



SWINDON BOROUGH COUNCIL
Municipal Year 2019/20

Thursday, 11 July 2019

**COUNCIL CHAMBER
CIVIC OFFICES
SWINDON**

3 July 2019

Dear Councillor,

Summons to attend Council Meeting

A MEETING of the **Council**, which you are requested to attend, is to be held at the CIVIC OFFICES, SWINDON, on **Thursday, 11 July 2019** at **7.00 p.m.**

The business to be transacted will be as follows:-

AGENDA

- 1. Apologies for Absence**
- 2. Communications**
To receive any communications or letters which the Mayor or Chief Executive may have to bring before the Council.
- 3. Minutes** (Pages 5 - 10)
To receive the minutes of the previous meeting.
- 4. Declarations of Interest**
Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

5. Public Question Time

See explanatory note below.

6. Minutes for Confirmation (Pages 11 - 52)

To consider Minutes for Confirmation from the Cabinet:

- (1) Minute 11 (Councillors' Allowances 2020/21 – Recommendations of the Independent Remuneration Panel).
- (2) It is anticipated that a Minute for Confirmation regarding the Swindon Borough Local Plan Review - 2nd Regulation 18 Consultation (Preferred & Emerging Options) will arise from the meeting of the Cabinet to be held on 10th July 2019.

The report relating to this item is available on the Council's website. A copy of the Minute of the Cabinet will be circulated under separate cover following the Cabinet meeting.

7. Motions

**(a) Motion - Free Television Licences
Councillor Jim Grant will move:**

"This Council notes:

- The recent announcement that free TV Licences for the over 75s will no longer be a universal benefit, with most people of that age no longer qualifying for this concession.
- The benefits TV Licenses have for many older people in staving off isolation and loneliness, key areas the Council are looking to reduce within the borough.
- The Conservative party promised to maintain free TV licences for the duration of this Parliament in their 2017 General Election Manifesto.

This Council calls on the Government to honour the Conservative Party's 2017 manifesto promise to maintain free TV licences for the over-75s for the duration of this Parliament by ensuring sufficient funding to do so and, should the BBC propose changes to the concession, to ensure that the proposed changes are subject to parliamentary consent.

The Council requests the Leader of the Council to write to the Secretary of State for Media, Culture and Sport and Swindon's two Members of Parliament setting out the Council's position."

**(b) Motion - Health and Social Care Strategy
Councillor Ray Ballman will move:**

"This Council notes:

- The Great Western Hospital Emergency Department continues to fail to meet its 4 hour waiting time target and at the last GWH Trust report to the Health Overview & Scrutiny the GWH were 6% below

their 95% NHS target.

- Overcrowding in the Emergency Department remains the GWH Trust's most pressing challenge.
- Demand for the Emergency Department continues to be high year on year as, with a 13.4% increase in Emergency Department attendances compared with March 2018 and this trend continues.
- That at the end of last year, NHS statistics showed that Swindon patients faced some of the longest GP appointment waits in the whole country.
- The government continues to delay a social care bill with over a million older people in England struggling with unmet care needs.

This Council requests the Leader of the Council to write to the Secretary of State for Health and Swindon two MPs requesting the government set out a clear health and social care strategy addressing these issues, including providing additional money for beds in hospital emergency departments."

8. Minutes of Cabinet and Decisions Delegated to Cabinet Members

(Pages 53 - 80)

Members have the opportunity to raise questions with the relevant Cabinet Member in respect of Cabinet minutes (which are not reserved for Council for decision) and in respect of individual Cabinet Member delegated decisions.

9. Minutes of other Council Bodies

Members have the opportunity to raise questions with the relevant Chair in respect of all other Committee minutes (not reserved to Council for decision), as set out in the Minute Book circulated separately.

10. Councillors Question Time

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

Yours faithfully

Lisa Hall

Chief Legal Officer

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

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

Questions in writing should be sent to the Committee Officer Shaun Banks (07980752047 sbanks@swindon.gov.uk) or to the Chief Legal Officer, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website (<http://ww5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

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

COUNCIL

FRIDAY, 17 MAY 2019

PRESENT:- The Worshipful The Mayor in the Chair; Councillors Junab Ali, Abdul Amin, John Ballman, Ray Ballman, Alan Bishop, Nick Burns-Howell, Emma Bushell, Matthew Courtliff, Malcolm Davies, Paul Dixon, Oliver Donachie, Steph Exell, Emma Faramarzi, Brian Ford, Jim Grant, Dale Heenan, Steve Heyes, Russell Holland, Oladapo Ibitoye, Janine Howarth, Robert Jandy, Jenny Jefferies, Vinay Manro, Mary Martin, Nick Martin, Cathy Martyn, Brian Mattock, Jane Milner-Barry, Des Moffatt, Stan Pajak, Barbara Parry, Maureen Penny, Garry Perkins, David Renard, Adorabelle Shaikh, Imtiyaz Shaikh, Carol Shelley, Kevin Small, Roger Smith, Bazil Solomon, Andy Spry, Gary Sumner, Timothy Swinyard, Caryl Sydney-Smith, Rahul Tarar, Vera Tomlinson, Nadine Watts, Peter Watts, Steve Weisinger, Keith Williams and Robert Wright.

1. Mayor's Announcements

(1) The Mayor welcomed the Lord Lieutenant of Wiltshire and other distinguished guests to the meeting.

(2) The Mayor welcomed those Councillors Nicholas Burns-Howell, Steven Heyes, Oladapo Ibitoye, Robert Jandy, Jennifer Jefferies, Vinay Manro, Adorabelle Shaikh and Bazil Solomon who had been newly elected in the Elections held on 2nd May 2019.

2. Apologies for Absence

Apologies for absence were received from Councillors Steve Allsopp, Claire Crilly, Mark Dempsey, Fay Howard and Jim Robbins.

3. To elect a qualified person to be Mayor of the Borough for the Municipal Year 2019/20

The Mayor (Councillor Junab Ali) called upon the Councillors to elect a qualified person to be Mayor of the Borough for the Municipal Year, 2019/20.

Councillor Dale Heenan moved, Councillor David Renard seconded and the Council unanimously agreed that Councillor Kevin Parry be Mayor of the Borough for the ensuing Municipal Year. Councillors David Renard, Jim Grant and Stan Pajak offered their support and congratulations to the Mayor, on behalf of their political groups.

Councillor Kevin Parry made and signed the Declaration of Acceptance of Office.

(The Worshipful the Mayor (Councillor Kevin Parry) in the Chair.)

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

Councillor Bob Wright moved and Councillor Abdul Amin seconded and it was unanimously agreed that Councillor Junab Ali be thanked for his year of service as Mayor of the Borough.

4. To elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year 2019/20

The Mayor called upon the Councillors to elect a qualified person to be Deputy Mayor of the Borough for the Municipal Year, 2018/19.

Councillor David Renard moved, Councillor Oliver Donachie seconded and the Council agreed that Councillor Garry Perkins be Deputy Mayor of the Borough for the ensuing Municipal Year.

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

5. Return of Councillors Elected

The Interim Director of Law reported the return of Councillors elected on 2nd May 2019, to fill vacancies occasioned by the retirement of Councillors under the provisions of the Local Government Act 1972 namely:-

WARD	NAME OF COUNCILLOR ELECTED
Blunsdon and Highworth	Alan John Bishop
Central	Adorabelle Domnica Amaral
Chiseldon and Lawn	Jennifer Mary Jefferies
Covingham and Dorcan	Dale James Heenan
Eastcott	Paul Andrew Dixon
Gorse Hill and Pinehurst	John Ballman
Haydon Wick	David Charles Renard
Liden, Eldene and Park	Bazil Stanley Solomon
South	
Lydiard and Freshbrook	Caryl Ann Sydney-Smith
Mannington and Western	Stephanie Gail Exell
Old Town	Nicholas James Andrew Burns-Howell
Penhill and Upper Stratton	Oladapo Ibitoye
Priory Vale	Vinay Manro
Rodbourne Cheney	James Patrick Grant
Shaw	Nicholas David Martin
St. Andrews	Steven John Heyes
St. Margaret and South Marston	Robert Jandy

Walcot and Park North Emma Bushell
Wroughton and Wichelstowe Catherine Anne Martyn

Councillor David Renard moved and Councillor Russell Holland seconded:

“That the return of Councillors be noted and that those Councillors who have retired from the Council be thanked for their service.”

The Motion was put to the vote and declared carried.

6. Communications

The Chief Executive reported that no communications had been received.

7. Minutes

Resolved – That the minutes of the meeting held on 4th April 2019, be confirmed and signed.

8. 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 were made.

9. Public Question Time

Mrs Hilary Ranford submitted a written question regarding the publication of agendas and minutes relating to the Climate Change Working Group. The Cabinet Member for Corporate and Operational Excellence responded at the meeting and indicated that a written response to the question would be provided.

Ms Joy Corrigan asked a public question regarding work undertaken by the Climate Change Working Group. The Cabinet Member for Corporate and Operational Excellence responded at the meeting.

Ms Joy Corrigan asked a supplemental question regarding the appointment of a member of the public to the Climate Change Working Group. The Cabinet Member for Corporate and Operational Excellence responded at the meeting.

Ms Helen Harris asked a public question regarding current and future Council policies to reduce the effects diesel vehicles and Parliament’s Declaration of a Climate Emergency. The Cabinet Member for Corporate and Operational Excellence responded at the meeting.

Ms Janet Copestake asked a public question seeking the Council’s acceptance that there was acclimate emergency. The Leader of the Council responded at the meeting.

Mr Tristan Strange asked a public question seeking clarification for the reasons the Council did not support a recent Council Motion asking the Council to

support the declaration of a climate emergency. The Cabinet Member for Corporate and Operational Excellence responded at the meeting.

10. Election of Leader of Swindon Borough Council

Councillor Russell Holland moved and Councillor Oliver Donachie seconded:

“That Councillor David Renard be appointed as Leader of Swindon Borough Council.”

The Motion was put to the vote and declared carried.

Councillor David Renard thanked the Council for his appointment and tabled details of his Cabinet appointments (set out on the Council's Website).

11. Adoptions of Revisions to Swindon Borough Council's Constitution

Councillor David Renard moved and Councillor Russell Holland seconded:

“(1) That the Swindon Borough Council's Constitution for the Municipal Year 2019/20 be adopted.

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

The Motion was put to the vote and declared carried.

12. Numbers to Serve on Council Committees

Councillor David Renard moved and Councillor Russell Holland seconded:

“That the number of Members to serve on Swindon Borough Council's Committees for the Municipal Year 2019/20, be as follows:

Appeals Committee – 25 Members

Appointments Committee – 21 Members

Audit Committee – 7 Members

Licensing Committee – 15 Members

Planning Committee – 15 Members

Special Committee – 9 Members

Scrutiny Committee – 13 Members

Health and Wellbeing Board – 6 Members

Standards Committee – 9 Members

Adults' Health, Adults' Social Care and Housing Overview and Scrutiny Committee – 9 Members

Children's Health, Social Care and Education Overview and Scrutiny Committee – 9 Members

Communities and Place Overview and Scrutiny Committee – 9 Members

Growing the Economy Overview and Scrutiny Committee – 9 Members

Resources Overview and Scrutiny Committee – 9 Members
Health and Wellbeing Board – 6 Members
Standards Committee – 9 Members.”

The Motion was put to the vote and declared carried.

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

Councillor David Renard moved and Councillor Russell Holland seconded:

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

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

(3) That the Council’s waiving of the political balance arrangements on the Standards Committee and Special Committee be confirmed.

(4) That Councillors be appointed to serve on the Council’s Committees for the Municipal Year 2019/20, as set out as an Appendices to the Minutes.

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

(6) That Chairs and Vice-Chairs be appointed to the Council’s Committees for the Municipal Year 2019/20, as set out in the Appendices to the Minutes be approved.

(7) That representatives be appointed to serve on Other and Outside Bodies for the Municipal Year 2019/20, be as set out in the Appendices to the Minutes.”

The Motion was put to the vote and declared carried.

14. Calendar of Meetings 2019/20

Councillor David Renard moved and Councillor Russell Holland seconded:

“(1) That the Timetable of Meetings for the Municipal Year 2019/20, as tabled at the meeting, be approved.

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

The Motion was put to the vote and declared carried.

15. Councillors Question Time

The Interim Director of Law reported that Standing Order 15 Questions had been received from Councillor Bob Wright and that written answers would be provided.

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COUNCIL

THURSDAY 11TH JULY 2019

MINUTES FOR CONFIRMATION

CABINET

WEDNESDAY, 5 JUNE 2019

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

Mr Keith Strickland, Chair of the Independent Remuneration Panel, submitted a report inviting Cabinet to consider recommendations arising from meetings of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2020/2021.

As Mr Strickland could not be present, the Leader of the Council introduced the report and summarised the limited recommendations that Council would be asked to consider. Councillor Holland supported the recommendations and noted the benefits of the allowances in making being a councillor accessible to a wider range of the public.

The Leader of the Council at the request of Cabinet Members asked for confirmation that there was parity of Special Responsibility between all the Committee Chairs, including the Chair of Licensing.

Resolved:-

1. That the thorough and comprehensive review undertaken by the Independent Remuneration Panel be noted, and the Panel Chair and members be thanked for their work.
2. That the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2020/2021, as set out in paragraph 3.5 be considered, and that these recommendations be referred the Council.
3. That, if the recommendations be approved by Council, the Chief Legal Officer be authorised to introduce a revised Councillors' Allowances Scheme for 2020/2021, based on the recommendations of the Independent Remuneration Panel.

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

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

Cabinet

Date: 5th June 2019

Author: Chair of the Independent Remuneration Panel

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 To consider recommendations from the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2020/2021.
- 1.2 The Council is required by the Local Authorities (Members Allowances) (England) Regulations 2003 to consider the recommendations of its Independent Remuneration Panel when making decisions relating to its Scheme of Councillors' Allowances. It is not required to adopt all or any of the Panel's recommendations. Decisions on the Scheme of Councillors' Allowances require the approval of full Council.

2. Recommendations

Cabinet is recommended to:

- 2.1 Note the thorough and comprehensive review undertaken by the Independent Remuneration Panel, and thank the Panel Chair and members for their work.
- 2.2 Consider the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2020/2021, as set out in paragraph 3.6, and to refer these recommendations to the Council.

If the recommendations are approved by Council

- 2.3 Authorise the Chief Legal Officer to introduce a revised Councillors' Allowances Scheme for 2020/2021, based on the recommendations of the Independent Remuneration Panel.

3. Detail

Background

- 3.1 The Independent Remuneration Panel for Swindon Borough Council was established in late 2001. It is currently made up of six members independent of the Council. One each is nominated by the Education, Business and Voluntary / Community Sectors, while three members are appointed following public advertisement.
- 3.2 The last extensive review of Councillors' Allowances took place in 2016/2017. Council adopted the recommendations of the Panel in July 2016 (Council Minute

Further information on the subject of this report can be obtained from Vicki Yull, 07980 752043, vyull@swindon.gov.uk.

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

Cabinet

Date: 5th June 2019

31 (1) 2016/17 refers). Following this, the Panel has recommended no changes to the levels of Councillors' Basic Allowance and Special Responsibility Allowances and only small amendments to the Subsistence Allowances (Council Minute 18 (1), 2017/18 refers).

- 3.3 The Panel advised Council at its meeting on 12 July 2018 of its intention to undertake a more comprehensive review of Councillors' Allowances to inform its recommendations to the Council for 2020/2021. The Panel's final report and recommendations to Council are attached at Appendix 1.

Review of Councillors' Allowances for 2020/2021

- 3.4 At its meeting on 4 October 2018, the Panel determined the scope of the review it wished to undertake, and the research and methodologies it wished to adopt and utilise. The review has involved:
- 3.4.1 *Benchmarking.* The Panel has considered the Basic Allowance (BA) and Special Responsibility Allowances (SRA) paid by other authorities whom it could be considered were part of the same 'family group' as Swindon Borough Council.
 - 3.4.2 *Interviews.* The Panel has considered the Vision for Swindon which has been refreshed by Council. The Panel invited the Leader of the Council, the Deputy Leader and the Chief Executive for interview to answer the Panel's questions on the Vision and its associated Pledges, and how they believe it may affect Councillors' roles and responsibilities.
 - 3.4.3 The Panel has interviewed Councillors from all parties who hold a range of responsibilities, and in particular those who hold posts where the Panel was specifically interested in the responsibilities associated with those posts.
 - 3.4.4 *Survey.* The Panel considered the results of the survey distributed to Councillors seeking their thoughts and views on the allowances paid at Swindon Borough Council, and other questions regarding their time spent on councillor duties.
- 3.5 The Panel's recommendations for Councillors' Allowances for 2020/2021 are detailed in the Panel's report attached at Appendix 1. They are summarised below as:
- a) That the Basic Allowance amount remains unchanged from £8,552 for the 2020/2021 Municipal Year, noting that it will be amended to include any percentage increase arising from the result of the Local Government Pay Settlement for 2020/2021.

Further information on the subject of this report can be obtained from Vicki Yull, 07980 752043, vyull@swindon.gov.uk.

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

Cabinet

Date: 5th June 2019

- b) That the BA Multiplier used for calculating the SRA for the post of Deputy Leader of the Council be increased from 1.75 to 1.85 to reflect better the responsibilities of the role, and that all other SRAs should remain unchanged.
- c) To maintain the current arrangements for Travel Allowances and Subsistence Allowances as set out in the Scheme of Councillors' Allowances in the Constitution.
- d) That the level for Dependent Care Allowances be set as the actual fee per hour, per child / dependent relative, but not exceeding £20.00 per hour (an increase from £7.20 per hour) to reflect the current rates charged by carers.

4. Alternative Options

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

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 The total allocation for Basic Allowances will be £487,464 (£8,552 x 57) with funding also set aside for Mayoral Allowances, Special Responsibility Allowances, and other Allowances (e.g. Travelling and Subsistence) as specified in the Scheme of Allowances. The Basic Allowance will potentially increase in line with any percentage increase applied to officers pay in the National Pay Round.

Legal and Human Rights Implications

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

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

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

Diversity Impact Assessment

- 5.4 A Diversity Impact Assessment has not been undertaken as the report concerns implementation of national regulations and does not make any recommendations that affect services or employment. The Independent Remuneration Panel

Further information on the subject of this report can be obtained from Vicki Yull, 07980 752043, vyull@swindon.gov.uk.

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

Cabinet

Date: 5th June 2019

considered potential impacts on equality groups as part of their deliberations, and their proposals on the level of allowances reflect their considerations.

Risk Management

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

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 – Report of the Independent Remuneration Panel on Councillors' Allowances for 2020/2021.

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

- 9.1 This is not a Key Decision and is included in the Cabinet Work Programme and Forward Plan for March 2019.

Swindon Borough Council Independent Remuneration Panel

Review of Councillors' Allowances for 2020/2021

1. Background

- 1.1. The Swindon Independent Remuneration Panel on Councillors' Allowances was originally established in 2001.
- 1.2. The Independent Remuneration Panel operates under the provisions of the Local Authorities (Members Allowances) (England) Regulations 2003. These Regulations require that all councils should set up independent panels, and take account of their advice, before changing their Councillors' Allowances Scheme.
- 1.3. The Council's Standards Committee oversees the composition and appointments procedure associated with the establishment and maintenance of the Independent Remuneration Panel.
- 1.4. The Panel's recommendations on Councillors' Allowances for 2020/2021 are attached at Annex A. The Panel makes recommendations to Swindon Council's Cabinet, which in turn may make recommendations to the full Council.

2. Membership

- 2.1. The membership of the Panel is as follows:

Mr Keith Strickland (Chair)	Lay Member
Mr David Body	Lay Member
Mr Ram Thiagarajah	Lay Member
Mr John Dernie	Business Sector Representative
Mr Gus Strang	Education Sector Representative
Ms Michelle Howard	Voluntary / Community Sector Representative

- 2.2. Mrs Vicki Yull, Committee and Member Services, acted as the support officer to the Panel in its work.

3. The Conduct of the Review

Reasons for the Review

- 3.1. The last extensive review of Councillors' Allowances took place in 2016/2017. Council adopted the recommendations of the Panel which were, in summary: to implement a two year phased increase to the Basic Allowance; to index link the Basic Allowance to any percentage increase in the Local Government Pay Settlement ending in 2021; to introduce a system of Basic Allowance multiplication to calculate the levels of Special Responsibility Allowances; that

all Committee Chair posts attract the same Special Responsibility Allowance amount; to terminate the Special Responsibility Allowance paid to members of the Licensing Committee, and; to introduce a Special Responsibility Allowance for the position of Chair of the Health and Wellbeing Board. These were implemented from May 2017.

- 3.2. Following this, the Panel recommended no changes to the levels of Councillors' Basic Allowance and Special Responsibility Allowances for 2018/2019, and a small amendment to the Subsistence Allowances with the removal of the Tea Allowance and an increase to the Evening Meal Allowance. For 2019/2020, the Panel recommended no changes to the levels of Councillors' Basic Allowance, Special Responsibility Allowances, and Travel, Subsistence and Dependent Care Allowances.
- 3.3. The Panel advised Council at its meeting on 12th July 2018 of its intention to undertake a more comprehensive review of Councillors' allowances to inform its recommendations to the Council for 2020/2021.

Scope of the Review

- 3.4. The Panel considered the following issues as part of its review:
 - 3.4.1. The level of Basic Allowance payable to all Councillors.
 - 3.4.2. The number, type and level of Special Responsibility Allowances.
 - 3.4.3. The payment of co-opted members Allowances / Special Responsibility Allowances.
 - 3.4.4. The scope and level of travelling, subsistence and dependant care allowances.
 - 3.4.5. The current index linking of Councillor Allowances to the percentage increases in pay awarded to local authority staff ending in May 2021.

Research

- 3.5. The Panel undertook a programme of research to inform its review. The research included:
 - 3.5.1. *Benchmarking*
 - The Panel considered the Basic Allowance and Special Responsibility Allowances paid by other authorities that could be considered to be part of the same 'Family Group' as Swindon Borough Council. These can be found in Annex B.

3.5.2. Interviews

- The Panel invited the Leader of the Council, the Deputy Leader and the Chief Executive for interview to answer the Panel's questions regarding their views on:
 - The Vision for Swindon, with particular focus on how Councillors' roles and responsibilities may be affected as a result of its refresh.
 - Government plans for the devolution of decision-making to local government and any potential impact on Swindon Borough Council.
 - The current levels of Basic Allowance and Special Responsibility Allowances.
- The Panel agreed the categories of Councillors whom they felt would provide a broad spectrum of thoughts and views. The Panel were particularly interested in meeting with Councillors who held posts which attract Special Responsibility Allowances, but also considered factors such as age, gender, length of service on the Council and employment status when determining whom to invite.
- The Panel held the interviews across 27th and 28th February 2019, and sought views on issues such as:
 - The time commitment involved in being a Councillor, particularly in the light of the creation of urban parishes.
 - The appropriateness of the current level of the Basic Allowance.
 - The appropriateness of the current levels of the Special Responsibility Allowances.
 - The appropriateness of the posts currently attracting a Special Responsibility Allowance.
 - Other allowances, such as travel.
 - The accountability of Councillors receiving allowances, and whether it is possible to measure the performance and effectiveness of a Councillor.

3.5.3. Survey

- The Panel considered the results from a survey that was distributed to Councillors seeking their views on the allowances paid at Swindon Borough Council, and other matters relating to their time spent on Councillor duties.
- A copy of the survey results is attached at Annex C.

3.5.4. General research

- Data and information were also collected on the operation of the current Councillors' Allowances Scheme, including details of the 1% increase in the 2017/2018 Municipal Year, the 2% increase in the 2018/2019 Municipal Year, and the 2% increase in the

2019/2020 Municipal Year, all index linked to Local Government Officer Pay Settlements.

- 3.6. The Panel wishes to record its appreciation to those Councillors who completed the survey and to those Councillors who agreed to be interviewed by the Panel. The information gained from these exercises was very helpful to the formulation of the Panel's recommendations. The Panel, however, also wished to express its disappointment at the low number of acceptances amongst the cohort of councillors who were invited for interview.

4. Findings and Recommendations

- 4.1. The Panel's recommendations for Councillors' allowances for 2020/2021 are set out in Annex A to this report.

Basic Allowance

- 4.2. There is a requirement placed upon Local Authorities to make provision for a Basic Allowance which must be paid at the same rate for all Councillors.
- 4.3. The Panel is recommending no change to the level of Basic Allowance for the 2020/2021 Municipal Year given: the work already undertaken in recent years by this Panel to establish the reasonableness of the Basic Allowance and the Council's position in relation to the 'family group' authorities; the index link of percentage increases in the Basic Allowance to any percentage increases in the Local Government Officers Pay Settlement ending in 2021, and; the potential workload reduction for councillors arising from the devolution of Council services to the Parish and Town Councils across Swindon.

Special Responsibility Allowances

- 4.4. The Panel considered the Regulations governing Special Responsibility Allowances and the categories of responsibilities which might call for an allowance. The Panel restated its view that the emphasis should be on the levels of responsibility of a role rather than the volume of work that might be associated with a role, or the time of day that role is undertaken.
- 4.5. The Panel, having received and considered information on the responsibilities of the Deputy Leader, and having taken into account comments made by individual Councillors when interviewed, determined that it was minded to recommend that the Special Responsibility Allowance allocated to the position be increased to a Basic Allowance Multiplier of 1.85. This is to better reflect the duties and responsibilities of the role, and increase the separation between this role and that of a Cabinet Member. It will also ensure that the allowance is more in line with the mean / median paid in comparable authorities.
- 4.6. The Panel has previously recommended that, in the interests of parity and consistency, the Special Responsibility Allowance paid to members of the Licensing Committee be removed. The Panel revisited this decision and

determined that no new evidence had been provided to support a change in its position. The Panel therefore determined not to recommend the re-introduction of a Special Responsibility Allowance paid to members of the Licensing Committee.

- 4.7. The Panel felt that, on the whole, the Special Responsibility Allowances paid by Swindon Borough Council were reasonable, and comparable to the Allowances paid by authorities in the family grouping, and recommended no changes to them other than the increase to the Allowance for the role of Deputy Leader.
- 4.8. Assessing the amount and level of additional or special responsibility for a particular post or role is not an exact science. The Panel makes no claim that the multipliers used by the Panel in its proposals are based on a precise calculation of the additional responsibilities of the posts to which they relate. However, the Panel thinks that the resulting differentials are fair.
- 4.9. The Panel reaffirmed its support for the Council paying just the single, highest rate payable to a Councillor holding more than one post that attracts a Special Responsibility Allowance.
- 4.10. The Panel also wished to express its agreement with the guidance provided by the Government which sets an expectation that the proportion of Councillors receiving a Special Responsibility Allowance should not exceed 50% of the total number of Councillors i.e. 28 councillors in Swindon. The current number of councillors currently receiving a Special Responsibility Allowance at the Council is 23.

Travel, Subsistence and Dependant Care Allowances

- 4.11. The Panel, having considered the current travel, subsistence and dependant care allowances as set out in the Councillors' Allowances Scheme, and having taken into account comments made by Councillors when interviewed, or submitted in written form through the Survey, determined that it was minded to recommend the following:
 - 4.11.1. *Travel Allowance*
 - That the current rates of 45p per mile for car travel, 16.5p per mile for motorcycle travel, and 30p per mile for pedal cycle travel be reaffirmed, and that increases in mileage rates should remain linked specifically to increases in the Inland Revenue rates.
 - 4.11.2. *Subsistence Allowance*
 - That the current arrangements for Subsistence Allowances, as set out in the Scheme of Councillors' Allowances in the Constitution, remain unchanged.
 - 4.11.3. *Dependant Care Allowance*

- That the rate currently set at £7.70 per hour or the national minimum wage (whichever is greater) is too low. To encourage more candidates with caring responsibilities to stand as councillors, the Panel is minded to recommend an increase in this Allowance up to £20 per hour (maximum limit).

5. Financial Summary

- 5.1. The Panel's recommendations, if approved, would require an allocation in 2020/2021 of £487,464 (£8,552 x 57) and an allocation of £221,497 for Special Responsibility Allowances. This is an increase of £855 against the 2019/2020 amounts.
- 5.2. Funding is also set aside for Mayoral Allowances and other Allowances (e.g. Travelling and Subsistence) as specified in the Scheme of Allowances. The Basic Allowance figure of £8,552 for 2019/2020 already includes a 2% increase in line with the percentage increase applied to officers pay in the National Pay Round. Any potential further percentage increases will have to be applied for 2020/2021 once known.

6. Conclusions

- 6.1. The Panel believes that it has arrived at a series of recommendations that reflect how Councillors should be remunerated, given their current roles and responsibilities.
- 6.2. The Panel considers it important to reflect that the allowances paid at Swindon Borough Council are now more in line with the mean / median figures of Allowances paid at comparable authorities and it would wish to see that position continue. The Panel is motivated by not wishing to see allowances for Swindon Borough Council fall to such a level that they become a disincentive for citizens who may be considering standing for election and fail to retain talented people once they are elected.
- 6.3. The Panel acknowledges that any increases proposed by it has to be balanced against the financial pressures being faced by the Council. The Panel, however, believes its recommendations to be justified and appropriate given the workload and responsibilities associated with being a Councillor and serving local citizens.

7. Annexes

Annex A	Recommendations for 2020-2021
Annex B	Comparison of Family Group Special Responsibility Allowances
Annex C	Results from Councillor Survey December 2018

The Independent Remuneration Panel recommends to the Council:

- a) That the Basic Allowance amount remain unchanged from £8,552 for the 2020/2021 Municipal Year, noting that it will be amended to include any percentage increase arising from the result of the Local Government Pay Settlement for 2020/2021 once known.
- b) That the system of Basic Allowance multiplication be amended to increase the level for the position of 'Deputy Leader of the Council' from 1.75 to 1.85 to better reflect the responsibilities of the role, and that all other SRAs should remain unchanged. The model will therefore look as follows:

SRA Post	Proposed Multiplier
Leader of the Council	BA x 3
Deputy Leader of the Council	BA x 1.85
Cabinet Member	BA x 1.5
Chair of Audit	BA x 0.75
Chair of Health and Wellbeing Board	BA x 0.75
Chair of Licensing	BA x 0.75
Chair of Overview and Scrutiny	BA x 0.75
Chair of Planning	BA x 0.75
Chair of Scrutiny and Leader of the Opposition	BA x 1.5
Chair of Scrutiny if not Leader of the Opposition	BA x 0.75
Chair of Standards	BA x 0.75
Leader of the Opposition if not Chair of Scrutiny	BA x 0.75
Leader of Minority Group	BA x 0.25
Co-opted Health and Wellbeing Board Members	BA x 0.15
Co-opted Standards Members	BA x 0.15
Chair of Joint Swindon and Wiltshire Police and Crime Panel	BA x 0.75
Vice-Chair of Joint Swindon and Wiltshire Police and Crime Panel	BA x 0.25

- c) To maintain the current arrangements for Travel Allowances and Subsistence Allowances as set out in the Scheme of Councillors' Allowances in the Constitution.
- d) That the level for Dependent Care Allowances be set as the actual fee per hour, per child / dependent relative, but not exceeding £20.00 per hour (an increase from £7.20 per hour) to reflect the current rates charged by carers.

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Summary of SRAs in Family Group

Authority	Basic Allowance	Leader	Deputy Leader	Cabinet Member	Opposition Leader	Minority Group Leader	Audit Chair	Planning Chair	Scrutiny Chair	Overview & Scrutiny Chair	Licensing Chair	Standards Chair	Co-opted Standards
Bath & North East Somerset	£8,335	£31,809	£19,102	£19,102	£428	£428		£14,034	£7,797	£7,797	£4,953		
Bracknell Forest	£8,687	£28,954	£17,372	£15,926	£9,651		£2,201	£7,239	£7,239	£5,791	£5,626		£297
Darlington	£8,188	£22,933	£13,759	£11,467	£9,173	£1,147	£558	£9,173	£9,747	£9,173	£9,173		
Derby	£10,076	£30,229	£22,672	£15,115	£7,557		£5,290	£4,557	£7,557	£7,557	£7,557		
Halton	£8,597	£22,169	£15,075	£12,414	£7,383			£7,383	£7,383	£7,383	£7,383	£7,383	
Luton	£7,500	£15,000	£5,625	£5,625			£1,250	£2,500	£2,500	£1,250	£1,250		£1,250
Medway	£8,987	£20,739	£15,083	£11,312	£9,427	£4,713	£5,656	£7,541	£9,427	£9,427			
North Lincolnshire	£6,874	£16,799	£11,127	£10,162	£8,400		£5,312	£9,146	£8,637	£8,637	£8,130		£42
Peterborough	£10,100	£30,300	£20,201	£15,150	£3,787	£3,787	£7,575	£9,090	£7,575	£7,575	£7,575		£250
Plymouth	£10,576	£31,728	£22,324	£21,148	£10,576	£5,288	£5,288	£10,576	£10,576	£10,576	£10,576		
Reading	£8,220	£7,004	£5,722	£5,722	£5,722	£2,147	£2,147	£2,147			£2,147	£2,147	
Stockton on Tees	£9,300	£25,000	£13,750	£11,250	£5,000		£6,250	£6,250	£6,250	£6,250	£6,250		
Swindon	£8,384	£25,152	£14,672	£12,576	£6,288	£2,096	£6,288	£6,288	£6,288	£6,288	£6,288	£6,288	£1,258
Telford & Wrekin	£7,870	£23,768	£15,898	£11,805	£9,837	£3,664	£7,870	£7,870	£7,870		£7,870	£7,870	
Thurrock	£8,571	£29,998	£15,427	£10,714	£8,571		£2,142	£8,571	£6,429	£6,429	£5,151	£2,142	£1,071
West Berkshire	£7,546	£18,865	£11,319	£9,433	£7,546	£1,865	£2,830	£4,716	£4,716		£2,830	£2,930	
MEAN	£8,613	£23,778	£14,946	£12,433	£6,834	£1,571	£3,791	£7,318	£6,874	£5,883	£5,797	£1,798	£261
MEDIAN	£8,478	£24,384	£15,079	£11,636	£7,557	£2,147	£5,289	£7,462	£7,557	£7,557	£6,288	£4,609	£684
Wiltshire (for info)	£13,199	£32,997	£26,397	£19,978	£6,120	£2,040	£3,300	£6,599	£13,199	£7,425	£3,300	£3,300	

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Findings from the Survey about Members' Time Commitments

Independent Remuneration Panel

Date: 19th December 2018

Author: Committee and Member Services Manager

Wards: All

Parishes Affected: All

1. Purpose and Reasons

- 1.1 The report contains the findings from a quantitative survey of Swindon Borough Councillors to ascertain an understanding of how much time they were spending on Council business. In addition, the survey also sought to provide evidence on the specific tasks Councillors are undertaking and the amount of time they assign to them.
- 1.2 The survey was requested by the Panel at its meeting on 4th October 2018. The quantitative survey is part of the Panel's continued commitment to making evidence-based recommendations to Council in line about the level of councillors' allowances.

2. Recommendations

The Panel is recommended to:

- 2.1 Note the contents of the report along with the findings attached at Appendix One and to ask questions of the officer who conducted the survey.
- 2.2 To consider how the findings will shape the Panel's approach to the qualitative phase of the evidence-gathering process when it interviews councillors, the Leader, and the Chief Executive.

3. Detail

Background

- 3.1 The Panel agreed at its meeting on 4th October 2018 that it wished to conduct a thorough review of Members' allowances as three years had elapsed since the previous exercise. The Panel agreed that it would use both a quantitative approach through a survey as well as seek qualitative data through a range of interviews.
- 3.2 Members were invited to complete an online survey with paper copies being provided to the political party groups. The survey ran from 29th October 2018 to 23rd November 2018.
- 3.3 The main organisational change affecting Members that has occurred since 2015 is that since 2017 every part of the Borough has a Civil Parish, all but one of

Further information on the subject of this report can be obtained from Douglas Campbell, 0776 989 1673, dcampbell@swindon.gov.uk.

Findings from the Survey about Members' Time Commitments

Independent Remuneration Panel

Date: 19th December 2018

which have elected parish councils. (The parish of Inglesham has such a small population that it still relies on an annual parish meeting.)

Overview

- 3.4 At the time of writing (December 2018), the Council had 57 elected Members of which 36 (63%) were men and 21 (37%) were women. This is better than the UK average of just 33% women reported by the IPPR in August 2017 <https://www.ippr.org/news-and-media/press-releases/more-than-3000-female-councillors-needed-to-reach-50-50-gender-balance-in-local-government>; however, it is still short of ensuring that councillors resemble the population. The balance is only slightly better for office holders as 58% the Cabinet Members or main committee chairs are men while 42% are women.
- 3.5 Only 22 members provided completed survey returns (7 women, 15 men) responded, which is a smaller proportion than in 2015/16. Although the responses are biased towards male respondents, no weightings have been applied given the overall lower level of engagement with the survey.

Key findings

- 3.6 The most significant difference is shown in the responses to Question 4 about the typical number of hours spent each week on council business (NB a "jitter" function was used to show the responses individually rather than having the symbols overlap). Fewer members reported spending more than 35 hours a week on Council tasks (down from 5 to 2) and more councillors were reporting spending 10 hours or less a week on all Council business (7 instead of 4). The summary statistics are set out in Table 1 below:

Table 1 Summary Statistics Members' surveys

Survey year/summary	Typical hours per week		Percentage change 2015/6 to 2017
	2015/16	2018	
Mean	23.4	19.5s	-16.7%
Median	20	15	-25%

- 3.7 Examining the breakdown questions about how members spend their time, there have been slight declines in the time spent on informal cabinet/shadow cabinet meetings (Question 6), at partner organisations (Question 7) reading reports (Question 8), and contact with the public (Question 13a).

Further information on the subject of this report can be obtained from Douglas Campbell, 0776 989 1673, dcampbell@swindon.gov.uk.

Findings from the Survey about Members' Time Commitments

Independent Remuneration Panel

Date: 19th December 2018

-
- 3.8 While the data show the number of hours, the Panel may wish to examine further the nature of the work that is still undertaken. In particular, the Panel may wish to consider the pressures and responsibilities that come with serving on a unitary authority responsible for the personalised social care services for the Borough's most vulnerable.
- 3.9 The survey shows an interesting divergence in attitudes towards the basic allowance (Question 15). Fewer Cabinet Members and Chairs in this survey, all of whom receive a special responsibility allowance, thought the allowance was too high but slightly more non-office holders thought it was too low. However, the number of responses was low.
- 3.10 There was an increase in the number of non-office holders who were also parish councillors, which may reflect the number of public-facing services that parishes have taken over from the Borough.

4. Alternative Options

- 4.1 There are no alternative options as this survey was explicitly requested by the Panel.

5. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 5.1 There are no financial or procurement implications at this stage as the survey is intended to inform the Panel's deliberations.

Legal and Human Rights Implications

- 5.2 There are no legal or human rights implications. All the data were processed without recording any personal identifiers.

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

- 5.3 There are no other implications at this time.

Diversity Impact Assessment

- 5.4 No Diversity Impact Assessment (DIA) was undertaken since this is not a decision-making report.

Risk Management

- 5.5 There are no risk management implications as this is not a decision-making report.

Further information on the subject of this report can be obtained from Douglas Campbell, 0776 989 1673, dcampbell@swindon.gov.uk.

Findings from the Survey about Members' Time Commitments

Independent Remuneration Panel

Date: 19th December 2018

6. Consultees

- 6.1 As this report is to inform rather than to secure a decision, officers chose not to consult either the Monitoring Officer (Interim Director of Law) or the Section 151 Officer (Director of Finance).

7. Background Papers

- 7.1 None

8. Appendices

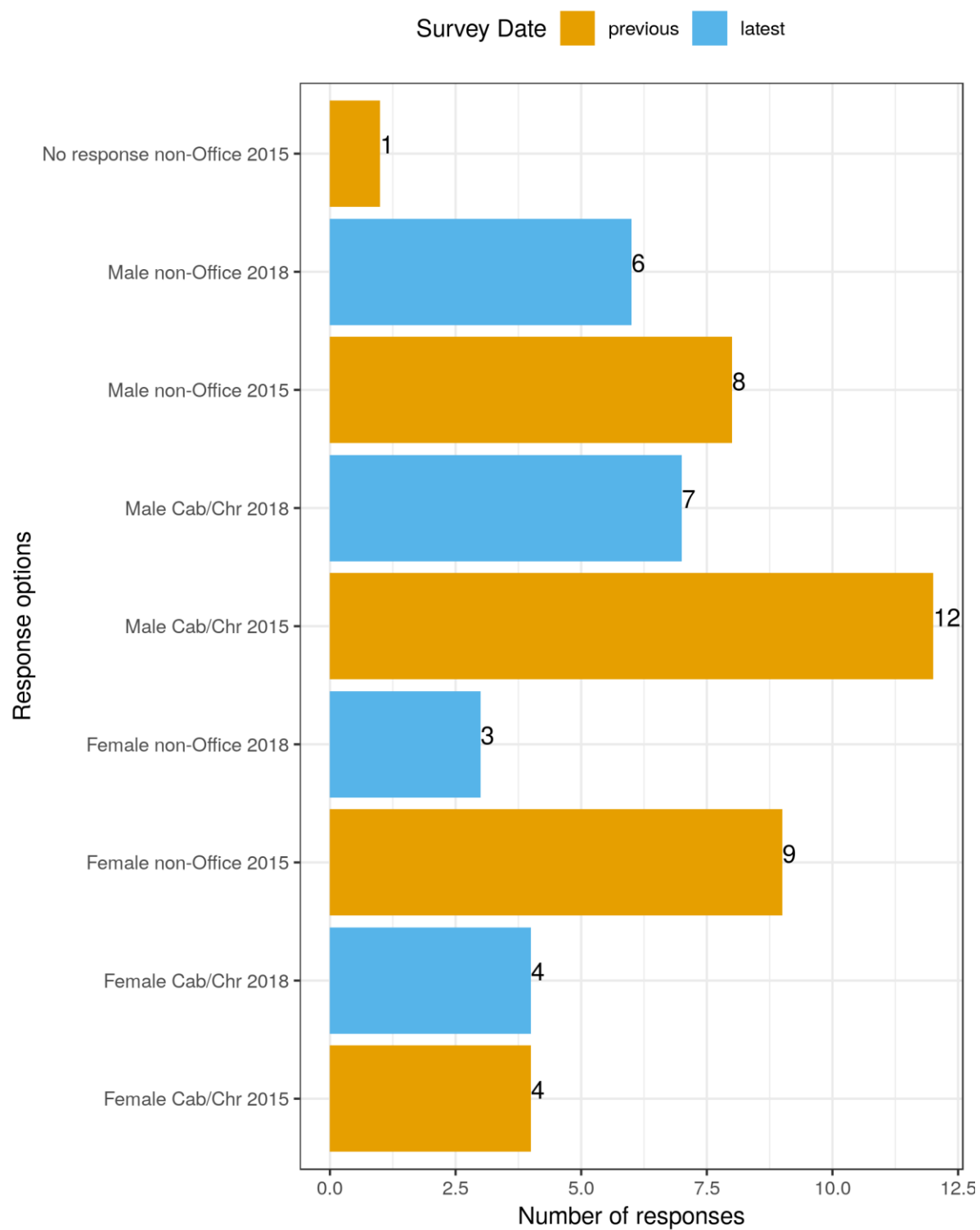
- 8.1 Appendix One: 2018 Councillors' Survey

Councillors' Survey 2018

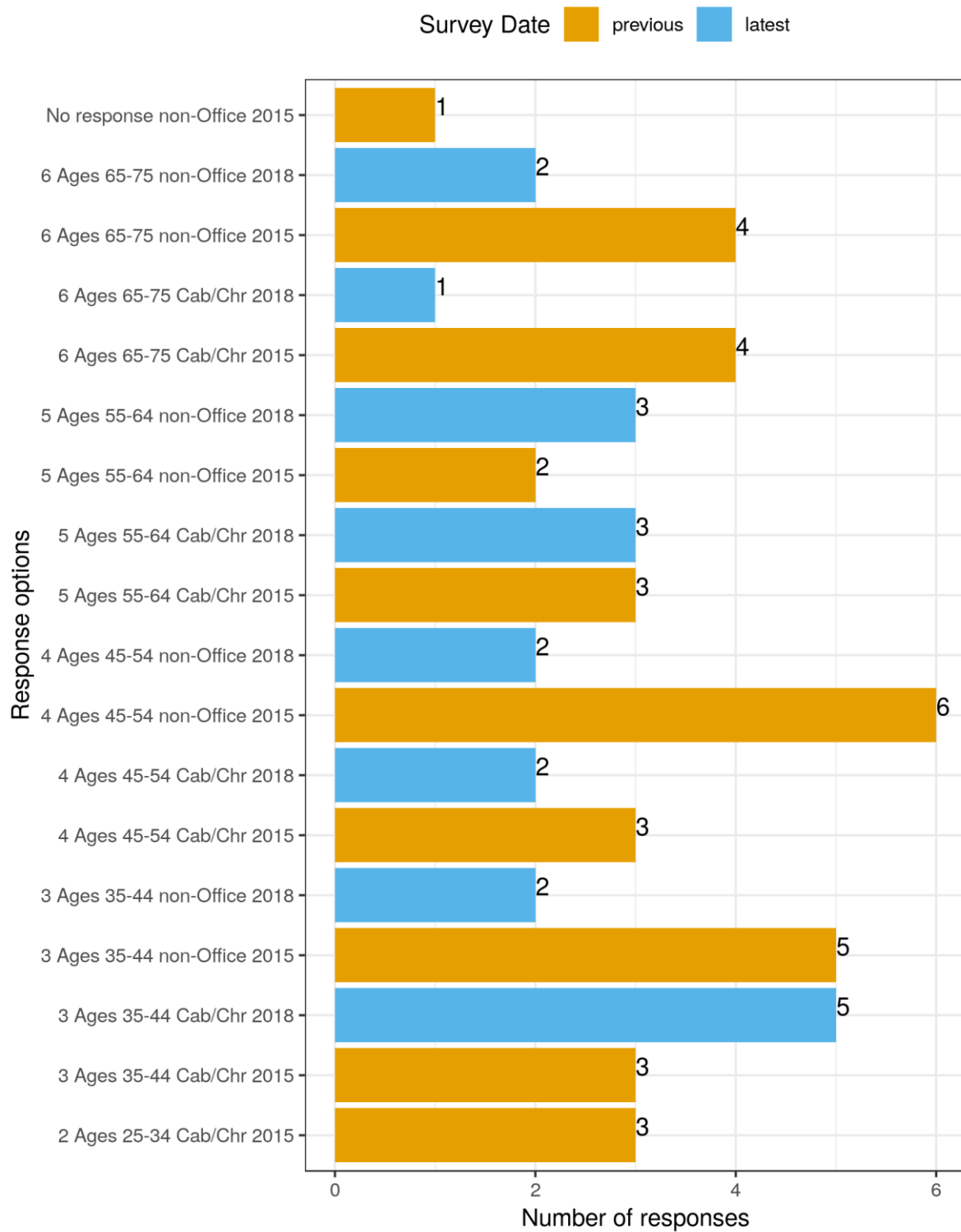
1. Councillors' Survey 2018.....	1
2. Question 1 Are you Male or Female?.....	3
3. Question 2. Please indicate your age range	4
4. Question 3. Which of these activities best describes what you are doing at present?.....	5
5. Question 4. What is the average number of hours per week that you spend overall on all Council activities	6
6. Question 5. What is the average number of hours that you spend per week attending formal meetings	7
7. Question 6. What is the average number of hours that you spend per week attending informal cabinet/shadow cabinet meetings, Cabinet Member Advisory Groups?	8
8. Question 7. What is the average number of hours that you spend per week meeting with partner organisations e.g. CCG, Fire Authority, Police and Crime Panel etc	9
9. Question 8. What is the average number of hours that you spend per week reading reports?	10
10. Question 9. What is the average number of hours that you spend per week attending meetings as ward members with a cabinet member or officer(s) about a ward/casework issues?.....	11
11. Question 10. What is the average number of hours that you spend per week attending briefing meetings with officers (excluding Party Group meetings).....	12
12. Question 11. What is the average number of hours that you spend per week attending Council political party Group or pre-meetings	13
13. Question 12. What is the average number of hours spent per week attending other bodies e.g. school governing bodies/town or parish councils, residents groups, regional or national bodies.....	14
14. Question 13a. What is the average number of hours that you spend in direct dealings with the public.....	15
15. Question 13b. What is the average number of hours that you spend on indirect dealings with the public.....	16
16. Question 14. Which additional offices do you hold?	17
17. Question 15. Do you think the Basic Allowance of £8,384 is	18
18. Question 17a. How influential do you believe the level of Councillors Allowances (Basic / Special Responsibility Allowances) are in encouraging people to be Councillors?	19
19. Question 17b. How influential do you believe the level of Councillors Allowances (Basic / Special Responsibility Allowances) are in encouraging people to remain Councillors?	20

20. Question 18. Swindon limits the number of Special Responsibility Allowances to one per councillor, which is common but no means universal for all councils. Should councillors with more than one Special Responsibility receive 21

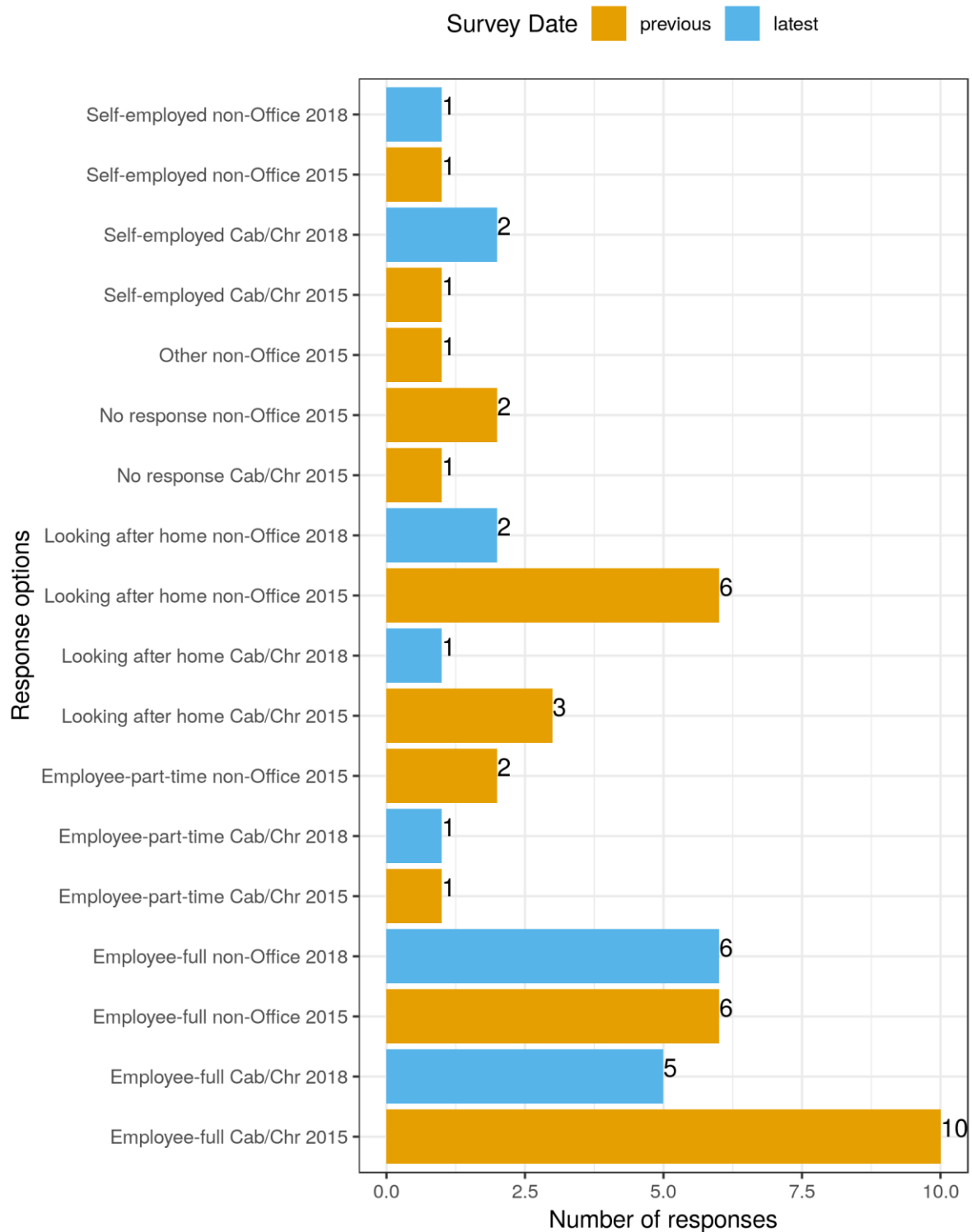
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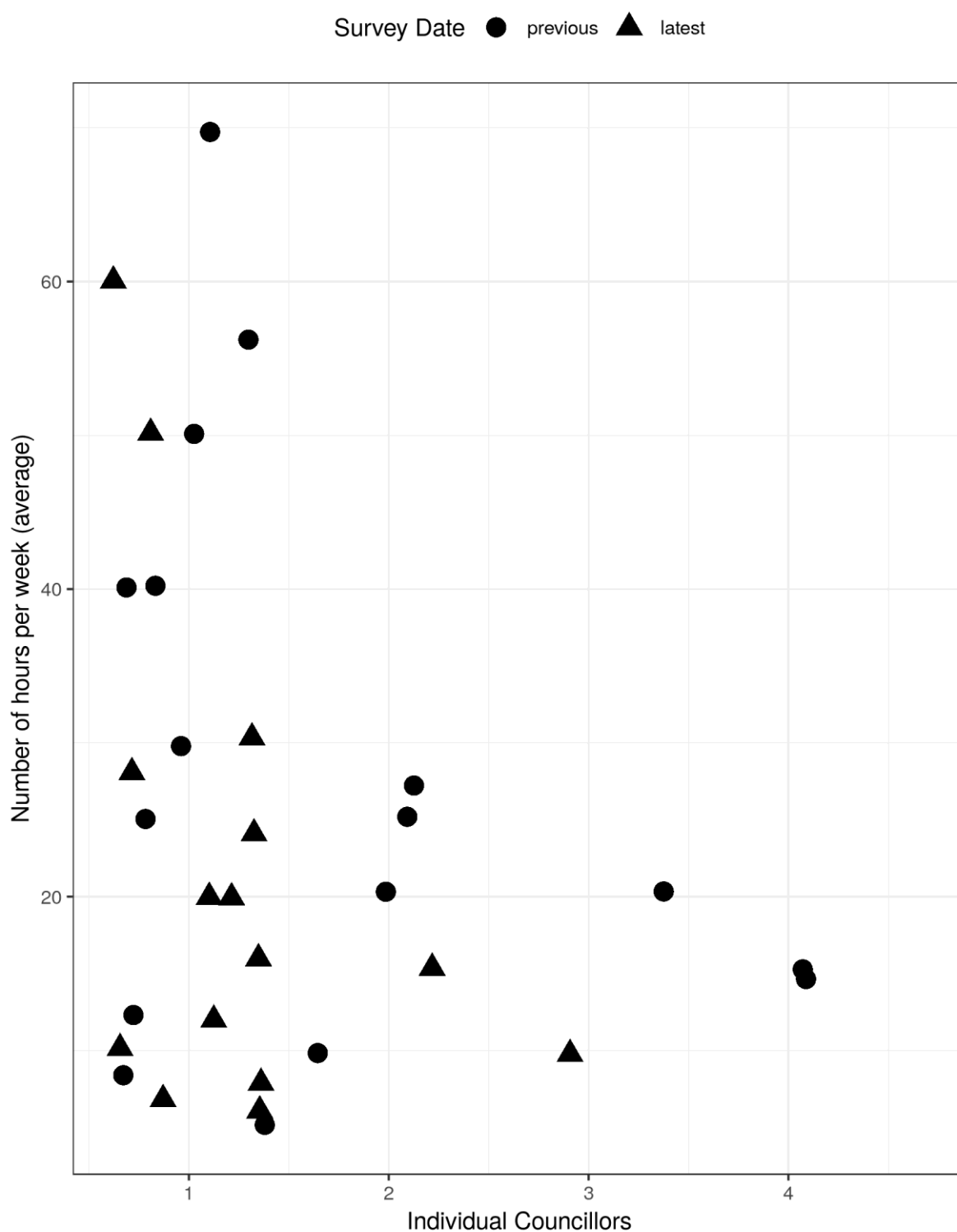
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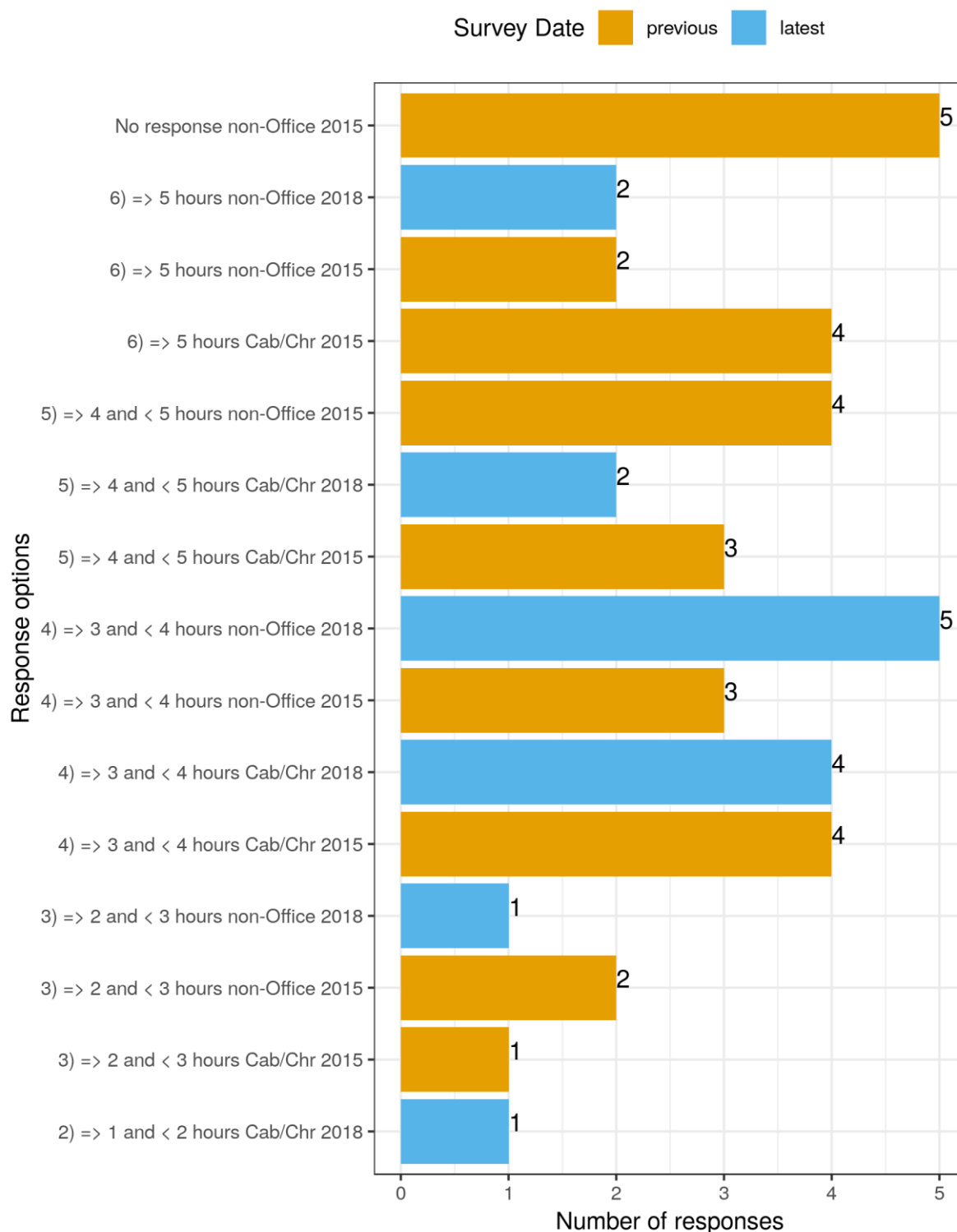
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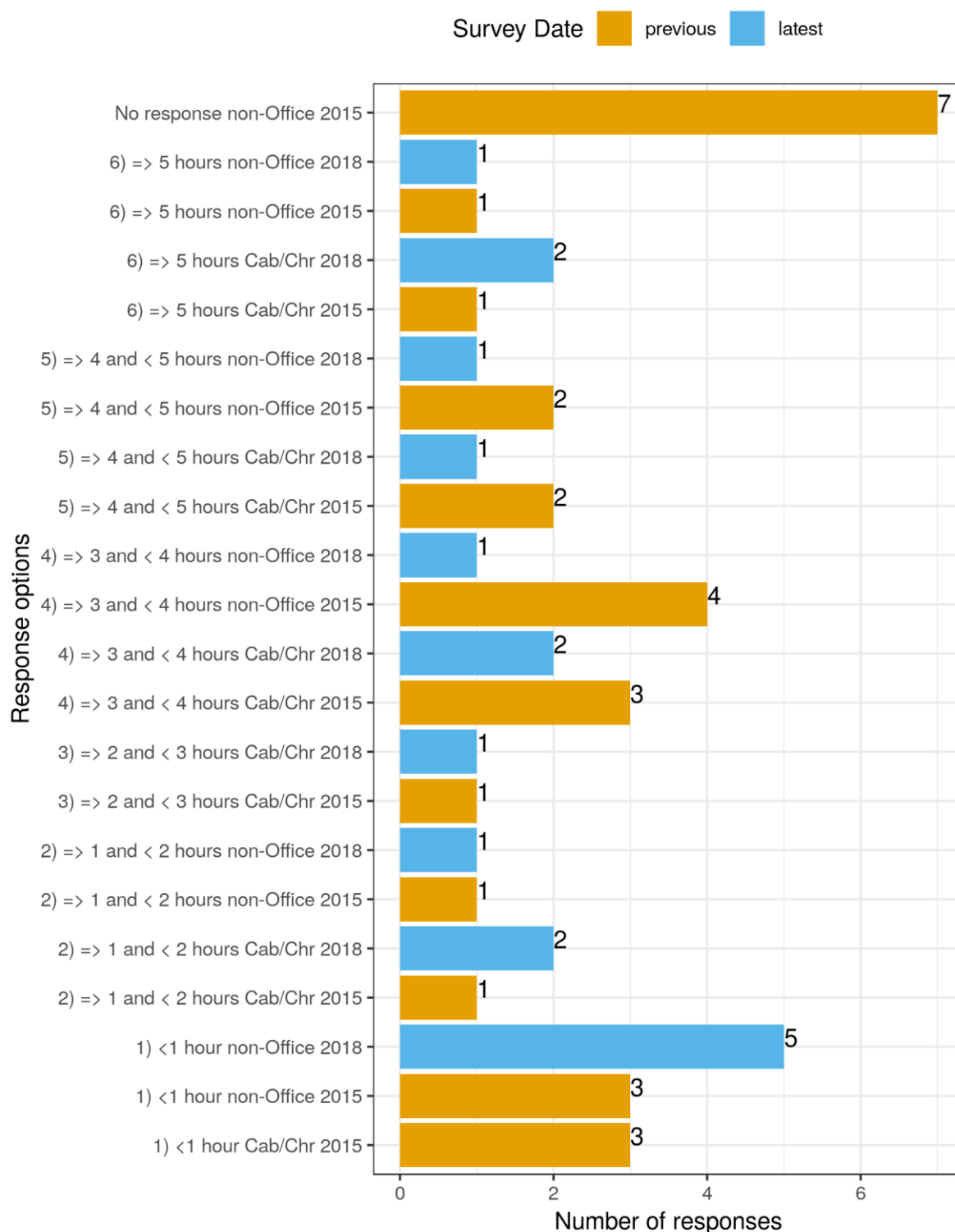
Question 4. What is the average number of hours per week that you spend overall on all Council activities



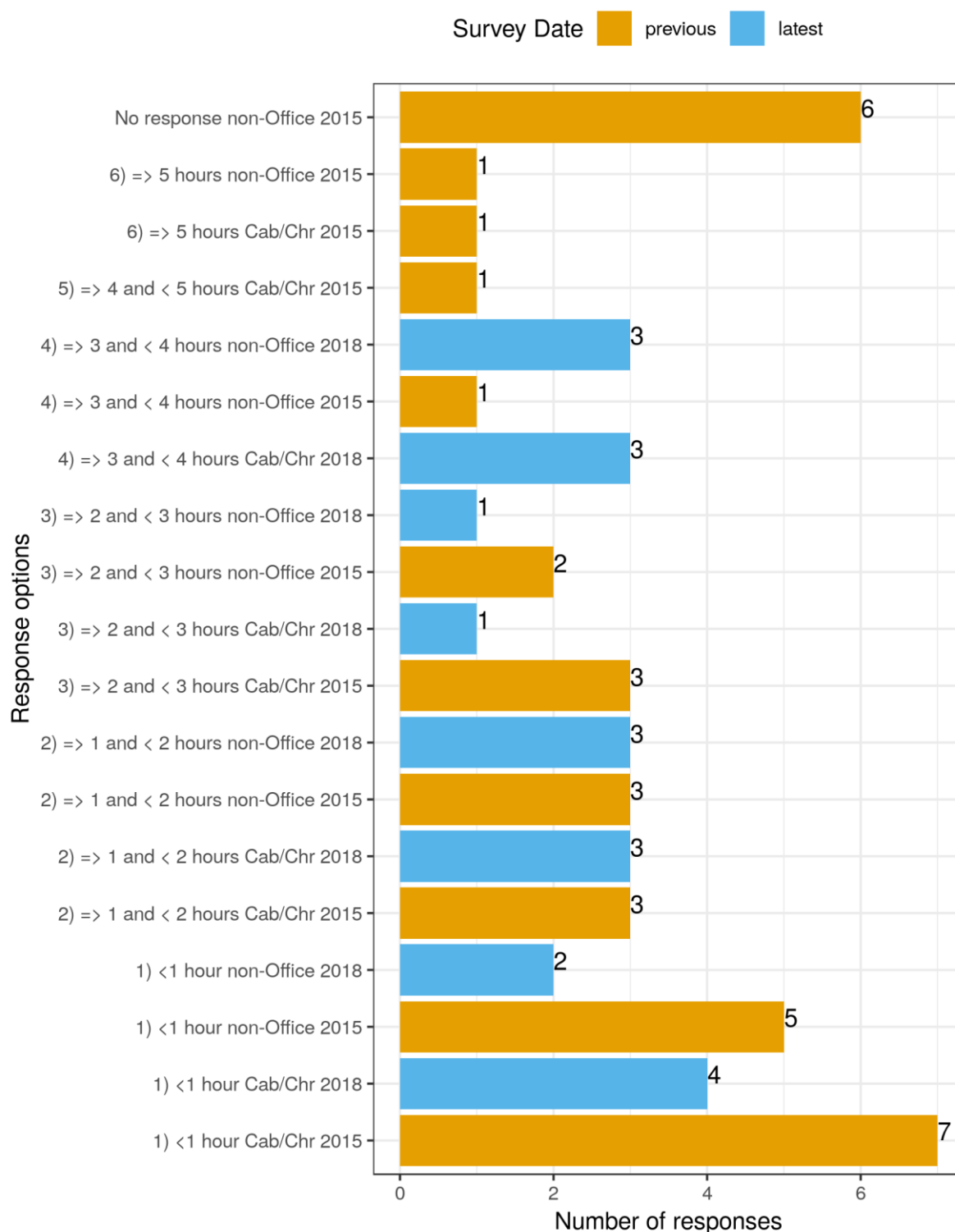
Question 5. What is the average number of hours that you spend per week attending formal meetings



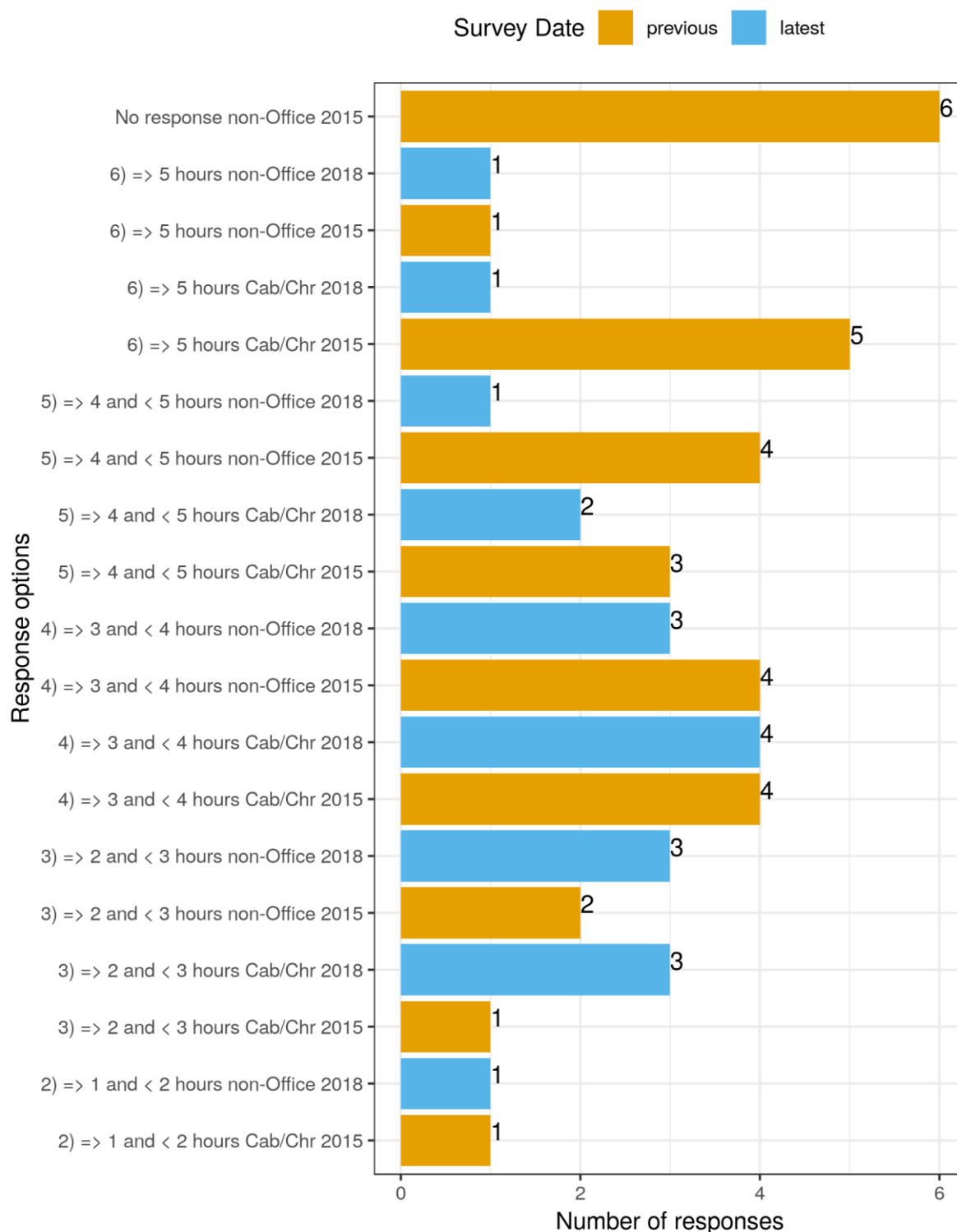
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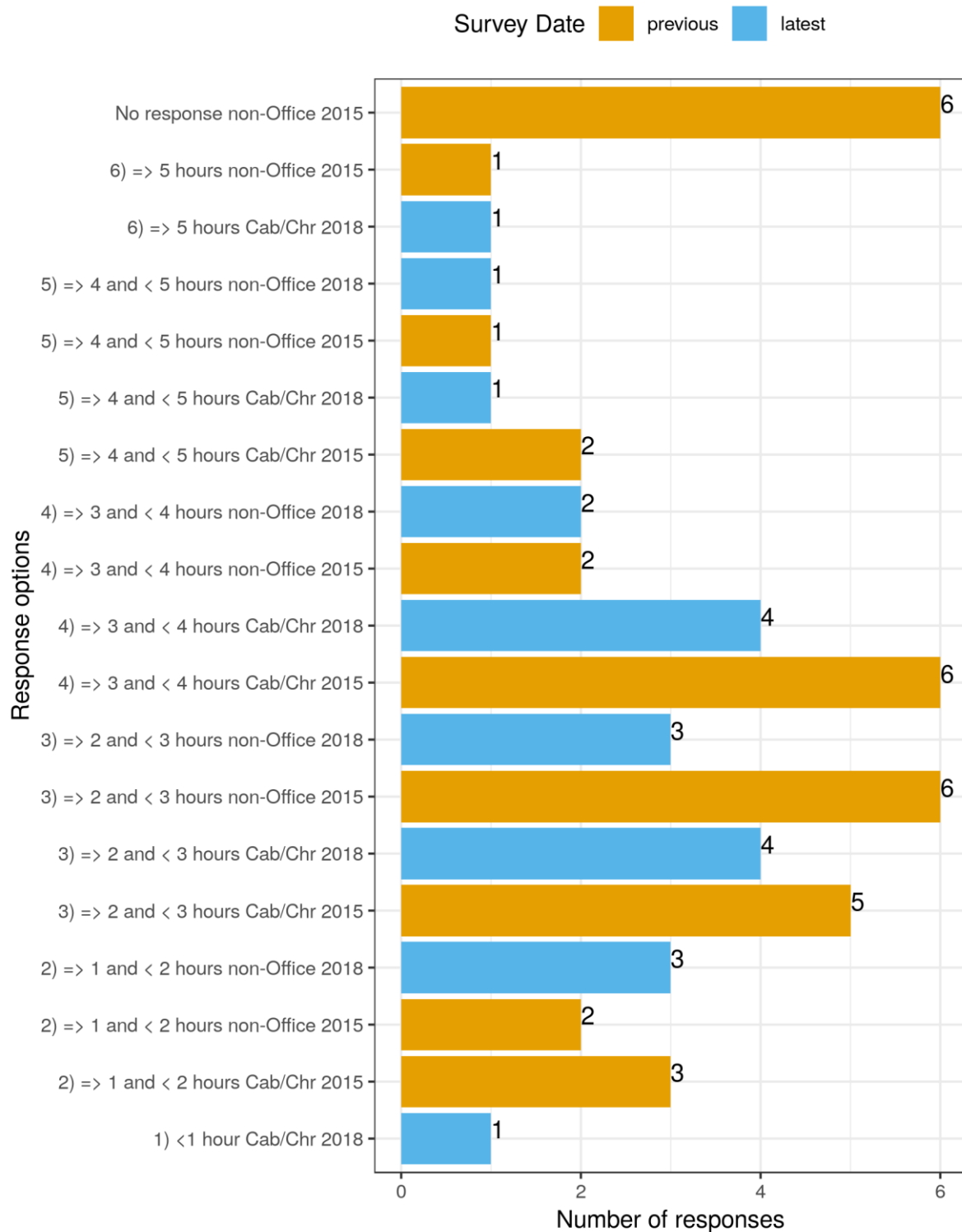
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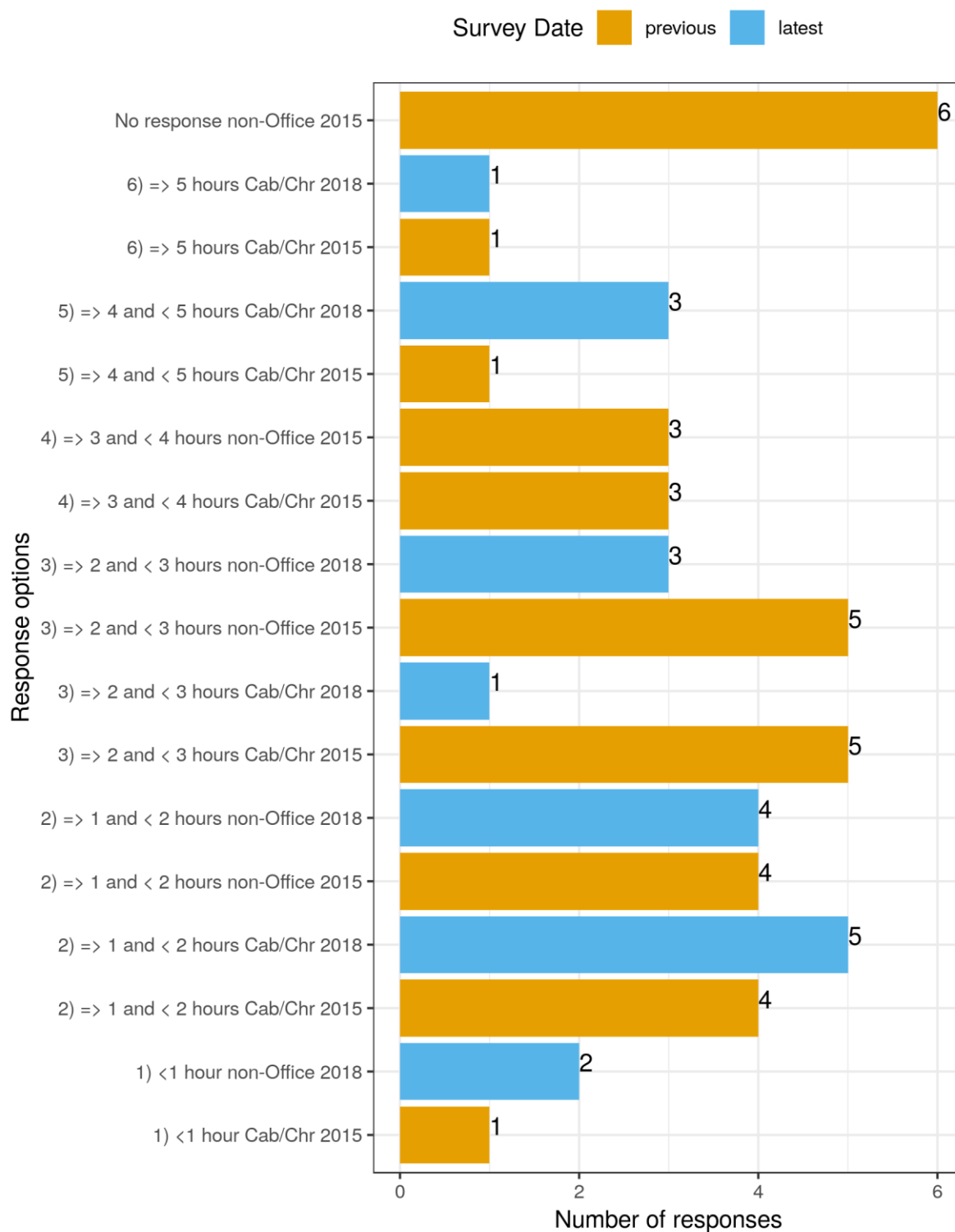
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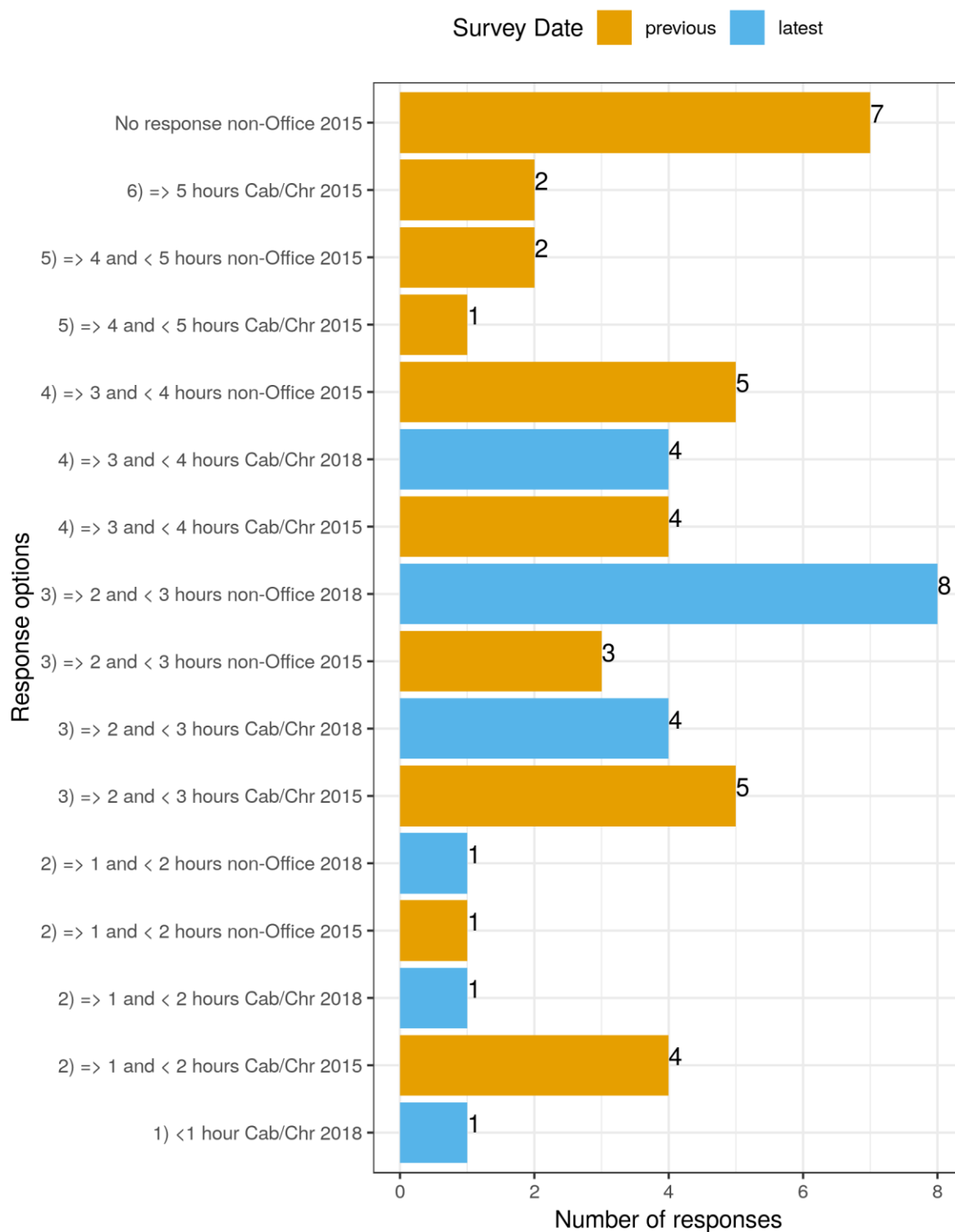
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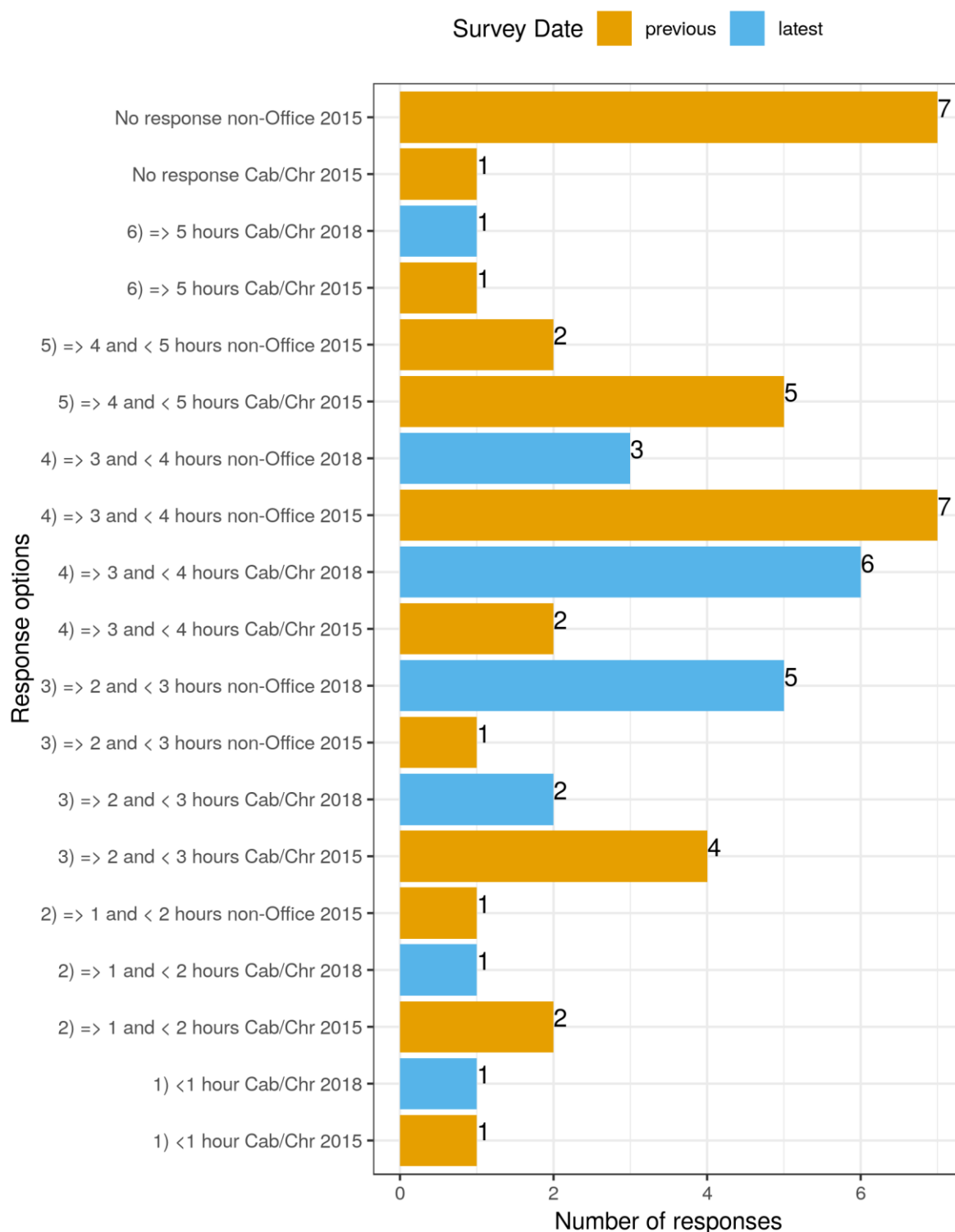
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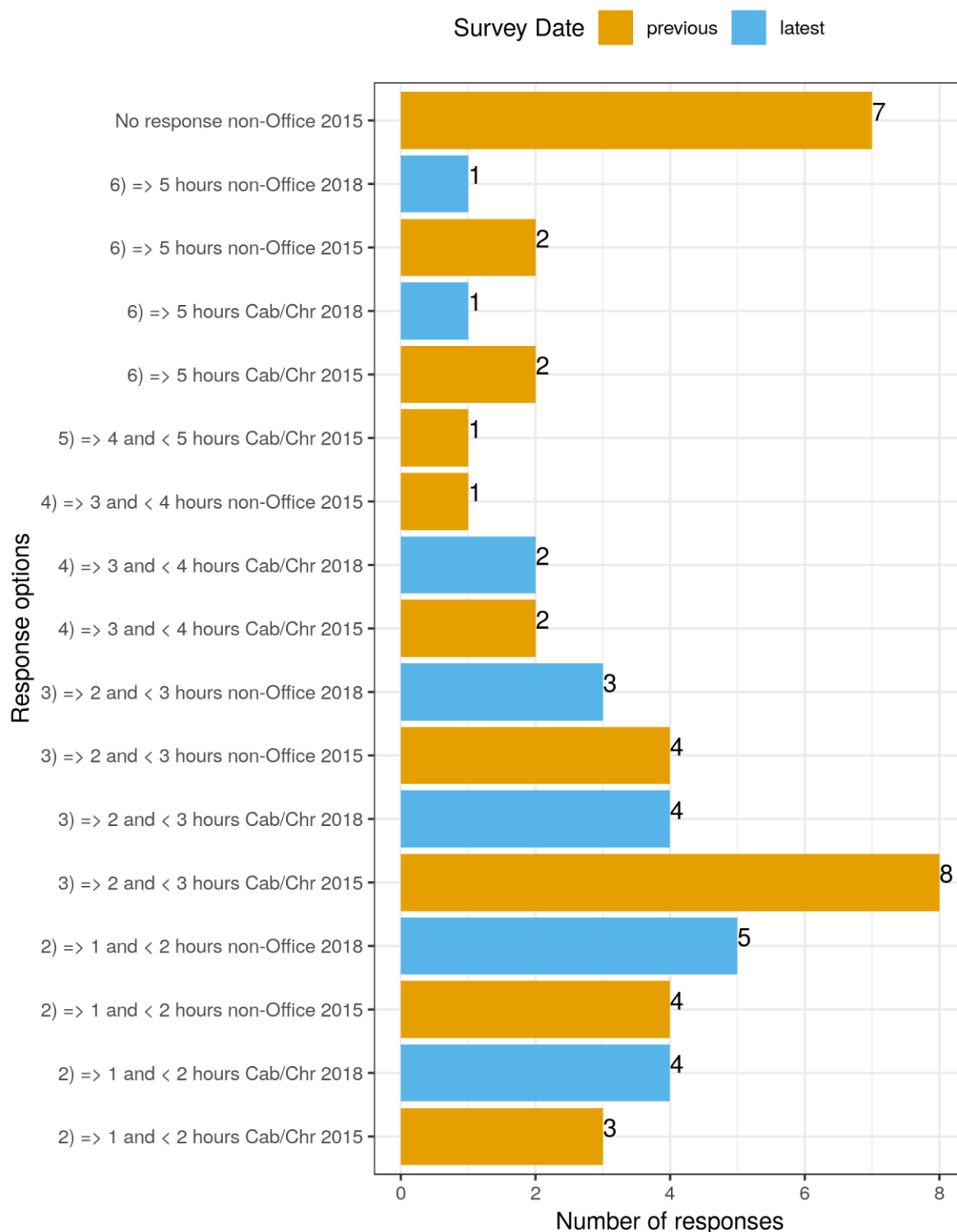
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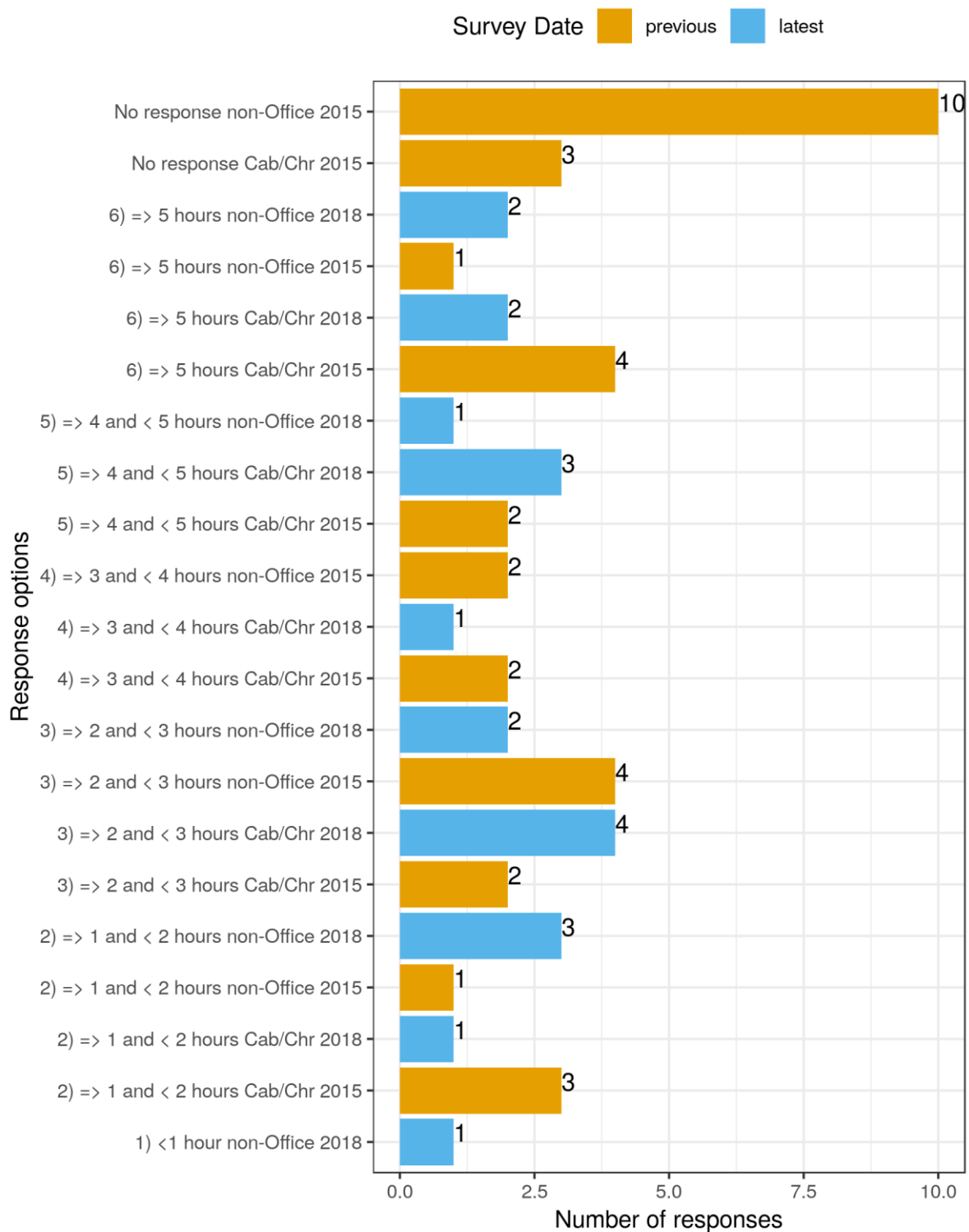
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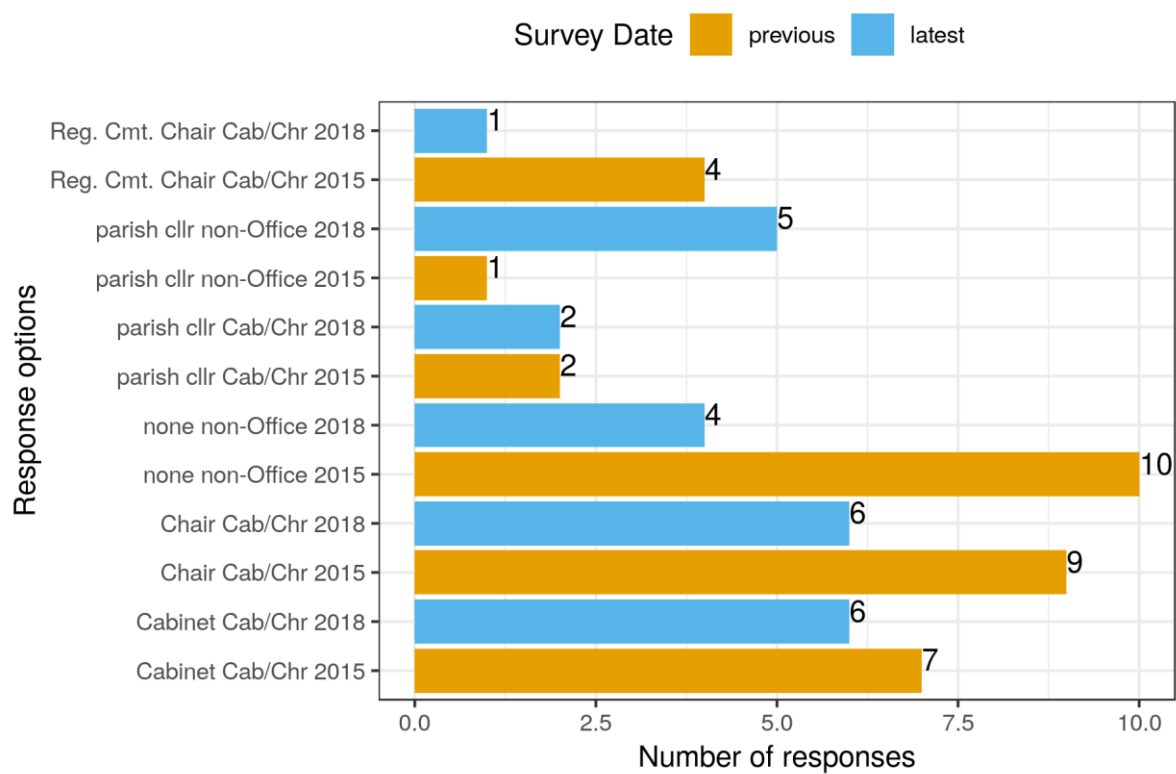
Question 13a. What is the average number of hours that you spend in direct dealings with the public



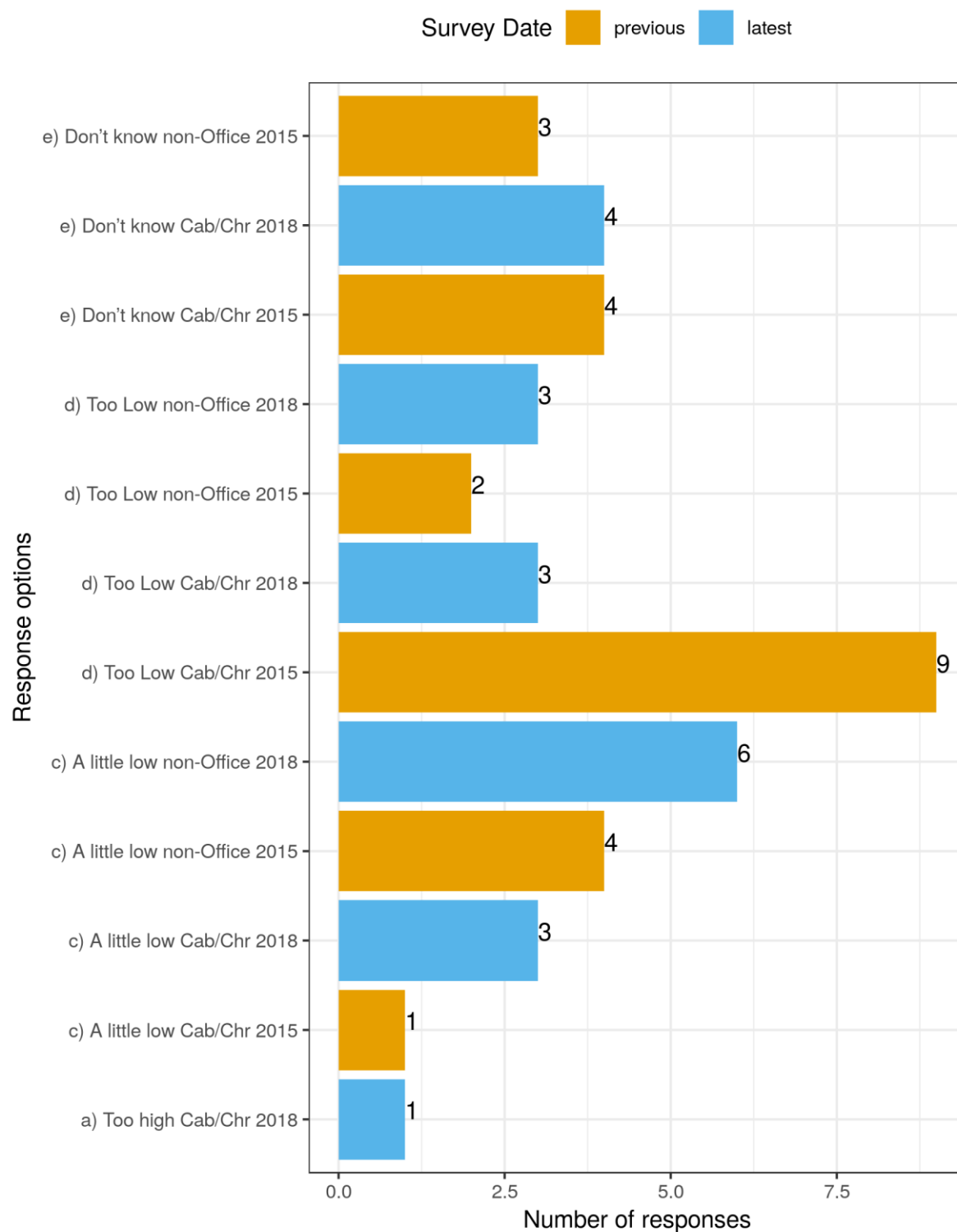
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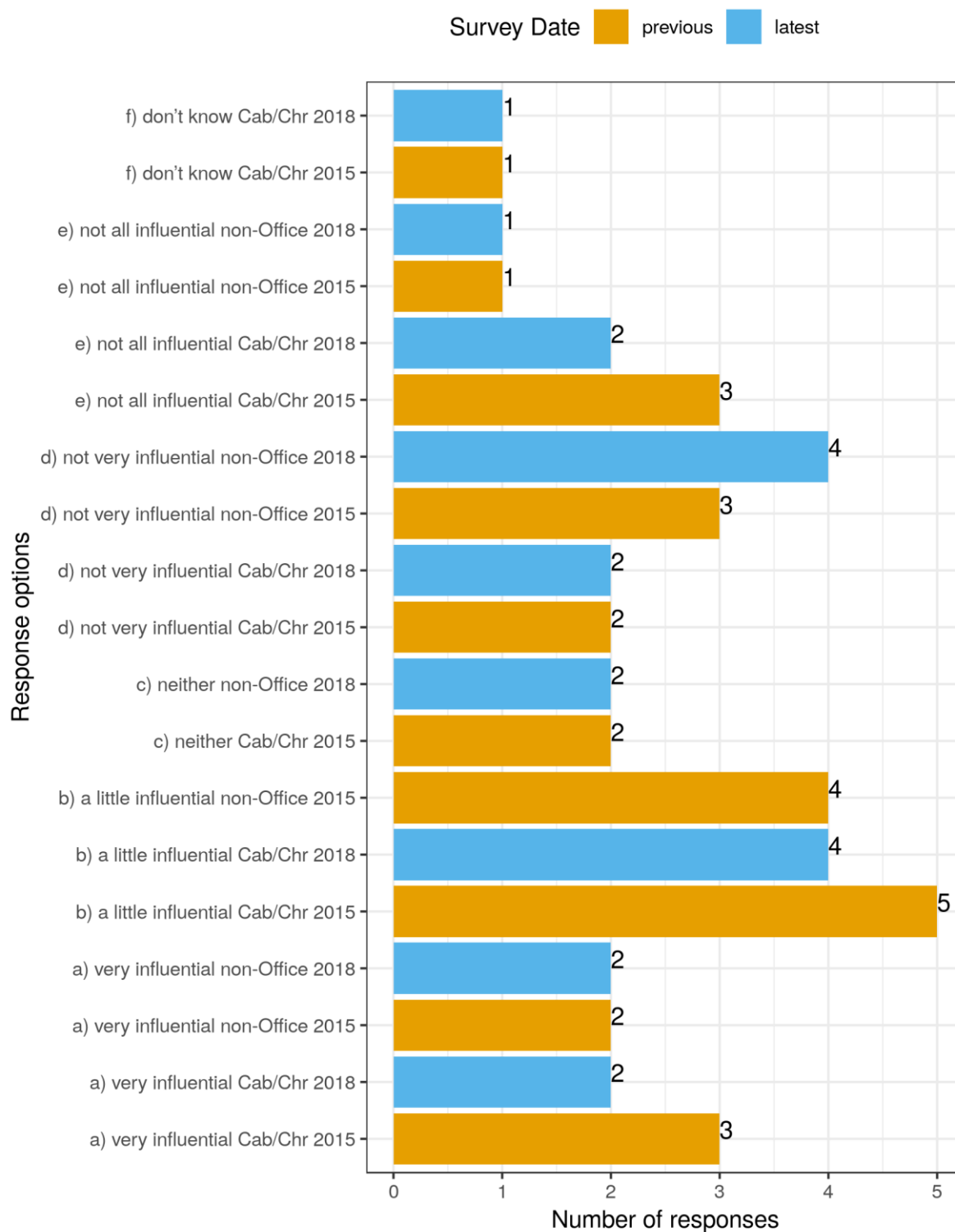
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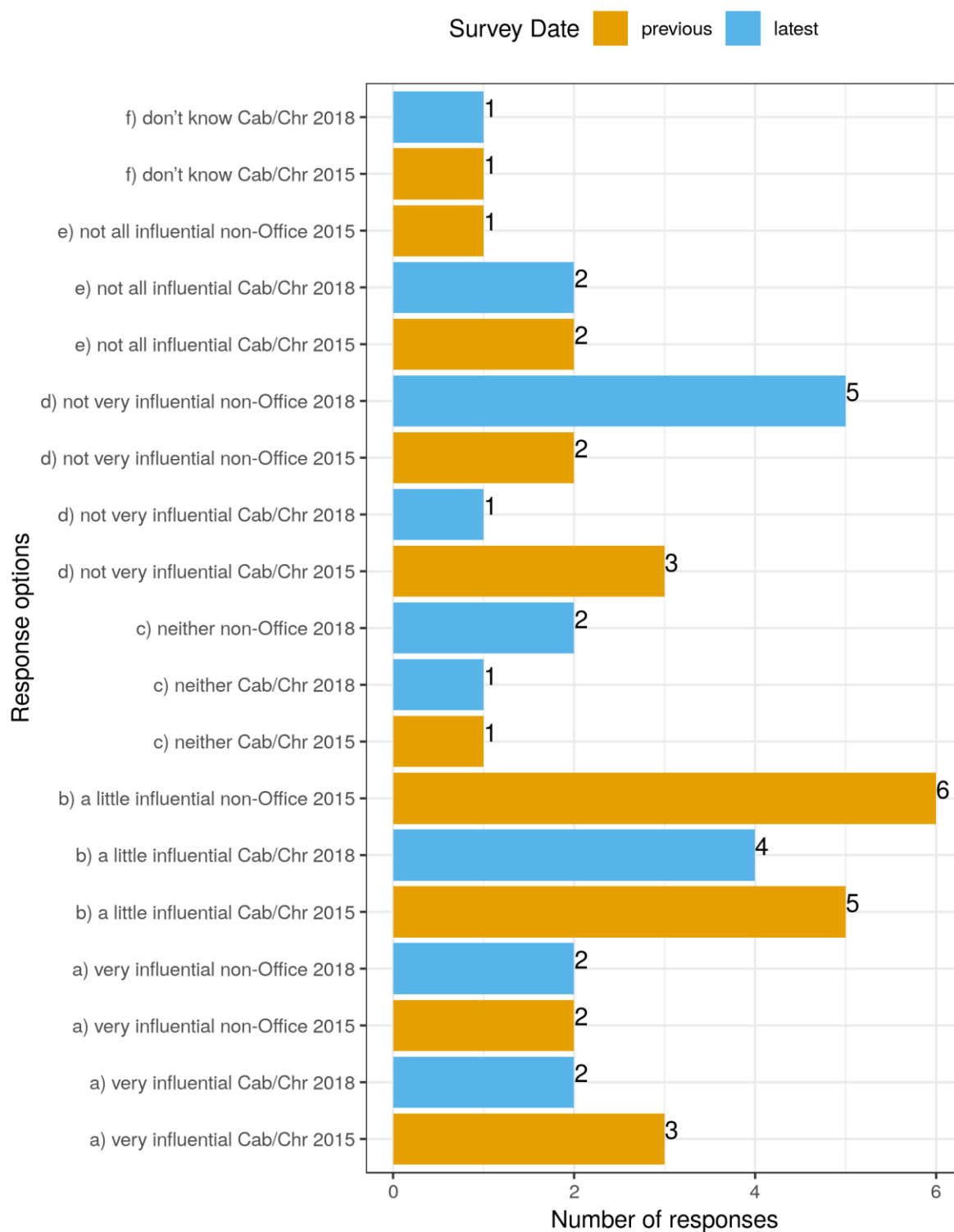
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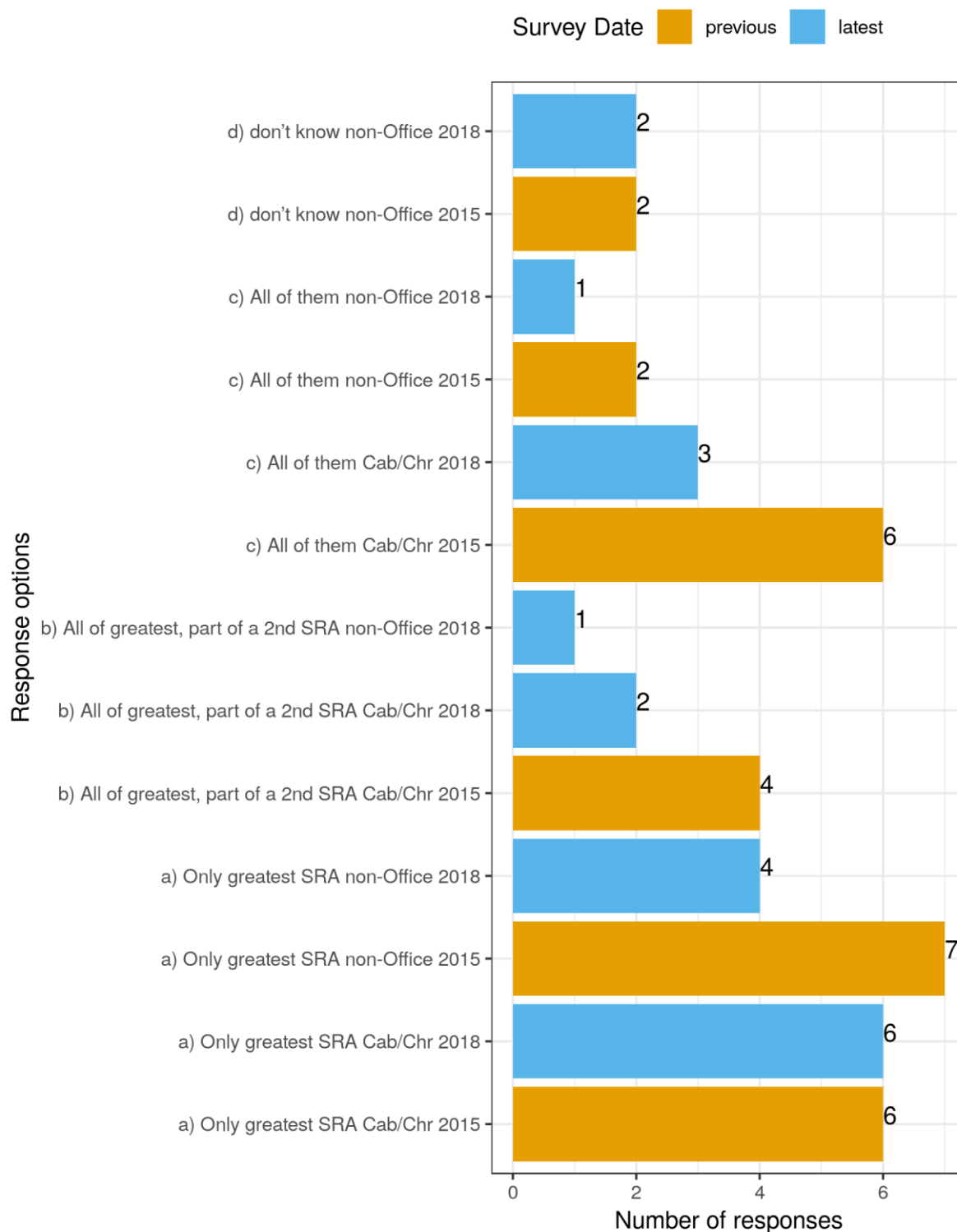
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Question 18. Swindon limits the number of Special Responsibility Allowances to one per councillor, which is common but no means universal for all councils. Should councillors with more than one Special Responsibility receive



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CABINET

WEDNESDAY, 5 JUNE 2019

PRESENT:- Councillors David Renard (Chair), Oliver Donachie, Dale Heenan, Russell Holland, Mary Martin, Cathy Martyn, Maureen Penny, Gary Sumner and Keith Williams

Apologies for absence were received from Councillor Brian Ford

1. Lisa Hall, Chief Legal Officer and Monitoring Officer

On behalf of members, the Leader of the Council welcomed Lisa Hall, the Council's newly-appointed Chief Legal Officer, to her first Swindon Borough Council Cabinet meeting and wished her every success in her new role.

2. Declarations of Interest.

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

Councillors Dale Heenan and Cathy Martyn declared a personal but non-prejudicial interest in relation to paragraph 3.6.1 of the Capital Monitoring report (Minute 7) as were both trustees of organisations that used that facility.

3. Minutes.

Resolved – That the minutes of the meeting held on 20th March 2019, be confirmed and signed as a correct record.

4. Public Question Time.

Mr Peter Amies submitted two questions about Cabinet Members' comments concerning enforcement action against envirocrime. As Mr Amies was not at the meeting, the Leader confirmed that Cabinet Members would provide a written response within five working days.

5. Exempt Items - Exclusion of Press and Public.

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

Item Nos.	Paragraph No.	Minute No.
12	3	12

6. Budget Management 2018/19

Councillor Russell Holland, the Cabinet Member for Finance, Education and Skills, and the Director of Finance submitted a joint report providing Cabinet with the provisional revenue position for 2018/19, subject to audit by Grant Thornton, the Council's external auditors.

Councillor Holland introduced the report and thanked officers for their work in delivering the 2018/19 budget, which was assisted greatly by a one-off VAT repayment. He advised Cabinet that the pressure remained to ensure spending remained within agreed limits for 2019/20 while Cabinet Members and officers prepared plans for 2020/21.

Resolved:-

- 1) That the 2018/19 revenue out-turn for each service area set out in Table 1 and Appendix 1 be noted;
- 2) That the underspend on the General Fund of £587k has resulted in an increase in the General Reserve to £6.6m be noted and that the Chief Executive be asked to thank all staff for helping achieve this;
- 3) That the flexible use of capital receipts in 2018/19, as set out in Appendix 2 be noted.

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

7. Capital Programme Monitoring Out-Turn 2018/19

Councillor Russell Holland, the Cabinet Member for Finance, Education and Skills, and the Director of Finance submitted a joint report presenting to Cabinet the capital programme position as at the end of 2018/19 and some proposed changes to the programme.

Resolved:-

- 1) That the latest 2018/19 Capital Programme position as at financial year end as detailed in paragraphs 3.1 to 3.4 be noted.
- 2) That the changes to the programme in sections 3.5 to 3.6 be approved.

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

8. Treasury Performance Management 2018/19

Councillor Russell Holland, the Cabinet Member for Finance, Education and Skills, and the Director of Finance submitted a joint report setting out to Cabinet the Treasury Management performance for 2018/19.

Councillor Holland introduced the joint report and invited Cabinet to note that Treasury Management was an ongoing task in order to finance the Council's capital programme.

Resolved:-

- 1) That the 2018/19 Treasury Management performance as detailed at paragraphs 3.1 to 3.21 and the Prudential Indicators shown at Appendix 2 be noted.

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

9. Debt Management

In accordance with the requirement of the Council's Debt Management Policy, Councillor Russell Holland, the Cabinet Member for Finance, Education and Skills, and the Director of Finance and the Head of Revenues & Benefits submitted the annual report of debts written off in 2018/19.

Councillor Holland introduced the joint report and invited Cabinet to note the reduction in the use of bailiffs since 2013. He added that the recent slight increase should be considered alongside the Borough's growing population. Councillor Holland pointed out that the Borough has various means to assist those with difficulties and he encouraged those with such concerns to contact the Council as soon as possible. The Leader of the Council thanked officers for their work in continuing to ensure high collection rates.

Councillor Oliver Donachie sought clarification on the term Oracle, the nature of debts recorded as miscellaneous and the amounts written off. Councillor Holland and the Head of Revenues and Benefits responded at the meeting.

Resolved:-

- 1) That it be noted that the collection rates for Council Tax, Housing Rents and Car Parking Penalty Charge Notices improved and Business Rates collection remained at a high level (see appendix one).
- 2) That it be noted that the number of Car Parking Penalty Charge Notices being referred to Enforcement Agents (or Bailiffs) reduced in 2018/19. That it also be noted that the number of Council Tax debts referred to Enforcement Agents did increase, although the number of households involved was lower

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

10. Financial Inclusion Policy

Councillor Russell Holland, the Cabinet Member for Finance, Education and Skills, and the Director of Finance and the Head of Revenues & Benefits, submitted a joint report setting out the progress on the Council's Financial Inclusion policy.

Councillor Holland introduced the joint report and thanked the Borough's Social Inclusion officer for his work. Councillor Holland outlined some of the measures the Council had taken including literature to alert residents to loan sharks, the use of money mentors to assist people in securing benefits, support for the Swindon Foodbank, credit unions, and the save as you earn scheme for Council staff. He invited Cabinet to look at the work of the Swindon Social Enterprise network and asked for support for the proposals to encourage staff to join credit unions as well as to have access to loans from them. The Leader of the Council thanked officers

for their work in assisting vulnerable residents.

Resolved:-

1. That the progress being made in relation to Financial Inclusion be noted.
2. That the Head of Revenues & Benefits & Director of Performance, Organisational Improvement & Communications be authorised to:
 - 2.1. Encourage Swindon Borough Council staff to join Credit Unions.
 - 2.2. In addition to being authorised to operate a 'Save as You Earn' scheme, be authorised to carry out such consultations as may be necessary and operate arrangements where employees can undertake loans from Credit Unions approved by the Head of Revenues & Benefits & Director of Performance, Organisational Improvement & Communications and to repay these by salary deductions.

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

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

Mr Keith Strickland, Chair of the Independent Remuneration Panel, submitted a report inviting Cabinet to consider recommendations arising from meetings of the Independent Remuneration Panel on the level of Councillors' Allowances in Swindon for 2020/2021.

As Mr Strickland could not be present, the Leader of the Council introduced the report and summarised the limited recommendations that Council would be asked to consider. Councillor Holland supported the recommendations and noted the benefits of the allowances in making being a councillor accessible to a wider range of the public.

The Leader of the Council at the request of Cabinet Members asked for confirmation that there was parity of Special Responsibility between all the Committee Chairs, including the Chair of Licensing.

Resolved:-

1. That the thorough and comprehensive review undertaken by the Independent Remuneration Panel be noted, and the Panel Chair and members be thanked for their work.
2. That the recommendations of the Independent Remuneration Panel on Councillors' Allowances for 2020/2021, as set out in paragraph 3.5 be considered, and that these recommendations be referred the Council.
3. That, if the recommendations be approved by Council, the Chief Legal Officer be authorised to introduce a revised Councillors' Allowances Scheme for 2020/2021, based on the recommendations of the Independent Remuneration Panel.

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

12. Operational management of town centre premises

Councillor Keith Williams, the Cabinet Member for Customer Services and Operational Excellence and the Head of Property Assets submitted a joint report for Cabinet to consider options on how to operate premises leased to a third party in the town centre over the next 5 years.

Councillor Williams introduced the report and responded to questions from Councillors Oliver Donachie, Dale Heenan, Russell Holland, Mary Martin, and Gary Sumner concerning the operational management of the town centre premises referred to in the restricted report.

Resolved:-

1. That Option Two as set out in the main body of the report be approved, for the reasons identified in the main body of the report.
2. That the Director of Finance and Head of Property Assets be authorised to complete the necessary agreements required to implement Option Two, on such terms and conditions that are considered appropriate in order to protect the Council's interests.

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

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Notice of Decisions Made

Decision Maker: Councillor Oliver Donachie, Cabinet Member for Economic Prosperity.

Subject: Consideration of objections – Amendments to East Wichel Restricted Parking Zone

Decision(s): (1) That the objections received in respect of the advertised Public Notice to amend the Restricted Parking Zone in East Wichel dated 9 February 2018 be noted. (A copy of the advertised Public Notice is included as Appendix B to the report and a copy of the summary of objections is included as Appendix D).

(2) That the Corporate Director of Communities and Housing be authorised to implement the amended traffic regulation order for the introduction of the Restricted Parking Zone in East Wichel on a permanent basis as advertised (subject to a small number of minor detailed amendments arising from the public consultation – included as Appendix E to the report).

(3) That the Corporate Director of Communities and Housing notify the objectors of the Cabinet Members decision on this matter.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are summarised below:

Councillor Nadine Watts - Comment - I can see that since the last public consultation, that a lot of work has gone into trying to identify additional parking spaces in East Wichel. I would like to thank officers for this. The discussion on parking has been going on for a long time now. When the parking restrictions previously came in, it caused upset and had a negative impact on some residents and their visitors. It can be polarising and emotive for East Wichel residents. There is a divide between those who knew about the parking restrictions and those who didn't. It is good to promote alternative forms of transport but, there is still a heavy reliance on the car. It is disappointing that some of the garages were built narrower than the specification, but not enough to warrant formal enforcement action. I understand the rationale for including the mews areas and why the additional spaces on the narrower roads were not taken forward (although I still think that the end of Stonehenge Road nearest the green open space, could have a one-way system and on-road parking spaces). It is frustrating that there are locations where you could park at an angle and/or remove pathways (e.g. near the old hairdressing salon on Trevello Road) but as the green space is still in the developer's control, the Council can't change this at this time. I hope that the Council will do all it can to try make sure that East Wichel is adopted as soon as possible and then look at changing the use of some of these areas to increase the parking provision in East Wichel. The car park in front of the retail units in East Wichel is now open. I am uncertain as to whether there will be any restrictions placed on this car park in the future. I understand that the

car park off Barbrook Road can be used by the angling club, but there is scope for additional spaces here too. Could this option be explored for residents to use? One of my main areas of concern is the parking outside of East Wichel Primary School on Staldon Road. Many residents have contacted me to say that this is an accident waiting to happen. Safety in front of the school needs to be addressed. I don't know whether widening the pavement in front of the school would help (there is currently a small patch of grass outside of the school wall). There has recently been a change of head teacher at the school, so it may be worth opening discussions again with the new head teacher regarding pick up and drop off zones. It is positive that more parking spaces (a gain of 60 spaces) have been identified predominantly on East Wichel Way (43) and that residents' feedback has been taken on board and I feel that although progress has been made, more needs to be done. In particular, once East Wichel has been adopted by the Council to look into converting other areas into parking.

Councillor Jane Milner-Barry – Comment – I believe this plan has identified as many extra parking places as can currently be safely provided and therefore I support it though I believe it may need to be revisited at some future time. Many years have passed since East Wichel was planned and in that time patterns of life and work have shifted, with more people commuting out of Swindon to go to work and more working-age children living with their parents while they save for a deposit. Furthermore, bus services have deteriorated and become more expensive. These changes have resulted in each house generating more cars. SBC officers might consider whether they could facilitate the provision of one or two car club spaces in East Wichel. If one of their cars is not needed for a daily commute there may be families that would find it more convenient to join a car club rather than maintain a second or third car, and a side effect would be a small contribution towards easing the parking problem. Currently the nearest car club car is a mile and a half away so effectively there is no access to a car club in East Wichel.

Councillor Claire Ellis - No Comment received

Councillor Allsop – Comment - I welcome this CMDN and the effort put into the proposal by all concerned. It will though not be popular with all and will enviably fall short of the aspirations of many. In essence I see the CMDN as the end of the beginning rather than the beginning of the end.

Councillor Pajak – Comment – Happy to support the recommendation

Date of Publication: Thursday 28th March 2019

Date for receipt of requests for call-in: Friday 5th April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Philip Martlew, 01793 466369, pmartlew@swindon.gov.uk or Vicki Yull, Committee and Member Services, Mobile: 07980 752043 or Email vyull@swindon.gov.uk.

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<http://ww5.swindon.gov.uk/moderngov/mgListPlanItems.aspx?PlanId=652&RP=285>

Notice of Decisions Made

Decision Maker: Councillor Russell Holland, Cabinet Member for Finance.

Subject: Development at Stratton Education Centre, Clays Close - 14 Units

Decision(s): (1) That the Corporate Director for Finance allocates a budget to this project up to the amount identified in the report, within the Council's Capital Programme, funded from the allocation previously agreed by Cabinet for small-scale housing development on Council owned land.

(2) That the Interim Director of Law, in consultation with the Head of Property and Assets will agree terms for the transfer of the site at Clays Close to the Housing Development Company at a time in the future which he considers to be appropriate.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are summarised below:

Commercial Investment Strategy CMAG

Councillor E. Faramarzi – No comments received.

Councillor S. Pajak – No comments received.

Councillor K. Small – No comments received.

Ward Members

Councillor C. Crilly – Supports the redevelopment proposal. Raised concerns around the parking provision for the site and requested that 30% of the units be affordable.

Councillor T. Page – The building on site MUST be kept.

Opposition Spokesperson:

Councillor E. Bushell – Supports the proposal. Requested that at least 30% of the units be sold as affordable.

Date of Publication: Thursday 11th April 2019

Date for receipt of requests for call-in: Tuesday 23rd April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Adam Gatier, 07392 109967 Email agatier@swindon.gov.uk or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor David Renard, Leader of the Council

Subject: SWLEP changes to Governance Arrangements

Decision(s): (1) That the continuing role of Wiltshire Council, as Accountable Body to the SWLEP, to be exercised in accordance with a revised SWLAP Governance Framework and Accountable Body Agreement, to reflect new guidance from Central Government and the SWLEP's incorporation as a company limited by guarantee be noted.

(2) That the transfer of any assets pertaining to SWLEP activities to the new SWLEP Limited company on terms to be agreed and set out in a business transfer agreement be noted.

(3) That the transfer of SWLEP staff to the incorporated SWLEP be noted.

(4) That it be agreed that a Cabinet Member, to be appointed by the Leader, will represent the Council on the Board of Directors.

(5) That the Interim Director of Law, after consultation with Director of Finance, be authorised to finalise the terms of the Accountable Body Agreement and Business Transfer Agreement, to execute these documents on behalf of the Council and take such other action as is necessary to protect the interest of the Council.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are summarised below:

Councillor Jim Grant (Leader of the Labour Group) – “ .. I am completely against making the Swindon and Wiltshire LEP a company limited by guarantee. I think this will likely just lead to the further erosion of local authority control of large government-sponsored projects in their local area. It is ironic that after scrapping the Regional Development Agencies because they were deemed by the Government to be undemocratic and bureaucratic, the government are now recommending such a move with Local Enterprise Partnerships. If this change is happening regardless, I do not have any opposition to the particulars necessary to make this change.”

Date of Publication: Thursday 18th April 2019

Date for receipt of requests for call-in: Tuesday 30th April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Stephen Gerrard, Email sgerrard@swindon.gov.uk or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety

Subject: Temporary Accommodation charges

Decision(s): That the Head of Housing Services is authorised to uplift the Rents paid by tenants in temporary accommodation to those shown in 1.2 in accordance with the recently revised Local Housing Allowances. The rates would be applicable from the 1st June 2019.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Councillor Stan Pajak - supported the CMDN following clarification on how the additional income from the increased rent would be used. It was confirmed that this would be used to fund further support for homelessness.

Councillor Emma Bushell – supported the CMDN but asked that it be noted that for tenants not in receipt of housing benefit, the increased charge may cause hardship representing a real increase in their costs.

Date of Publication: Thursday 18th April 2019

Date for receipt of requests for call-in: Tuesday 30th April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Karl Read, Direct Dial Telephone Number 07824 081182, or Email ksread@swindon.gov.uk, or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Oliver Donachie, Cabinet Member for Economic Prosperity.

Subject: Consideration of objections - Redhouse Way Traffic Regulation Order

Decision(s): (1) That the objections received in respect of the advertised Public Notice to introduce “no waiting at any time” on Redhouse Way dated 16 November 2018 be noted. (A copy of the advertised Public Notice is included as Appendix B and a copy of the summary of objections is included as Appendix C).

(2) That the Corporate Director of Communities and Housing be authorised to implement the Traffic Regulation Order for the introduction of the “no waiting at any time” on Redhouse Way as advertised.

(3) That the Corporate Director of Communities and Housing to notify the objectors of the Cabinet Members decision on this matter.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are summarised below:

Councillor Vera Tomlinson - Very pleased to support this and absolutely in favour of the proposals

Councillor Mary Friend – I would like to note and support this decision.

Councillor Rahul Tarar – Note and support the proposed action – Yes.

Councillor Stan Pajak – I support the recommendation.

Councillor Steve Allsopp – No Comment received.

Date of Publication: Thursday 25th April 2019

Date for receipt of requests for call-in: Friday 23rd April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Julie Furneal, Direct Dial Telephone Number 01793 466251, or Email jfurneal@swindon.gov.uk or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety.

Subject: Review of Temporary Winter Housing Provision

Decision(s): That the temporary winter housing provision is set up to run for no more than 4 months over the winter period 2019/20 and 2020/21 for an identified group of rough sleepers in Swindon. The current provider of The Haven Rough Sleeper Day Centre, Swindon Night Shelter is requested to set up the project as documented in the service agreement.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Councillor Emma Bushell, Labour Group spokesperson:-

The Labour Group:

recognises the positive impact the TWHP has had and the significant contribution made by SBC, particularly Housing Staff, local homelessness charities and the individual volunteers would welcome assessment of the outcomes of the project over the 2 years it has run - the number of housing offers which have made to and sustained by clients and how this compares to other projects run by the council such as its Housing First project, and those run elsewhere in the country

would like to know what assessment has been made of whether the £20K over 2 years could be spent on other homelessness projects or added to the budget for Housing First Provision with the potential to have a greater impact

would welcome an assessment of the appropriateness of the new location of the TWHP at the Riverside in 2019 and the effectiveness of the integration of the TWHP, the Day Centre and the Big Breakfast Requests the council work with Haven and other providers to improve support services to clients to improve outcomes in terms of sustainable housing offers

Requests that providers should take into consideration the comments of the LGA Housing Advisor in planning any future running of the programme

Urges the council to consult with and take into consideration the views of local homelessness charities when deciding how to run the TWHP for a further year

Councillor Stan Pajak – no comment received

Date of Publication: Thursday 25th April 2019

Date for receipt of requests for call-in: Friday 23rd April 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Arlene Griffin Tel 01793 464387 Email: agriffin@swindon.gov.uk. or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor David Renard, Leader of the Council, Councillor Dale Heenan, Cabinet Member for the Town Centre.

Subject: North Star Regional Leisure Development

Decision(s): That the Head of Property Assets, in consultation with the Interim Director of Law, is authorised to agree and finalise a deed of variation of the North Star Development Agreement:-

to defer the requirement in the Development Agreement for a hotel to be constructed as part of the first phase minimum requirement for the development, to a subsequent development phase, on the site as identified in the plan attached as an Appendix, and

defer the date when planning permission for a hotel is required.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Ward Members:

Cllr Jim Grant - No response

Cllr Peter Watts - No response

Cllr Des Moffatt - No response

Shadow Spokesperson

Cllr Jane Miler-Barry – No response

Leader of the Liberal Democrats

Cllr Stan Pajak – responded “Mindful of today’s financial uncertainty I would support the described change”

Date of Publication: Thursday 25th April 2019

Date for receipt of requests for call-in: Friday 3rd May 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: rob Richards Tel: 07740037316 Email: rrichards@swindon.gov.uk. or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety.

Subject: Affordable Housing Development Update

Decision(s): That the Head of Housing Services is authorised to:

- Complete the construction of 3 assisted living bungalows at the Ashley Close site at a cost of £807,000, supported by using £375,000 of s106 monies.
- Complete the construction of 5 assisted living bungalow at Huntley Close at a cost of £1,400,000 supported by using £675,000 of s106 monies.
- Complete the construction of 8 assisted living bungalows at Ventnor Close at a cost of £1,700,000. In addition to the 3760,000 of s106 monies we have already secured an additional £30k per unit from Homes England.
- Purchase the 2 remaining leasehold properties within the Queens Drive regeneration project.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Councillor Bushell, Allsopp and Amin have been consulted in relation to the sites at Huntley Close and Ashley Close.

Cllr Amin states 'based on our discussion in terms of tenancy that the bungalows are for family living I am happy with the proposal to go ahead.

Cllr Bushell and Allsopp both approved the proposed developments for Assisted Living Bungalows.

Cllr Renard advised he is happy to progress the proposed development of the site at Ventnor Close and welcomes the opportunity provided by assisted living to help people retain their independent whilst being supported.

Cllr Donachie has advised that he supports the proposed development at Ventnor Close, specifically due to the type of housing being proposed.

Date of Publication: Thursday 25th April 2019

Date for receipt of requests for call-in: Friday 3rd May 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Nick Kemmett Tel: 01793 464402 Email:

nkemmett@swindon.gov.uk. or Steve Jones, Committee and Member Services,
Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety.

Subject: Wheelchair and Adapted Housing on the Open Market

Decision(s): That the Cabinet Member for Housing and Public Safety and the Head of Housing Services, acting in consultation with the Head of Property Assets and the Interim Director of Law, undertakes a wider programme of property purchasing as agreed by Cabinet on 26th April 2017 (Cabinet Minute 118, 20917.2918 refers).

That officers will seek to purchase a small number of properties that meet the needs of Adult Social Care clients as part of the acquisitions programme.

That the properties will typically be bungalows, ground floor flats, or larger houses with ground floor bathing facilities and space for VM38, or larger, through-floor lift, and will cost no more than £1m per annum.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report and their responses are also summarised below:

Cllr Emma Bushell – supportive of this proposal.

Cllr Stan Pajak – very supportive of this, which will provide major help in the provision of accessible long term accommodation

Date of Publication: Thursday 25th April 2019

Date for receipt of requests for call-in: Friday 3rd May 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Sally Nelson Tel: 07824 868354 Email: snelson@swindon.gov.uk. or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety, and Councillor Keith Williams, Cabinet Member for Corporate and Customer Services.

Subject: Land at Monkton Close, Park South, Swindon – Proposed Disposal

Decision(s): That the Head of Property Assets in consultation with Head of Housing be authorised to dispose of the land and garages site at Monkton Road, Park South, Swindon for nil consideration and by way of a long lease with a nominal ground rent to the Ghurkha Housing Project. This disposal to be on such detailed terms and conditions as are determined by the Director of Housing, Head of Property Assets and the Interim Director of Law, as are considered necessary to protect the Council's interests.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report.

Councillor Fay Howard - The idea is good, my main concern is the parking, it is a small space to accommodate so many units, and a community centre with so little parking. Response to Cllr Howard was that 12 garages are being included in the scheme which will ensure compliance with parking requirements for planning. It is worth noting that the Ghurka community are traditionally not a car-using community.

Councillors Janine Howarth and Chris Watts did not comment

Date of Publication: Thursday 2nd May 2019

Date for receipt of requests for call-in: Friday 10th May 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Nick Kemmett, Direct Dial Telephone Number 464402, nkemmett@swindon.gov.uk. or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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

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Notice of Decisions Made

Decision Maker: Councillor Russell Holland, Cabinet Member for Finance

Subject: Dynamatic Ltd UK – Commercial Development Loan

Decision(s): (1) that the Director of Finance (S151 Officer), in consultation with the Interim Director of Law is authorised to negotiate and agree with Dynamatic Ltd the terms of a loan agreement up to the amount specified in the report for the development of the existing premises, and any other relevant legal documentation;

(2) That the Head of Property Assets, in consultation with the Interim Director of Law and the Director of Finance (S151 Officer), is authorised to negotiate and agree an extended lease term with Dynamatic Ltd to follow the termination of the loan agreement, for the premises identified in the plan attached as an Appendix 1 to the report.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report. Their responses are summarised in the report (copies of which can be obtained from the author, Paul Smith, Direct Dial 07500 884176, psmith2@swindon.gov.uk.)

Cllrs Des Moffatt, Jim Grant, Peter Watts, Kevin Small and Stan Pajak.

Date of Publication: Thursday 2nd May 2019

Date for receipt of requests for call-in: Friday 10th May 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Paul Smith, Direct Dial 07500 884176, psmith2@swindon.gov.uk. or Steve Jones, Committee and Member Services, Mobile: 07980 752109 or Email stevejones@swindon.gov.uk.

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

<http://ww5.swindon.gov.uk/moderngov/mgListPlanItems.aspx?PlanId=653&RP=285>

Notice of Decisions Made

Decision Maker: Councillor Keith Williams, Cabinet Member for Corporate Services and Operational Excellence

Subject: Assignment and Deed of Variation to Lease of The Village Tavern, Toothill Village Centre, Swindon, SN5 8DN

Decision(s): (1) That the assignment and variation of the lease of The Village Tavern, Toothill, Swindon, for the benefit of The Hub @ Toothill as detailed within clauses 3.9 to 3.11 of the report, and on such terms and conditions as are agreed with the Head of Property Assets and the Interim Director of Law in order to protect the Council's interests, be authorised.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report. Their responses, some of which touch upon confidential matters, are summarised in the report (copies of which can be obtained from the author, Kathy Sherratt, Direct Dial 07789 651922, e-mail: ksherratt@swindon.gov.uk.)

Cllrs Stan Pajak, Steph Exell, Jim Robbins and Kevin Small.

West Swindon Parish Council was also consulted on the recommendations and their response is included in the report.

Date of Publication: Thursday 30th May 2019

Date for receipt of requests for call-in: Friday 7th June 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Kathy Sherratt, Direct Dial 07789 651922, e-mail: ksherratt@swindon.gov.uk. or Committee and Member Services at CommitteeServices@swindon.gov.uk.

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

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Notice of Decisions Made

Decision Maker: Councillor Cathy Martyn, Cabinet Member for Housing and Public Safety

Subject: Revised Fee Charging Schedule for Animal Licensing

Decision(s): (1) That the amended Fee Charging regime at Appendix 1 be adopted in respect of Animal Licensing.

(2) That the amended Fee Charging regime be introduced from 1st June 2019, and is published on the website.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report. Their responses are summarised in the report (copies of which can be obtained from the author, Kathryn Ashton, Direct Dial 07881 281883, kashton@swindon.gov.uk).

Councillor Des Moffatt, Opposition Group spokesperson and Councillor Stan Pajak, Minority Group spokesperson.

Date of Publication: Thursday 6th June 2019

Date for receipt of requests for call-in: Friday 14th June 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Kathryn Ashton, Direct Dial 07881 281883, kashton@swindon.gov.uk or Committee and Member Services at CommitteeServices@swindon.gov.uk.

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

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Notice of Decisions Made

Decision Maker: Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills

Subject: HQ Theatre Renegotiation

Decision(s): (1) That the council formally accepts option 4 (set out in para 3.7.4 of the report). This option varies the existing contract by removing the excluding the break clause from the Management Contract, which produces a satisfactory revenue saving whilst providing the same level of offer currently provided at the Wyvern and Arts Centre.

(2) That the Interim Director of Law is authorised to make the appropriate changes to the break provisions in the management contract and with a variation to the lease agreement in order for option4 to be implemented.

(3) That this action is undertaken as soon as possible.

Consultation: The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report. Their responses, some of which touch upon confidential matters, are summarised in the report (copies of which can be obtained from the author, Claire Andrews, Direct Dial 07824 497298, e-mail: candrews@swindon.gov.uk.)

Councillors Junab Ali, Jane Milner-Barry, Paul Dixon, Stan Pajak, Imtiyaz Shaikh, Kevin Small, Nadine Watts, and Julie Wright.

Date of Publication: Thursday 13th June 2019

Date for receipt of requests for call-in: Friday 21st June 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Claire Andrews, tel: 07824 497298, candrews@swindon.gov.uk. or Douglas Campbell, Senior Committee Clerk, tel: 07779 413886 or Email docampbell@swindon.gov.uk.

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

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Notice of Decisions Made

- Decision Maker:** Councillor Russell Holland, Deputy Leader of the Council and Cabinet Member for Commercialisation, Education and Skills and Councillor Dale Heenan, Cabinet Member for the Town Centre
- Subject:** Falcon House- Lease, Refurbishment (Change of use) and Rental
- Decision(s):** That the Director of Finance in consultation with the Head of Town Centre Development and Head of Property Assets be authorised to reimburse an element of upfront costs funded by Aberdeen Standard, to a maximum cap as set out in the body of the report.
- Consultation:** The following Opposition Spokespersons / Ward Members have been consulted on the recommendations of the report. Their responses, some of which touch upon confidential matters, are summarised in the report (copies of which can be obtained from the author, Rob Richards, Direct Dial 01793 463521, rrichards@swindon.gov.uk)
- Councillors Junab Ali, Jane Milner-Barry, Stan Pajak, Adorabelle Shaikh, Kevin Small, and Bob Wright
- Date of Publication:** Thursday 20th June 2019
- Date for receipt of requests for call-in:** Friday 28st June 2019

For more details on the subject of the Decision or for a copy of the Decision Note please contact: Rob Richards, Direct Dial 01793 463521, rrichards@swindon.gov.uk or Douglas Campbell, Senior Committee Clerk, tel: 07779 413886 or Email docampbell@swindon.gov.uk.

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

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