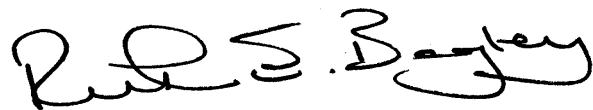


Date of issue: Friday 6<sup>th</sup> December, 2013

<b>MEETING:</b>	<b>CABINET</b> Councillor Anderson  Councillor P K Mann Councillor Munawar Councillor Pantelic Councillor Parmar Councillor Sharif  Councillor Swindlehurst Councillor Walsh	<b>Leader of the Council -</b> <b>Finance &amp; Strategy</b> <b>Education &amp; Children</b> <b>Social &amp; Economic Inclusion</b> <b>Community &amp; Leisure</b> <b>Environment &amp; Open Spaces</b> <b>Performance and</b> <b>Accountability</b> <b>Neighbourhoods &amp; Renewal</b> <b>Health &amp; Wellbeing</b>
<b>DATE AND TIME:</b>	<b>MONDAY, 16TH DECEMBER, 2013 AT 6.30 PM</b>	
<b>VENUE:</b>	<b>MAIN HALL, CHALVEY COMMUNITY CENTRE, THE GREEN, CHALVEY, SLOUGH, SL1 2SP</b>	
<b>DEMOCRATIC SERVICES OFFICER:</b> (for all enquiries)	<b>NICHOLAS PONTONE</b>  <b>01753 875120</b>	

**NOTICE OF MEETING**

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

**AGENDA**

**PART I**



Apologies for absence.

1. **Declarations of Interest**

*All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 3 paragraphs 3.25 – 3.27 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed, save for exercising any right to speak in accordance with Paragraph 3.28 of the Code.*

*The Chair will ask Members to confirm that they do not have a declarable interest.*

*All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.*

2.	Minutes of the Meeting held on 18 November 2013	1 - 8	
3.	<b>Council Taxbases for 2014-15</b>	9 - 14	All
4.	<b>Economic Development Strategic Plan for Growth</b>	15 - 52	All
5.	<b>Scheme of Delegation for Scrap Metal Dealers Act 2013</b>	53 - 64	All
6.	<b>Provision of Refuges</b>	65 - 68	All
7.	References from Overview & Scrutiny	To Follow	All
8.	Notification of Forthcoming Decisions	69 - 78	All
9.	<b>EXCLUSION OF PRESS AND PUBLIC</b>		

It is recommended that the Press and Public be excluded from the meeting during consideration of the item in Part 2 of the Agenda, as it involves the likely disclosure of exempt information relating to individuals and to the financial and business affairs of any particular person (including the authority holding the information) as defined in Paragraphs 1 and 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (amended).

**PART II**

10.	<b>Provision of Refuges - Appendix A</b>	79 - 82	All
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**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

Note:-

**Bold = Key decision**

Non-Bold = Non-key decision

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**Cabinet – Meeting held on Monday, 18th November, 2013.**

**Present:-** Councillors Anderson (Chair), P K Mann, Munawar, Parmar, Sharif (from 6.55pm), Swindlehurst and Walsh

**Also present under Rule 30:-** Councillors Grewal, Minhas, Strutton and Wright

**Apologies for Absence:-** Councillor Pantelic

**PART 1**

**47. Declarations of Interest**

None were declared.

**48. Minutes of the Meeting held on 14th October 2013**

**Resolved –** That the minutes of the meeting of the Cabinet held on 14<sup>th</sup> October 2013 be approved as a correct record.

**49. Slough's Relationship with Heathrow Airport**

The Chief Executive introduced a report and made a presentation on Slough's relationship with Heathrow Airport and set out the results of the recent resident's survey and research on the economic relationship between Slough and the airport.

The research had been considered by the Neighbourhoods and Community Services Scrutiny Panel on 30<sup>th</sup> October 2013 and it had been recommended that the Cabinet "...oversee the collation of all relevant data relating to the impact of Heathrow on Slough now and in the future" once the Davies Commission had announced its shortlist of options in December 2013. The Cabinet were informed of the key conclusions emerging from the various pieces of research as detailed in the presentation and report, which underlined the economic importance of Heathrow to Slough and the potential impacts of various options including the 'worst case scenario' of the relocation of Heathrow.

*(Councillor Sharif joined the meeting)*

Members noted the key points emerging from the research which were summarised as follows:

- Heathrow was currently operating at 98% capacity and many of its services were made possible by transfer passengers.
- The Resident Survey commissioned by the Council revealed that 56% of respondents believed Heathrow had a positive impact on their life compared to 32% mixed and 10% negative. 68% were affected by aircraft noise of which 25% stated that it was very disruptive.

## Cabinet - 18.11.13

- LEP commissioned research estimated that between 290,000 and 350,000 jobs were at risk if Heathrow closed and 35,000 additional jobs could be generated by an additional runway at Heathrow.
- A report by Lambert Smith Hampton indicated that the closure of Heathrow could result in a total loss of property values between £1.9m and £2.6bn.
- The Economic Impact Study, commissioned by the Council and conducted by independent consultants, had demonstrated that a total of between 15,200 and 18,800 Slough residents' jobs were at risk if Heathrow closed, including both direct and 'catalytic' jobs i.e. employment related to the economic activity resulting from proximity to the airport.
- Maintaining the status quo at Heathrow was estimated to lead to a decline in jobs in Slough of 1,000 by 2020 and over 2,000 by 2030.

The Cabinet noted that a wide range of environmental and health impacts would also need to be considered as part of the overall assessment of the options in responding to the Davies Commission. A number of matters were discussed including the various options proposed to the Davies Commission; air quality management; the importance of Heathrow engaging more fully with local communities to mitigate impacts such as noise; and the importance of ensuring Slough was able to exploit the potential economic opportunities if the option of Heathrow expansion was pursued. The Cabinet welcomed the survey and Economic Impact Study and agreed that a clear and evidence based response to the Davies Commission was important once the shortlist of options was published. The Council should also collate and conduct the necessary work to assess these options to inform the Council's response.

### **Resolved –**

- (a) That the findings of the Economic Impact Assessment be endorsed and recommended to the UK Airport's Commission for their consideration, stressing that the relocation of Heathrow would have a catastrophic effect on the communities surrounding it.
- (b) That the importance of Heathrow to the economy and employment opportunities in Slough and surrounding areas be recognised, and deep concern be expressed over the possible relocation/closure of Heathrow or measures which would diminish the position of the airport.
- (c) That awareness be raised of the Residential Day Noise Insulation Scheme to eligible households in Slough to mitigate the disruptive impact that noise has on residents.
- (d) That relevant departments across the council be requested to explore required mitigations for a range of future Heathrow related scenarios.

**50. Finance and Performance Report: Quarter 2 2013-14**

The Assistant Director, Finance & Audit introduced a report which set out the Council's overall performance and financial management for the period up to and including September 2013.

Members were informed that the Council were currently forecasting an overspend of £0.7m, with the main area of variance in the Children's and Families service which was forecasting an overspend of £1.7m, some of which had been offset by savings in other areas. The overspend was reducing but required further remedial action to ensure this position was mitigated by the end of the financial year. It was forecast that 70% of the capital programme would be spent during the financial year with the main area of re-profiling being The Curve project which was progressing to timescale and would require a movement of over £8m of allocated budget from 2013-14 into 2014-15. Members noted the financial performance and considered and approved the write off requests as detailed in the report.

The Assistant Director summarised the key issues in relation to the Council's performance scorecard and Gold Projects. It was noted that 85% of indicators had been rated as either 'Green' or 'Amber' with a number of indicators moving from 'Red' or 'Amber' to 'Green' during the quarter including waste to landfill and recycling. Members considered the actions being undertaken on the 'Red' rated indicators one of which was the number of households in temporary accommodation. The Cabinet noted that whilst the indicator was above target, the number had reduced from 96 to 93 between August and September and none of the households were in bed & breakfast accommodation. Members discussed a number of issues relating to housing trends in the Borough, particularly the impacts of Government housing and benefit reforms, and discussed the progress of the establishment of the Council's social lettings agency.

Members discussed the proposed sale of properties in Parlaunt Road which the Cabinet had agreed to dispose of in November 2012. It was noted that the anticipated capital receipt of £1.4m was above the valuation reported at the time of the original decision and would be utilised for new community facilities in Langley via the Housing Revenue Account (HRA).

**Resolved –**

- (a) That the proposed sale of Parlaunt Road be noted; Cabinet approved this disposal at its meeting in November 2012. This property is an HRA (Housing Revenue Account) property and the anticipated capital receipt of up to £1.4m will be utilised to support the HRA;
- (b) That the latest forecast financial information for the 2013-14 financial year be noted;
- (c) That the Council's performance against the balance scorecard indicators to date during 2013-14 be noted;

- (d) That the Council's performance on 'Gold' projects during 2013-14 be noted; and
- (e) That the write-offs detailed within the report be approved.

**51. Revenue Budget 2014-15 - Proposed Savings**

The Assistant Director, Finance and Audit introduced a report requesting approval for the first tranche of savings proposals for inclusion in the 2014-15 revenue budget which would be recommended to Council in February 2014.

Members were informed of a number of changes to the assumptions in the Medium Term Financial Strategy (MTFS) model since the previous update to the Cabinet in July 2013. These included an increase in the Council Tax Base, retained Business Rates and none ring-fenced grants, however, a further reduction in the Revenue Support Grant was anticipated and a number of further directorate pressures, particularly within Children's Services, meant that the net impact of these changing assumptions was to increase the total savings requirement for 2014-15 by circa £0.5m. In excess of £12m worth of revenue savings were required for 2014-15, of which the report had identified £9.1m with a further £3.1m yet to be identified. The assumptions underpinning the MTFS were subject to further change pending the Local Government Finance Settlement which would follow the Chancellor's Autumn Statement to be delivered in December 2013.

Members discussed the savings set out in Appendix A to the report which were proposed to be recommended to Council in February 2013. The Cabinet thanked officers for the progress that had been made to date in identifying the proposed savings and welcomed the fact that the savings were focused on corporate services rather than front line services. Following due consideration, it was agreed that the proposed savings would be included in the 2014-15 Budget.

**Resolved –** That the savings set out in Appendix A of the report be included in the Revenue Budget 2014-15 to be approved by Council in February, subject to any further adjustments.

**52. Transactions Relating to the Castlevue Site**

The Head of Legal Services introduced a report which summarised a number of transactions relating to the Castlevue site which enacted the decisions taken by the Cabinet at their meeting on 7<sup>th</sup> August 2012. The Cabinet were also asked to approve the use of General Fund capital to pay for the acquisition of the land edged blue on Appendix C to the report.

Councillors Grewal, Minhas and Strutton addressed the Cabinet under Rule 30 and amongst other matters they raised the issue of the capacity of local schools and transport to accommodate the extra homes being built as part of the developments. The Commissioner for Neighbourhoods and Renewal



referred to the Cabinet decision of 16<sup>th</sup> April 2012 in a report titled 'Review of Provisions and Allocation of Available Resources' to set aside a minimum of 10% of the capital receipt for investment in infrastructure "...to benefit the residents of the Upton Court Area". The Cabinet were asked to amend the 2013/14 Capital Programme to allocate 10% of the receipt of £5.1m for the following works to be carried out:

- Provision of a left turn land from Upton Court Road to the A4 westbound to be allocated £350,000 (a scheme design was tabled).
- A safety improvement scheme in the Marlborough Road area to be allocated £100,000.
- Traffic study and implementation of improvements on A4 Lascelles Road to be allocated £50,000.

The Cabinet agreed that securing public benefit from the development of the site was important and would complement the wider regeneration proposals for the area which included the potential for new health provision on Trelawney Avenue. The recommendations in the report were agreed and the proposal to amend the capital programme as discussed was also agreed.

**Resolved –**

- (a) That the transactions specified in Paragraph 1.1 of the report be noted.
- (b) That funds from General Fund capital be used to pay for the acquisition of the land shown edged blue on the plan at Appendix C.
- (c) That the 2013/14 Capital Programme be amended to allocate 10% of the £5.1m capital receipt to enable the following works to be carried out:
  - i. A4/Upton Court Road junction – provision of a left turn lane from Upton Court Road to the A4 westbound (£350,000);
  - ii. Marlborough Road area – safety improvements scheme (£100,000); and
  - iii. A4 Lascelles Road – traffic study and implementation of improvements (£50,000).

**53. Older People's Commissioning Strategy 2013-2018**

The Commissioner for Health & Wellbeing and Assistant Director, Adult Social Care, Commissioning & Partnerships introduced a report which sought approval of the Older People's Commissioning Strategy 2013-18.

The Commissioner explained the context in which the new strategy had been developed including demographic changes, significant changes in Government policy and funding pressures. Extensive consultation with service users, the voluntary and community sector and other stakeholders had been carried out. The refreshed strategy aimed to provide preventative services designed to help people maximise their independence and also

sought to reshape the market to deliver choice and control to older people. The Assistant Director informed Members of the key aspects of the new strategy and responded to a number of questions from Commissioners including about the demographic trends which underpinned the strategy.

**Resolved –** That the Older People’s Commissioning Strategy 2013-2018 be approved.

**54. Delegation of Procurement Function for Public Health**

The Commissioner for Health & Wellbeing introduced a report regarding the joint public health agreement with the unitary authorities in Berkshire.

The agreement had been entered into in March 2013 but would need to be amended to enable the procurement of joint public health services and contracts. The report set out the current position with regards to the contract and the Cabinet agreed to delegate authority to the Strategic Director for Wellbeing both to negotiate and conclude amendments to the Public Health Agreement and to arrange for the delivery of joint procurements as appropriate.

**Resolved –**

- (a) That authority be delegated to the Strategic Director for Wellbeing, following consultation with the Commissioner for Health & Wellbeing, to negotiate and conclude amendments to the inter-authority Public Health agreement dated 28th March 2013 to provide for the administration, management and operation of future contracts for which joint procurement has been agreed.
- (b) That authority be delegated to the Strategic Director for Wellbeing to arrange for the delivery of joint procurements with the other Berkshire unitary authorities through the Strategic Director of Public Health for the future provision of joint public health services and or contracts.

**55. Slough Borough Council Land Use Prioritisation**

The Strategic Director, Regeneration, Housing & Resources introduced a report which provided an overview of Council strategies and policies that relate to the competing demands for developable land within Slough.

The Cabinet were informed that the review was not proposing the adoption of new policy but it brought together a range of existing policies and strategies to make a clear statement of priorities for Slough. The documents considered as part of the work undertaken included overarching strategies such as the Slough Joint Wellbeing Strategy as well as the suite of planning documents such as the Core Strategy 2006-2026, the Local Plan and the Site Allocations Development Plan. In view of Slough’s constraints in terms of developable land, it was anticipated that there would be future competition for sites and the clear statement of strategic priorities would be beneficial.

Members considered and agreed the proposed approach for developments within and outside of the town centre.

**Resolved** – That the amalgamated strategic priorities be noted, and the strategic approach set out below be endorsed:

- Within the town centre the priority uses will be those that have the potential to re-invigorate the town centre as a place to do business, to shop and to live and reflect a continuation of the Heart of Slough masterplan strategic commitments.
- Outside the town centre, and outside existing employment areas the key priority uses of land will be those that contribute to the key themes of the Council's Wellbeing Strategy – housing and health with appropriate development to support the local economy.

## **56. Flood Management Update**

The Commissioner for Neighbourhoods and Renewal and Head of Highways Engineering introduced a report which updated Members on flood management in Slough and sought approval to adopt the Strategic Flood Risk Assessment 2012, the Surface Water Management Plan 2012 and the Local Flood Risk Management Strategy 2013.

The Council took on various duties, responsibilities and powers as a Lead Local Flood Authority (LLFA) under the Flood and Water Management Act (FWMA) 2010 which arose out of the Pitt Review 2008 following the 2007 floods across significant parts of the country. The Cabinet were informed of the various flood management strategies, plans and documents which provided the future direction for the Council in discharging its responsibilities and were asked to adopt some of these documents. The Cabinet were also updated on the progress of two key projects, the Slough Flood Alleviation Scheme to tackle fluvial and surface water flooding, and the Community Pathfinder Project for which the Council had successfully bid to DEFRA for £253,000 to engage with communities in Chalvey, Manor Park and Upton Lea on flood risk issues.

Members were advised that the final enactment of the FWMA related to Sustainable Drainage Systems (SuDS) and it was anticipated that the Council would need to establish a SuDS Approval Board (SAB) by April 2014. The SAB would be responsible for the approval of proposed SuDS/drainage systems in new developments or redevelopments. Members asked a number of questions about how this process would work and how it would be coordinated with planning to ensure developments were not unduly delayed. It was confirmed by officers that SAB approval was separate from planning but that the timescales were similar and they were working closely with planning officers to implement the system in a coordinated way.

## **Cabinet - 18.11.13**

The Cabinet discussed a number of other issues including the practical ways in which the Community Pathfinder Project was engaging with residents; the measures being undertaken to reduce the risk of surface water flooding; and the current emergency planning arrangements. After considering the summary documents, the Cabinet agreed to approve and adopt relevant plans and strategies as circulated in the appendices.

### **Resolved –**

- (a) That the Strategic Flood Risk Assessment 2012 be approved and adopted.
- (b) That the Surface Water Management Plan 2012 be approved and adopted.
- (c) That the Local Flood Risk Management Strategy 2013 be approved and adopted.

### **57. References from Overview & Scrutiny**

There were no references from Overview & Scrutiny.

### **58. Notification of Forthcoming Decisions**

**Resolved –** That the published Notification of Decisions be endorsed.

Chair

(Note: The Meeting opened at 6.34 pm and closed at 8.20 pm)

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 16<sup>th</sup> December 2013

**CONTACT OFFICERS:** Joseph Holmes, Assistant Director, Finance & Audit  
(01753) 875358

**WARDS:** All

**PORTFOLIO** Finance & Strategy – Cllr Anderson

**PART I**  
**KEY-DECISION**

**COUNCIL TAXBASES FOR 2014/15**

**1. PURPOSE OF THE REPORT**

- 1.1 This report presents information to Members on the properties in Slough and their categories of occupation for the purpose of determining the council taxbase for the borough for the 2014/15 financial year
- 1.2 The Council is required by law to set the council taxbase by 31st January prior to the start of the financial year.
- 1.3 The level of council Taxbase will be used in the calculation of Slough Borough Council's council tax for 2014/15.
- 1.4 This report requests estimates for Business Rates income used for setting the 2014/15 budget to be delegated to the s151 officer.
- 1.5 This report provides Members with an update on the Council Tax Support Scheme.

**2. RECOMMENDATIONS**

The Cabinet is requested to resolve:

- (a) That the level of council tax discount in respect of second homes remains at 0%.
- (b) That the level of discount in respect of long-term empty properties remains at 0%. With the charge of a 50% Empty Home Premium for on properties that have been empty longer than 2 years.
- (c) That the collection rate for the council tax for 2014/15 be set at 98%.

(d) In accordance with the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) Regulations 2012 the amount calculated by Slough Borough Council as its council taxbase for 2014/15 shall be:

i) Parish of Britwell	1,440.5
ii) Parish of Colnbrook with Poyle	1,791.0
iii) Parish of Wexham	1,269.8
iv) Slough Town	33,637.7
<b>All areas</b>	<b>38,139.0</b>

(e) That the S151 officer be delegated with responsibility to adjust the taxbase following Cabinet due to any changes in Government guidance around this subject.

(f) That the S151 officer be delegated with responsibility to set the Business Rates baseline following consultation with the Commissioner responsible.

(g) That the current Council Tax Support Scheme remains unchanged for 2014/15 apart from the uprating for all customers as detailed in section 4.6. This includes the approval for the Chief Executive and S151 Officer to make any textual amendments.

### **3. KEY POLICY PRIORITIES**

3.1 The matters covered in this report do not directly impact upon the Council's Key Policy Priorities.

### **4. OTHER IMPLICATIONS**

#### Legal and Human Rights Act Implications

4.1 There are no Human Rights implications arising from this report.

4.2 The calculation of the council taxbase, and the Council's estimate of its collection rate, is primarily governed by Section 33(1) of the Local Government Finance Act 1992 and the Local Authorities (Calculation of Council Tax Base) Regulations 2012.

4.3 The Government brought in legislation (Local Government Finance Act 2012) to allow local authorities discretion over the level of exemptions and discounts allowed on empty properties.

4.4 Following the 2003 Local Government Bill the decision to set the council's taxbase no longer has to be taken by the full Council as in previous years. From 18 December 2003, Cabinet has been able to agree the Council's taxbase under the new bill. However, in order to enable members to make an informed decision, the 2012 Regulations requires that members are informed of the process involved in calculating the proposed council taxbase.

4.5 The detail is set out in Recommendations 2 (a) and (b) above and is as agreed by Cabinet 10<sup>th</sup> December 2012 in the Council Tax Support Scheme.

- 4.6 Following a review there will be no change to the Council Tax Support Scheme for the year 2014/15 apart from the uprating for pensions as required by law and the uprating for non pensioners as agreed, so they are not unduly penalised.
- 4.7 When the Council Tax Support scheme was agreed on 10<sup>th</sup> December 2012 Members agreed that any textual amendments could be carried out by the Chief Executive and / or the S151 Officer.
- 4.8 Officers are awaiting confirmation of the 2014/15 Council Tax Support funding to determine the options available regarding the passing on of the funding to Parishes.

### **Financial Implications**

- 4.9 The calculation of the taxbase is part of the tax setting process leading to a council tax being set for 2014/15 at the full Council meeting on 18th February 2014. At that meeting the Council will be recommended to make a calculation of its basic amount of council tax as follows:

$$(R - P)/T$$

Where: **R** is the Council's 2014/15 Budget Requirement;  
**P** is the estimate of the amounts payable to the Council in 2014/15; in redistributed non-domestic rates, and revenue support grant; adjusted for deficit or surplus on the collection fund; and  
**T** is the Council's 2014/15 council taxbase.

- 4.10 The council taxbases recommended in this report will be used in calculating the council tax applicable to each of the statutory property tax bands for the financial year 2014/15.

## **5. SUPPORTING INFORMATION**

### **Council Tax Base**

- 5.1 The various taxbases for 2014/15 proposed in this report have been calculated by reference to data available relating to dwellings within the borough provided by the District Valuer at 30th November 2013. The recent Community Governance Review has resulted in proposed boundary changes for Britwell Parish. These were approved by Council on 26<sup>th</sup> November 2013 and the proposals have been put forward to the Boundary Commission for their approval Jan / Feb 2014.
- 5.2 The proposal regarding boundary changes for Britwell Parish suggest reducing the properties within the Parish from 2,357 to 1,035.
- 5.3 Over the last 4 years the Council's tax base has steadily increased by approximately 1% each year due to new properties being added to the valuation list. An allowance for growth of 1% has been included in the 2014/15 tax base calculations as a result of a number of developments currently underway.
- 5.4 The calculation of the council's taxbase or 'T' can be expressed as the sum of 'Relevant Amounts' known as 'A' for each valuation band multiplied by the collection rate known as 'B'. In summary, 'Relevant Amounts' are to be calculated as the number of dwellings on the valuation lists supplied by the District

Valuer adjusted for discounts, disabled persons reductions and anticipated changes to the valuation lists (e.g. successful valuation appeals) during 2014/15.

5.5 The Relevant Amounts for each property band in the Slough Area for 2014/15 are summarised as follows:

Bands	Relevant Amounts for each Area				Total
	Slough Town	Parish of Britwell	Parish of Colnbrook with Poyle	Parish of Wexham	
A *	(1.8)	(0.1)	0.0	(0.1)	(2.0)
A	479.1	0.6	11.6	8.5	499.8
B	4,178.3	186.7	157.8	101.4	4,624.2
C	12,886.1	1,029.1	849.8	284.6	15,049.6
D	9,084.4	103.9	561.7	800.6	10,550.6
E	4,460.0	17.6	160.8	55.2	4,693.6
F	2,049.0	79.8	34.6	7.9	2,171.3
G	495.6	22.9	14.7	11.7	544.9
H	7.0	0.0	0.0	0.0	7.0
<b>Aggregate of Relevant Amounts</b>	<b>33,637.7</b>	<b>1,440.5</b>	<b>1,791.0</b>	<b>1,269.8</b>	<b>38,139.0</b>

\* Disabled person's reductions

5.6 The aggregate of 'Relevant Amounts' expressed as a Band D equivalent is, therefore, calculated as **38,139.0**. This figure is based on 100% collection rate in 2014/15.

5.7 In 2013/14 the Cabinet agreed to a collection rate of 98% and this rate is being maintained at month 7 of the financial year. In light of this and the on-going economic climate officers recommend the collection rate remains at 98% for 2014/15.

5.9 With a 98% collection rate, the statutory calculation of the 2014/15 council taxbase 'T' will be as follows:

Aggregate of Relevant Amounts or 'A' (i.e. **38,139.0**) x Collection Rate or 'B' (i.e. **98%**) = council taxbase 'T' (i.e. **37,376.2**).

#### **Change in Taxbase 2013/14 to 2014/15**

5.10 The table below sets out the change in the Council's taxbase between 2013/14 and 2014/15::



	2013/14	2014/15	Change from 2013/14	
	No's	No's	No's	%
Slough Borough Aggregate of Relevant Amount	36,778.0	38,139.0	1,361.0	3.7%
Taxbase after allowing for assumed collection rate	36,042.4	37,376.2	1,333.8	3.7%

5.11 Members will note that the taxbase for all areas has increased by 3.7% from 2013/14, equivalent to a net increase of 1,361 properties.

### **Business Rates 2014/15**

5.11.1 In accordance with the Local Government Finance Act 2012 the Council is required, by 31 January, to have estimated and informed the Royal Berkshire Fire & Rescue Service and DCLG of the estimated collectable business rates to be used for setting the budget and ultimately the council tax for 2014/15. This is completed by returning a form to DCLG known as NNDR1. The Council has yet to receive the finalised NNDR1 return and so is unlikely to be able to inform members of the estimated business rates in a reasonable timescale.

5.11.2 It is therefore proposed that the decision to review and certify the NNDR1 return, and finalise the figure for the estimate retained business rates used for the 2014-15 revenue budget be delegated to the s151 officer following consultation with the commissioner responsible for finance.

## **6. CONCLUSION**

6.1 It is recommended that:

6.2 The Cabinet approve the amount calculated as Slough Borough Council's taxbase for the parishes and non parish areas for 2014/15 as follows:

i) Parish of Britwell	1,440.5
v) Parish of Colnbrook with Poyle	1,791.0
vi) Parish of Wexham	1,269.8
vii) Slough Town	33,637.7
<b>All areas</b>	<b>38,139.0</b>

6.2 The S151 officer be delegated with responsibility to adjust the taxbase following Cabinet due to any changes in Government guidance around this subject.

6.3 The S151 officer be delegated with responsibility to approve the Business Rates income for 2014/15 via the NNDR1 form following consultation with the Commissioner responsible.

6.4 That the current Council Tax Support Scheme be approved for 2014/15 with the uprating for all customers as detailed in section 4.5. This includes the approval for the Chief Executive and S151 Officer to make any textual amendments.

**7     BACKGROUND PAPERS**

- '1'    - CTB1 Form (October 2013)
- '2'    - Local Government Finance Act 2012
- '3'    - the Local Authorities (Calculation of Council Tax Base) Regulations 2012
- '4'    - Detailed working papers held in Finance and Council Tax Sections



Cross-Cutting themes:

**Civic responsibility** – residents can play a part in delivering the strategy by engaging in the activities that will support them into employment, skills development or business start up.

**Improving the image of the town** – by supporting economic growth the town will move away from the negative aspects of a recession and into prosperity and raise confidence levels of both residents and businesses.

#### 4 **Other Implications**

##### (a) Financial

There are no direct financial implications contained in this report. There are council budgets to support this area of work held within different services and the financial implications of specific projects will have been reported when new work was agreed.

##### (b) Risk Management

The risks of the projects and pieces of work set out in the appendix will have been assessed separately and where relevant will be included in the corporate and service risk registers.

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
Legal	None	None
Property	None	None
Human Rights	None	None
Health and Safety	None	None
Employment Issues	Growth will not occur in the town and new employment opportunities will not be secured	A focus on growth will enable new businesses to invest or reinvest in the town creating further job opportunities
Equalities Issues	None	None
Community Support	None	None
Communications	None	None
Community Safety	None	None
Financial	None	None
Timetable for delivery	None	None
Project Capacity	None	None
Other	None	None

##### (c) Human Rights Act and Other Legal Implications

There are no Human Rights Act implications

##### (d) Equalities Impact Assessment

Current Economic Development Initiatives have undergone their own equalities impact assessment where appropriate. This report in its own right has no identified need for the completion of an EIA.

(e) Workforce

No workforce implications

5 **Supporting Information**

The Council has developed its Economic Development Strategic Plan for Growth 2013-18 to support the local economy out of recession and into a state of growth. It takes a very bold position to enable growth based upon the limited resources available to the Council. SBC has a clear picture of where the successes and gaps exist in the town's economy which has helped to focus activity and resources in the most needed places. It sets out a vision for the town and focuses on three key priorities that will enable growth.

Each priority has an aim and measures of success for monitoring purposes. The partnerships responsible for delivering these are sub groups of the Skills Employment and Enterprise Priority Delivery Group (SEE PDG) who are the accountable group delivering activities of the Plan. In turn, this group is a PDG of the Wellbeing Board.

**Economic vision for Slough** – *Slough is an economically vibrant and successful entrepreneurial town. It is a town where businesses and residents can grow and fulfil their potential, making Slough a great place to live and work.*

**Economic Development priorities for growth:**

1. Competitive Workforce
2. Business Generation, Retention and Inward Investment
3. Physical and Transport Infrastructure

**Competitive Workforce**

The aim of this priority is - To raise skills levels of Slough residents at all NVQ Levels making them competitive and productive in the labour market

The measures of success for this are:

1. Greater number of Apprenticeship opportunities
2. Higher number of residents with NVQ Level 2 and above qualification
3. Lower number of young people on the NEETs register
4. Higher number of people that are economically active

**Business Generation, Retention and Inward Investment**

The aim of this priority is - *Enable economic growth in the town by supporting start ups, business growth amongst established businesses and attracting new businesses to the town.*

The measures of success for this are:

1. Greater number of business start ups and survival rates
2. Companies reinvesting in the town
3. New investments in the town
4. Strategic clusters and supply chains amongst key growth sectors

## **Physical and Transport Infrastructure**

The aim of this priority is - *By 2028, Slough will be an accessible location, competitive on the world stage and a transport hub for road, rail and air. It will provide quality commercial, leisure and residential facilities that will attract investment from all over the globe.*

The measures for success of this are:

1. Smart City status
2. 4G hubs in the town accessible to all
3. A Higher Education Institution with strong links to local business
4. Transport Infrastructure fit for purpose
5. Assets that are profitable and adding value to the town

### **Overall key measures of a successful economy that is demonstrating growth:**

- **Productivity:** an increase in the output of Slough businesses and workers;
- **Innovation:** an increase in new ideas that are successfully exploited to create economic, social and environmental value;
- **Employment:** an increase in the number of people in work
- **Prosperity:** an increase in the average earnings of our residents.

### **Next Steps**

SEE PDG and its Task and Finish Groups, as listed below, will be delivering the key activities. They are currently in the process of devising action plans and setting specific baselines and targets for their activities.

1. The Apprenticeships Group
2. The Business and Enterprise Skills Development Group
3. The Job Outcomes Group
4. Strategic Infrastructure Group

## 6. **Comments of Other Committees / Priority Delivery Groups (PDGs)**

The Economic Development Strategic Plan for Growth has already been considered by Overview and Scrutiny for comments and approval on 12 November 2013, and the Slough Wellbeing Board on 13 November.

## 7 **Conclusion**

The Economic Development Strategic Plan for Growth (EDSPG) takes a bold position in supporting economic growth in the town. The planned activities require greater working with all stakeholders including private, community, voluntary and other key partners. Resources are limited so a clear focus is given to those areas that will yield most growth and return on investment. The successful delivery of the EDSPG will present us with a stronger and more prosperous economic position in the region.

## 8 **Appendices Attached**

'A' The Economic Development Strategic Plan for Growth 2013-18

**ECONOMIC DEVELOPMENT  
STRATEGIC PLAN FOR GROWTH**

**2014-18**

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## Foreword

I am pleased to introduce Slough Borough Council's Economic Development Strategic Plan, which emphasises the importance of economic development not only to the council but also to our partners and to our residents. The plan identifies the key themes, priorities and delivery mechanisms to achieve our long-term vision of being a prosperous, attractive and growth town in the South East.

Slough has always punched above its weight in terms of output. It has one of the highest Gross Value Added rates in the Thames Valley and has shown great resilience to the economic downturn both in terms of unemployment levels and businesses failures.

However, Slough must not become complacent, the council must continue to work in partnership to maintain existing business strength and encourage growth and facilitate inward investment including from foreign investors. We will play an enabling role to ensure that the right infrastructure and conditions are in place for business to thrive.

This plan includes three key priorities which have been developed in response to an analysis of evidence about the local economy, the wider regional and national context and feedback from businesses and residents.

In addition to providing conditions to enable business to grow we are committed to ensuring the town continues to provide a high volume of jobs across all skills levels enabling local residents to access local employment. We want to raise the skills profile of local people so that they may obtain high value local jobs.

I look forward to working with all of the council's partners and local people to ensure the vision and planned activities are a success, enabling Slough to be an economically vibrant and successful entrepreneurial town.

A handwritten signature in black ink, appearing to be 'S. Munawar', written over a faint grid background.

Councillor Sohail Munawar  
Commissioner for Economic and Social Inclusion



## SECTION 1 - ABOUT THIS PLAN

This five-year Economic Development Strategic Plan (2013-2018), sets out the proposed interventions and commitments which will represent the first phase towards achieving the borough's economic development vision for growth.

**Slough is an economically vibrant and successful entrepreneurial town. It is a town where businesses and residents can grow and fulfil their potential, making Slough a great place to live and work.**

Our ambition is to make Slough *the* location of choice for business, for those already based here and those who may choose Slough in the future, building on our proximity to London and Heathrow and our excellent transport links; for Slough businesses to thrive and grow, creating sustainable job opportunities for our residents and growth opportunities for our businesses; and for our residents to have the skills that they need - and businesses need - for them to succeed in the future.

By economic growth, we mean **increasing productivity, innovation and jobs**. We will track measures of the health of the Slough economy:

- **Productivity**: an increase in the output of Slough businesses and workers;
- **Innovation**: an increase in new ideas that are successfully exploited to create economic, social and environmental value;
- **Employment**: an increase in the number of people in work;
- **Prosperity**: an increase in the average earnings of our residents.

Of course, the health of the Slough economy will mainly be determined by a range of global and national drivers but where we can make a difference, we will do so.

By achieving our economic development vision, we will also be able to fulfil our overall vision as laid out in the Wellbeing Strategy.

Slough's Joint Wellbeing Strategy (SJWS) was agreed in 2013, building on the former Sustainable Community Strategy originally drafted in 2008 and refreshed in 2011. It draws together the work of the many organisations in Slough working in partnership, aiming to improve the wellbeing of local people of Slough. The overall vision as set out in the SJWS is:

**“By 2028, Slough will be healthier, with reduced inequalities, improved wellbeing and opportunities for our residents to live positive, active and independent lives.”**

The economic climate since 2008 has brought about a 'slow down' for the residents and businesses of the town. Although Slough has been fairly resilient to the climate and an economic crisis has not occurred, there has still been a level of unemployment, business failures, public sector cuts, lower rates of office occupancy, private sector restructuring and general low confidence in the economy.

The 2011 Local Economic Assessment carried out a thorough review of the state of the economy highlighting both the weaknesses and strengths. It provided a clear and independent evidence base which helped identify the priorities for economic development growth.

This Economic Development Strategic Plan identifies the activity required to move the borough towards achieving its vision and the vision of the SJWS with a particular focus on creating economic growth in the town.

The financial position for all local authorities continues to be challenging and will be so during the life of this plan. However, Slough Borough Council (SBC) will work with partners to ensure the planned activity brings economic buoyancy into the town.

This plan has been set within this context and is crucial in shaping and influencing a number of key developments that have a direct effect on Economic Development in Slough:

1. The formation of Thames Valley Berkshire Local Enterprise Partnership and its' economic plan for Growth in line with national objectives.
2. The Local Economic Assessment (LEA) which highlighted the gaps in Slough's economy and suggested areas of focus in order for improvements to be made. Many projects are already underway in response to the LEA. This Economic Development plan now provides a framework for more sustained and coordinated activity.
3. The formation of the Slough Wellbeing Board (SWB) and its priority around economy and skills in general.
4. The review of the Slough Wellbeing Strategy and key areas of focus for project delivery for the Skills Employment and Enterprise Priority Delivery Group (SEE PDG).

The economic development landscape is in a state of flux as the Local Enterprise Partnerships become more established in structure, publish their priorities for growth and draw down funding from central government. The delivery of local priorities will be closely related to priorities at LEP level and the available resources to deliver these.

## SECTION 2 – OPPORTUNITIES AND CHALLENGES

### 2.1 Impact of the Recession

The impact of the recession on Slough has been mixed. Unemployment levels have risen and particular cohorts have been more affected than others. In particular the youth and fifty plus have found seeking sustainable employment particularly difficult. *See Appendix 1 Table 6 – Age breakdown of unemployed.* The Slough Trading Estate provides a strong focus for employment, but at the same time Slough town centre, along with all of the town centres in East Berkshire, has seen a marked contraction in employment. Slough has also had the problem around part time jobs. Contrary to the regional and national context, the supply of part time jobs is currently low in Slough.

### 2.2 Gross Value Added (GVA)

A report by the Berkshire Observatory on the Gross Value Added contribution of the six unitaries that comprise Berkshire found that Slough's productivity (GVA per job) remained relatively consistent during the period 2001-2011 despite the economic downturn. Slough's total GVA is expected to increase by 65% by 2030 (to £6,500 million) outstripping the national projection of 57%. Slough's employment is expected to increase to 96,000 by 2030 (an 8% increase – three percentage points less than anticipated nationally).

### 2.3 Enterprise

Low rates of enterprise and survival in Slough are linked to financial barriers, dominance of large employers and availability of premises. Although Slough's economic performance is strong overall, the low levels of enterprise represent a key weakness that may eventually erode the economic success of the area. Enterprise policy should focus on understanding and responding to the enterprise barriers faced by Slough's residents and stimulating improved enterprise rates.

### 2.4 Employment

Levels of economic activity and employment are lower in Slough than averages sub regionally and regionally. Local economic inactivity and unemployment rates have also risen at a higher rate than average over the recessionary period. Economic inactivity rates are particularly high in Slough for females which may be a reflection of the cultural characteristics of some ethnic groups but also because of the inflexibility in many working patterns that businesses adopt. *See Appendix 1, Table 1- Employment.*

*for economic inactivity rates see Appendix 1, Table 5- Economic Inactive in Slough who want to work.*

Slough's local economy is also dependent upon the supply of highly skilled labour from surrounding local authority areas. Without the presence of this, the area would struggle to retain and attract investment. However, it is also important to note that the areas providing the highly skilled labour – areas such as the Royal Borough of Windsor and Maidenhead (RBWM) – are currently dependent upon Slough to provide suitable jobs for their residents. In the absence of these, highly skilled and mobile residents would move elsewhere. Conversely, a high number of lower skilled Slough residents commute out of the borough to work to locations such as Heathrow. As such, the future wellbeing of Slough and its residents is dependent upon the continuing provision of jobs in other areas. *See Appendix 1, Diagram 1 for in commuting and out commuting data.*

## 2.5 Skills

There is a clear gap between the skills levels of the resident population and the jobs available in the local area. Levels of skills in Slough are relatively low in comparison to those in neighbouring RBWM and across East Berkshire's functional economic area. This places Slough's residents at a considerable disadvantage and has real implications in terms of levels of economic activity and worklessness locally.

A relatively high proportion of residents have no qualifications and a relatively low level have NVQ Level 2 and below qualifications. This has implications in terms of the types of occupations that Slough residents are employed in – typically occupations requiring lower levels of skills than is average regionally. Significantly, the occupational and skills profile of Slough residents contrasts sharply with the profile of jobs available in the borough itself, typically requiring higher levels of skills. *See Appendix 1, Table 2 – Qualification Levels of Adult Population 16-64.*

This means that a skills mismatch exists in the town causing people with the required skills to travel into the town and residents without the skills, travelling out for lower skilled work. As a result, businesses employ people living a fair distance from their workplace.

However, at the other end of the skills spectrum of NVQ qualifications, analysis has shown a rapid growth in NVQ Level 4 and above. You will note that from 2008 to 2012 Slough's NVQ Level 4 has increased by 10 percentage points. This is at a much faster rate compared to South East's 5.8% and Great Britain's 5.8%. *see Appendix 1, Table 3 – NVQ Level 4 data*

It is also important to note that Slough has a very high transitory population; it attracts communities from the Indian Sub continent, Africa, Asia and Eastern Europe who are seeking a better way of life and are willing to take on a variety of manual and low skilled jobs. These communities are often lowly qualified or have qualifications from abroad that are not recognised in this country. These communities add to the number of existing low skilled communities and often worsen the figures.

## 2.6 Income levels

Income levels in Slough present a masked picture which needs uncovering.

The average worker that comes to Slough for employment at the higher skill level earns more than the average worker who is resident in Slough. *See Appendix 1, Table 4 – Income Levels*

## 2.7 Town Centre

Slough High Street has been in decline for over a decade which is reflective of town centres across the country. The retail offer no longer meets the needs of many of the Slough population causing some residents to shop in other town centres or more popular regional shopping areas. Retail lettings have been slow and the existing High Street brands often struggle to perform. Other brands do not consider locating in Slough due to its negative image and poor performance as a retail area.

## 2.8 Transport and Communications

Slough's success is often attributed to the key communication links that run through the town as well as its close proximity to Heathrow Airport. For this success to continue the council must continue to invest in local roads, and work with local businesses and residents to develop public transport and other options to ensure that congestion does not adversely impact on the town's economic viability. At the same time, the council must continue to attract new business to the town in order to enable growth, prosperity and opportunity.

Slough needs to make full use of the schemes of Western Rail Access to Heathrow (WRAtH) and Crossrail. Good access to Heathrow Airport has always been a big factor in attracting businesses to Slough.

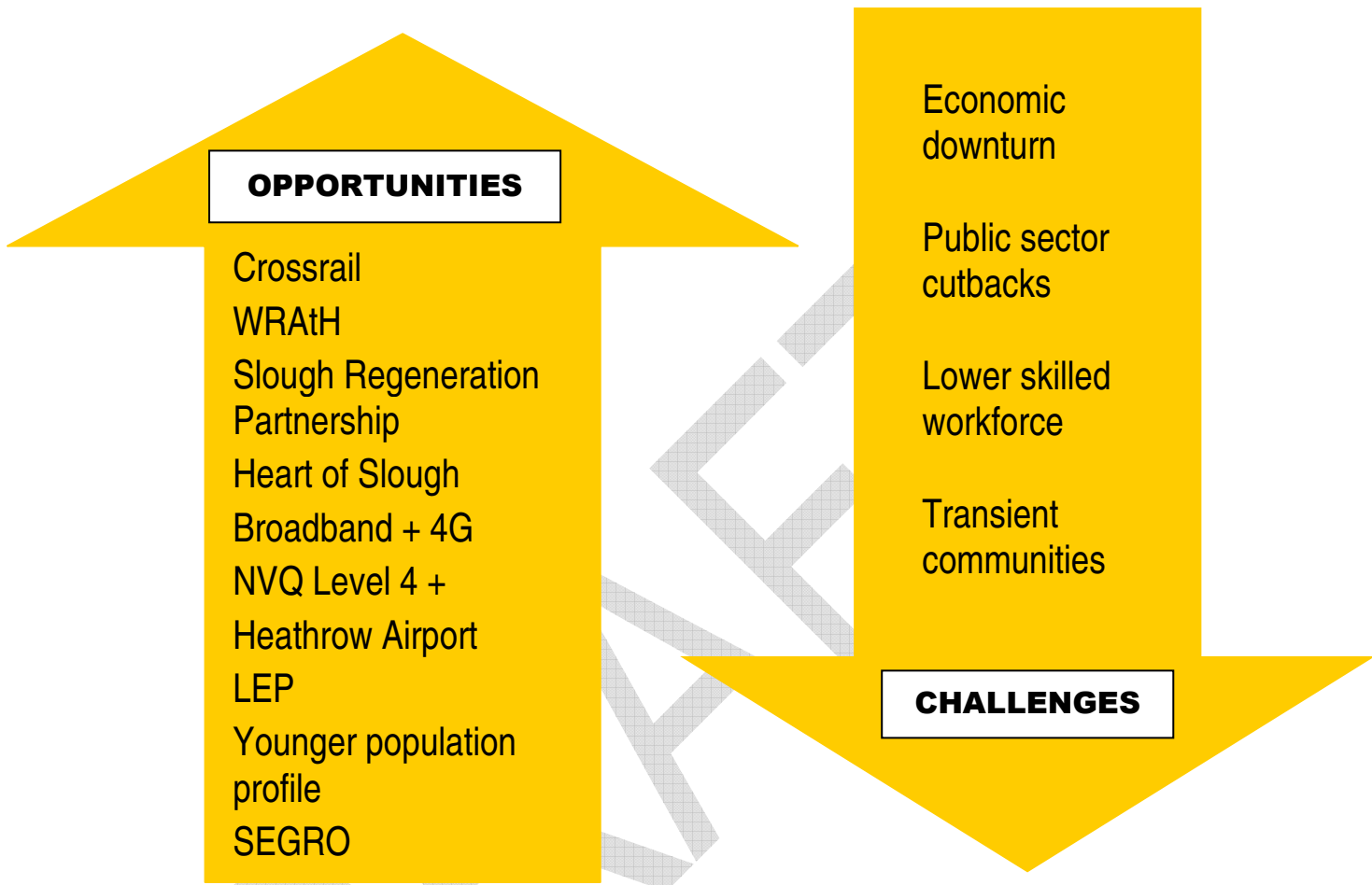
## 2.9 Slough Borough Council's Assets

Asset Management is an integral part of the councils overall forward planning process. It is an essential element of business planning and good financial performance and has a direct impact on levels of borrowing and the ability of the council to maintain essential services against a background of reduced funding from central government. Asset Management planning identifies the location and condition of assets, who owns them, links to strategic initiatives, their fitness for purpose and long-term sustainability. It reflects the council's Corporate Plan and ensures that assets are used in an effective and efficient manner to support financial, social and economic development related objectives.

The challenge of asset management is that whilst it takes time to determine accurately property requirements and then to procure and provide them cost effectively, the corporate and service needs for organisations are changing as demands for services change and expectations of performance increase. SBC will be reviewing its assets and reviewing whether they should be redeveloped for alternative uses, sold or maintained for maximum cost benefits.

## 2.10 Localised Business Rates

Since 1<sup>st</sup> April 2013, the council receives a proportion of any additional business rates generated within the town, but is also liable for any losses in business rates generated. In light of this, it is imperative that the council is actively encouraging new businesses to locate to the area and to create the conditions for business to thrive in the area and so retain and grow its existing businesses. In the current climate of significant reductions to the council's overall financial resources, ensuring that strong local economic conditions are in place will be vital to the continued success of the council to achieve its corporate objectives

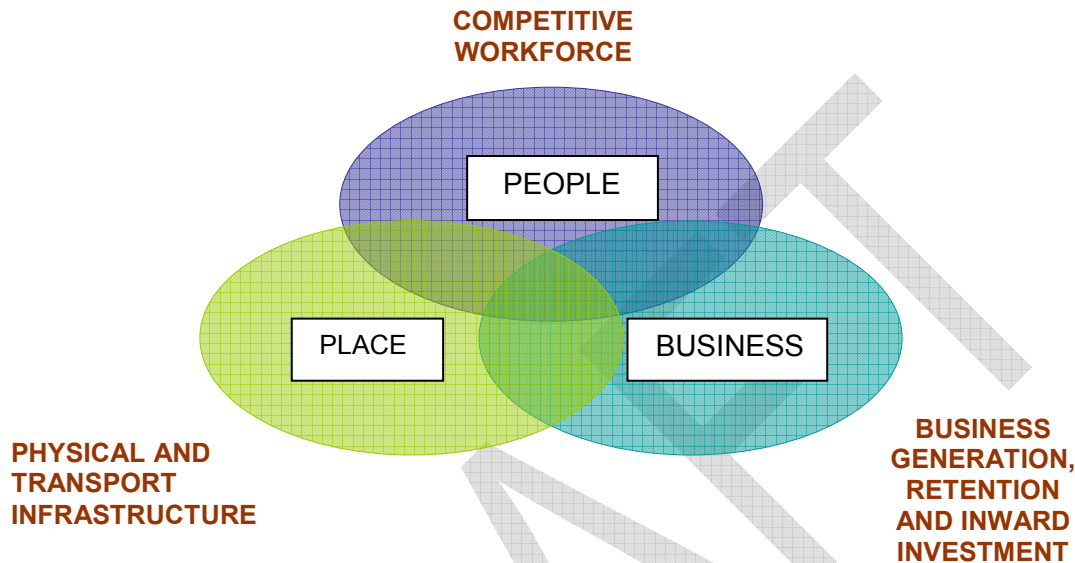


General opportunities and challenges that Slough's economy will need to address.

### SECTION 3: ECONOMIC DEVELOPMENT PRIORITIES

The evidence base in the previous section leads the council to prioritise three key areas of focus ensuring internal staff, external partners and key stakeholders work towards these priorities.

People, Place and Business form the core components of the town which are regarded as the wealth of the town. Any Economic Development Priorities set must impact on all these three in a positive way and provide for growth.



SBC makes a clear distinction between what is going to support local residents and businesses to maintain its current economic position and what will actually create the growth that the town needs and support the region and country out of the economic recession.

These priorities are:

1. **Competitive Workforce**
2. **Business Generation, Retention and Inward Investment**
3. **Physical and Transport Infrastructure**

The Economic Development priorities penetrate all the components of People, Place and Business, ensuring that all parts of the town are supported to grow economically and achieve the vision. A particular consideration has been given to these priorities as they will create the growth needed to lift the town out of a 'slow down' as oppose to anything else that will require intense resources but produce disproportionately, lower levels of growth.

#### 3.1 COMPETITIVE WORKFORCE

To ensure growth comes from activity associated with a competitive workforce, it will be important to focus on improving employability skills for people currently in the labour market as well as out of it. Evidence from the LEA and Economic Inactivity Report both point to the fact that Slough has a larger number of residents in comparison to the South East and Great Britain, that are qualified below NVQ Level 2 including no qualifications at all (*Appendix 1 table 3 Qualification Levels of Adult Population 16-64*); also that there are approximately 5,000 people who are economically inactive but would like to enter the labour market. (*Appendix table 5: Economic inactive in Slough who want to work*). This would provide for greater productivity levels.

It is also important to consider those that are already in the labour market but who would need retraining or up skilling so that they can undertake jobs that require higher levels of skills thus producing higher levels of productivity. Those that are looking for work will need to ensure they are able to compete with other job seekers ensuring the right attitudes, approach and experience can be illustrated to potential employers. *In Table 1 Appendix 1* figures highlight, Slough unemployed rates are very similar to Great Britain but higher than South East rates whom residents will more realistically compete with for local jobs.

### **3.2 BUSINESS GENERATION, RETENTION AND INWARD INVESTMENT**

Economic growth will be achieved by (a) generating more start up businesses; (b) supporting current businesses to retain and grow profit levels; and (c) attracting new businesses to the area. Activity and infrastructure will need to enable all this to happen. The regional economic strategy has identified key growth sectors in the region that have grown in the last 10 years but projected growth is now very slow. This is typical for IT Services and Legal and Accounting. However the regional economic strategy highlights that non routine activities that cannot be automated such as innovation, leadership and sales will become more important in the future. Creativity will be the most important leadership competency for successful businesses. Intelligence, agility and responsiveness will be the key characteristics of successful business performance. If businesses are supported in these skills then the ambition of growth can occur.

For an analysis of our sectors see *Appendix 1 Table 7 – Sectors of Slough*. The data illustrates the size of our broad sectors in the town based upon the number of enterprises, total number of jobs that exist in that sector and the percentage of employment it represents. The table also highlights the largest of these sectors based upon the percentage of employment it represents.

The information here can be used to support activity around business to business within sectors enabling networking. It can also be used to build partnerships and understand what further is needed to grow that particular sector. For inward investment purposes it can be used to target and attract businesses of specific sectors into our area. SBC will work with partners to develop projects and enable growth to take place in the most substantial sectors of Slough.

### **3.3 PHYSICAL AND TRANSPORT INFRASTRUCTURE**

Growth can be promoted in the town by physical regeneration and enabling businesses, communities and stakeholders to improve use of the physical space and infrastructure. Slough Borough Council has established a local asset based vehicle (LABV) a partnership which will bring £1billion pounds of investment into the town. Morgan Sindall Investments will build a new library and cultural centre, leisure facilities, schools and homes to Slough. The Local Asset Backed Vehicle (LABV) has been named Slough Regeneration Partnership with the council and Morgan Sindall Investments each holding 50 percent of the new company. There is also a big push to attract a Higher Education Institution in the town which will not only provide for skills in the town but will also generate aspirations for enterprise, knowledge economy support structures such as research and development and links to other universities and major employers.

In terms of transport, Crossrail and Western Rail Access to Heathrow (WRAtH) will not only change the infrastructure of Slough, they will also provide huge economic benefits. A commuter in Slough will be able to reach Heathrow in 6 minutes and into East London in less than 30 minutes. SBC needs to ensure the town is best placed to take advantage of these improvements, including the potential for inward investment and growth.



Superfast Broadband will enable greater connectivity to the World Wide Web. To compete on an international scale Slough will need to facilitate connections with 4G and 5G which is the future of faster downloads, connections with people all over the world and more productive business-to-business processes. A multiple of hubs across the town with this facility will enable greater flexible working in locations away from an office base.

In delivering this plan, we will ensure that we set our work in the context of these physical and transport infrastructure changes to take advantage of the opportunities they provide.

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#### **SECTION 4 - ECONOMIC DEVELOPMENT PRIORITIES AND ACTION PLAN 2013-2018**

The priorities for economic development are based upon the state of the economy as originally assessed in the Local Economic Assessment and the Strategic Response that followed it. Furthermore, they are based upon the impact of the recession on Slough and in relation to the LEP agenda; these priorities will help stimulate prosperity and achieve economic growth in the town.

The following section looks at the key actions necessary for each priority to be fulfilled. Each of the priorities will be championed and led by a key stakeholder partner organisation and will ensure a task group is set up to deliver a set of measureable targets. The monitoring and evaluation of the task groups will be assessed by SEE PDG and ultimately the Wellbeing Board. All the actions will contribute to the growth agenda of the LEP.

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#### 4.1 Competitive Workforce

<p><b>Aims</b></p> <p>To raise skills levels of Slough residents at all NVQ Levels making them competitive and productive in the labour market</p>
<p><b>Issues</b></p> <p>Skills and learning issues cut across all generations. There are young people who are not in employment, education and training and graduates who are unemployed. Many residents do not have the skills required by local employers. Some young people are choosing not to take the university route but still need quality employment. Apprenticeships opportunities are limited in number. Some people in mid career (45-60) have re-training needs and women who aspire to enter the labour market. Many residents that have low aspirations. Our newly arrived communities need language support and basic literacy and numeracy. Older people will have to work longer due to the higher retirement age and pension pressures. These issues are exacerbated by the adverse economic and job outlook in Britain.</p>
<p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Link SEE PDG to the Employment, Enterprise and Skills Group of the LEP to ensure regional priorities are filtered down to the local level.</li> <li>2. Work closely with Aspire and support it to deliver regional employment and skills priorities in Slough.</li> <li>3. Ensure provision and reach meets the needs of all unemployed cohorts including the 'hidden unemployed' and those with health issues.</li> <li>4. Deliver City Deal regional priorities in Slough with a focus on the town's individual needs.</li> <li>5. Understand Employer Skills needs to inform local skills delivery and careers guidance.</li> <li>6. To keep the NEETs levels low and ensure that there is provision to support those that are not in education, employment and training.</li> <li>7. To maintain and develop partnership working with Heathrow Airport Limited's Academies model ensuring Slough residents have employment opportunities for retail, aviation and construction work.</li> <li>8. Support employers with providing Apprenticeship opportunities</li> <li>9. To work closely with internal planning and procurement departments to be aware of new businesses coming into the town and new contractors and commissioned services of the Council so that opportunities of local recruitment and apprenticeships can be maximised.</li> </ol>
<p><b>Delivery Group:</b></p> <p>SEE PDG via particular tasks group of Apprenticeships and Job Outcomes Group</p>
<p><b>Measures of Success:</b></p> <ol style="list-style-type: none"> <li>1. Greater number of Apprenticeship opportunities</li> <li>2. Higher number of residents with NVQ Level 2 and above qualification</li> <li>3. Lower number of young people on the NEETs register</li> <li>4. Higher number of people that are economically active</li> </ol>
<p><b>Targets:</b></p> <p>Targets to be set in consultation with SEE PDG</p>

## 4.2 Business Generation, Retention and Inward Investment

<p><b>Aims</b>          Enable economic growth in the town by supporting start ups, business growth amongst established businesses and attracting new businesses to the town.</p>
<p><b>Issues</b>          Start Up provision in the town is limited. Access to Finance has been a barrier to business development and not all business are receiving the LEP's message of financial support. The competition for inward investment and reinvestment across the globe is very bullish. Mainland Europe is seen as an attractive alternative to UK investment.          Slough must develop a sound proposition for its area so that national and international companies choose Slough as their base.</p>
<p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Provide business start up advice and support</li> <li>2. Enable business incubation space in collaboration with partners</li> <li>3. Facilitate networking amongst key sectors to promote knowledge and business development</li> <li>4. Review internal SBC processes to ensure they are 'open to business'</li> <li>5. Ensure SBC business pages on main website are accessible, relevant and up to date.</li> <li>6. Facilitate 2 - 3 business events a year on topics of interest to the business community.</li> <li>7. Celebrate the success of local businesses by showcasing an annual 'Community and Catering Business Awards event'.</li> <li>8. Present <a href="http://www.sloughmeansbusiness.co.uk">www.sloughmeansbusiness.co.uk</a> website as a showcase of the town and monitor its effectiveness in relevance and interest from interested parties.</li> <li>9. Build upon membership of Link to China and promote Slough amongst Chinese businesses.</li> <li>10. To support Heart of Slough and work closely with Morgan Sindall and other Slough Regeneration Partnership partners, ensuring economic prosperity is maximised for all residents and local businesses</li> <li>11. Ensure SBC procurement processes are open and accessible to local and small businesses.</li> <li>12. Maintain strong relationships between the council and other agencies and existing businesses of strategic impact.</li> <li>13. In partnership with other agencies establish a team to welcome and support inward investment inquiries</li> </ol>
<p><b>Delivery Group:</b>          SEE PDG via particular task group of Business and Enterprise Development task group</p>
<p><b>Measures of success:</b></p> <ol style="list-style-type: none"> <li>1. Greater number of business start ups and survival rates</li> <li>2. Companies reinvesting in the town</li> <li>3. New investments in the town</li> <li>4. Strategic clusters and supply chains amongst key growth sectors</li> </ol>
<p><b>Targets:</b>          Targets to be set in consultation with SEE PDG</p>

### 4.3 Physical and Transport Infrastructure

<p><b>Aim</b>          By 2028, Slough will be an accessible location, competitive on the world stage and a transport hub for road, rail and air. It will provide quality commercial, leisure and residential facilities that will attract investment from all over the globe.</p>
<p><b>Issues</b>          The focus of Crossrail is on central London, but its completion will bring benefits for rail travellers from Thames Valley Berkshire to the capital, and will require co-ordination with our aspirations for Western Rail Access to Heathrow (WRAtH). We seek to ensure that these improvements can be achieved without detriment to existing services.          Superfast broadband will be available to all businesses and residents alike but is this enough to provide for business needs and create economic growth?          Economic growth brought by increased infrastructure will require associated development to support it for sustained success including housing and schools; can Slough provide for this?          Slough has no Higher Education institution in the town which limits knowledge economy developments or links with research in the companies based in the town.</p>
<p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. Continue working closely with the Department for Transport and aviation authorities to mitigate the negative impacts of Heathrow on Slough's communities e.g. through congestion, noise disruption, air pollution etc.</li> <li>2. Adopt a pragmatic approach to future expansion of capacity at Heathrow airport, believing that given the choice, expansion of Heathrow in any form is preferable to closure.</li> <li>3. Work closely with TVBLEP's transport forum to ensure wider transport issues are addressed which continually enhance Slough's communications and transport infrastructure.</li> <li>4. Prepare for the impact of Crossrail and WRAtH and maximise its benefits to create growth in the town</li> <li>5. Continue to push for WRAtH to be delivered on the earliest possible date</li> <li>6. Ensure all developments completed as part of the Slough Regeneration Partnership are fit for purpose and provide facilities that will support business growth</li> <li>7. Work with partners such as Thames Valley Police to ensure good transport and cyber communication isn't the cause of high rates of crime in the town</li> <li>8. Develop a Smart City programme for the town</li> <li>9. Agree a political direction to support new economic growth and sustain existing economy, including housing, schools and that implicit in other SBC Strategies.</li> <li>10. To work with Slough businesses (including SEGRO) to use these strengths to deliver smart economic growth and local employment, i.e. in ways that mitigate or minimise impact on the transport network, and share understanding of the potentially negative impacts of growth.</li> </ol>
<p><b>Delivery Group:</b>          Strategic Infrastructure Group chaired by Director of Regeneration, Housing and Resources SBC and WRAtH Stakeholder Steering Group</p>
<p><b>Measures of Success:</b></p> <ol style="list-style-type: none"> <li>1. Smart City status</li> <li>2. 4G/5G, free wireless hubs in the town accessible to all</li> <li>3. A Higher Education Institution with strong links to local business</li> <li>4. Transport Infrastructure fit for purpose</li> <li>5. Assets that are profitable and adding value to the town</li> </ol>
<p><b>Targets:</b> Targets to be set in consultation with SEE PDG</p>

## Monitoring and Evaluation

### 4.4 Key measures of success:

- **Productivity:** an increase in the output of Slough businesses and workers;
- **Innovation:** an increase in new ideas that are successfully exploited to create economic, social and environmental value;
- **Employment:** an increase in the number of people in work
- **Prosperity:** an increase in the average earnings of our residents.

### 4.5 Next Steps

SEE PDG and its Task and Finish Groups namely;

1. The Apprenticeships Group
2. The Business and Enterprise Skills Development Group
3. The Job Outcomes Group
4. Strategic Infrastructure Group

will all be setting their own indicators and targets to measure progress of the task groups and achievements as agreed against the priorities. This will all be developed as part of their action planning process. Delivery will be focussed around this and will commence as soon as possible. Regular reports will also be made to the Slough Wellbeing Board on implementation of the Economic Development Strategic Plan.

**SECTION 5: A STRATEGIC FRAMEWORK FOR LOCAL ECONOMIC DEVELOPMENT**

This section considers the guiding vision and core themes behind Slough’s strategic approach to economic development. It begins with an overview of economic development functions – what Slough can do locally and sub regionally. This is a time of ‘policy flux’ as the Government implements its agenda for localism in the provision of public services and the new Local Enterprise Partnerships get underway as business led economic development agencies.

**5.1 The scope for action**

The scope for English local authorities to influence economic development in their areas is set out in the Government’s White Paper ‘Local Growth – Realising Every Place’s Potential’ (October 2012).

As a unitary authority, Slough can strengthen the borough’s local economy through planning, housing, infrastructure, supply of business premises, employment support, careers guidance advice, adult community learning and other areas of action. Importantly, by taking the lead and working in partnership with businesses, other public sector organisations and the community and voluntary sector, the council has a direct and indirect influence on Slough’s economic development agenda.

Slough is a member of the Thames Valley Berkshire Local Enterprise Partnership (TVBLEP). This organisation is playing an increasingly important role in enabling economic growth to take place in Berkshire.

As a result of The 2012 Heseltine Review ‘No Stone Unturned’, Government has committed to devolving greater powers and funding to England’s 39 LEPs in a bid to free local areas from Whitehall control and give businesses and local leaders the power and funding to do what they feel is necessary to realise their economic potential.

As a result, LEPs are set to play a greater role in defining economic and growth priorities for their area whilst being afforded greater accountability for delivering their economic growth potential.

The emphasis on addressing planning, economic development and investment issues at a strategic (rather than local) level introduces a new dimension to how local authorities approach their related activities.

<p><b>The role of the local authority</b></p>	<p><b>The role of the Thames Valley Berkshire Local Enterprise Partnership (TVBLEP)</b></p>
<ul style="list-style-type: none"> <li>• Leadership and coordination to set out a framework for local development</li> <li>• Supporting growth and development through supply of land that supports business growth and a housing supply that meets the borough’s needs</li> <li>• Using land assets to leverage private funding to support growth</li> <li>• Directly and indirectly influencing investment decisions via the use of statutory powers, particularly</li> </ul>	<ul style="list-style-type: none"> <li>• To produce strategic multi year plans outlining where the focus will be</li> <li>• Skills – tackle skills gaps, skills for growth sectors, graduate retention and champion apprenticeships</li> <li>• Infrastructure – identify key requirements and formulate delivery plans</li> <li>• Transport – develop a Berkshire wide transport strategy based on understanding of critical business needs</li> </ul>

<p>through the planning system</p> <ul style="list-style-type: none"> <li>• Supporting local infrastructure which is a key enabler for growth</li> <li>• Support for local people and businesses providing high quality services that directly support business investment confidence maintaining trading standards to keep markets fair</li> <li>• Leading efforts to support and improve health and wellbeing of the local population to ensure that all individuals have the maximum opportunity to benefit work and contribute to the local economy</li> </ul>	<ul style="list-style-type: none"> <li>• Superfast broadband</li> <li>• Inward Investment – promote Thames Valley Berkshire to potential inward investors</li> <li>• Business retention and aftercare – develop client centred approach, networking and business in community approaches</li> <li>• Business support and enterprise – remove barriers to innovation and growth, business rate flexibility</li> <li>• Advocacy, strategic leadership and efficiency – champion Berkshire economy and coordinated delivery to reduce duplication of functions</li> </ul>
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The above shows the additional influence the council can exert through its membership of the TVBLEP.

The TVBLEP will concentrate its efforts on delivering business growth across the whole of the sub region by promoting innovation, enterprise, skills, infrastructure, lobbying and coordinating local policies and funding. Slough has a significant stake in the future success of the TVBLEP as both develop and define their strategies.

Direct funding for economic development has always been relatively scarce and over the life of this strategic plan, discretionary funding will be even more limited. Therefore, SBC and the TVBLEP will depend on their ability to influence decision making in all sectors and persuade people to work together across boundaries. Aligning and targeting available funding and resources more intelligently will be vital. Scanning the horizon for UK and EU funding opportunities will have to go hand in hand with discovering innovative funding solutions for economic development projects.

## 5.2 Single Local Growth Fund

The Government has created a Single Local Growth Fund that LEPs can bid into. Whilst Government expects that every LEP would receive something from the fund, monies will be allocated through a competitive process in order to ensure that funding delivers the greatest benefits across the country. Slough will work closely with the TVBLEP and other partners to ensure local initiatives can be delivered using allocation from this fund that will bring about growth.

Any allocation of funding will be dependent on meeting aims and objectives set out in strategic plans. The aim of the LEP is ‘to grow the economy of Thames Valley Berkshire and stimulate growth in the rest of the UK.’ Their strategic objectives are to:

- Grow the economy of Thames Valley Berkshire and increase the return to the exchequer
- Lead and coordinate economic development activities across Thames Valley Berkshire for all stakeholders
- Continue to invest public and private money in growth and maximise return on investment
- Increase the skills base for the economy

TVBLEP have prioritised the following activities:



Strategic Infrastructure	Reliable Transport, Digital Infrastructure, Land Use Development
Next Generation Business	Access to Finance, Business Growth Hubs, Business Support Eco-system, Inward Investment and Exporting, New Growth Sectors and Technologies, Public Sector Procurement
Employability and Skills	Blueprint for Education, Apprenticeships, Increasing Business Skills, Social Investment, Sector Skills Development
Promoting Thames Valley Berkshire as the best place to live, invest and do business globally	

### 5.3 Skills, Employment and Enterprise Priority Delivery Group (SEE PDG)

This is one of the delivery groups of the Wellbeing Board and is responsible for delivering key activities to promote the economy. The group is made up of representatives from the council, local Further Education sector, private sector and is chaired by the local MP. Its role is strategic, so for this reason has established a number of task and finish groups that focus on delivery and specific aspects related to the uplifting of the local economy.

**The Apprenticeship Task and Finish Group** is chaired by East Berkshire College and focuses on increasing the number of apprenticeship opportunities in the town by working with employers, also to promote apprenticeships amongst young people and their parents as a viable alternative to more academic routes to further education.

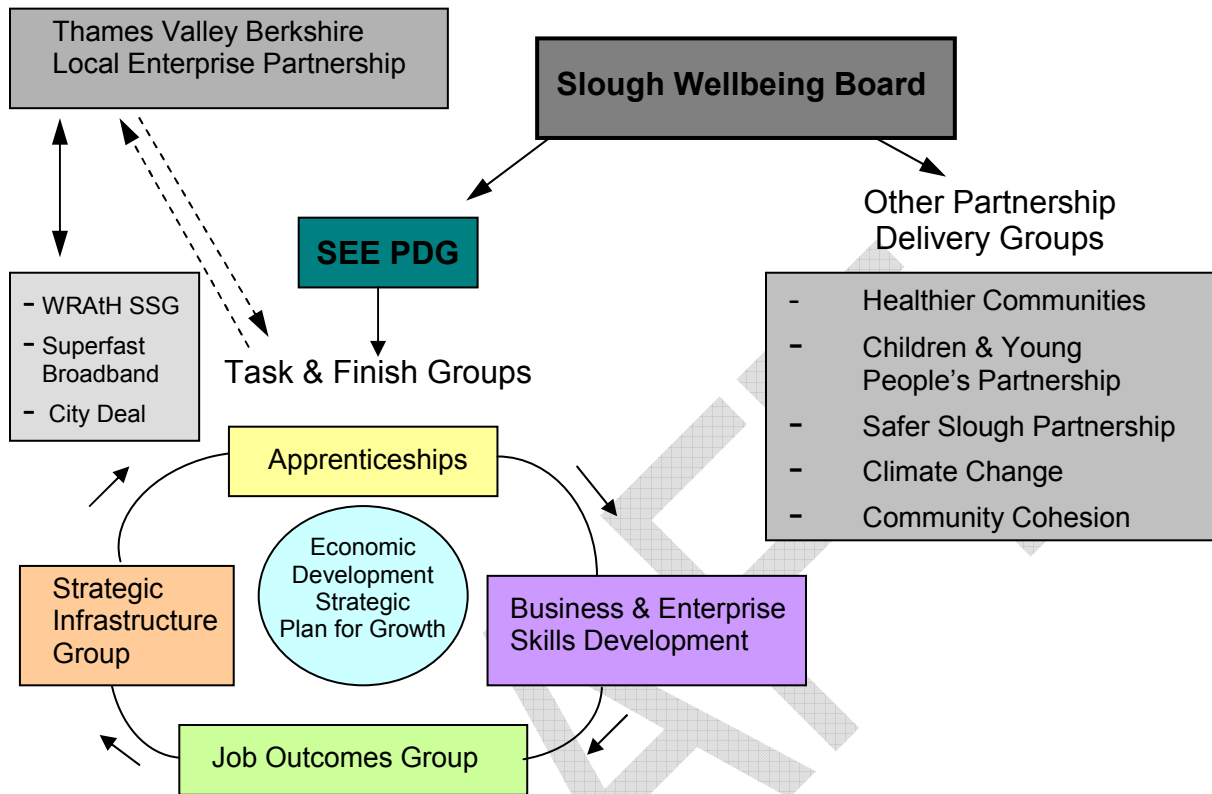
**The Business and Enterprise Skills Development Group** focuses on supporting the smaller businesses of the town in receiving important council information and for partners and stakeholders to provide a platform and facilitate business-to-business activity. It also promotes a supportive response from all our business regulatory services. The task group is chaired by a local business and is represented by the council, a large Corporate, Business Support agencies, Town Centre Manager and a local commercial landlord.

The **Jobs Outcome Group** brings together all employment support providers of the town and links them to a project called Slough Aspire which will be setting up a central jobs board for the town advertising as many local vacancies as it can. This way the employment support providers can plan and prepare their unemployed cohorts for these vacancies. This group is chaired by Aspire.

The diagram below illustrates the relationships between various stakeholders and how the work of the SEE PDG and its Task and Finish Groups feeds into the Wellbeing Board and the Thames Valley Berkshire Local Enterprise Partnership.

**The Strategic Infrastructure Group** is made up of mainly internal officers who consider the current road and transport networks, the physical space and local assets that can provide opportunities for employment, homes and general growth for the town. This group will be taking forward the activities related to this agenda. It will work very closely with the Local Enterprise Partnership to ensure investment in Slough is a priority.

The Structure Chart below illustrates the relationships between the SEE PDG and its' Task Groups and other strategic partnerships that affect the economic agenda of Slough.



## SECTION 6 - CURRENT ACTIVITY IN SLOUGH SUPPORTING ECONOMIC DEVELOPMENT

- 6.1** SBC recognises the uniqueness of Slough as a location and the excellent communication links that run directly through and around the town. Also, its close proximity to Heathrow Airport and how all of these features are very important for foreign direct investment (fdi) and inward investment in general. Therefore, the council has developed an inward investment website which presents the great benefits the town has to offer business and why Slough is a location of choice in this region. The website can be accessed at [www.sloughmeansbusiness.co.uk](http://www.sloughmeansbusiness.co.uk)
- 6.2** Most sectors are attracted by Slough's location but its most popular and growing sectors are telecommunications, biotechnology, consumer electronics, ICT, auto, business and financial, pharma and healthcare. Business within these sectors is attracted to Slough in order to be closer to its competitors and supply chains.
- 6.3** More recently, Slough has seen an interest from companies further afield, namely China. This has led to, not only direct Chinese investment into the town, but the council has joined 'Link to China' which connects UK members to Chinese business agencies, and is facilitated by the British Chamber of Commerce. Slough has been represented at a number of China conferences providing an opportunity to sell the town as a location of choice. The Slough Means Business website also targets foreign businesses particularly Chinese businesses.

### Inward Investment and Regeneration

#### Slough Regeneration Partnership

- 6.4** SBC has chosen a preferred bidder for a partnership which will bring a billion pounds of investment into the town, including the construction of The Curve. The Local Asset Backed Vehicle (LABV) has been named Slough Regeneration Partnership with the council and Morgan Sindall Investments each holding 50 percent of the new company.

The partnership will be for at least 15 years and will provide work experience places, apprenticeships and direct employment opportunities to local people during the first phase of development. There will also be 'meet the buyer' events for local businesses so they can find out how they can secure a place on the supply chain for the partnership.

The first phase of development the partnership will undertake includes The Curve – a new library, cultural and community facility which provides the next stage of the council delivering the Heart of Slough regeneration. The Curve will be built by Morgan Sindall plc, part of the Morgan Sindall Group.

The first tranche of residential developments, to be built by Lovell Partnerships Ltd, the affordable housing division of the Morgan Sindall Group, will provide 525 new homes, ranging from two to four bedrooms on five sites across the borough.

#### Heart of Slough

- 6.5** The project involves the redevelopment and reconfiguration of the old Brunel roundabout at the junction of Wellington Street with William Street to create a crossroad layout at this road junction. The four quadrant sites adjacent to the old roundabout include:
- Thames Valley University
  - Brunel Bus Station
  - Slough Central Library
  - Slough Day Centre & the Church of Our Lady Immaculate and St Ethelbert.

Like businesses, towns need to compete effectively to survive. SBC wants to make Slough a town where people want to live, work, play, learn, shop and invest.

The major improvements currently taking place will completely change the look of the town and help take it into the 21<sup>st</sup> century. It will bring together:

- an iconic new Slough Bus Station – completed in May 2011
- The Curve, a learning and cultural centre – expected in 2015
- new office developments
- major new infrastructure improvements to help link Slough Bus and Railway Station to the town centre, and make it more pedestrian friendly.

### **Superfast Broadband**

**6.6** Superfast broadband is already being expanded by existing commercial providers and will certainly have an improved reach in Berkshire over the next three years. However, even with these plans it is estimated that 47,000 business and domestic premises will remain without superfast broadband unless further action is taken. The Superfast Berkshire project has been created to cover this shortfall and ensure as many residents and businesses as possible will have access to the new technology. The government, as part of a nationwide initiative, has pledged £1.43 million for the Superfast Berkshire project. The county's six unitary councils, together with a number of parish councils, are providing £1.43 million match funding which in total should act as an incentive for a private sector provider to sign up and invest in delivering the necessary infrastructure. Support is being provided by the Thames Valley Berkshire Local Enterprise Partnership

### **Slough Means Business**

**6.7** The council has developed a dedicated website to promote Slough to any potential investors whether within the UK or abroad. It has featured businesses that are already here who provide quotes and information on why Slough works for them. It also provides useful information about Slough to any new businesses thinking about locating here. The site has been developed in partnership with The Thames Valley Chamber of Commerce who deal with the enquiries generated through the site.

### **Transport and communications**

**6.8** Slough's excellent location in relation to the motorway network and proximity to Heathrow Airport brings many advantages to the town, particularly in retaining and growing its economic position. There are also excellent public transport links via rail, both to central London and the rest of the Thames Valley and beyond and an excellent bus network. However, residents and those coming to the borough to work rely heavily on cars for their daily travel and this adds to traffic congestion, increased carbon dioxide emissions and poor air quality in some areas which reduces the viability of bus services and contributes to poor health through lack of exercise. Workplace and school travel plans have been drawn up in partnership with the partners to promote alternatives to travelling by car. Future investment in Crossrail will improve this strategic rail link.

Public transport access to the airport has been enhanced by the Slough - Heathrow Series 7 bus services promoted by the council, First Group and Heathrow Airport Limited. The potential for developing this into a bus rapid transit link is being explored.

## Western Rail Access to Heathrow

- 6.9** SBC and TVBLEP are leading on the Western Rail Access to Heathrow (WRAtH) project for a direct rail link from Slough to the airport that would serve, not only the borough, but residents and businesses as far west as South Wales and the West Country. WRAtH can play a significant role in improving access to international gateways both for the economically successful Thames Valley as well as less economically active regions in the south west who at the same time are losing local air connectivity through airport closures.

The project was endorsed by government in July 2012 as part of the Draft Aviation Policy Framework Consultation with up to £500 million pledged to fund construction, subject to a satisfactory business case. This would significantly reduce journey times between Slough and other Thames Valley stations and Heathrow, as well as reducing journey times from further afield. The link will result in a 6-minute journey time between Slough and Heathrow, will significantly reduce congestion in the regions roads by removing one million car journeys, and will generate £800 million additional economic activity and 42,000 jobs in the Thames Valley, rising to £1.5 billion additional economic activity across the UK. SBC supports the WRAtH Stakeholder Steering Group, chaired by the Chief Executive and gathering support from across the South West and South Wales. The objective of this group is to secure delivery as quickly as possible.

The Western Rail Access to Heathrow project could be fully operational by 2018.

## Crossrail

- 6.10** Crossrail is the new cross London rail link from Maidenhead and Heathrow in the west to Abbey Wood and Shenfield in the east via nine central London stations. The service will benefit from electrification and new 10-car rolling stock, and is due to be operational by 2018 in the central section with a phased roll out by 2019 to the western section.

Crossrail will increase capacity and reliability for passengers in the Thames Valley through upgraded infrastructure and rolling stock. While early timetabling suggests a similar service to that currently provided at Slough, passengers will benefit from trains which travel beyond Paddington to central and east London. Up to 24 trains per hour will operate on the central section of Crossrail during peak time. Including Crossrail and franchise services, six trains per hour will serve Slough during the peak, reducing to four outside peak.

While journey times from the west to Paddington will be similar or slightly longer than currently, journey times will be reduced for those travelling into central London, with significant journey time savings further east, e.g. Canary Wharf.

The role of TVB LEP and other Thames Valley stakeholders will need to ensure that Crossrail is part of an enhanced service along the Great Western Mainline to London, offering a high capacity cross London service. They also need to agree to retain express services.

## Heathrow Airport – a vital contributor to Slough’s economy

- 6.11** Slough owes much of its economic viability to the presence of Heathrow airport. In a globally interconnected world, air travel continues to be one of the keys to economic growth. The Thames Valley is the most productive sub region outside of London, with an economy worth £30 billion and employing close to 1 million people. Slough sits at the heart of the Thames Valley with an economy worth £9 billion. The number of international headquarters located in Slough is testament not only to the town’s prime position in the UK, but also its links to emerging markets overseas. Many Slough

residents rely on Heathrow for their livelihoods, with over 7,000 working in airline related industries, and with 5.6% of Heathrow's directly employed staff drawn from Slough. In Kedermister ward alone, 587 people are directly employed by Heathrow, making this the area in Slough with the highest percentage of directly employed Heathrow staff. We also know that 70% of foreign owned companies locating in the UK for the first time will locate within 60 minutes travel time of Heathrow, placing Slough firmly within this catchment area. For those businesses already located in the Thames Valley, 75% cite Heathrow as the most important reason for their choice of location.

Heathrow is a major driver of employment and investment in west London including Slough, and across the region. A decision to build a new hub airport would place these jobs at risk and create an uncertain future for the local economy. Direct job losses would be the largest single redundancy in UK history, and would be comparable to the worst year of pit closures (30,000 jobs in 1984). The council is working with the London boroughs of Hounslow and Ealing to undertake research to provide evidence on the impact of closure of Heathrow along with other changes to airport capacity.

### **Council and Business Relationships**

- 6.12** The council values partnerships with local businesses to ensure communication is strong and all round needs are being met. Slough presents itself as a town that is open for business and is interested in shaping local business services that are relevant, accessible and of high quality.

### **Thames Valley Chamber of Commerce**

- 6.13** The Thames Valley Chamber of Commerce Group works with businesses across Berkshire and other regions to help them achieve their full business potential. They do this by offering members a range of services including business advice, networking events, training and international trade support. SBC is a member of the chamber and takes advantage of its services and also works in partnership to provide relevant services to businesses and engage more effectively with business.

### **Slough Business Community Partnership**

- 6.14** Slough Business Community Partnership (SBCP) was formed in 2001 as a not for profit company limited by guarantee. Since that time, it has grown to become one of the leading Business Community Partnerships in the UK. The Partnership goes from strength to strength and now has an active membership of 50+ companies and organisations who represent large, medium and small business, the council and the Voluntary Sector.

SBCP provides the expertise and knowledge for local companies to enable them to develop their own Corporate Responsibility Strategy and identify ways of becoming engaged in the community.

SBC work in partnership with SBCP to reach its membership and provides messages and services to its members.

### **Business Rate Relief**

- 6.15** Economic growth and the sustainability of existing businesses in Slough are vital to the borough. Although the borough has a £9bn economy, 86,000 jobs and is the third most productive town per capita in the UK, it is important that the council continues to promote the opportunities in Slough and to attract inward investment.

A policy for the award of discretionary national non-domestic rate relief to charities and other not-for-profit organisations and the award of hardship relief is already confirmed.

Although this is an opportunity to retain a new source of funding that did not exist before in this way, the local authority has exercised its power to offer a grant relief if it would be reasonable to do so having regard to the interests of council tax payers in its area (not business rate payers). Rate relief may be offered where the impact will be very significant.

The benefits of this scheme include:

- May attract businesses to the area
- May improve employment prospects for local people
- Long term may increase business rates base and therefore income to the council
- In attracting some larger businesses, this may have a knock on effect of attracting smaller businesses.

SBC's relationship with business includes supporting businesses to locate in the borough and encouraging them to play a part in the local area but also a regulatory relationship.

### **The Consumer Protection and Business Compliance service**

**6.16** The Consumer Protection and Business Compliance service is a jointly delivered service made up from the Food and Safety, Trading Standards and Licensing teams.

In supporting the economy and skills of the town, the service supports local businesses in meeting their legal requirements through low cost training and advice. Slough has a growing number of businesses who are compliant and aspire to raise standards; these businesses are recognised and awarded with the 'Buy with Confidence' and rated on the 'Food Hygiene Rating Scheme', which promotes local businesses and provides informed choices for residents.

Slough leads on a Primary Authority Scheme and forms partnerships with businesses, providing regulatory compliance advice for businesses trading beyond the boundaries of Slough, (meaning that the businesses does not need to deal with a range of regulators in other local authorities where they are based) so reducing the regulatory burden and contributing to the prosperity of the town.

### **Simplified Planning Zone**

**6.17** A simplified planning zone allows certain types of development to take place without specific planning permission, providing a number of conditions are met. There has been a simplified planning zone covering the majority of the Slough Trading Estate since 1995. The current scheme, adopted on 12 November 2004, provides the framework for regeneration and development on the Trading Estate until 2014. It continues the approach developed during the period of the first scheme, and is implemented in partnership with SEGRO plc (formerly known as Slough Estates). A key addition in the current scheme is an integrated transport strategy which helps ensure more sustainable travel to, from and within the estate.

## Skills and Employment Support

### Slough Aspire, Skills and Economic Inactivity

- 6.18** Skills development is an important area of our work as the council supports its residents to raise basic skills levels, language skills as well as equip people with higher end skills. Slough's issue of a skills mismatch is a longstanding one, and there are various partnerships, services and agencies that attempt to address this.

### Slough Aspire

- 6.19** This is a unique employer led public-private partnership supported by SEGRO, East Berkshire College, Slough Borough Council, Mars and Lonza.

The purpose of the partnership is to engage business with schools and the wider community to improve communication and increase understanding. Its aim is to ensure an effective talent pipeline to meet the growth of Slough's economy over the next 10 years and beyond. The partnership will support local residents, young people, businesses and employed learners to access and develop effective training and learning solutions that lead to sustained employment. This will be done by improving careers guidance to all residents and through the facilitation of new business in Slough and supporting enterprise. The three main strands that are priorities for Aspire are Aspire for Schools, Aspire for You and Aspire for Business.

SBC leads on the Aspire for You strand which supports local residents into employment and skills development so that they can access local higher paid jobs.

### Aspire Business Start-Up

- 6.20** Aspire Business Start-Up is a service provided by the council, to help residents who want to start their own business. The project provides business advice, training courses, workshops and hold networking events. This is part of the Aspire for You strand.

### Adult Learning Service

- 6.21** The Community Learning and Skills Service deliver adult and community learning across the borough of Slough and the Royal Borough of Windsor and Maidenhead. This includes English Language, basic skills, computing, skills for work, personal development and family learning courses. It seeks to raise learners' aspirations and achievements through high quality teaching of a wide range of courses that support learners into work and further learning.

SBC manages the provision of community learning in the Royal Borough of Windsor and Maidenhead. This enables it to offer more courses to both boroughs such as languages.

The service prioritises working with those residents who do not have a level 2 qualification, in particular unemployed people, and those in areas of deprivation and disadvantaged communities who would not normally access learning opportunities. The service works in partnership with an increasing number of local providers to deliver learning to the targeted groups of learners.

The service receives funding from the Skills Funding Agency to provide work-based learning (Adult Skills Budget), Community Learning and apprenticeships for young people. The council also receives funding from the European Integration Fund (EIF) to deliver a programme aimed at migrant communities, Skills Funding Agency grant to deliver apprenticeships for young people. The service also delivers guidance to adults through the national careers service.



### **Employment Support**

**6.22** SBC provides an Employment and Learning Advice service which provides information, advice and guidance to help residents learn a new skill, get into work and return to learning. Job Clubs are available to the community as drop-ins, to receive practical support on looking for work, including access to internet and relevant vacancy sites.

### **Support for new arrivals**

**6.23** Migration Excel provides support for newly arrived migrants from outside EU and EEA who have lived in the U.K. for less than three years and have arrived here for settlement purposes. Activities include ESOL courses, job preparation, confidence building, social media, IT, life in the UK and support from Peer Mentors from the host community. All the project activities are aimed to support third-country national migrants to integrate and feel a sense of belonging in Slough.

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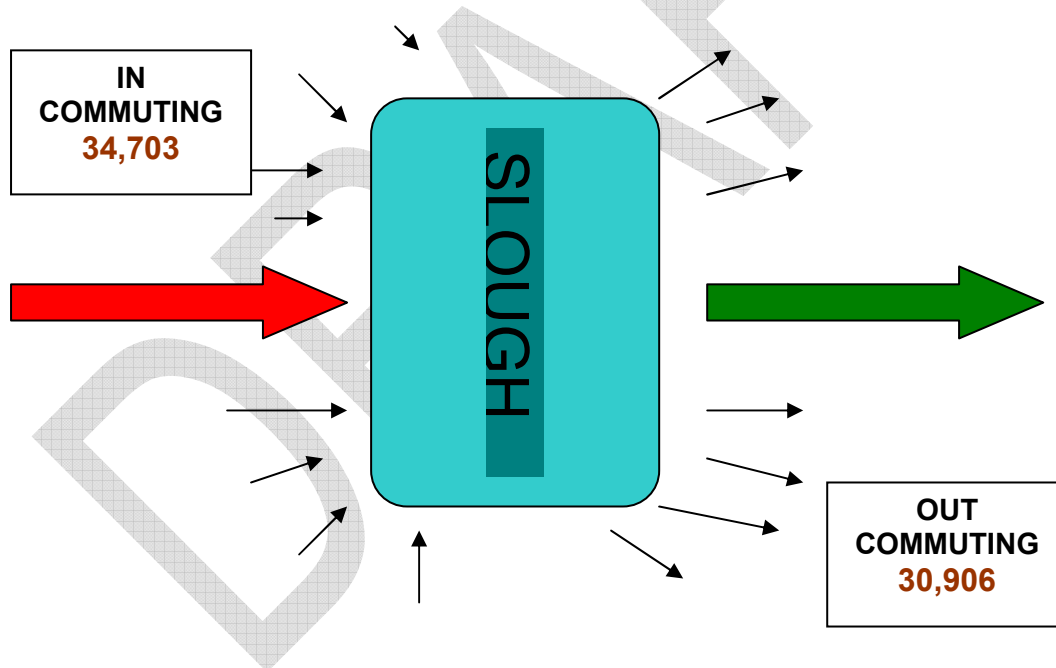
**APPENDIX 1 – DATA TABLES AS EVIDENCE BASE**

**Table 1 – Employment**

	Slough numbers	Slough %	South East %	Great Britain %
Economically Active	70,400	76.2	79.4	77.1
Males job seeker allowance claimant	1,801	3.8	2.6	4.3
Females job seeker allowance claimants	1,179	2.5	1.5	2.4
Economically Inactive	21,500	23.6	20.6	22.9
Female Inactivity	14,600	32.7	-	-
Male Inactivity	6,900	14.7	-	-

Source: ONS – Annual Population survey 2012

**Diagram 1: Commuting Data**



Source: Annual Population Survey – Commuter Flows 2011

**Table 2: Skills**

Date	Slough	Slough %	South East %	Great Britain %
Jan 08 – Dec 08	20,200	23.8	31.0	28.6
Jan 09 – Dec 09	24,400	28.0	32.6	29.9
Jan 10 – Dec 10	22,600	25.7	33.9	31.3
Jan 11 - Dec 11	28,900	32.2	36.2	32.9
Jan 12 – Dec 12	30,700	33.7	36.8	34.4

Source ONS Population survey – Jan 2012-Dec 2012

**Table 3: Qualification Levels of Adult Population 16-64**

Level	Slough numbers	Slough %	South East %	Great Britain %
No qualifications	10,300	11.3	6.9	9.7
Other qualifications	9,900	10.8	5.4	6.3
NVQ1 and above	71,100	77.9	87.7	84.0
NVQ2 and above	61,400	67.3	75.4	71.8
NVQ3 and above	47,700	52.2	58.2	55.1
NVQ4 and above	30,700	33.7	36.8	34.4

Source ONS Population survey – Jan 2012-Dec 2012

**Table 4: Income Levels**

2012	Slough	South East	Great Britain
Workplace earnings per week (full time)	£593.80	£536.60	£507.60
Resident earnings per week (full time)	£516	£555.80	£508.80

Source: ONS Annual Population Survey 2012

**Table 5: Economic inactive in Slough who want to work**

Area	Economically inactive		Economically inactive who want work		
	Count	%	Count	%(of econ. inact.)	%(of pop.)
Slough	21,700	23.9	4,900	22.7	5.4

source: Economic Inactivity Report 2012: The Work Foundation

Table 6: Age breakdown of unemployed

Age Cohort	Slough numbers	Slough %	South East %	Great Britain %
16-64	2,980	3.2	2.1	3.3
18-24	680	5.6	3.7	6.1
25-49	1,785	3.0	2.1	3.5
50-64	515	2.6	1.4	2.0

Source ONS Population survey: August 2013

Table 7: Sectors of Slough

Industry	Total no. of enterprises	Total employee jobs	Percentage of employment	Ranking (largest based upon percentage of total employment)
Agriculture, forestry & fishing	10	10	0.0	
Mining, quarrying & utilities	20	1,269	1.6	
Manufacturing	205	7,222	8.9	4
Construction	305	2,898	3.6	
Motor trades	150	2,675	3.3	
Wholesale	270	5,682	7.0	
Retail	350	5,885	7.3	
Transport & storage	345	8,277	10.3	3
Accommodation & food services	150	3,065	3.8	
Information & communication	555	12,044	14.9	1
Financial & insurance	70	911	1.1	
Property	95	405	0.5	
Professional, scientific & technical	480	6,328	7.8	6
Business administration & support services	290	8,662	10.7	2
Public administration & defence	0	1,625	2.0	
Education	50	5,595	6.9	
Health	125	6,358	7.9	5
Arts, entertainment, recreation & other services	205	1,792	2.2	
<b>Total</b>	<b>3,675</b>	<b>80,702</b>	<b>100%</b>	

Source: ONS – Annual Business Inquiry 2011

## APPENDIX 2 – NATIONAL POLICY CONTEXT

### 1.1 National Policy Drivers

#### Local Enterprise Partnerships and the Growth Agenda

The formation of Local Enterprise Partnerships, set up by Government in 2012 to lead economic growth and job creation within its local area are the key drivers of the growth agenda. They are private sector led who determine the priorities of the region and focus resources on activity that will enable growth. The public sector has been providing support to strengthen and establish governance structures of the LEPs. Government expects each LEP to outline the strengths of their area that will create growth and then bid for funds from central government to support them in this. LEPs are key to taking the country out of recession and creating economic growth.

There are three major funding programmes managed through the LEPs; however this is likely to expand in the future as the Government has indicated that it intends that all future economic funding streams should be administered through LEPs.

#### ➤ **Regional Growth Fund (RGF)**

The £1.4 billion Regional Growth Fund (RGF) is operating between 2011 and 2014. It has been designed to support the creation of private sector employment in those areas of the country likely to face the most substantial fall in public sector employment. The emphasis is on the direct involvement of the private sector in formulating bids to the RGF.

#### ➤ **Growing Places Fund**

The Growing Places Fund and its equivalent in London (the London Growth Fund) is designed to get stalled sites for development moving again; provide additional funding for infrastructure projects already in the pipeline; and promote wider economic growth and the delivery of jobs and houses. The Growing Places Investment Fund has provided funding to the Superfast Broadband for Berkshire.

#### ➤ **The Escalator Fund**

This fund is available within Berkshire to early stage SMEs that have generated some sales and require funding support to significantly enhance market positioning and deliver a step change in growth. Businesses can apply to the Loan Scheme if they are an SME established as a limited company with a material part of its operations in **Berkshire**. They must have a product or service with some initial sales and have clear commercial potential and sustainable competitive advantage. The business should be looking for finance to invest in market development activities to establish a market presence. They may have insufficient track record to obtain conventional finance or need help beyond typical bank parameters.

#### ➤ **EU Structural and European Social Fund**

The European Structural and Investment Funds exist to promote smart, sustainable and inclusive growth. These funds are:

- The European Regional Development Fund
- The European Social Fund
- The European Agricultural Fund for Rural Development; and
- The European Maritime and Fisheries Fund (currently called the European Fisheries Fund for the 2007-2013 programme period)

Each Local Enterprise Partnership area will receive an allocation of European Structural and Investment Funds for the full seven-year period of the European Growth Programme. The Local Enterprise Partnership and its partners have been asked to set out how they intend to

use this allocation in a European Structural and Investment Funds Strategy, which should be agreed with Government by early 2014.

More locally, the resources available to the council to deliver the Economic Development Plan are limited, with the vast majority of public funding to support local economies channelled through various national, regional and sub-regional agencies. Moreover, the council also recognises that to deliver economic growth and prosperity for Slough, it is the private sector that will lead with the council providing an 'enabling role', through the provision of the right infrastructure to let business and enterprise develop and thrive.

With regard to publicly funded provision, the Government has introduced a series of policy initiatives and legislative changes to support local economic growth and the council will assess the relevance and suitability of these new initiatives to promote economic development within the borough.

## **1.2 Inward Investment**

The national inward investment arrangements take over the delivery of inward investment support from the former Regional Development Agencies in England with the signing of a contract with UK Trade & Investment.

## **1.3 Business Support**

Business Link retained a national web service providing online support to individuals and businesses advising them on starting, improving and growing their business online at <http://www.businesslink.gov.uk>.

There are a number of national schemes for businesses to support their growth potential such as those looking for an experienced business mentor <http://www.mentorsme.co.uk> schemes to identify and accelerate growth such as Growth Accelerator Scheme <http://www.growthaccelerator.com>. This development forms an element of the emerging 'enterprise' support framework for the borough led by the Skills, Employment and Enterprise Priority Delivery Group.

The main methods and channels for assisting economic growth are:

## **1.4 Localism Act**

The Localism Act became law in November 2011. It devolves greater powers to councils and neighbourhoods and aims to give local communities more control over housing and planning decisions. Specific elements of the Act such as Community Right to Challenge and the allied 2012 Public Services Social Value Act may stimulate new (particularly social enterprise) service delivery models and 'neighbourhood' and grassroots enterprise development. Local authorities also have more flexibility to explore different avenues for delivering services under the power of general competence.

## **1.5 Local Finance**

Within the overall Government commitment of devolving powers from Whitehall there are a number of structural changes that came into effect in April 2013. These include business rate retention and council tax localisation that are based around the concept of 'risk and reward'. There will be new 'financial risks' with local government finance increasingly being tied to the local economy and benefit bill. For example, a relocation decision of a major business over which a local authority may have little control will have a significant impact on its finances. It is therefore crucial for the whole council to be actively engaged in the positive promotion of Slough as a first class business location with agile, proactive services to attract and grow new and retain existing businesses within the borough.

## 1.6 National Skills Policy

Within this national policy priority area resides apprenticeships promotion and support for small and medium sized enterprises (SMEs) with fewer than 250 employees. Slough and its partner agencies within the Skills Employment and Enterprise Partnership Delivery Group (a borough-wide partnership between the public, private and community sector, leading on the skills and employment agenda) are actively involved in both the direct provision and promotion of apprenticeships with Slough employers. The group view apprenticeships as an ideal solution to future workforce development and local employment for borough residents.

## 1.7 Welfare Reforms

The Welfare Reform Act introduced a wide range of reforms that make the benefits and tax credit system fairer and simpler by incentivising work through, for example, the introduction of Universal Credit came into effect in April 2013 with its' overall aim of reducing worklessness and poverty.

Universal Credit with its design on 'making work pay' that will replace Jobseekers Allowance and the 'passport benefits' (such as housing benefit & tax credits) will assist active jobseekers obtain jobs who are expected to be at least 35% better off when taking a job. Currently the difference between taking a job and remaining on benefit can be as low as 10%.

## 1.8 Welfare to Work Programmes

From April 2011, Jobcentre Plus (JCP) increased flexibility to make decisions on how best to help local people into work and can now deliver more personalised support to all customers.

JCP has also been given the responsibility to work with local businesses and organisations to support people through the 'Get Britain Working' measures which include:

- **Work Programme** – The new Work Programme is the flagship of the Government's plans to reform welfare-to-work provision in the UK. In Slough the two main Prime Contractors (i.e. service providers), Action for Employment (A4E) and Maximus are both members of a task group of Skills, Employment and Enterprise Priority Delivery Group.
- **New Enterprise Allowance** – The new enterprise allowance (NEA) supports those local JSA registered unemployed who are looking to start a business by providing access to finance and valuable support from local entrepreneur mentors. Government has also initiated a series of measures designed to promote sustainable growth through:
- **Structural reform priorities** that can benefit the whole economy in planning, competition, trade and investment, regulation, access to finance and corporate governance.
- **Removing barriers** in sectors where there are clear opportunities for growth and where Government can make a difference, starting with the following sectors: construction; retail; healthcare and life sciences; professional and business services; advanced manufacturing; and digital and creative industries. Two mechanisms to support delivery included in this are Tax Increment Finance, to support key infrastructure and other capital investments, and the New Homes Bonus, to incentivise local planning authorities to increase housing provision.

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 16<sup>th</sup> December 2013

**CONTACT OFFICER:** Roger Parkin - Director of Customer and Community Services  
**(For all enquiries)** (01753) 875207  
 Michael Sims - Licensing Manager  
 (01753) 477387

**WARD(S):** ALL

**PORTFOLIO:** Cllr Sohail Munawar - Commissioner for Social and Economic Inclusion

**PART I**  
**KEY DECISION**

**SCHEME OF DELEGATION FOR SCRAP METAL DEALERS ACT 2013**

1 **Purpose of Report**

For Members to review and approve the proposed Scheme of Delegation for all functions under the new Scrap Metal Dealer Act 2013 .

2 **Recommendation(s)/Proposed Action**

That Cabinet is requested to resolve to approve the proposed Scheme of Delegation for all functions under the new Scrap Metal Dealer Act 2013 as set out at **paragraphs 5.4 and 5.5 of the report.**

3. **The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

3a. **Slough Joint Wellbeing Strategy Priorities –**

4 **Other Implications**

(a) **Financial**

There are no financial implications.

(b) **Risk Management**

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
Legal	By not approving the recommendations the Council will be unable to carry out its duties and functions under the Act in an effective and efficient manner.	Approval of the scheme of delegation will ensure legal procedures are in place to carrying out functions under the Act.

Property	None	None
Human Rights	As detailed at (c) below	As detailed at (c) below
Health and Safety	None	None
Employment Issues	None	None
Equalities Issues	As detailed at (d) below	As detailed at (d) below
Community Support	None	None
Communications	None	None
Community Safety	None	None
Financial	None	None
Timetable for delivery	For approval by Cabinet on 16 <sup>th</sup> December	For approval on 16 <sup>th</sup> December
Project Capacity	None	None
Other	None	None

(c) Human Rights Act and Other Legal Implications

Section 1 and Schedule 1 Parts I & II of The Human Rights Act 1998, apply:

- Article 1 – Every person is entitled to the peaceful enjoyment of his or her possessions including the possession of licence and shall not be deprived of the possession except in the public interest
- Article 6 – That in the determination of civil rights and obligations everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law.

(d) Equalities Impact Assessment

An Equalities Impact Assessment has not be conducted as this is primary legislation and applies nationally and there are no implications locally as enforcement work in respect of scrap metal dealers will be carried out consistently on the basis of risk for all premises and operators across the Borough.

**5 Supporting Information**

- 5.1 Due to the confused drafting of the legislation for the Scrap Metal Dealers Act 2013 Slough Borough Council is of the opinion that the functions under the Act are Executive Functions and therefore fall within the remit of Cabinet, as with the recently approved Scrap Metal Dealer Fees.
- 5.2 The Council have been in dialogue with the Home Office and have formally requested clarification on as to whether the functions under the Act are Executive Functions which fall to Cabinet or Non-Executive Functions which fall to Council, which at the time of this report being prepared has not been received.
- 5.3 There are various requirements under the Act that will require timely and clear decisions. The proposed Scheme of Delegation for all functions under the Act is set out at Appendix A.

- 5.4 In most cases it is anticipated that applications will be non-contentious, in which case it is proposed that Licensing Officers will grant the licence. Officers will need delegated powers in order to administer applications and grant non-contentious applications.
- 5.5 Where the application is contentious, it is proposed that the Licensing Manager will have delegated powers to determine applications or licences. Those decisions must be based specifically on the criteria with regards to 'Suitability' as detailed within the legislation and any regulations published by the Home Office and as contained in the Home Office Guidance - 'Determining Suitability to Hold a Scrap Metal Dealers Licence', which is attached at Appendix B.
- 5.6 There have not been any contentious applications during the initial implementation of the new regime and it is anticipated that this will be the case in the future due to the specific criteria as detailed above, however suitable processes need to be in place to deal with such applications.
- 5.7 The Act allows both the Police and 'an officer of the Local Authority' to enforce the provisions of the legislation. It is proposed that the following Slough Borough Council Officers are authorised under the Act to enforce the legislation as may be required:
- Licensing Officers
  - Neighbourhood Enforcement Officers (Including EHO's)
  - Trading Standards Officers
  - Health and Safety Officers (Including EHO's)

### **Representations**

- 5.8 Where the Council proposes to reject an application (or revoke it or vary it) the applicant has to be notified what the Council proposes to do and the reasons for it. If having conducted an initial assessment of an applicant's 'Suitability' the Council is minded to refuse the application, the relevant officer has to write to the applicant to let them know.
- 5.9 The notice from the Council has to give the applicant (or licensee) the opportunity to make representations or let the Council know they wish to. The notice must also specify a period of time in which the applicant does this, which cannot be less than 14 days from the date on which the notice is given to the applicant. If the applicant does not make any representations, or does not say that they wish to in that time period, the Council can refuse the application or revoke or vary the licence. Where the applicant states that they want to make representations, the Council has to give them a further period in which to do so, and only if they fail to do so can they refuse the application or revoke or vary the licence.
- 5.10 Where the applicant makes representations the Council has to consider them (Schedule 1, paragraph 7(7)), and if the applicant states that they want to make oral representations the Council must provide them with the opportunity to appear before 'An appointed person of the Authority' and in the proposed Scheme of Delegation this will be the Licensing Manager.
- 5.11 The proposed Scheme of Delegation will be monitored and a review report will be provided to Cabinet in 12 months from the date of implementation to either approve the Scheme of Delegation as a permanent scheme or to make amendments to it.

## **Appeals**

- 5.12 Appeals against any decision by the Council to refuse an application, to impose a condition on the licence or to revoke or vary the licence are to the Magistrates Court. The applicant or licence holder has 21 days from the day on which they were given notice of the decision to appeal.
- 5.13 The Magistrates Court has power to confirm, vary or reverse the Council's decision and issue any directions it considers appropriate having regard to the Act.

## **6 Comments of Other Committees**

- 6.1 An information report went before the Licensing Committee on 18<sup>th</sup> July 2013 where Members resolved:- That the report be noted and that an update report be submitted once the associated regulations have been published and the commencement order is known.
- 6.2 A further full report went before the Licensing Committee on 30<sup>th</sup> September 2013 where specifically in relation to the proposed Scheme of Delegation Members Resolved:-
- i) The proposed Scheme of Delegation as contained in Appendix B of the report be approved subject to an amendment to indicate that the determination of fees will be decided by Cabinet.
- 6.3 A report was put before Cabinet on 14<sup>th</sup> October where Members resolved to approved the proposed fees

## **7 Conclusion**

As the functions under the Scrap Metal Dealers Act 2013 are deemed to be an Executive Function, Cabinet is requested to resolve to approve the proposed Scheme of Delegations with a review report to be put back to Cabinet 12 months after its implementation.

## **8 Appendices Attached (if any)**

- 'A' - Proposed Scheme of Delegation
- 'B' - Home Office Guidance - 'Determining Suitability to Hold a Scrap Metal Dealers Licence'

## **9 Background Papers**

- '1' - The Scrap Metal Dealers Act 1964
- '2' - Legal Aid Sentencing and Punishment of Offenders Act 2012
- '3' - The Scrap Metal Dealers Act 2013 (Prescribed Relevant Offences and Relevant Enforcement Action) Regulations 2013

- '4' - The Scrap Metal Dealers Act 2013 (Prescribed Documents and Information for Verification of Name and Address) Regulations 2013
- '5' - LGA Guide to the Scrap Metal Dealers Act 2013: Applications
- '6' - LGA Scrap Metal Dealers Act - Enforcement Guide
- '7' - The Scrap Metal Dealers Act 2013: guidance on licence fee charges

## Appendix A

### Scheme of Delegation of Functions under the Scrap Metal Dealers Act 2013

<b>Matter to be dealt with</b>	<b>Cabinet</b>	<b>Licensing Manager</b>	<b>Officers</b>
Determination of fees	All fees		
Application for a Site Licence		If a relevant representation is made	If no relevant representation is made
Application for a Collectors Licence		If a relevant representation is made	If no relevant representation is made
Application to vary a Site Licence		If a relevant representation is made	If no relevant representation is made
Application to vary a Collectors licence		If a relevant representation is made	If no relevant representation is made
Revocation of a Site Licence or Collectors Licence		Where the revocation is contested	Where the revocation is not contested
Refusal to renew a licence		Where the refusal is contested	Where the refusal is not contested
Revocation of a Site Licence or Collectors Licence		Where revocation is contested	Where revocation is not contested
Refusal to vary a licence		Where the refusal is contested	Where the refusal is not contested
The inclusion of conditions on a licence			All cases
Issue of a Closure Notice			All cases
Cancellation of a Closure Notice			All cases
Application for a Magistrates Closure Order		In conjunction with Legal Services	



Home Office

# **Scrap Metal Dealers Act 2013**

## **Determining suitability to hold a scrap metal dealer's licence**

Statutory guidance for local authorities in England and Wales  
First publication: issued 1 October 2013

## Introduction

The Scrap Metal Dealers Act 2013 received Royal Assent on 28 February 2013. The majority of the provisions within the Act commence on 1 October 2013 including the requirement in section 1(1) to be authorised by a licence in order to carry on business as a scrap metal dealer. Section 3(1) of the Act states that a local authority must not issue or renew a scrap metal dealer's licence unless it is satisfied that the applicant is a suitable person to carry on business as a scrap metal dealer. Section 3(6) states that a local authority must have regard to any guidance on determining suitability issued by the Secretary of State.

## Status of the guidance

This is statutory guidance and local authorities are under a duty to have regard to it.

## Whose suitability should be assessed?

When assessing an application for a scrap metal dealer's licence, you should consider the suitability of:

- the individual applicant;
- each partner within a partnership;
- any director(s), secretary(s) or shadow director(s) of a company.

You should consider whether a site manager (if an application for a site licence is submitted) has been convicted of a relevant offence or relevant enforcement action and whether this impacts on the applicant's suitability to hold a scrap metal dealer's licence.

## What information may you have regard to?

Under section 3(2) of the Scrap Metal Dealers Act 2013, you may have regard to any information which you consider to be relevant when determining the suitability of a person to hold a scrap metal dealer's licence, including:

1. whether the applicant or any site manager has been convicted of any relevant offence

Under Schedule 1, Para 2 (1) (j), of the Act, a person applying for a scrap metal dealer's licence must provide details of any conviction for a relevant offence. The relevant offences, prescribed by the Secretary of State, can be found in Part 1 and 2 of the Schedule of The Scrap Metal Dealers Act 2013 (Prescribed Relevant Offences and Relevant Enforcement Action) Regulations 2013 using the following link:

<http://www.legislation.gov.uk/id/ukSI/2013/2258>. Under Regulation 2, a relevant offence is also "attempting or conspiring to commit any offence falling within the Schedule; inciting or aiding, abetting, counselling or procuring the commission of any offence falling within the Schedule, and an offence under Part 2 of the Serious Crime Act 2007 (encouraging or assisting crime) committed in relation to any offence falling within the Schedule". These offences should also be considered when determining suitability.

- A conviction for a relevant offence should not automatically lead to the refusal of a scrap metal dealer's licence. You may consult your local police force (section 3 (7)) for further details about the offence including both the seriousness of the offence and the date of when it was committed. Once you have this, you should consider it alongside any other information you may have regard to when determining suitability. If a site manager has been convicted of a relevant offence, the same process applies.



- Under section 4 (5) of the Act, if a person has been convicted of a relevant offence or is convicted of a relevant offence once a licence has been issued, you may wish to consider, imposing one or both of the following conditions on the licence if you think this is necessary:
    - that the dealer must not receive scrap metal except between 9am and 5pm on any day;
    - that all scrap metal received must be kept in the form in which it is received for a specified period, not exceeding 72 hours, beginning with the time when it is received.
  - These conditions are set out at section 3 (8) of the Act and could be applied until you are satisfied that the inclusion of such a condition in the licence is no longer necessary under all the circumstances.
  - If, during your checks, you discover that the applicant has a relevant conviction which was not detailed in a person's application you should request further information from the applicant (Schedule 1, Para 4). You should also consider whether this is a deliberate omission and therefore impacts on suitability. Making a false statement in an application is a criminal offence (Schedule 1, Para 5) and, where this has happened, it will be at your discretion as to whether you refer this to the police.
  - Only unspent convictions should be considered for individual applicants, site managers, partnerships and companies.
2. whether the applicant or any site manager has been the subject of any relevant enforcement action
- The relevant enforcement action you may have regard to when considering suitability to hold a scrap metal licence has been prescribed in Regulation 3 of The Scrap Metal Dealers Act 2013 (Prescribed Relevant Offences and Relevant Enforcement Action) Regulations 2013 by the Secretary of State which can be found at: <http://www.legislation.gov.uk/id/uksi/2013/2258>.
  - Under Regulation 3(a), a person is the subject of relevant enforcement if *'the person has been charged with an offence specified in the Schedule to these Regulations, and criminal proceedings in respect of that offence have not yet concluded'*. However, you should **not** refuse a licence on this point alone as the action (pending prosecution) is ongoing. If an applicant details a pending prosecution in their application form, you should note this and monitor the outcome. Only once the action is completed should you consider whether the outcome, if a conviction, impacts on a person's suitability to hold a scrap metal dealer's licence and take any necessary action for instance to impose conditions or, ultimately, to revoke.
  - Under Regulation 3 (b), a person is the subject of relevant enforcement action if *"If an environmental permit granted in respect of the person under the Environmental Permitting (England and Wales) Regulations 2010 has been revoked in whole, or partially revoked, to the extent that the permit no longer authorises the recovery of metal"*. You should consult the Environment Agency (in England) or Natural Resources Wales (section 3 (7)) to find out the reasons for the whole or partial revocation and consider if the reasons impact on their suitability.
3. any previous refusal of an application for the issue or renewal of a scrap metal licence (and the reasons for the refusal)
- You should check your local authority area's records to find out whether a scrap metal dealer has previously been refused a scrap metal dealer's licence, taking into consideration

the reasons for the refusal. Section 3 (7) of the Act states that you may consult other persons regarding the suitability of an applicant, including in particular, any other local authority or officer of a police force. It will be undesirable for a person who has been refused a licence by one local authority area to be issued a licence by another, therefore if a person has been refused a licence in a different local authority area it will be important to scrutinise the reasons for the refusal. For example, the refusal may have been given because the applicant has not demonstrated that there will be adequate procedures in place to comply with the Act (section 3 (2) (f)) but the applicant has now implemented sufficient changes and the reason no longer applies.

4. any previous refusal of an application for a relevant environmental permit or registration (and the reasons for the refusal)
  - You should routinely check whether an applicant is on the Environment Agency's/Natural Resources Wales' register of permits and registrations. If you have any concerns or would like to find out further information you should contact the Environment Agency (in England) or Natural Resources Wales. Additionally, if the applicant does not appear on the register and, therefore, does not hold a relevant environmental permit, exemption, or registration, then you may also wish to consult the Environment Agency or Natural Resources Wales as the applicant should not be operating as a scrap metal dealer without one or other of these.
5. any previous revocation of a scrap metal licence (and the reasons for the revocation)
  - You should routinely check the register of scrap metal licences, hosted by the Environment Agency/Natural Resources Wales, to find out if a scrap metal dealer has had a licence revoked in another local authority area. If a person has had a licence revoked, you should contact that local authority to understand the reasons why the licence was revoked (section 3 (7)). It will be important for you to scrutinise the reasons for refusal and consider whether these still apply. The reasons for revoking a licence may not always impact on suitability (section 4 (1) (2)).
6. whether the applicant has demonstrated that there will be in place adequate procedures to ensure that the provisions of this Act are complied with
  - Where you have information that raises concerns about the adequacy of procedures that the applicant or site manager has in place to comply with section 11 (verifying the supplier's identity), section 12 (offence of buying scrap metal for cash) or section 15 (records: supplementary), you may wish to obtain further information about how the applicant will ensure compliance with the requirements of the Act. For example, where you have concerns about the procedures around the offence of buying scrap metal for cash, you may wish to check the details of the back account which the applicant proposes to use. This information should be included in the application form (Schedule 1, Para 2 (1) (i)).

## Further information

Although section 3 (2) sets out some information you may have regard to, you may request any relevant information from the applicant (either when the application is made or later) to help you consider the application (Schedule 1, Para 4 (1)), this will include determining suitability.

## Reasons for refusal

If a licence application is refused, you should provide full reasons for your decision. This will not only help the applicant to understand the refusal but will allow a Magistrates' Court to clearly understand the reasons should the applicant appeal the decision.



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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 16<sup>th</sup> December 2013

**CONTACT OFFICER:** Dee Maddox-Hinton, Project Officer, Asset management  
**(For all enquiries)** (01753) 87 5827

**WARD(S):** All

**PORTFOLIO:** Health and Wellbeing

**PART I**  
**KEY DECISION**

**PROVISION OF REFUGES**

**1 Purpose of Report**

- 1.1 The purpose of this report is to seek approval for the grant of formal leases on the terms set out in the attached confidential Appendix A to a Refuge Service Provider. This is required to regularise the Refuge Service Provider's present occupation of and continued future use of three council properties.
- 1.2 The properties are required to ensure that secure accommodation whose address is confidential is available for victims of domestic abuse within the Borough. Two of these properties were acquired and refurbished by the Council in 2005 with grant funding from the then Office of the Deputy Prime Minister given under the Refuge DV element of the Hostel Capital Improvement Programme under the Prevention of Homelessness Initiative.

**2 Recommendation**

- 2.1 The Cabinet is requested to resolve:
- (a) That the granting of the leases on the terms proposed in the confidential appendix A to this report be approved; and
  - (b) That the Strategic Director of Resources, Housing & Regeneration be authorised to seek such consents from the Secretary of State for the grant of such leases as the Head of Legal Services may advise are required to be obtained for this purpose.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Corporate Plan**

The Provision of Refuges for the benefit of East Berkshire fit within the The Slough Joint Wellbeing Strategy (SJWS) whereby partnering Authorities share and provide refuges on a space exchanging basis to provide security and anonymity for victims of domestic abuse.

**3a. Slough Joint Wellbeing Strategy Priorities**

The Refuges service provider works in close contact with partnership authorities throughout Berkshire. Victims of domestic violence are accommodated within

partnership organisation's accommodation to ensure the best and safest location available to meet each individuals needs. Residents are supported through often traumatic legal action and to develop skills to avoid finding themselves in similar situations. This has proven to be an economic way of providing for this need and provides secure temporary housing accommodation that also supports the safety of individual within the community.

*Priorities:*

- *Health*
- *Economy and Skills*
- *Housing*
- *Safer Communities*

4 **Other Implications**

(a) Financial

Financial details are included within the confidential Appendix.

(b) Risk Management

<b>Risk</b>	<b>Mitigating action</b>	<b>Opportunities</b>
Legal - Need to formalise the present occupation of and continued future use of the Properties	Formal Leases be entered into for the protection of both the Councils interest and those of the Service Provider.	By grant of the leases on the terms set out within the confidential appendix the interests of both parties are protected.
Property	The occupation of Council Owned property is in need of formalisation and restriction with regard to the sole use of providing refuges.	The user clauses within the proposed terms address the strict use to provision of refuges and families the terms of occupation.
Human Rights	Victims of domestic abuse have the right of protection.	Provision of Refuges supports this right
Health and Safety	Victims of domestic abuse have the right to live in a place that provides for health and safety	Provision of Refuges supports this need.
Employment Issues	Employment is not an issue as the organisation is well established and deals with its own retention and recruitment of staff.	Provision of Refuges provides for employment of service providers. The training and support that they provide includes assistance to the service users in becoming self supporting.
Equalities Issues	Refuges currently provide accommodation for men and women of all nationalities.	The provision of refuges under the proposed lease terms provides for the continuation and security of providing both male and female accommodation.

Community Support	Not applicable	Not applicable
Communications	Confidentiality is essential	All communication with this organisation is kept confidential in order to provide a secure address and maintains anonymity for the protection of the occupants
Community Safety	Safety of this sector of the community is paramount to this service provider	Use of confidential appendix ensures the safety of this sector of the community.
Financial	Subsidies rents are essential to ensure the viability of the service	Details of the rents proposed are included in the confidential appendix
Timetable for delivery	Service and occupancy are already in place.	Granting of the leases formalises a well established arrangement
Project Capacity	Already delivered	None

(c) Human Rights Act and Other Legal Implications

Any disposal of Council property is subject to Section 123 of the Local Government Act 1972 which provides that any disposals which are not for the best consideration that can reasonably be achieved require Secretary of State (S of S) Consent. It is proposed that the Refuge Service Provider in this case is charged a below market rent. Furthermore, Section 25 of the Local Government Act 1988 prohibits the Council from providing any financial assistance or gratuitous benefit to any person for the acquisition of any property which is or is intended to be privately let as housing accommodation except under and in accordance with a consent given by the Secretary of State.

The S of S has issued a General Consent under that Section permitting disposals at an undervalue not exceeding £2,000,000 provided that the Council believes that the disposal will promote the environmental, economic or social well-being of persons residing or working in its area. The total undervalue of the disposals proposed in this case over the likely period of occupation by the Refuge Service Provider under the proposed leasing arrangements in this case may exceed this value.

Under the Council's Constitution any decision which constitutes a "Key Decision" needs to be taken by the cabinet. Key decisions are ones that are "significant" and "significant for this purpose means anything involving expenditure or savings of £250,000 or more or anything affecting communities living or working in an area comprising two or more wards within the borough. The proposed agreements in this case means that this threshold of £250,000 will be exceeded over the likely period of occupation by the Refuge Service Provider under the proposed leasing arrangements in this case.

Delegated Authority for disposals is up to a value limit of £250,000. The overall value of the disposals by way of the leases proposed in this case over the terms proposed exceeds this limit.

There are no Human Rights Act Implications.

(d) Equalities Impact Assessment

There are no Equality Issues to address

(e) Workforce

None.

5 **Supporting Information**

- 5.1 The S of S supported the provision of providing refuges for the protection of victims of domestic abuse by way of the Refuge DV element of the Hostel Capital Improvement Programme under the Prevention of Homelessness Initiative. This included the opportunity to apply for funding directly from the S of S to local authorities.
- 5.2 The service provider was commissioned to make the application for funding on behalf of the Council and secured £1,000,000 in 2006.
- 5.3 Properties were acquired for this purpose and the Service provider took occupation in 2006 and has continued to provide staff and support to the occupants and carry out internal maintenance of all three properties, in accordance with the draft lease terms.
- 5.4 The reason for the delay in completing the lease is due mainly to establishing a way of granting security of tenure to the Service provider without the need to disclose the address on the land registry. These details are recorded in the confidential appendix along with the risks associated by both parties by failing to complete formal documentation.

6 **Comments of Other Committees**

The proposal for this initiative were reported to Cabinet on 14 March 2005.

7 **Conclusion**

By taking the recommended action of completing the leases as detailed in the confidential appendix protection of both the Council interest and those of the service provider will be ensured.

8 **Appendices Attached**

Appendix A - Terms for the grant of 3 leases

9 **Background Papers**

None



**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 16<sup>th</sup> December 2013  
**CONTACT OFFICER:** Catherine Meek, Head of Democratic Services  
**(For all enquiries)** 01753 875011  
**WARD(S):** All  
**PORTFOLIO:** Leader, Finance and Strategy – Councillor Anderson

**PART I**  
**NON-KEY DECISION**

**NOTIFICATION OF DECISIONS**

**1. Purpose of Report**

To seek Cabinet endorsement of the published Notification of Decisions, which has replaced the Executive Forward Plan.

**2. Recommendation**

The Cabinet is requested to resolve that the Notification of Decisions be approved.

**3. Slough Joint Wellbeing Strategy Priorities**

The Notification of Decisions sets out when key decisions are expected to be taken and a short overview of the matters to be considered. The decisions taken will contribute to all of the following Slough Joint Wellbeing Strategy Priorities:

- Health
- Economy and Skills
- Housing
- Regeneration and Environment
- Safer Slough

**4. Other Implications**

(a) Financial

There are no financial implications.

(b) Human Rights Act and Other Legal Implications

There are no Human Rights Act implications. The Local Authorities (Executive Arrangements) (Meetings and Access to Information)(England) Regulations 2012 require the executive to publish a notice of the key decisions, and those to be taken in private under Part II of the agenda, at least 28 clear days before the decision can be taken. This notice replaced the legal requirement for a 4-month rolling Forward Plan.

## **5. Supporting Information**

5.1 The Notification of Decisions replaced the Forward Plan. The Notice is updated each month on a rolling basis, and sets out:

- A short description of matters under consideration and when key decisions are expected to be taken over the following three months;
- Who is responsible for taking the decisions and how they can be contacted;
- What relevant reports and background papers are available; and
- Whether it is likely the report will include exempt information which would need to be considered in private in Part II of the agenda.

5.2 The Notice contains matters which the Leader considers will be the subject of a key decision to be taken by the Cabinet, a Committee of the Cabinet, officers, or under joint arrangements in the course of the discharge of an executive function during the period covered by the Plan.

5.3 Key Decisions are defined in Article 14 of the Constitution, as an Executive decision which is likely either:

- to result in the Council incurring expenditure which is, or the making of savings which are, significant, having regard to the Council's budget for the service or function to which the decision relates; or
- to be significant in terms of its effects on communities living or working in an area comprising two or more wards within the Borough.

The Council has decided that any expenditure or savings of £250,000 or more shall be significant for the purposes of a key decision.

5.4 There are provisions for exceptions to the requirement for a key decision to be included in the Notice and these provisions and necessary actions are detailed in paragraphs 15 and 16 of Section 4.2 of the Constitution.

5.5 To avoid duplication of paperwork the Member Panel on the Constitution agreed that the Authority's Notification of Decisions would include both key and non key decisions – and as such the document would form a comprehensive programme of work for the Cabinet. Key decisions are highlighted in bold.

## **6. Appendices Attached**

'A' - Notification of Decisions

## **7. Background Papers**

None.

## **NOTIFICATION OF DECISIONS**

**1 DECEMBER 2013 TO 28 FEBRUARY 2014**

## **SLOUGH BOROUGH COUNCIL**

### **NOTIFICATION OF DECISIONS**

Slough Borough Council has a decision making process involving an Executive (Cabinet) and a Scrutiny Function.

As part of the process, the Council will publish a Notification of Decisions which sets out the decisions which the Cabinet intends to take over the following 3 months. The Notice includes both Key and non Key decisions. Key decisions are those which are financially significant or have a significant impact on 2 or more Wards in the Town. This Notice supersedes all previous editions.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Notice will/may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

<sup>72</sup> This document provides a summary of the reason why a matter is likely to be considered in private / Part II. The full reasons are listed alongside the report on the Council's website.

If you have any queries, or wish to make any representations in relation to the meeting being held in private for the consideration of the Part II items, please email [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk) (no later than 15 calendar days before the meeting date listed).

#### **What will you find in the Notice?**

For each decision, the plan will give:

- The subject of the report.
- Who will make the decision.
- The date on which or the period in which the decision will be made.
- Contact details of the officer preparing the report.
- A list of those documents considered in the preparation of the report (if not published elsewhere).
- The likelihood the report would contain confidential or exempt information.

## **What is a Key Decision?**

An executive decision which is likely either:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards within the borough.

## **Who will make the Decision?**

Decisions set out in this Notice will be taken by the Cabinet, unless otherwise specified. All decisions (unless otherwise stated) included in this Notice will be taken on the basis of a written report and will be published on the Council's website before the meeting.

The members of the Cabinet are as follows:

- |   |                         |
|---|-------------------------|
| • Leader of the Council – Finance & Strategy                  | Councillor Anderson     |
| • Commissioner for Community & Leisure                        | Councillor Pantelic     |
| • Commissioner for Education & Children                       | Councillor P K Mann     |
| • Commissioner for Environment & Open Spaces                  | Councillor Parmar       |
| • Commissioner for Neighbourhoods & Renewal (& Deputy Leader) | Councillor Swindlehurst |
| • Commissioner for Performance & Accountability               | Councillor Sharif       |
| • Commissioner for Social & Economic Inclusion                | Councillor Munawar      |

## **Where can you find a copy of the Notification of Decisions?**

The Plan will be updated and republished monthly. A copy can be obtained from Democratic Services at St Martin's Place, 51 Bath Road on weekdays between 9.00 a.m. and 4.45 p.m., from MyCouncil, Landmark Place, High Street, or Tel: (01753) 875120, email: [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk). Copies will be available in the Borough's libraries and a copy will be published on Slough Borough Council's Website.

### **How can you have your say on Cabinet reports?**

Each Report has a contact officer. If you want to comment or make representations, notify the contact officer before the deadline given.

### **What about the Papers considered when the decision is made?**

Reports relied on to make key decisions will be available before the meeting on the Council's website or are available from Democratic Services.

### **Can you attend the meeting at which the decision will be taken?**

Where decisions are made by the Cabinet, the majority of these will be made in open meetings. Some decisions have to be taken in private, where they are exempt or confidential as detailed in the Local Government Act 1972. You will be able to attend the discussions on all other decisions.

### **When will the decision come into force?**

Implementation of decisions will be delayed for 5 working days after Members are notified of the decisions to allow Members to refer the decisions to the Overview and Scrutiny Committee, unless the decision is urgent, in which case it may be implemented immediately.

### **What about key decisions taken by officers?**

Many of the Council's decisions are taken by officers under delegated authority. Key decisions will be listed with those to be taken by the Cabinet. Key and Significant Decisions taken under delegated authority are reported monthly and published on the Council's website.

### **Are there exceptions to the above arrangements?**

There will be occasions when it will not be possible to include a decision/report in this Notice. If a key decision is not in this Notice but cannot be delayed until the next Notice is published, it can still be taken if:

- The Head of Democratic Services has informed the Chair of the Overview and Scrutiny Committee or relevant Scrutiny Panel in writing, of the proposed decision/action. (In the absence of the above, the Mayor and Deputy Mayor will be consulted);
- Copies of the Notice have been made available to the Public; and at least 5 working days have passed since public notice was given.
- If the decision is too urgent to comply with the above requirement, the agreement of the Chair of the Overview and Scrutiny Committee has been obtained that the decision cannot be reasonably deferred.
- If the decision needs to be taken in the private part of a meeting (Part II) and Notice of this has not been published, the Head of Democratic Services will seek permission from the Chair of Overview & Scrutiny, and publish a Notice setting out how representations can be made in relation to the intention to consider the matter in Part II of the agenda.

For further information, contact Democratic Services as detailed above.

## Cabinet - 16th December 2013

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Council Tax base 2014-15</u></b> To determine the Council Tax base for 2014-15.</p>	F&S		All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	
<p><b><u>Thames Valley Berkshire Local Enterprise Partnership - Strategic Economic Plan and City Deal</u></b> To consider a report on the Berkshire Strategic Economic Plan and the governance arrangements for the City Deal.</p>	S&E	All	All	Sarah Richards, Strategic Director, Regeneration, Housing and Resources, Tracy Luck, Head of Strategic Policy and Communications Tel: 01753 875301, Tel: 01753 875518	-	None		
<p><b><u>Economic Development Strategic Plan for Growth</u></b> To adopt the Economic Development Strategic Plan for Growth 2013-18 which outlines the activities the Council will facilitate to promote growth in the town.</p>	S&E	All	Economy & Skills Health & Wellbeing Regeneration & Environment	Shabnam Ali, Economic Policy Development Officer Tel: 01753 875849	Overview & Scrutiny, 12th November 2013 Slough Wellbeing Board, 13th November 2013	None	√	
<p><b><u>Provision of Refuges</u></b> To seek approval for the grant of leases to a refuge services provider.</p>	H&W	All	All	Dee Maddox-Hinton, Project Officer, Asset Management Tel: 01753 875827	-	None	√	Yes p1&3 LGA

**Portfolio Key** – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Community and Leisure, E & C = Education and Children, S & E = Social and Economic Inclusion, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

**Bold** – Key Decision      Non-Bold – Non-Key Decision      *Italics* – Performance/Monitoring Report

<b><u>SRP Partnership Business Plan</u></b> To consider a report seeking agreement of the Slough Regeneration Partnership (SRP) Partnership Business Plan.	N&R	All	All	Sarah Richards, Strategic Director, Regeneration, Housing and Resources Tel: 01753 875301	-	None		
<b><u>Plymouth Road Industrial Court</u></b> To seek instruction with regards to the Council's lease for Plymouth Road Industrial Court which is due to expire on 13 <sup>th</sup> July 2014.	S&E, F&S	Haymill	Economy & Skills	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	-	None	√	Yes, p3 LGA
<b><u>References from Overview &amp; Scrutiny</u></b> <i>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i>	P&A	All	-	Greg O'Brien, Democratic Services Officer Tel: 01753 875013	-	None		
<b><u>Notification of Forthcoming Decisions</u></b> <i>To present to Cabinet the latest published Notification of Decisions.</i>	F&S	All	-	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

## Cabinet - 20th January 2014

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>Future Use of Gurney House</u></b> To consider a report on the outcomes of the Options Appraisal following the Cabinet decisions taken in October 2013.	N&R	Upton	All	Neil Aves, Assistant Director of Housing Tel: (01753) 875527	-	None		Yes, p3 LGA

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**Bold** – Key Decision

Non-Bold – Non-Key Decision

*Italics* – Performance/Monitoring Report



Item	Port-folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>References from Overview &amp; Scrutiny</u></b> <i>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i>	P&A	All	-	Greg O'Brien, Democratic Services Officer Tel: 01753 875013	-	None		
<b><u>Notification of Forthcoming Decisions</u></b> <i>To present to Cabinet the latest published Notification of Decisions.</i>	F&S	All	-	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

## Cabinet - 10th February 2014

Item	Port-folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>Quarterly Budget &amp; Performance Report to December 2013</u></b>	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	Overview & Scrutiny	None	√	
<b><u>Budget 2014-15 &amp; Medium Term Financial Strategy</u></b> To agree the recommendations to be made to Council on the 2014-15 Revenue Budget, Capital Strategy, Medium Term Financial Strategy and Treasury Management Strategy.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	Overview & Scrutiny	None	√	

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**Bold** – Key Decision

Non-Bold – Non-Key Decision

*Italics* – Performance/Monitoring Report

Item	Port-folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Leisure Strategy</u></b></p> <p>To consider a report on the Council's leisure strategy and plans for future provision.</p>	C&L	All	All	Andrew Stevens, Assistant Director, Community & Skills Tel: 01753 875507	-	None		
<p><b><u>Chalvey Regeneration Plan</u></b></p> <p>The purpose of the report is to provide an update on the Chalvey Regeneration Plan. The objective of the plan is to resolve land-use issues identified by local people and develop a medium to long-term strategy to make Chalvey a vibrant place where a diverse community choose to live, learn, work, shop and do business.</p>	N&R	Chalvey	All	Stephen Gibson, Interim Head of Asset Management Tel: 01753 875852	-	None		
<p><b><u>References from Overview &amp; Scrutiny</u></b></p> <p>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</p>	P&A	All	-	Greg O'Brien, Democratic Services Officer Tel: 01753 875013	-	None	√	
<p><b><u>Notification of Forthcoming Decisions</u></b></p> <p>To present to Cabinet the latest published Notification of Decisions.</p>	F&S	All	-	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	

**Portfolio Key** – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Community and Leisure, E & C = Education and Children, S & E = Social and Economic Inclusion, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

**Bold** – Key Decision

**Non-Bold** – Non-Key Decision

*Italics* – Performance/Monitoring Report

**AGENDA ITEM 10**

By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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