

SPECIAL COMMITTEE

TUESDAY, 21 OCTOBER 2014

PRESENT:- Councillors David Renard (Chair), Fionuala Foley, Jim Grant, Garry Perkins, Brian Mattock (Vice-Chair), Junab Ali, Steve Allsopp, Ann Richards (Deputy) and Emma Faramarzi (Deputy).

Apologies for absence were received from Councillors Stan Pajak and Dale Heenan.

7. Declarations of Interest

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

8. Minutes

Resolved –That the minutes of the meeting held on 15th September 2014 be confirmed and signed as a correct record.

9. Public Question Time

No public questions were asked under Standing Order 28.

10. Mobile Homes Act 2013

The Acting Director of Public Health submitted a report concerning the Council's obligations under the Mobile Homes Act 2013 and setting out proposed delegated powers necessary for officers to effectively discharge these obligations, including the use of new enforcement powers to secure site licence holder compliance and the application of an appropriate schedule of fees.

The Environmental Services Manager explained why it had been necessary to seek the Council's approval for new officer delegations required to enable the Council to meet its obligations under the Mobile Homes Act 2013. He advised that the schedule of fees had been developed so that it would recover the actual costs associated with the implementing the requirements of the legislation. The schedule of fees established a framework that could be applied to any site, to changes to sites, and to any new Mobile Home sites.

Resolved – (1) That the Council's obligations under the Mobile Homes Act 2013 be noted.

(2) That the schedule of fees set out in Appendix 1 to the report of the Acting Director of Public Health be approved for licensing and for the service of Enforcement Notices under the provisions of the Mobile Homes Act 2013 as follows:-

(a) A licence fee for applications to grant, or transfer a licence, or an application to alter the conditions on a licence;

(b) An annual licence fee for administering and monitoring licences (including existing);

(c) Compliance Notices in respect to any breach of site conditions (Councils are at liberty to charge site-owners in order to recover costs, should this action be warranted); and

(d) Fees for the deposit of site rules.

(3) That the powers contained in the Mobile Homes Act 2013 be delegated by the Council to the Director of Public Health for their use by officers, as necessary, to carry out the Council's obligations under the Mobile Homes Act 2013, and that this include any future fee setting in accordance with the methodology contained in Appendix 1 to the report of the Acting Director of Public Health.

(4) That the fee schedule as set out in Appendix 1 to the report of the Acting Director of Public Health for 2013/14, be implemented as from 1st November 2014 and be charged in respect of any fees due during this year (2014).

(5) That the Director of Law and Democratic Services be authorised to make the necessary changes to the Council's Constitution and Scheme of Delegations to enable the Director of Public Health to carry out the Council's obligations under the Mobile Homes Act 2013 as referred to in the report of the Acting Director of Public Health and its Appendix 1.

11. Adjustments to Organisational Structure

The Chief Executive submitted a report concerning (a) proposed changes to the Council's management structures and accountabilities following a review of the Council's support services undertaken as a consequence of the reintegration of Swindon Commercial Services Ltd (SCS) and Capita PLC staff, and (b) an update on the Council's One Swindon transformation agenda and the progress of the development of a Transformation Hub.

The Chief Executive commented on the background to the review of support services and on the circumstances whereby the Council and its partners had been unable to progress the establishment of a One Swindon Transformation Hub. He confirmed that it was his belief that all the One Swindon partners remained committed to the One Swindon Transformation agenda. He advised that the changes in structure proposed would support transformation and new ways of Council working and in particular place additional emphasis on data, performance and engagement. He explained that this report concentrated on the Council's support services and that the Board Director, Service Delivery would be submitting a similar report to a future meeting of the Special Committee on the proposed structure to be adopted following the implementation of the Leisure Options Appraisal. He would ask the Board Director, Service Delivery, to provide Committee members with an update on progress prior to the formal submission of a committee report.

Resolved – (1) That the Special Committee, on behalf of Council, approves–

(a) the changes in accountabilities and structure for Board Directors and other senior posts as referred to in paragraphs 3.15 to 3.17 of the Chief Executive's report;

(b) that, following formal consultation with affected staff where required, the Chief Executive be authorised to take the necessary steps to implement the revised senior management structure as soon as practicable, noting that detailed structures will be developed by the responsible Board Director and Head of Service; and

(c) the Director of Law and Democratic Services be authorised to amend the Council's Constitution accordingly.

(2) That it be noted that, for the reasons detailed in paragraph 3.4 of the Chief Executive's report, the implementation of a One Swindon Transformation Hub, while still remaining an ambition, will not be progressed for the time being.