

**WEST SWINDON PARISH COUNCIL**

**Planning & Environment Committee**

**Parish Function, Services and Service Levels**

**1. Introduction:**

- 1.1 West Swindon Parish Council has a legal deed with Swindon Borough Council regarding the functions, services and service levels it delivers across West Swindon Parish. This is set out in a legal deed agreement (attached Appendix A). The Agreement allows for a break at five years.
- 1.2 Swindon Borough Council has advised that any Parish Council's seeking to activate the break clause need to give 3 months' notice. For those Parish Council's that are seeking to continue but wish to revise/amend the agreement, it has been asked that they indicate this in writing over the next 2-3 months.

**2. Considerations:**

- 2.1 The Parish Council has delivered services for almost five years since April 2017 and during that time has brought service delivery in house. This has given the Parish Team insight into areas of service delivery that may be confused, undefined and/or open to interpretation. A number of functions services and service levels would benefit from redefinition in the deed agreement as set out as follows

Bridges	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Brick walls	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Brick planters	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Cultivation license	<i>Clarification on cultivation/planting in public open spaces</i>
Car parks	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Dead animals	<i>Clarification on responsibilities</i>
Drainage ditches	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Fencing	<i>Clarification on responsibilities</i>
Footpaths/cycle ways	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Flytipping	<i>Clarification on responsibilities (size, weighbridge, type)</i>
Grass cutting	<i>Clarification on service levels e.g. changing cutting patterns as part of climate change initiatives</i>
GIS/information	<i>Access to information/data sharing re: land ownership</i>
Out of hours	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Out of Parish	<i>Removal of out of parish boundary work</i>
Pest Control	<i>Clarification on responsibilities</i>

Ponds	<i>Written confirmation of Swindon Borough Council's responsibilities</i>
Trees	<i>Clarification on service levels and Swindon Borough Council responsibilities</i>
Village Centres	<i>Written confirmation of Swindon Borough Council's responsibilities (include review weekend emptying)</i>

### **3. Recommendations**

- 3.1 That this Committee recommends that the Parish Council asks the Services Working Party members to review the deed and identify a draft revision for consideration by Council at a future date.
- 3.2 That this Committee identifies any other matters that should be included within that Review.

Paula Harrison  
Parish Manager