicing customers, payment collection, recruitment, performance management, absence management etc. - Reduced manual activity for managers, Finance and HR at year end - Improved ability to integrate systems facilitating full end to end process redesign, therefore enabling wider service redesign - Improved compliance and control around Financial Regs and Standing Orders - Reduced interface management and data handling - Reduced system management and support - Ensuring that the Council can continue to benefit from all system developments and improvements so that we maintain best practice whilst also ensuring the organisational risks around data/security are managed through regular system updates/patches 	Complete
To provide information on the net return, and the	Response received from the Cabinet Member for Finance and	Complete

period of the write down of the assets, of the four commercial properties which have been purchased at a cost of £17m.	<p>the Director of Finance on 7th June 2019 as follows:</p> <p>For 2019/20 the gross return for the 4 properties is £1.179m, which equates to 6.9% of the £17.1m purchase price. The purchases were financed through a mix of capital receipts (£4.6m) and borrowing (£12.5m). The write down period is 50 years. The net return after borrowing costs is £648k, or 3.8%.</p>	
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**SUMMARY OF PUBLIC QUESTIONS REQUIRING A WRITTEN RESPONSE
AND MEMBER REQUESTS FOR INFORMATION
10 June 2019**

Minute No. 4	Consideration of Cabinet Minutes	Outcome
Cllr Jim Grant queried the projected timescales for completing the Swindon Museum and Art Gallery project.	<p>Response received from the Cabinet Member for the Town Centre on 19th June 2019 as follows:</p> <p>A full review of the Capital Programme is taking place over the summer, led by Councillor Holland in his capacity as Finance Lead member. Cabinet wishes all items to be discussed in the round, instead of piecemeal, therefore the allocation for the Art Gallery and Museum remains unchanged.</p> <p>On the project itself:</p> <p>My expectation remains that concepts for the rebuilt Wyvern combined with Art Gallery and Museum will come forward during Q4 2019, followed by a full business case by December 2020. If the business case stacks up, and a positive decision to proceed is made, then it's up to Planning and construction which could</p>	Complete

	<p>be a further 3 to 4 years to complete.</p> <p>This timing aligns well with the lifespan of the Wyvern. The Theatre is now 50 years old, and Officers have highlighted that recent Structural Reports demonstrate that the Council is rapidly approaching the point where substantial investment must be made within 5 to 7 years' time.</p> <p>If there is cross Council appetite, and agreement, then I'm sure this project could be accelerated since only external grant funding is currently being used.</p> <p>As the Cabinet member responsible, I am determined that Officers complete the work with rigour, and that no uncostered commitments or promises are made. I trust that all Councillors will be interested in this work as it progresses, and I welcome any constructive challenge on any uses, numbers, assumptions made or any aspect of the project. Only when the business case is available will the complete financial picture be available, and a decision required on funding.</p> <p>To not proceed with a combined project has a 'do nothing' cost for both providing an Art Gallery and Museum in another way, but also rebuilding the Wyvern due to its age.</p>	
<p>Cllr Bob Wright referred to the reduction in the number of private landlords, and queried how the Council plans to provide rooms or properties for the homeless given that reduction.</p>	<p>Response received from the Cabinet Member for Housing and Public Safety on 20th June 2019 as follows:</p> <p>Cllr Wright raised concerns at Scrutiny Committee on the 10th June about the reduction of accommodation available to house those for whom the Council has a statutory homelessness duty.</p>	Complete

	<p>I can assure the Committee that the Housing Service has a strong relationship with private landlords and provides 250 homes as temporary accommodation for the homeless. This figure has reduced over the last 18months (previously 450) due to our improved performance in homelessness prevention and the ability to use more cost effective solutions including our Housing First accommodation.</p>	
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