

## Swindon Borough Council

### CABINET WORK PROGRAMME AND FORWARD PLAN

13 SEPTEMBER 2016 - 13 SEPTEMBER 2017 – Proposed AGENDA ITEMS and KEY DECISIONS (as at 19/10/16)

**Key Decisions are defined as:**

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

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

Councillor:	Portfolio:
David Renard	Leader of the Council and Chair of Cabinet
Russell Holland	Deputy Leader of the Council and Vice-Chair of Cabinet and Cabinet Member for Finance and Corporate Services
Oliver Donachie	Cabinet Member for Housing and Homelessness
Toby Elliott	Cabinet Member for Strategic Planning
Fionuala Foley	Cabinet Member for Children's Services
Brian Ford	Cabinet Member for Adults' Health and Social Care
Dale Heenan	Cabinet Member for Sustainability and Transport
Mary Martin	Cabinet Member for Communities
Garry Perkins	Cabinet Member for the Economy, Regeneration and Skills
Keith Williams	Cabinet Member for Streetsmart

### Cabinet Member Decisions Proposed for September 2016

Subject	Key Decision Yes/No?	Portfolio Holder / Cabinet Member	Decision Maker	Method of Consultation Undertaken / To be Taken	Contact Officer	Available Background Papers
SEQOL	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Shadow Spokespersons Date of Notice: 21 <sup>st</sup> September 2016	Sue Wald, Director of Adult Social Services Sue Wald Tel: 01793 465713 Email: swald@swindon.gov.uk swald@swindon.gov.uk	Private and Confidential SEQOL
Waiving car parking charges at Lydiard and Coate for specific charity events	No	Cabinet Member for the Economy, Regeneration and Skills	Corporate Director Resources (S151 Officer)	Councillors Matthew Courtliff, Stan Pajak, Jim Robbins, Caryl Sydney-Smith, Tim Swinyard Date of Notice: 18 <sup>th</sup> October 2016	Stuart McKellar, Corporate Director Resources Stuart McKellar Tel: 01793 463300 smckellar@swindon.gov.uk	Lydiard and Coate parking

**Cabinet Meeting Date - 19th October 2016**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2016/17, the 2017-18 Draft Budget and Medium Term Resourcing Plan.	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 13 <sup>th</sup> October 2015	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 464610 or email: kcole@swindon.gov.uk	N/A
Community Governance Review	No	Leader of the Council	Cabinet	N/A Date of Notice: 20 <sup>th</sup> September 2016	Director of Law & Democratic Services (Monitoring Officer) Stephen Taylor Tel: 01793 463012 Email: staylor@swindon.gov.uk	N/A
Free School Bids - Update	Yes	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 12 <sup>th</sup> September 2016	Head of Education Services or Gareth Cheal Tel: 01793 465802 Email: gcheal@swindon.gov.uk	
Solar Farm Investment Options	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 9 <sup>th</sup> September 2016	Interim Director of Economy, Regeneration & Skills or Philippa Venables Tel: 07824 550469 Email: pvenables@swindon.gov.uk	N/A

Proposed Property Acquisition, Swindon Town Centre	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 14 <sup>th</sup> August 2016	Rob Richards Rob Richards Tel: 01793 463521 Email: rrichards@swindon.gov.uk rrichards@swindon.gov.uk	N/A

**Cabinet Meeting Date - 7th December 2016**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Capital Programme Monitoring - Second Quarter and Treasury Management Performance 2016/17.	No	Cabinet Member for Finance, People and Performance	Cabinet	N/A Notice of decision: 9 December 2015	Corporate Director Resources (S151 Officer) or Ian Burbidge, Finance, Tel: 464384 or Email: <a href="mailto:iburbidge@swindon.gov.uk">iburbidge@swindon.gov.uk</a>	N/A
Peer Review - Outcomes	No	Leader of the Council	Cabinet	N/A Date of Notice: 19 <sup>th</sup> September 2016	Head of People, Performance and Engagement Sam Mowbray Tel: 07823 525337 Email: <a href="mailto:SMowbray@swindon.gov.uk">SMowbray@swindon.gov.uk</a>	N/A
Waste Strategy Options	No	Cabinet Member for Streetsmart	Cabinet	N/A Date of Notice: 24 <sup>th</sup> August 2016	Head of StreetSmart Leon Barrett Tel: 07818 51062 Email: <a href="mailto:lbarrett@swindon.gov.uk">lbarrett@swindon.gov.uk</a>	N/A
Swindon's Country Parks - Car Parking Charges	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 30 <sup>th</sup> June 2016	Corporate Director Resources (S151 Officer) Stuart McKellar Tel: 01793 463300 Email: <a href="mailto:smckellar@swindon.gov.uk">smckellar@swindon.gov.uk</a>	Cabinet Minute 14 (3) refers

Insurance for Community Groups	No	Cabinet Member for Communities	Cabinet	N/A Date of Notice: 23 <sup>rd</sup> August 2016	Head of Localities and Volunteering Patrick Weir tel: 07946 595852 Email: pweir@swindon.gov.uk	Council Minute 90 2015/16 refers
Parking Charges at Lydiard and Coate	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice; 16 <sup>th</sup> September 2016	Head of Highways and Transport Jason Humm Tel@ 01793 463201 Email: JHumm@swindon.gov.uk	N/A
Town Centre Parking Study	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 29 <sup>th</sup> September 2016	Head of Highways and Transport or Trudy Godfrey Tel: 01793 466416 Email: tgodfrey@swindon.gov.uk	N/A
Community Infrastructure Levy	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 15 <sup>th</sup> September 2016	Corporate Director Resources (S151 Officer) or Paul Smith Tel: 01793 463976 Email: psmith2@swindon.gov.uk	
Education Transport Policy 2018-19	Yes	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 26 <sup>th</sup> May 2016	Head of Education Services or Emily Heaton Email eheaton@swindon.gov.uk Tel: 01793 465769	N/A

School Organisational Changes 2017/18	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 19 <sup>th</sup> September 2016	Head of Education Services or Danielle Maundrell Tel: 01793 466314 Email: DMAundrell@swindon.gov.uk	N/A
Local Safeguarding Children Board - Annual Report	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 19 <sup>th</sup> September 2016	Director of Children's Services or Simon Ratcliff Tel: 01793 466833 Email: Sratcliff@swindon.gov.uk	N/A
North Star - Proposed Regional Leisure Destination	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 1 <sup>st</sup> August 2016	Head of Property Assets Rob Richards Tel: 01793 463521 Email: rrichards@swindon.gov.uk	N/A
Affordable Housing Development Programme	No	Cabinet Member for Housing and Homelessness	Cabinet	N/A Date of Notice: 20 <sup>th</sup> July 2016	Head of Housing Management & Community Safety Michael Ash Tel: 01793 464377 Email: Mash@swindon.gov.uk	N/A
Appointment of External Auditors	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate	Cabinet	N/A Date of Notice: 14 <sup>th</sup> October 2016	Head of Internal Audit Nick Hobbs Tel: 01793 463940 Email: nhobbs@swindon.gov.uk	N/A

		Services;				
Renewable Energy Investment Strategy	No	Cabinet Member for Sustainability, Highways and Transport	Cabinet	N/A Date of Notice: 18 <sup>th</sup> October 2016	Andy Evans, Interim Director of Economy, Regeneration & Skills Andy Evans Tel: 01793 463201 Email: AEvans@swindon.gov.uk AEvans@swindon.gov.uk	N/A
Wichelstowe	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 15 <sup>th</sup> September 2016	Interim Director of Economy, Regeneration & Skills Rob Powe Tel: 01793 463305 Email: rpowe@swindon.gov.uk	
Land at Oakfield	Yes	Cabinet Member for Communities and Strategic Planning	Cabinet	N/A Date of Notice: 4 <sup>th</sup> May 2016	Head of Property Assets Rob Richards Tel: 01793 463521	N/A

**Cabinet Meeting Date - 8th February 2017**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget 2017/18 and Beyond	No	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 464610 or Email: kcole@swindon.gov.uk	N/A
Capital Programme 2017/18	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Treasury Strategy Statement 2017/18	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) or Paul Smith, Finance, Tel: 07500 884176 or Email: psmith2@swindon.gov.uk	N/A
Housing Revenue Account - Rents and Charges 2017/18	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) or Paul Smith, Finance, Tel: 07500 884176 or Email: psmith2@swindon.gov.uk	N/A

Swindon Pay Policy Statement 2017	Yes	Cabinet Member for Corporate, Customer and Digital Services	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Head of People, Performance and Engagement Tel: 07823 525337 or Email: smowbray@swindon.gov.u	N/A
Securing a sustainable future for Swindon's Cultural Assets	Yes	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 12 <sup>th</sup> February 2016	Corporate Director Resources (S151 Officer) or Rachel Watts Tel: 07823 525297 Email: RWatts2@swindon.gov.uk	Cabinet Minute 58 2015/16 refers

**Cabinet Meeting Date - 15th March 2017**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2016/17	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 464610 or Email: kcole@swindon.gov.uk	N/A
Capital Programme Monitoring 3rd Quarter 2016/17	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Draft Economic Strategy	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 16 <sup>th</sup> September 2016	Interim Director of Economy, Regeneration & Skills or Trudy Godfrey Tel: 01793 466416 Email: tgodfrey@swindon.gov.uk	N/A

**Cabinet Meeting Date - 26th April 2017**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2016/17	Yes	Cabinet Member for Finance, People and Performance	Cabinet	N/A Date of Notice: 22 <sup>nd</sup> April 2016	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 464610 or Email: kcole@swindon.gov.uk	N/A

**Cabinet Meeting Date - June 2017 (TBC)**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Housing Revenue Account - Medium Term Financial Plan	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 <sup>th</sup> May 2016	Corporate Director Resources (S151 Officer) or Paul Smith Tel: 07500 884176 or Email: psmith@swindon.gov.uk	N/A
Budget Out-turn and Management 2016/17.	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 <sup>th</sup> May 2016	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 464610 or Email: kcole@swindon.gov.uk	N/A
Capital Programme Monitoring Out-Turn 2016/17	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 27 <sup>th</sup> May 2016	Corporate Director Resources (S151 Officer) or Ian Burbidge, Finance, Tel: 464384 or Email: iburbidge@swindon.gov.uk	N/A
Treasury Performance 2016/17	No	Deputy Leader of the Council and Cabinet Member	Cabinet	N/A Date of Notice: 27 <sup>th</sup>	Corporate Director Resources (S151 Officer) or Paul Smith, Finance, Tel: 463976 or Email:	N/A

		for Finance and Corporate Services		May 2016	psmith2@swindon.gov.uk	
Economic Strategy - Final	No	Cabinet Member for the Economy, Regeneration and Skills	Cabinet	N/A Date of Notice: 16 <sup>th</sup> September 2016	Interim Director of Economy, Regeneration & Skills or Trudy Godfrey Tel: 01793 466416 Email tgodfrey@swindon.gov.uk	N/A

**July 2017 (TBC)**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2017-18	No	Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 7 <sup>th</sup> June 2016	Corporate Director Resources (S151 Officer) or Kirsty Cole, Finance, Tel: 01793 464610 or Email: kcole@swindon.gov.uk	N/A
Education Transport Policy 2018-19.	No	Cabinet Member for Children's Services	Cabinet	N/A Date of Notice: 13 <sup>th</sup> September 2016	Head of Education Services Peter Nathan Tel: 07467 440955 Email: pnathan@swindon.gov.uk	
Debt Management	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 13 <sup>th</sup> September 2016	Head of Revenues and Benefits Andy Stevens Tel: 01793 464661 Email: anstevens@swindon.gov.uk	
Council Tax Discretionary Discounts & Premiums	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate	Cabinet	N/A Date of Notice: 13 <sup>th</sup> September 2016	Head of Revenues and Benefits Andy Stevens Tel: 01793 464661 Email: anstevens@swindon.gov.uk	

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**September 2017 (TBC)**

<b>Subject</b>	<b>Key Decision Yes/No?</b>	<b>Portfolio Holder / Cabinet Member</b>	<b>Decision Maker</b>	<b>Method of Consultation Undertaken / To be Taken</b>	<b>Contact Officer</b>	<b>Available Background Papers</b>
Budget Management 2017/18 and 2017 - 2021 Efficiency Statement	No	Deputy Leader of the Council and Cabinet Member for Finance and Corporate Services	Cabinet	N/A Date of Notice: 13 <sup>th</sup> September 2016	Corporate Director Resources (S151 Officer) TBC	
Annual review of Local Ombudsman Complaints	No	Leader of the Council	Cabinet	N/A Date of Notice: 13 <sup>th</sup> September 2016	Director of Law & Democratic Services (Monitoring Officer) or Erz Turner Tel; 01793 463002 Email: eturner@swindon.gov.uk	