

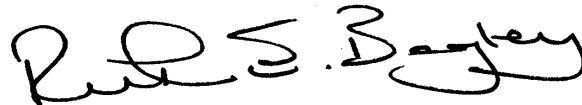
Date of despatch: 10<sup>th</sup> February, 2012

**To the Members of Slough Borough Council**

Dear Councillor,

You are summoned to attend an Extraordinary Meeting of the Council of this Borough which will be held at The Small Hall, The Centre, Farnham Road, Slough, Berkshire SL1 4UT on **Tuesday, 21st February, 2012 at 7.00 pm**, when the business in the Agenda below is proposed to be transacted.

Yours faithfully



**RUTH BAGLEY**  
*Chief Executive*

**AGENDA**

***Apologies for Absence***

- |  | <b><u>PAGE</u></b> |
|--|--------------------|
| 1. Declarations of Interest-Members are reminded of their duty to declare personal and personal prejudicial interests in matters coming before this meeting as set out in the Local Code of Conduct. |                    |
| 2. Recommendations of the Cabinet from its meeting held on 14th February, 2012 - Medium Term Financial Strategy 2012/13 - 2015/16 and Capital and Revenue Budget 2012/13                             | 1 - 6              |

*(Notification of Intention to move Amendments- required by 10 a.m. on Monday, 20<sup>th</sup> February, 2012).*

**Officer Reports**

- |    |   |        |
|----|---|--------|
| 3. | Designation of Polling Place- Polling District NC | 7 - 8  |
| 4. | Calendar of Meetings 2012/2013                    | 9 - 24 |

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Council **DATE:** 21<sup>st</sup> February 2012

**CONTACT OFFICER:** Julie Evans, Strategic Director of Resources  
**(For all enquiries)** (01753) 875300

**WARD(S):** All

**PART I**  
**FOR DECISION**

**RECOMMENDATIONS OF THE CABINET FROM ITS MEETING HELD ON 14<sup>TH</sup>**  
**FEBRUARY 2012 – Draft Medium Term Financial Strategy 2012/2013 –**  
**2015/2016 incorporating Draft Revenue & Capital Budget 2012/13**

1. **Purpose of Report**

1.1 This report is concerned with the Council's Revenue Budget 2012/13 and associated level of Council Tax for that year. If the recommendations contained within this report are adopted, the Council will set a Revenue Budget of £100,460k in 2012/13 and a basic Council Tax (before precepts) of £1,151.39 at Band D.

1.2 The complete document is presented as a budget report for review. The report sets out the required Revenue, Capital and Treasury Management Budgets over the medium term and for 2012/13. The annual Capital and Revenue Budgets identify the resources required to deliver the full range of council services. A balanced budget position is presented across all years of the medium term plan.

1.3 The report is essentially structured across 8 themes:

1. The Council's Priorities
2. The Council's Financial Planning Process
3. The Revenue Budget 2012/13
4. The Capital Budget 2012/13
5. Treasury Management Strategy
6. Detailed Appendices
7. Accounting Policies and Disclosure
8. Fees and Charges

1.4 The report sets out the Cabinet's recommendations for the 2012/13 revenue and capital budgets (to follow); and updates the Council on the likely precept requirements of the Thames Valley Police Authority and Royal Berkshire Fire Authority for 2012/13. The recommendations of the Cabinet will be circulated to all members on 15<sup>th</sup> February following the meeting of the Cabinet on 14<sup>th</sup> February 2012.

## 2. **Recommendations**

The Council is requested to Resolve:-

- (a) That the implications of decisions in 2012/13 and of future developments on the medium-term financial position be noted.
- (b) That the Investment and Savings items in Appendices E (i) and E (ii) be approved.
- (c) That the Directorate cash limits for as shown in Appendix F be approved.
- (d) That the Council's Policy for Reserves 2012/13, as set out in paragraph 3.54, be approved.
- (e) That the capital programme for the financial year 2012/13; and provisional allocations across the medium term as set out in Appendix I be approved.
- (f) That the Capital Allowance as set out in the Capital Programme within Section 6 of the report be approved
- (g) That the Treasury Management Strategy Statement and Investment Strategy within Section 7 be approved.
- (h) That the authorised borrowing limit and the operational boundary for external debt as set out in the Treasury Management Strategy Statement be approved.
- (i) That the Prudential Indicators and the Minimum Revenue Provision (MRP) statement as set out in the Treasury Management Strategy Statement section of the report be approved.
- (j) That the Council Tax for the areas of Slough Borough Council for the year ending 31 March 2013 be as specified in the Council Tax Resolution in Appendix C and that the Council Tax be levied accordingly.
- (k) That in agreeing the above recommendations and the Revenue Budget in Appendix B, the Council notes that the effect of all these measures is to produce an overall Council expenditure in 2012/13 of £100.460m.
- (l) That the pay policy as at appendix L is approved
- (m) That the borrowings to support the changes to HRA subsidy be approved and the effective date of 28 March 2012 be noted.

\* Resolutions to be confirmed after CIPFA have publicised required resolution following Localism Bill and the Cabinet meeting on the 14<sup>th</sup> February 2012

## 3. **Other Implications**

### Financial

- 3.1 This report is entirely concerned with financial matters as it relates to the Council's Revenue, Capital and Treasury Management Budgets for 2012/13 and the medium term financial strategy. All financial implications are clearly set out within the body of the report.

## Human Rights Act and Other Legal Implications

- 3.2 The Council has various legal responsibilities around financial matters but it is most important that it does not plan to spend more than the resources available to it in any one year. This report presents the projected financial position of the Council for 2012/13 and future years and suggests actions to be considered by Members in order to deliver a balanced budget that will commence in April 2012.
- 3.3 Section 25 of the Local Government Act 2003 requires the Section 151 Officer to report to the Council when it is setting the budget and precept (council tax). The Council is required to take this report into account when making its budget and precept (council tax) decision. The report of the Section 151 Officer, attached as Appendix G, must deal with the robustness of the estimates included in the budget and the adequacy of the reserves for which the budget provides.
- 3.4 In summary:
- 3.4.1 The Strategic Director of Resources reports that the estimates of income and expenditure forming the Council's General Fund Revenue Budget for 2012/13 have been prepared on the basis of existing plans, known current and future commitments and the financial implications of the proposals for service development, improvement and efficiencies.
- 3.4.2 Where it has been necessary to do so, in the case of certain budgets (e.g. pay, investment income and income from fees and charges), assumptions have been used for inflation, interest rates and service take-up that, on the basis of current and predicted levels of activity, are considered to be reasonable and prudent.
- 3.4.2 However, Members will appreciate that some budgets are more sensitive and responsive to changes in demand, often caused by factors outside of the Council's control. In the event of any unanticipated changes it may be necessary to take corrective action and the effectiveness of this relies on good systems of budgetary control, monitoring and risk management.
- 3.4.3 It is important, therefore, to review actual performance against budget on a regular basis in order to ensure budgets remain on track, particularly the realisation of savings/efficiency proposals as well as being proactive in identifying emerging risks and responding accordingly, taking remedial action where this is appropriate.
- 3.4.4 Set within this wider control framework and the adequacy of the Authority's financial arrangements generally, the Chief Financial Officer considers the Council's budget estimates for 2012/2013 to be robust.
- 3.4.5 With regard to the medium term, Members will be aware of a number of pressures facing the Council. These need to be considered in the context of the national framework being applied to local government, which, amongst

other things, requires increasing efficiencies and restrictions on council tax increases. Against this backdrop the expectation is that, future years budgets will come under increasing pressure with a growing emphasis on prioritisation, efficiency, innovation and collaboration in service delivery. Members may therefore face further difficult decisions in later years in order to sustain a balanced budget over the medium term.

3.4.6 Whilst this has been reflected in part within the current service and financial planning framework the work required is likely to intensify for subsequent budget rounds.

3.5 With regard to the financial reserves:

3.5.1 The Strategic Director of Resources reports that, having conducted a review of the Council's requirement for the minimum working balance, taking into consideration various matters including:-

- the Council's spending plans for 2012/13 and the medium term financial position;
- adequacy of estimates of inflation, interest rates;
- treatment of demand led pressures;
- impact of external partnerships;
- the need to respond to emergencies;
- Capital programme variations.

3.5.2 An amount of £6.4m is considered adequate for this purpose.

3.5.3 The Council has adopted a robust risk based approach to maintaining adequate levels of unencumbered reserves. The current economic climate combined with the uncertainty surrounding the values of future grant settlements, additional spending pressures arising due to demand led services and demographic pressures will mean that the level of general fund balances and unallocated reserves will need to be increased and maintained under review to secure sound financial standing in future years. The Council has successfully increased balances over the previous 2 years and it is proposed this prudent approach continues across the medium term as set out on page 65 of the budget document.

*This statement is made on the understanding that any use of reserves and balances is undertaken in accordance with the Council's existing Financial Procedure Rules.*

3.6 There are no other Legal or Human Rights Act implications.

#### Workforce Implications

3.7 There are a number of budget savings options contained within the report that will directly impact on established posts. If Members are inclined to approve these savings, then consultation will need to be undertaken with affected staff and could result in some compulsory redundancies.

- 3.8 If there are potential redundancies then the Council will follow the process of inviting expressions of interest in Voluntary Redundancy, seeing if staff would be prepared to work reduced hours and looking across the whole organisation at potential redeployment opportunities, even with these measures, the level of savings required some compulsory redundancies can not be ruled out.

#### 4. **Conclusion**

- 4.1 The proposals involve difficult decisions for members however these decisions if taken will secure a balanced position for 2012/2013 and across the medium term providing a sound basis for meeting as yet unknown challenges that maybe presented in future years.

#### 5. **Recommendations of other Committees**

This report is being considered by the Overview and Scrutiny Committee on 13<sup>th</sup> February and Cabinet on 14<sup>th</sup> February 2012. The meetings were rearranged to enable the most up to date budget position to be considered. The recommendations of the Cabinet will be circulated to all Members of the Council on 15<sup>th</sup> February 2012.

#### 6. **Appendices**

(Attached separately for Council Members and available on request from Democratic Services, ext: 5011)

#### **Draft Medium Term Financial Strategy 2012/2013 – 2015/2016 and Draft Revenue & Capital Budget 2012/2013**

- A Savings mitigating cuts to public sector spending
- B Five year Revenue Budget (Requirements & Resources)
- C Statutory Calculation of Council Tax 2012/13
- D Council Tax Bands
- E(i) Detailed Growth Items
- E(ii) Detailed Savings Items
- F Directorate Cash Limits - 2012/13 to 2015/16
- G Statement on the Robustness of Budget Estimates, and the Adequacy of Reserves and the Key Budget Risks
- H General Fund Reserves
- I(i) Capital Investment Summary
- I(ii) Capital Programme Detail
- J Glossary
- K Income Collection and Debt Recovery Policy
- L Pay policy statement 2012-13

#### **The Budget Book 2012 – 2013 (to follow)**

#### 6. **Background Papers**

Agenda and Minutes – Cabinet 14<sup>th</sup> February 2012

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Council **DATE:** 21<sup>st</sup> February 2012

**CONTACT OFFICER** Melanie Dark-Gale  
Electoral Services Manager  
**(For all enquiries)** (01753) 875549

**WARD(S):** Wexham Lea

**PART I**  
**FOR DECISION**

**DESIGNATION OF POLLING PLACE – POLLING DISTRICT NC**

**1 Purpose of Report**

To consider the designation of a Polling Place for Polling District NC (Wexham Lea Ward).

**2 Recommendation**

The Council is requested to resolve where the designated Polling Place for Polling District NC should be.

**3 Other Implications**

(a) Financial

There are no financial or risk management implications as the report is administrative in nature.

(b) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications associated with this report.

**4 Supporting Information**

- 4.1 At its meeting on 29<sup>th</sup> November 2011 the Council resolved that the Polling Place for Polling District NC be designated as Khalsa School, however, the board of governors have reconsidered and have decided that they do not wish the School to be used.
- 4.2 Officers are currently investigating what alternatives are available and will report further details to Council for decision.

**5 Background Papers**

Agenda and Minutes – Council 29<sup>th</sup> November 2011

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Council

**DATE:** 21<sup>st</sup> February, 2012

**CONTACT OFFICER:** Catherine Meek,  
**(For all enquiries)** Deputy Borough Secretary  
(01753) 875011

**WARD(S):** All

**PART I**  
**FOR DECISION**

**CALENDAR OF MEETINGS 2012/13**

1. **Purpose of Report**

To seek the Council's approval to the draft calendar of meetings for the 2012/13 municipal year.

2. **Recommendations**

The Council is requested to resolve:-

- (a) That the calendar of meetings for the 2012/13 municipal year attached as Appendix A be approved.
- (b) That the Deputy Borough Secretary be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.

3. **Community Strategy Priorities and Other Implications**

3.1 None arising from this report which is administrative in nature.

4. **Supporting Information**

- 4.1 A draft timetable of meetings for the next municipal year has been drawn up and is appended to this report.
- 4.2 If alterations to the calendar are required as a result of any changes to the Constitution, it is proposed that the Deputy Borough Secretary be authorised to make changes following appropriate consultation in accordance with the Constitution.
- 4.3 The dates for Member Development are provisional and may be subject to a review.
- 4.4 The dates for meetings of the Overview and Scrutiny Committee have been scheduled at the same frequency as the previous Municipal Year. The Committee will however undertake a review of its working practices and the dates may therefore be subject to change.
- 4.5 The dates for the Voluntary Sector Members' Panel are subject to confirmation.
- 4.6 The dates for Political group meetings may be subject to change.

5. **Appendices**

6. **Background Papers**

None.

**CALENDAR OF MEETINGS 2012/13****MAY 2012**

|              |                      |                               |   |
|--------------|----------------------|-------------------------------|---|
| <b>Tues</b>  | 1 <sup>st</sup> May  | 7.30 pm                       | <i>Colnbrook with Poyle Parish Council</i>  |
| <b>Wed</b>   | 2 <sup>nd</sup> May  |                               |   |
| <b>Thurs</b> | 3 <sup>rd</sup> May  |                               | <b>BOROUGH COUNCIL ELECTION</b>   |
| <b>Fri</b>   | 4 <sup>th</sup> May  |                               |   |
| <b>Mon</b>   | 7 <sup>th</sup> May  |                               | <b>BANK HOLIDAY</b>   |
| <b>Tues</b>  | 8 <sup>th</sup> May  | 6.30 pm<br>7.00 pm<br>7.30 pm | BILLD Group<br>Conservative Group<br><i>Wexham Court Parish Council</i>   |
| <b>Wed</b>   | 9 <sup>th</sup> May  | 6.30 pm                       | Member Development-Local Code of Conduct,<br>Acceptance of Office, Member/Officer Relations Code/<br>Appointments to Outside Bodies |
| <b>Thurs</b> | 10 <sup>th</sup> May | 6.30 pm                       | <b>PLANNING COMMITTEE</b>   |
| <b>Fri</b>   | 11 <sup>th</sup> May |                               |   |
| <b>Mon</b>   | 14 <sup>th</sup> May |                               |   |
| <b>Tues</b>  | 15 <sup>th</sup> May | 6.00 pm                       | Member Development - Newly Elected Members'<br>Welcome Reception and General Induction- Vision,<br>Casework, Committees             |
| <b>Wed</b>   | 16 <sup>th</sup> May | 7.15 pm<br><br>7.30 pm        | Member Development-The Overview and Scrutiny<br>Process<br><i>Britwell Parish Council</i>   |
| <b>Thurs</b> | 17 <sup>th</sup> May | 6.30 pm<br>7.00 pm            | Labour Group<br><b>ANNUAL COUNCIL MEETING</b>   |
| <b>Fri</b>   | 18 <sup>th</sup> May |                               |   |
| <b>Mon</b>   | 21 <sup>st</sup> May | 6.30 pm                       | Member Development-Planning Code of Conduct,<br>Public Participation and Enforcement  |
| <b>Tues</b>  | 22 <sup>nd</sup> May | 6.30 pm                       | Member Development- Licensing Overview, Licensing<br>Act 2003, Taxis and Private Hire   |
| <b>Wed</b>   | 23 <sup>rd</sup> May | 6.30 pm                       | Corporate Parenting Panel   |
| <b>Thurs</b> | 24 <sup>th</sup> May | 6.30 pm                       | Member Development- Planning Policy Statement,<br>S106 Agreements and Planning Policy Framework                                     |
| <b>Fri</b>   | 25 <sup>th</sup> May |                               |   |
| <b>Mon</b>   | 28 <sup>th</sup> May |                               |   |

|              |                      |                               |   |
|--------------|----------------------|-------------------------------|---|
| <b>Tues</b>  | 29 <sup>th</sup> May | 6.30 pm                       | Commissioners and Directors   |
| <b>Wed</b>   | 30 <sup>th</sup> May | 6.30 pm                       | <b>LICENSING COMMITTEE</b>  |
| <b>Thurs</b> | 31 <sup>st</sup> May | 6.30 pm<br>6.30 pm<br>7.00 pm | <b>OVERVIEW AND SCRUTINY COMMITTEE</b><br>BILLD Group<br>Conservative Group |

## JUNE 2012

|              |                       |                    |  |
|--------------|-----------------------|--------------------|--|
| <b>Fri</b>   | 1 <sup>st</sup> June  |                    |  |
| <b>Mon</b>   | 4 <sup>th</sup> June  |                    | <b>BANK HOLIDAY</b>  |
| <b>Tues</b>  | 5 <sup>th</sup> June  |                    | <b>BANK HOLIDAY</b>  |
| <b>Wed</b>   | 6 <sup>th</sup> June  |                    |  |
| <b>Thurs</b> | 7 <sup>th</sup> June  | 6.30 pm            | Commissioners  |
| <b>Fri</b>   | 8 <sup>th</sup> June  |                    |  |
| <b>Mon</b>   | 11 <sup>th</sup> June | 2.30 pm<br>6.30 pm | Corporate Consultative Forum<br><b>CABINET</b>   |
| <b>Tues</b>  | 12 <sup>th</sup> June | 6.30 pm<br>7.30 pm | HEALTH SCRUTINY PANEL<br><i>Wexham Court Parish Council</i>                            |
| <b>Wed</b>   | 13 <sup>th</sup> June | 6.30 pm            | <b>AUDIT COMMITTEE</b>   |
| <b>Thurs</b> | 14 <sup>th</sup> June | 6.30 pm<br>7.00 pm | <b>STANDARDS COMMITTEE</b><br>Member Development-Standards Complaints<br>Procedure tbc |
| <b>Fri</b>   | 15 <sup>th</sup> June |                    |  |
| <b>Mon</b>   | 18 <sup>th</sup> June | 4.30 pm<br>6.30 pm | SACRE<br>Member Development- Understanding the Council's<br>Statement of Accounts      |
| <b>Tues</b>  | 19 <sup>th</sup> June | 6.30 pm            | <b>PLANNING COMMITTEE</b>  |
| <b>Wed</b>   | 20 <sup>th</sup> June | 7.30 pm            | <i>Britwell Parish Council</i>   |
| <b>Thurs</b> | 21 <sup>st</sup> June | 6.30 pm            | NEIGHBOURHOODS AND COMMUNITY SERVICES<br>SCRUTINY PANEL                                |
| <b>Fri</b>   | 22 <sup>nd</sup> June |                    |  |
| <b>Mon</b>   | 25 <sup>th</sup> June | 6.30 pm            | VOLUNTARY SECTOR MEMBERS' PANEL tbc  |
| <b>Tues</b>  | 26 <sup>th</sup> June | 6.00 pm<br>7.00 pm | Labour Group<br><b>EXTRAORDINARY COUNCIL (FOR STATEMENT OF<br/>ACCOUNTS)</b>           |
| <b>Wed</b>   | 27 <sup>th</sup> June | 6.30 pm            | Member Development- Holding Fair Hearings and the<br>Quasi Judicial Process tbc        |
| <b>Thurs</b> | 28 <sup>th</sup> June | 6.30 pm            | <b>EMPLOYMENT AND APPEALS COMMITTEE</b>  |

Fri 29<sup>th</sup> June

## JULY 2012

**NOTE: The starting times of certain meetings may be adjusted during Ramadan (approx 20<sup>th</sup> July to 18<sup>th</sup> August, 2012).**

Mon 2<sup>nd</sup> July

Tues 3<sup>rd</sup> July 6.30 pm Commissioners and Directors  
7.30 pm *Colnbrook with Poyle Parish Council*

Wed 4<sup>th</sup> July 6.30 pm Commissioners  
6.30 pm BILLD Group  
7.00 pm Conservative Group

Thurs 5<sup>th</sup> July 6.30 pm Member Development-Service Briefings

Fri 6<sup>th</sup> July

Mon 9<sup>th</sup> July

Tues 10<sup>th</sup> July 6.30 pm **OVERVIEW AND SCRUTINY COMMITTEE**  
7.30 pm *Wexham Court Parish Council*

Wed 11<sup>th</sup> July 6.30 pm Member Development- The Council's Finances Explained

Thurs 12<sup>th</sup> July 6.30 pm Member Development- Safeguarding Adults Induction

Fri 13<sup>th</sup> July

**NOTE: *The starting times of certain meetings may be adjusted during Ramadan (approx 20<sup>th</sup> July to 18<sup>th</sup> August.***

Mon 16<sup>th</sup> July 6.30 pm **CABINET**

Tues 17<sup>th</sup> July 6.30 pm Corporate Parenting Panel

Wed 18<sup>th</sup> July 6.30 pm EDUCATION AND CHILDREN'S SERVICES  
SCRUTINY PANEL  
*Britwell Parish Council*  
7.30 pm

Thurs 19<sup>th</sup> July 6.30 pm **LICENSING COMMITTEE**

Fri 20<sup>th</sup> July

Mon 23<sup>rd</sup> July 6.30 pm BILLD Group  
6.30 pm Labour Group  
7.00 pm Conservative Group

Tues 24<sup>th</sup> July 7.00 pm **COUNCIL**

Wed 25<sup>th</sup> July 6.30 pm HEALTH SCRUTINY PANEL

Thurs 26<sup>th</sup> July 6.30 pm **PLANNING COMMITTEE**

**Fri** 27<sup>th</sup> July

**Mon** 30<sup>th</sup> July

**Tues** 31<sup>st</sup> July

**AUGUST 2012**

**Wed** 1<sup>st</sup> August

**Thurs** 2<sup>nd</sup> August

**Fri** 3<sup>rd</sup> August

**Mon** 6<sup>th</sup> August

**Tues** 7<sup>th</sup> August

**Wed** 8<sup>th</sup> August

**Thurs** 9<sup>th</sup> August

**Fri** 10<sup>th</sup> August

**Mon** 13<sup>th</sup> August

**Tues** 14<sup>th</sup> August

**Wed** 15<sup>th</sup> August

**Thurs** 16<sup>th</sup> August

**Fri** 17<sup>th</sup> August

**Mon** 20<sup>th</sup> August

**Tues** 21<sup>st</sup> August

**Wed** 22<sup>nd</sup> August

**Thurs** 23<sup>rd</sup> August

**Fri** 24<sup>th</sup> August

**Mon** 27<sup>th</sup> August

**BANK HOLIDAY**

**Tues** 28<sup>th</sup> August

**Wed** 29<sup>th</sup> August

**Thurs** 30<sup>th</sup> August

**Fri** 31<sup>st</sup> August

**SEPTEMBER 2012**

**Mon** 3<sup>rd</sup> September

**Tues** 4<sup>th</sup> September

6.30 pm  
6.30 pm  
7.30 pm

Commissioners and Directors  
VOLUNTARY SECTOR MEMBERS' PANEL tbc  
*Colnbrook with Poyle Parish Council*



|              |                            |                    |  |
|--------------|----------------------------|--------------------|--|
| <b>Wed</b>   | 5 <sup>th</sup> September  | 6.30 pm            | <b>PLANNING COMMITTEE</b>  |
| <b>Thurs</b> | 6 <sup>th</sup> September  | 6.30 pm<br>7.00 pm | BILLD Group<br>Conservative Group  |
| <b>Fri</b>   | 7 <sup>th</sup> September  |                    |  |
| <b>Mon</b>   | 10 <sup>th</sup> September | 6.30 pm            | NEIGHBOURHOODS AND RENEWAL SCRUTINY<br>PANEL                                 |
| <b>Tues</b>  | 11 <sup>th</sup> September | 6.30 pm<br>7.30 pm | <b>OVERVIEW AND SCRUTINY COMMITTEE</b><br><i>Wexham Court Parish Council</i> |
| <b>Wed</b>   | 12 <sup>th</sup> September | 6.30 pm            | Commissioners  |
| <b>Thurs</b> | 13 <sup>th</sup> September | 6.30 pm            | VOLUNTARY SECTOR MEMBERS' PANEL  |
| <b>Fri</b>   | 14 <sup>th</sup> September |                    |  |
| <b>Mon</b>   | 17 <sup>th</sup> September | 6.30 pm            | <b>CABINET</b>   |
| <b>Tues</b>  | 18 <sup>th</sup> September | 6.30 pm            | HEALTH SCRUTINY PANEL  |
| <b>Wed</b>   | 19 <sup>th</sup> September | 6.30 pm<br>7.30 pm | Labour Group<br>Britwell Parish Council                                      |
| <b>Thurs</b> | 20 <sup>th</sup> September | 6.30 pm            | <b>EMPLOYMENT AND APPEALS COMMITTEE</b>                                      |
| <b>Fri</b>   | 21 <sup>st</sup> September |                    |  |
| <b>Mon</b>   | 24 <sup>th</sup> September | 6.30 pm            | <b>AUDIT COMMITTEE</b>   |
| <b>Tues</b>  | 25 <sup>th</sup> September | 6.30 pm            | Corporate Parenting Panel  |
| <b>Wed</b>   | 26 <sup>th</sup> September | 6.30 pm<br>7.00 pm | BILLD Group<br>Conservative Group  |
| <b>Thurs</b> | 27 <sup>th</sup> September | 7.00 pm            | <b>COUNCIL (Annual Statement of Governance)</b>                              |
| <b>Fri</b>   | 28 <sup>th</sup> September |                    |  |

## **OCTOBER 2012**

|              |                         |                    |  |
|--------------|-------------------------|--------------------|--|
| <b>Mon</b>   | 1 <sup>st</sup> October | 6.30 pm            | <b>STANDARDS COMMITTEE</b>   |
| <b>Tues</b>  | 2 <sup>nd</sup> October | 6.30 pm<br>7.30 pm | Commissioners and Directors<br>Colnbrook with Poyle Parish Council |
| <b>Wed</b>   | 3 <sup>rd</sup> October | 6.30 pm            | Member Development- Supporting People Programme                    |
| <b>Thurs</b> | 4 <sup>th</sup> October | 6.30 pm            | <b>LICENSING COMMITTEE</b>   |

|              |                          |                               |   |
|--------------|--------------------------|-------------------------------|---|
| <b>Fri</b>   | 5 <sup>th</sup> October  |                               |   |
| <b>Mon</b>   | 8 <sup>th</sup> October  | 6.30 pm                       | EDUCATION AND CHILDREN'S SERVICES SCRUTINY PANEL  |
| <b>Tues</b>  | 9 <sup>th</sup> October  | 6.30 pm<br>7.30 pm            | <b>OVERVIEW AND SCRUTINY COMMITTEE</b><br><i>Wexham Court Parish Council</i>                              |
| <b>Wed</b>   | 10 <sup>th</sup> October | 6.30 pm                       | Commissioners   |
| <b>Thurs</b> | 11 <sup>th</sup> October | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group   |
| <b>Fri</b>   | 12 <sup>th</sup> October |                               |   |
| <b>Mon</b>   | 15 <sup>th</sup> October | 6.30 pm                       | <b>CABINET</b>  |
| <b>Tues</b>  | 16 <sup>th</sup> October |                               |   |
| <b>Wed</b>   | 17 <sup>th</sup> October | 6.30 pm<br>7.30 pm            | <b>PLANNING COMMITTEE</b><br><i>Britwell Parish Council</i>   |
| <b>Thurs</b> | 18 <sup>th</sup> October | 6.30 pm                       | Member Development- Corporate Parenting/ Child Protection   |
| <b>Fri</b>   | 19 <sup>th</sup> October |                               |   |
| <b>Mon</b>   | 22 <sup>nd</sup> October | 4.30 pm                       | SACRE   |
| <b>Tues</b>  | 23 <sup>rd</sup> October |                               |   |
| <b>Wed</b>   | 24 <sup>th</sup> October | 6.30 pm                       | Member Development- Scrutinising and Monitoring Budgets   |
| <b>Thurs</b> | 25 <sup>th</sup> October | 6.30 pm                       | Member Development- Safeguarding Adults, including Mental Capacity Act/ Deprivation of Liberty Safeguards |
| <b>Fri</b>   | 26 <sup>th</sup> October |                               | <b>EIDH-UL-ADHA</b>   |
| <b>Mon</b>   | 29 <sup>th</sup> October |                               |   |
| <b>Tues</b>  | 30 <sup>th</sup> October | 6.30 pm                       | VOLUNTARY SECTOR MEMBERS' PANEL tbc   |
| <b>Wed</b>   | 31 <sup>st</sup> October | 6.30 pm                       | Member Development- Child Protection/ Safeguarding Children   |

## NOVEMBER 2012

|              |                          |         |                            |
|--------------|--------------------------|---------|----------------------------|
| <b>Thurs</b> | 1 <sup>st</sup> November | 6.30 pm | <b>LICENSING COMMITTEE</b> |
| <b>Fri</b>   | 2 <sup>nd</sup> November |         |                            |

|              |                           |                               |   |
|--------------|---------------------------|-------------------------------|---|
| <b>Mon</b>   | 5 <sup>th</sup> November  | 2.30 pm                       | Corporate Consultative Forum  |
| <b>Tues</b>  | 6 <sup>th</sup> November  | 6.30 pm<br>7.30 pm            | Commissioners and Directors<br><i>Colnbrook with Poyle Parish Council</i> |
| <b>Wed</b>   | 7 <sup>th</sup> November  |                               |   |
| <b>Thurs</b> | 8 <sup>th</sup> November  | 6.30 pm                       | <b>AUDIT COMMITTEE</b>  |
| <b>Fri</b>   | 9 <sup>th</sup> November  |                               |   |
| <b>Mon</b>   | 12 <sup>th</sup> November | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group                         |
| <b>Tues</b>  | 13 <sup>th</sup> November | 7.30 pm                       | <b>DIWALI</b><br><i>Wexham Court Parish Council</i>                       |
| <b>Wed</b>   | 14 <sup>th</sup> November | 6.30 pm                       | <b>OVERVIEW AND SCRUTINY COMMITTEE</b>                                    |
| <b>Thurs</b> | 15 <sup>th</sup> November | 6.30 pm<br>6.30 pm            | Commissioners<br>NEIGHBOURHOODS AND COMMUNITY SERVICES<br>SCRUTINY PANEL  |
| <b>Fri</b>   | 16 <sup>th</sup> November |                               |   |
| <b>Mon</b>   | 19 <sup>th</sup> November | 6.30 pm                       | <b>CABINET</b>  |
| <b>Tues</b>  | 20 <sup>th</sup> November | 6.30 pm                       | Corporate Parenting Panel   |
| <b>Wed</b>   | 21 <sup>st</sup> November | 6.30 pm<br>7.30 pm            | HEALTH SCRUTINY PANEL<br><i>Britwell Parish Council</i>                   |
| <b>Thurs</b> | 22 <sup>nd</sup> November | 6.30 pm                       | Member Development- Risk Management                                       |
| <b>Fri</b>   | 23 <sup>rd</sup> November |                               |   |
| <b>Mon</b>   | 26 <sup>th</sup> November | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group                         |
| <b>Tues</b>  | 27 <sup>th</sup> November | 7.00 pm                       | <b>COUNCIL</b>  |
| <b>Wed</b>   | 28 <sup>th</sup> November | 6.30 pm                       | Commissioners and Directors   |
| <b>Thurs</b> | 29 <sup>th</sup> November | 6.30 pm                       | <b>PLANNING COMMITTEE</b>   |
| <b>Fri</b>   | 30 <sup>th</sup> November |                               |   |

## DECEMBER 2012

|              |                          |         |  |
|--------------|--------------------------|---------|--|
| <b>Mon</b>   | 3 <sup>rd</sup> December |         |  |
| <b>Tues</b>  | 4 <sup>th</sup> December | 6.30 pm | <b>OVERVIEW AND SCRUTINY COMMITTEE</b>       |
| <b>Wed</b>   | 5 <sup>th</sup> December | 6.30 pm | Commissioners                                |
| <b>Thurs</b> | 6 <sup>th</sup> December | 6.30 pm | NEIGHBOURHOODS AND RENEWAL SCRUTINY<br>PANEL |

|              |                           |         |  |
|--------------|---------------------------|---------|--|
| <b>Fri</b>   | 7 <sup>th</sup> December  |         |  |
| <b>Mon</b>   | 10 <sup>th</sup> December | 6.30 pm | <b>CABINET</b>                         |
| <b>Tues</b>  | 11 <sup>th</sup> December | 7.30 pm | <i>Wexham Court Parish Council</i>     |
| <b>Wed</b>   | 12 <sup>th</sup> December | 6.30 pm | EDUCATION SCRUTINY PANEL               |
| <b>Thurs</b> | 13 <sup>th</sup> December | 6.30 pm | Member Development- Crime and Disorder |
| <b>Fri</b>   | 14 <sup>th</sup> December |         |  |

|              |                           |  |  |
|--------------|---------------------------|--|--|
| <b>Mon</b>   | 17 <sup>th</sup> December |  |  |
| <b>Tues</b>  | 18 <sup>th</sup> December |  |  |
| <b>Wed</b>   | 19 <sup>th</sup> December |  |  |
| <b>Thurs</b> | 20 <sup>th</sup> December |  |  |
| <b>Fri</b>   | 21 <sup>st</sup> December |  |  |

|              |                           |  |                     |
|--------------|---------------------------|--|---------------------|
| <b>Mon</b>   | 24 <sup>th</sup> December |  |                     |
| <b>Tues</b>  | 25 <sup>th</sup> December |  | <b>BANK HOLIDAY</b> |
| <b>Wed</b>   | 26 <sup>th</sup> December |  | <b>BANK HOLIDAY</b> |
| <b>Thurs</b> | 27 <sup>th</sup> December |  |                     |
| <b>Fri</b>   | 28 <sup>th</sup> December |  |                     |

|            |                           |  |  |
|------------|---------------------------|--|--|
| <b>Mon</b> | 31 <sup>st</sup> December |  |  |
|------------|---------------------------|--|--|

## **JANUARY 2013**

|              |                          |                               |  |
|--------------|--------------------------|-------------------------------|--|
| <b>Tues</b>  | 1 <sup>st</sup> January  |                               | <b>BANK HOLIDAY</b>  |
| <b>Wed</b>   | 2 <sup>nd</sup> January  | 6.30 pm                       | VOLUNTARY SECTOR MEMBERS' PANEL tbc  |
| <b>Thurs</b> | 3 <sup>rd</sup> January  | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group                            |
| <b>Fri</b>   | 4 <sup>th</sup> January  |                               |  |
| <b>Mon</b>   | 7 <sup>th</sup> January  | 6.30 pm                       | <b>STANDARDS COMMITTEE</b>   |
| <b>Tues</b>  | 8 <sup>th</sup> January  | 6.30 pm                       | Commissioners and Directors  |
| <b>Wed</b>   | 9 <sup>th</sup> January  | 6.30 pm                       | <b>PLANNING COMMITTEE</b>  |
| <b>Thurs</b> | 10 <sup>th</sup> January | 2.30 pm<br>6.30 pm            | Corporate Consultative Forum<br>NEIGHBOURHOODS AND RENEWAL SCRUTINY<br>PANEL |
| <b>Fri</b>   | 11 <sup>th</sup> January |                               |  |
| <b>Mon</b>   | 14 <sup>th</sup> January | 6.30 pm                       | HEALTH SCRUTINY PANEL  |

|              |                          |                               |   |
|--------------|--------------------------|-------------------------------|---|
| <b>Tues</b>  | 15 <sup>th</sup> January | 6.30 pm                       | <b>OVERVIEW AND SCRUTINY COMMITTEE</b>            |
| <b>Wed</b>   | 16 <sup>th</sup> January | 6.30 pm<br>7.30 pm            | Commissioners<br><i>Britwell Parish Council</i>   |
| <b>Thurs</b> | 17 <sup>th</sup> January | 6.30 pm                       | <b>LICENSING COMMITTEE</b>                        |
| <b>Fri</b>   | 18 <sup>th</sup> January |                               |   |
| <b>Mon</b>   | 21 <sup>st</sup> January | 6.30 pm                       | <b>CABINET</b>                                    |
| <b>Tues</b>  | 22 <sup>nd</sup> January | 6.30 pm                       | Corporate Parenting Panel                         |
| <b>Wed</b>   | 23 <sup>rd</sup> January | 6.30 pm                       | Commissioners and Directors                       |
| <b>Thurs</b> | 24 <sup>th</sup> January | 6.30 pm                       | <b>EMPLOYMENT AND APPEALS COMMITTEE</b>           |
| <b>Fri</b>   | 25 <sup>th</sup> January |                               |   |
| <b>Mon</b>   | 28 <sup>th</sup> January | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group |
| <b>Tues</b>  | 29 <sup>th</sup> January | 7.00 pm                       | <b>COUNCIL</b>                                    |
| <b>Wed</b>   | 30 <sup>th</sup> January | 6.30 pm                       | Commissioners                                     |
| <b>Thurs</b> | 31 <sup>st</sup> January |                               |   |

## **FEBRUARY 2013**

|              |                           |                               |   |
|--------------|---------------------------|-------------------------------|---|
| <b>Fri</b>   | 1 <sup>st</sup> February  |                               |   |
| <b>Mon</b>   | 4 <sup>th</sup> February  |                               |   |
| <b>Tues</b>  | 5 <sup>th</sup> February  | 6.30 pm<br>7.30 pm            | EDUCATION AND CHILDREN'S SERVICES<br>SCRUTINY PANEL<br><i>Colnbrook with Poyle Parish Council</i> |
| <b>Wed</b>   | 6 <sup>th</sup> February  | 4.30 pm                       | SACRE   |
| <b>Thurs</b> | 7 <sup>th</sup> February  | 6.30 pm                       | <b>OVERVIEW AND SCRUTINY COMMITTEE</b>  |
| <b>Fri</b>   | 8 <sup>th</sup> February  |                               |   |
| <b>Mon</b>   | 11 <sup>th</sup> February | 6.30 pm                       | <b>CABINET (BUDGET)</b>   |
| <b>Tues</b>  | 12 <sup>th</sup> February | 7.30 pm                       | <i>Wexham Court Parish Council</i>  |
| <b>Wed</b>   | 13 <sup>th</sup> February | 6.30 pm<br>6.30 pm<br>7.00 pm | BILLD Group<br>Labour Group<br>Conservative Group   |
| <b>Thurs</b> | 14 <sup>th</sup> February |                               |   |
| <b>Fri</b>   | 15 <sup>th</sup> February |                               |   |

|              |                           |                    |   |
|--------------|---------------------------|--------------------|---|
| <b>Mon</b>   | 18 <sup>th</sup> February |                    |   |
| <b>Tues</b>  | 19 <sup>th</sup> February | 7.00 pm<br>7.30 pm | <b>COUNCIL (BUDGET)</b><br><i>Britwell Parish Council</i> |
| <b>Wed</b>   | 20 <sup>th</sup> February | 6.30 pm            | Member Development-Equalities Awareness                   |
| <b>Thurs</b> | 21 <sup>st</sup> February | 6.30 pm            | <b>PLANNING COMMITTEE</b>                                 |
| <b>Fri</b>   | 22 <sup>nd</sup> February |                    |   |
| <b>Mon</b>   | 25 <sup>th</sup> February |                    |   |
| <b>Tue</b>   | 26 <sup>th</sup> February | 6.30 pm            | Commissioners and Directors                               |
| <b>Wed</b>   | 27 <sup>th</sup> February | 6.30 pm            | <b>LICENSING COMMITTEE</b>                                |
| <b>Thu</b>   | 28 <sup>th</sup> February |                    |   |

## **MARCH 2013**

|              |                        |                    |  |
|--------------|------------------------|--------------------|--|
| <b>Fri</b>   | 1 <sup>st</sup> March  |                    |  |
| <b>Mon</b>   | 4 <sup>th</sup> March  | 6.30 pm            | <b>AUDIT COMMITTEE</b>   |
| <b>Tues</b>  | 5 <sup>th</sup> March  | 6.30 pm<br>7.30 pm | <b>OVERVIEW AND SCRUTINY COMMITTEE</b><br><i>Colnbrook with Poyle Parish Council</i> |
| <b>Wed</b>   | 6 <sup>th</sup> March  | 6.30 pm<br>6.30 pm | NEIGHBOURHOODS AND RENEWAL SCRUTINY<br>PANEL<br>Commissioners                        |
| <b>Thurs</b> | 7 <sup>th</sup> March  | 6.30 pm<br>7.00 pm | BILLD Group<br>Conservative Group  |
| <b>Fri</b>   | 8 <sup>th</sup> March  |                    |  |
| <b>Mon</b>   | 11 <sup>th</sup> March | 6.30 pm            | <b>CABINET</b>   |
| <b>Tues</b>  | 12 <sup>th</sup> March | 7.30 pm            | <i>Wexham Court Parish Council</i>   |
| <b>Wed</b>   | 13 <sup>th</sup> March | 6.30 pm            | <b>STANDARDS COMMITTEE</b>   |
| <b>Thurs</b> | 14 <sup>th</sup> March | 2.30 pm            | Corporate Consultative Forum   |
| <b>Fri</b>   | 15 <sup>th</sup> March |                    |  |
| <b>Mon</b>   | 18 <sup>th</sup> March | 6.30 pm            | HEALTH SCRUTINY PANEL  |
| <b>Tues</b>  | 19 <sup>th</sup> March | 6.30 pm<br>7.30 pm | Labour Group<br><i>Britwell Parish Council</i>                                       |
| <b>Wed</b>   | 20 <sup>th</sup> March | 6.30 pm            | EDUCATION AND CHILDREN'S SERVICES<br>SCRUTINY PANEL                                  |
| <b>Thurs</b> | 21 <sup>st</sup> March | 6.30 pm            | VOLUNTARY SECTOR MEMBERS' PANEL tbc  |
| <b>Fri</b>   | 22 <sup>nd</sup> March |                    |  |

|              |                        |                    |                                   |
|--------------|------------------------|--------------------|-----------------------------------|
| <b>Mon</b>   | 25 <sup>th</sup> March | 6.30 pm            | Corporate Parenting Panel         |
| <b>Tues</b>  | 26 <sup>th</sup> March | 6.30 pm<br>7.00 pm | BILLD Group<br>Conservative Group |
| <b>Wed</b>   | 27 <sup>th</sup> March | 6.30 pm            | <b>LICENSING COMMITTEE</b>        |
| <b>Thurs</b> | 28 <sup>th</sup> March |                    |                                   |
| <b>Fri</b>   | 29 <sup>th</sup> March |                    | <b>BANK HOLIDAY</b>               |

## **APRIL 2013**

|              |                        |                    |  |
|--------------|------------------------|--------------------|--|
| <b>Mon</b>   | 1 <sup>st</sup> April  |                    | <b>BANK HOLIDAY</b>  |
| <b>Tues</b>  | 2 <sup>nd</sup> April  | 7.30 pm            | <i>Colnbrook with Poyle Parish Council</i>                                   |
| <b>Wed</b>   | 3 <sup>rd</sup> April  | 6.30 pm<br>6.30 pm | <b>EMPLOYMENT AND APPEALS COMMITTEE</b><br>Commissioners and Directors       |
| <b>Thurs</b> | 4 <sup>th</sup> April  | 6.30 pm            | <b>PLANNING COMMITTEE</b>  |
| <b>Fri</b>   | 5 <sup>th</sup> April  |                    |  |
| <b>Mon</b>   | 8 <sup>th</sup> April  |                    |  |
| <b>Tues</b>  | 9 <sup>th</sup> April  | 6.30 pm<br>7.30 pm | <b>OVERVIEW AND SCRUTINY COMMITTEE</b><br><i>Wexham Court Parish Council</i> |
| <b>Wed</b>   | 10 <sup>th</sup> April | 6.30 pm            | Commissioners  |
| <b>Thurs</b> | 11 <sup>th</sup> April | 6.30 pm<br>7.00 pm | BILLD Group<br>Conservative Group  |
| <b>Fri</b>   | 12 <sup>th</sup> April |                    |  |
| <b>Mon</b>   | 15 <sup>th</sup> April | 6.30 pm            | <b>CABINET</b>   |
| <b>Tues</b>  | 16 <sup>th</sup> April | 6.30 pm            | EDUCATION AND CHILDREN'S SERVICES<br>SCRUTINY PANEL                          |
| <b>Wed</b>   | 17 <sup>th</sup> April | 7.30 pm            | <i>Britwell Parish Council</i>   |
| <b>Thurs</b> | 18 <sup>th</sup> April |                    |  |
| <b>Fri</b>   | 19 <sup>th</sup> April |                    |  |
| <b>Mon</b>   | 22 <sup>nd</sup> April | 6.30 pm            | Labour Group   |
| <b>Tues</b>  | 23 <sup>rd</sup> April | 7.00 pm            | <b>COUNCIL</b>   |
| <b>Wed</b>   | 24 <sup>th</sup> April |                    |  |
| <b>Thurs</b> | 25 <sup>th</sup> April |                    |  |
| <b>Fri</b>   | 26 <sup>th</sup> April |                    |  |
| <b>Mon</b>   | 29 <sup>th</sup> April |                    |  |

Tue 30<sup>th</sup> April

**MAY 2013**

Wed 1<sup>st</sup> May

Thurs 2<sup>nd</sup> May

Fri 3<sup>rd</sup> May

**BOROUGH COUNCIL ELECTION**

Mon 6<sup>th</sup> May

**BANK HOLIDAY**

Tues 7<sup>th</sup> May

6.30 pm

*BILLD Group*

7.00 pm

*Conservative Group*

7.30 pm

*Colnbrook with Poyle Parish Council*

Wed 8<sup>th</sup> May

6.30 pm

**PLANNING COMMITTEE**

Thurs 9<sup>th</sup> May

6.30 pm

Member Development-Local Code of Conduct,  
Member/Officer Relations Code/ Declarations of  
Interest/ Appointments to Outside Bodies

Fri 10<sup>th</sup> May

Mon 13<sup>th</sup> May

6.30 pm

Member Development-Council and Committee  
Meetings

7.15 pm

Member Development-The Overview and Scrutiny  
Process

Tues 14<sup>th</sup> May

6.00 pm

Member Development - Newly Elected Members'  
Welcome Reception and General Induction

7.30 pm

*Wexham Court Parish Council*

Wed 15<sup>th</sup> May

7.30 pm

*Britwell Parish Council*

Thurs 16<sup>th</sup> May

7.00 pm

**ANNUAL COUNCIL**

Fri 17<sup>th</sup> May

Mon 20<sup>th</sup> May

Tues 21<sup>st</sup> May

Wed 22<sup>nd</sup> May

Thurs 23<sup>rd</sup> May

Fri 24<sup>th</sup> May

Mon 27<sup>th</sup> May

**BANK HOLIDAY**

Tues 28<sup>th</sup> May

Wed 29<sup>th</sup> May

Thurs 30<sup>th</sup> May

Fri 31<sup>st</sup> May



\* The dates given for Muslim festivals are approximate and may be subject to some alteration.

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