

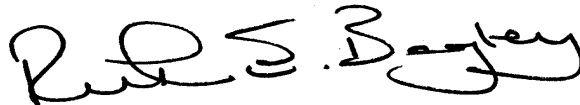
Date of despatch: 13th April, 2015

To the Members of Slough Borough Council

Dear Councillor,

You are summoned to attend a Meeting of the Council of this Borough which will be held in the Flexi Hall, The Centre, Farnham Road, Slough, SL1 4UT on **Tuesday, 21st April, 2015 at 7.00 pm**, when the business in the Agenda below is proposed to be transacted.

Yours faithfully



RUTH BAGLEY
Chief Executive

PRAYERS

AGENDA

Apologies for Absence

PAGE

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 Mayor 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. To approve as a correct record the Minutes of the Council held on 27th January 2015 and 19th February 2015 1 - 24
3. To receive the Mayor's Communications.

Public Questions

4. Questions from Electors under Procedure Rule 9.

Recommendations of Cabinet and Committees

[Notification of Amendments required by 10 a.m. on Monday 20th April 2015]

5. Recommendations of the Audit and Risk Committee from its meeting held on 12th March 2015 and the Standards Advisory Committee from its meeting held on 17th March 2015 25 - 36
- Merger of the Audit and Risk Committee and Standards Advisory Committee
6. Recommendation of the Overview and Scrutiny Committee from its meeting held on 9th April 2015 and Standards Advisory Committee 37 - 58
- Annual Reports 2014/15 – Scrutiny and Standards

Motions

7. To consider Motions submitted under procedure Rule 14. 59 - 60

Member Questions

8. To note Questions from Members under Procedure Rule 10 (as tabled).

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 Council considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. Anyone proposing to film, record or take photographs of a meeting is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the Flexi Hall, The Centre, Farnham Road, Slough, SL1 4UT on Tuesday, 27th January, 2015 at 7.00 pm

Present:- The Worshipful the Mayor (Councillor Chaudhry), in the chair; Councillors Abe, Anderson, Bains, Bal, Brooker, Carter, Chahal, Cheema, Chohan, Coad, Dar, Davis, Dhaliwal, Hussain, Malik, Mann, Mansoor, Matloob, Mellor, Munawar, Nazir, Parmar, Plenty, Rana, Rasib, Sandhu, Shah, Sharif, Sidhu, Smith, Sohal, Strutton, Swindlehurst, Usmani, Wright and Zarait

Apologies for Absence:- Councillors Ajaib, Dhillon, M Holledge, N Holledge and Pantelic

30. Declarations of Interest

Councillor Bal declared that a member of his family worked for Slough Borough Council.

Councillor Carter declared an interest in Agenda Item 9: Slough Council for Voluntary Services, Community Database and did not participate in the discussion and vote for this item.

31. To approve as a correct record the Minutes of the Council held on 25th November 2014

Resolved - That the Minutes of the Council meeting held on 25th November, 2014 be approved as a correct record.

32. To receive the Mayor's Communications.

Members were informed that former Councillor and Mayor of Slough, Vic Hills had recently passed away aged 83. Mr Hills had been a dedicated and popular Councillor serving the Chalvey Ward from 1973 to 1976 and again from 1984 until 1992. He was Deputy Mayor in 1989/1990 and was elected Mayor for 1990/1991. A letter of condolence had been sent to Mr Hill's family on behalf of Members and Officers.

The Mayor reminded Councillors that it was Holocaust Memorial Day and the 70th anniversary of the liberation of Auschwitz-Birkenau and led the Council in observing a one minute's silence both in memory of Vic Hills and in commemoration of Holocaust Memorial Day.

33. Questions from Electors under Procedure Rule 9.

The Mayor advised that a question had been received from an elector, a copy of which had been tabled. The elector was in attendance and asked a supplementary question. A written copy of the reply would be forwarded to the questioner.

34. Recommendations of the Cabinet from its meetings held on 13th October 2014 and 19th January 2015

A) War Memorial Maintenance

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

- (a) "That the amount spent on maintenance of the war memorials from the general fund be reimbursed from the War Memorial Garden Trust; and
- (b) That any individual item of expenditure of less than £10,000 from the War Memorial Garden Trust be approved by the Head of Legal Services following consultation with the Commissioner for Neighbourhoods and Renewal."

The recommendations were put to the vote and carried by 28 votes for, 1 against and 8 abstentions.

Resolved -

- (a) That the amount spent on maintenance of the war memorials from the general fund be reimbursed from the War Memorial Garden Trust.
- (b) That any individual item of expenditure of less than £10,000 from the War Memorial Garden Trust be approved by the Head of Legal Services following consultation with the Commissioner for Neighbourhoods and Renewal.

B) Five Year Plan 2015-2020

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

"That in accordance with Procedure Rule 27 the rules of debate as set out in Procedure Rule 16 be suspended to allow the Leader to make a fifteen minute presentation on the Five Year Plan and take any Member questions on it within the allocated time."

The recommendation was put to the vote and carried unanimously.

Council - 27.01.15

Councillor Anderson delivered a presentation on the Five Year Plan, setting out the Council's vision for the Borough against the funding challenges facing the Council over the medium term and how the Council would prioritise its resources. On completion of the presentation the Leader answered a number of Member questions.

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That the Five Year Plan 2015-2020 be approved.”

The recommendation was put to the vote and carried unanimously.

Resolved – That the Five Year Plan 2015-2020 be approved.

35. Review of Constitution and Related Matters

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

- (a) “That the proposed changes to the following Sections of the Constitution be approved as set out in the attached Appendices and incorporated in the Constitution to take immediate effect:
 - Part 4.6 - Financial Procedure Rules (Appendix 1)
 - Corporate Parenting Panel Terms of Reference (Appendix 2)
 - Scheme of Delegation to Officers (Appendix 3 & 4)
- (b) That the Head of Democratic Services be authorised to make any necessary consequential amendments to the published Constitution.”

The recommendations were put to the vote and carried unanimously.

Resolved -

- (a) That the proposed changes to the following Sections of the Constitution be approved as set out in the attached Appendices and incorporated in the Constitution to take immediate effect:
 - Part 4.6 - Financial Procedure Rules (Appendix 1 to the report)
 - Corporate Parenting Panel Terms of Reference (Appendix 2 to the report)
 - Scheme of Delegation to Officers (Appendix 3 & 4 to the report)
- (b) That the Head of Democratic Services be authorised to make any necessary consequential amendments to the published Constitution.

36. Appointment of Member to the Slough Independent School Admission Appeals and Exclusion Panel

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That Mrs Fabia Doran be appointed to the Independent Appeals and Exclusions Panel as an Education Member.”

The recommendation was put to the vote and carried unanimously.

Resolved - That Mrs Fabia Doran be appointed to the Independent Appeals and Exclusions Panel as an Education Member.

37. Calendar of Meetings 2015/2016

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“(a) That the calendar of meetings for the 2015/16 municipal year attached as Appendix A be approved.

(b) That the Head of Democratic Services be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.”

The recommendations were put to the vote and carried unanimously.

Resolved –

(a) That the calendar of meetings for the 2015/16 municipal year attached as Appendix A be approved.

(b) That the Head of Democratic Services be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.

38. To consider Motions submitted under procedure Rule 14.

Motion A: Slough Council for Voluntary Services – Community Database

The Mayor advised that Councillor Coad, as proposer of the motion, was seeking the Council’s consent to the motion being moved in an amended form. A copy of the proposed amended motion was circulated.

The Mayor put the procedural proposal to the vote and the proposal was lost by 9 votes for the proposal, 27 against and 1 abstention.

It was moved by Councillor Coad,
Seconded by Councillor Strutton,

Council - 27.01.15

“This Council resolves

To acknowledge that Slough Council for Voluntary Services has a comprehensive listing of disability services on the Slough Community Database, however hard copies are not available for disabled residents and their families. We thereby call for the printed publication of disability services, for those residents who do not have access to computers or possess high levels of computer literacy, to provide clear and concise information on where to go to find disability products and services which are required to maintain a high quality of living.”

It was moved by Councillor Anderson, as an amendment,
Seconded by Councillor Swindlehurst,

“This Council resolves:

To acknowledge that Slough Council for Voluntary Services (SCVS) ~~has provides an excellent and vital service to vulnerable residents living in Slough and for the numerous small charities operating in Slough. This includes a~~ comprehensive listing of disability services ~~on~~ through the Slough Community Database. ~~however hard copies are not available for disabled residents and their families. We thereby call for the printed publication of disability services.~~

This Council welcomes that SVCS is working on the production of a printed publication of disability services, for those residents who do not have access to computers or possess high levels of computer literacy. To provide clear and concise information on where to go to find disability products and services which are required to maintain a high quality of living”

The amendment was put to the vote and carried by 26 votes for, 9 against and 1 abstention.

The amended motion became the substantive motion.

It was moved by Councillor Smith, as an amendment,
Seconded by Councillor Coad,

That the words “and that the information be published in the Slough Citizen” be added after ‘living’ in the final sentence of the motion.

The amendment was put to the vote and lost by 9 votes for, 25 against and 1 abstention.

The motion was put to the vote and carried by 25 votes for, 8 against and 2 abstentions.

Resolved:

This Council resolves:

To acknowledge that Slough Council for Voluntary Services (SCVS) provides an excellent and vital service to vulnerable residents living in Slough and for the

Council - 27.01.15

numerous small charities operating in Slough. This includes a comprehensive listing of disability services through the Slough Community Database.

This Council welcomes that SVCS is working on the production of a printed publication of disability services, for those residents who do not have access to computers or possess high levels of computer literacy. To provide clear and concise information on where to go to find disability products and services which are required to maintain a high quality of living.

39. To note Questions from Members under Procedure Rule 10 (as tabled).

Councillor Mellor had submitted a written question and both question and reply were tabled at the meeting.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 9.00 pm)

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the Flexi Hall, The Centre, Farnham Road, Slough, SL1 4UT on Thursday, 19th February, 2015 at 7.00 pm

Present:- The Worshipful the Deputy Mayor (Councillor Rasib) in the chair; Councillors Abe, Ajaib, Anderson, Bains, Brooker, Carter, Chahal, Cheema, Chohan, Coad, Dar, Davis, Dhaliwal, Dhillon, M Holledge, Hussain, Malik, Mann, Mansoor, Matloob, Mellor, Munawar, Nazir, Parmar, Plenty, Rana, Sandhu, Shah, Sharif, Sidhu, Sohal, Strutton, Swindlehurst, Usmani, Wright and Zarait.

Apologies for Absence:- Councillors Bal, Chaudhry, N Holledge, Pantelic and Smith.

40. Declarations of Interest

None were received.

41. Meeting Procedure

A suggested procedure for debating the item on the Medium Term Financial Strategy had been circulated to all Members of the Council.

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That in accordance with procedure rule 27.1, rule 16.5 on rules of debate be suspended insofar as is necessary to enable the procedure as circulated to be adopted and that the Council consent to:

- Members of the Leadership speaking for up to 50 minutes in total on the Medium Term Financial Strategy 2014-18.
- Members of the Opposition speaking for up to 25 minutes in total on the same item, and
- All subsequent speeches in the debate being limited to 3 minutes, other than the winding up speech by the Leader of the Council which shall not exceed 10 minutes.”

The procedural motion was put and carried.

Resolved – That the proposed procedure for the debate on the Medium Term Financial Strategy 2015-19 be approved and adopted.

42. Medium Term Financial Strategy 2015-2019

The Leader of the Council and the Commissioners for Community & Leisure; Health & Wellbeing; Performance & Accountability; Social & Economic Inclusion; Education & Children; Environment & Open Spaces and Neighbourhoods and Renewal presented the Leadership Proposals for the Medium Term Financial Strategy 2015-19. On completion of the presentation:

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That the MTFFS 2015 –19 as set out at Appendix A of the report be approved”.

No amendments were put and the recommendation was opened up to debate.

The recommendation was put and carried and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a record of the vote was taken as follows:-

There voted for the recommendation:-

Councillors Ajaib, Anderson, Brooker, Carter, Chohan, Dar, Davis, Dhillon, M.Holledge, Hussain, Malik, P K Mann, Matloob, Munawar, Nazir, Parmar, Plenty, Rana, Shah, Sharif, Sidhu, Sohal, Swindlehurst, Usmani and Zarait.
.....25

There abstained from voting:-

The Worshipful the Deputy Mayor, Councillors Abe, Bains, Chahal, Coad, Mellor, Sandhu, Strutton and Wright 9

Resolved - That that the Medium Term Financial Strategy 2015 – 19 as set out at Appendix A of the report be approved.

43. Treasury Management Strategy 2015-16

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That the Treasury Management Strategy for 2015/16 be approved as set out at Appendix A of the report”.

The recommendation was put and carried and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a record of the vote was taken as follows:-

There voted for the recommendation:-

Councillors Ajaib, Anderson, Bains, Brooker, Carter, Chahal, Chohan, Dar, Davis, Dhillon, M.Holledge, Hussain, Malik, Matloob, Munawar, Nazir, Parmar, Plenty, Rana, Shah, Sharif, Sidhu, Sohal, Swindlehurst, Usmani and Zarait
..... 26

Council - 19.02.15

There abstained from voting:-

The Worshipful the Deputy Mayor, Councillors Abe, Coad, Mellor, Sandhu, Strutton and Wright 7

Resolved - That the Treasury Management Strategy for 2015/16, attached as Appendix A of the report be approved.

44. Capital Strategy 2015-2020

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

- “(a) That the capital strategy of £165m be approved.
- (b) That Council notes the notional costs of borrowing for the capital programme to the revenue budget will be an increase of up to **£1.5m** per annum commencing during the period of the capital strategy to fund borrowing and / or the reduction of investments of £23m.
- (c) That the principles underpinning the capital programme in paragraph 5.1.2 and Minimum Revenue Provision principles be approved.
- (d) That appendices A to C detailing the capital programmes be approved (subject to these having approved Final Business Cases by the Capital Strategy Board)”.

The recommendations were put and carried and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a record of the vote was taken as follows:-

There voted for the recommendations:-

Councillors Ajaib, Anderson, Brooker, Carter, Chohan, Coad, Dar, Davis, Dhillon, M.Holledge, Hussain, Malik, Mann, Mansoor, Matloob, Munawar, Nazir, Parmar, Plenty, Rana, Shah, Sharif, Sidhu, Sohal, Swindlehurst, Usmani and Zarait 27

There abstained from voting:-

The Worshipful the Deputy Mayor, Councillors Abe, Bains, Chahal, Mellor, Strutton and Wright 7

Resolved -

- (a) That the capital strategy of **£165m** be approved.
- (b) That Council notes the notional costs of borrowing for the capital programme to the revenue budget will be an increase of up to **£1.5m** per

Council - 19.02.15

annum commencing during the period of the capital strategy to fund borrowing and / or the reduction of investments of £23m.

- (c) That the principles underpinning the capital programme in paragraph 5.1.2 and Minimum Revenue Provision principles be approved.
- (d) That appendices A to C detailing the capital programmes be approved (subject to these having approved Final Business Cases by the Capital Strategy Board).

45. Revenue Budget 2015-2016

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That the budget as set out be approved and:

Council Tax Resolution – In relation to the Council Tax for 2015/16

- (a) That in pursuance of the powers conferred on the Council as the billing authority for its area by the Local Government Finance Acts (the Acts), the Council Tax for the Slough area for the year ending 31 March 2016 be as specified below and that the Council Tax be levied accordingly.
- (b) That it be noted that at its meeting on 15 December 2014 Cabinet calculated the following Tax Base amounts for the financial year 2015/16 in accordance with Regulations made under sections 31B (3) and 34(4) of the Act:
 - (i) 38,462.6 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (the Regulations) as the Council Tax Base for the whole of the Slough area for the year 2015/16; and
 - (ii) The sums below being the amounts of Council Tax Base for the Parishes within Slough for 2015/16:

a)	Parish of Britwell	597.0
b)	Parish of Colnbrook with Poyle	1,781.1
c)	Parish of Wexham	1,270.3
- (c) That the following amounts be now calculated for the year 2015/16 in accordance with sections 31A to 36 of the Act:
 - (i) £437,571,351 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (2)(a) to (f) of the Act.
(Gross Expenditure);
 - (ii) £ 392,237,445 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (3) (a) to (d) of the Act.
(Gross Income);

Council - 19.02.15

- (iii) £45,333,906 being the amount by which the aggregate at paragraph c (i) above exceeds the aggregate at paragraph c (ii) above calculated by the Council as its council tax requirement for the year as set out in section 31A(4) of the Act. (Council Tax Requirement);
- (iv) £1,178.64 being the amount at paragraph c(iii) above divided by the amount at paragraph b(i) above, calculated by the Council, in accordance with section 31B(1) of the Act, as the basic amount of its Council Tax for the year, including the requirements for Parish precepts.
- (v) That for the year 2015/16 the Council determines in accordance with section 34 (1) of the Act, Total Special Items of £207,046 representing the total of Parish Precepts for that year.
- (vi) £1,173.27 being the amount at paragraph c (iv) above less the result given by dividing the amount at paragraph c (v) above by the relevant amounts at paragraph b (i) above, calculated by the Council, in accordance with section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
- (vii) Valuation Bands

Band	Slough Area	Parish of Britwell	Parish of Colnbrook with Poyle	Parish of Wexham Court
	£	£	£	£
A	782.18	44.06	31.80	24.48
B	912.54	51.41	37.10	28.56
C	1,042.91	58.75	42.40	32.64
D	1,173.27	66.10	47.70	36.72
E	1,434.00	80.79	58.30	44.89
F	1,694.72	95.47	68.90	53.05
G	1,955.45	110.16	79.50	61.21
H	2,346.54	132.19	95.40	73.45

Being the amounts given by multiplying the amounts at paragraph c (iv) and c (vi) above by the number which, in the proportion set out in section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36 (1) of the Act, as the amount to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (viii) That it be noted that for the year 2015/16 the Thames Valley Police Authority precept has been provisionally stated in line with previous year increases, in accordance with section 40

of the Act, for each of the categories of dwellings shown below:

Band	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £
A	109.14
B	127.32
C	145.52
D	163.70
E	200.08
F	236.46
G	272.84
H	327.41

- (ix) That it be noted that for the year 2015/16 the Royal Berkshire Fire Authority has provisionally stated the following amount in precept issued to the Council, in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Royal Berkshire Fire Authority £
A	40.44
B	47.18
C	53.92
D	60.66
E	74.14
F	87.62
G	101.10
H	121.32

These precepts have not been formally proposed or agreed by the Royal Berkshire Fire Authority and may be revised when agreed.

- (x) Note that arising from these recommendations, and assuming the major precepts are agreed, the overall Council Tax for Slough Borough Council including the precepting authorities will be as follows:

Band	Slough £	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £	Royal Berkshire Fire Authority £	TOTAL £
A	782.18	109.14	40.44	931.76
B	912.54	127.32	47.18	1,087.04
C	1,042.91	145.52	53.92	1,242.35
D	1,173.27	163.70	60.66	1,397.63

Council - 19.02.15

E	1,434.00	200.08	74.14	1,708.22
F	1,694.72	236.46	87.62	2,018.80
G	1,955.45	272.84	101.10	2,329.39
H	2,346.54	327.41	121.32	2,795.27

- (xi) That the Section 151 Officer be and is hereby authorised to give due notice of the said Council Tax in the manner provided by Section 38(2) of the 2012 Act.
- (xii) That the Section 151 Officer be and is hereby authorised when necessary to apply for a summons against any Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.
- (xiii) That the Section 151 Officer be authorised to collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate and that whenever the office of the Section 151 Officer is vacant or the holder thereof is for any reason unable to act, the Chief Executive or such other authorised post-holder be authorised to act as before said in his or her stead.
- (xiv) The above figures assume a council tax freeze for the Royal Berkshire Fire Authority. If this is not the case this report requests that the Section 151 or nominated officer be authorised to adjust the council tax charges in line with final figures following consultation with the Leader of the Council and Leaders of the Opposition Groups.

HRA Rents and Service Charges –

- (e) That the proposed increase in Housing Revenue Account rents and service charges for 2015/16 be as follows:
 - (i) Council house dwelling rents for 2015/16 increase by an average of £2.24 per week (2.2% average increase) with effect from Monday 6th April 2015. This is in line with current government guidelines on rent increases, linked to September CPI+1%.
 - (ii) Garage rents, heating, utility and ancillary charges increase by 2.3% with effect from Monday 6th April 2015. This is based upon the September RPI figure.
 - (iii) Service charges increase by 2.2% with effect from Monday 6th April 2015. This is based upon the CPI+1% uplift used for rent setting.
 - (iv) 'Other committee' property rents increase by an average of 2.2% from Monday 6th April 2015 in line with the average increase of all housing properties.

Fees and Charges –

- (f) That the proposed increase in Fees and charges outlined in Appendix Fi for 2015/16 be as follows:

Council - 19.02.15

- (i) Sports Pitch fees and Allotment fees increase by the benchmark plus 4.2%.
- (ii) The sports pitch fees will be implemented from the 1st April 2015 but the allotments will take effect from the 1st December 2017 as the allotment holders are normally given a year's notice and the fees for 2016 have already been set."

The recommendations were put and carried and in accordance with the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 a record of the vote was taken as follows:-

There voted for the recommendations:-

Councillors Ajaib, Anderson, Brooker, Carter, Chohan, Coad, Dar, Davis, Dhillon, M.Holledge, Hussain, Malik, Mann, Mansoor, Matloob, Mellor, Munawar, Nazir, Parmar, Plenty, Rana, Shah, Sharif, Sidhu, Sohal, Swindlehurst, Usmani and Zarait 28

There abstained from voting:-

The Worshipful the Deputy Mayor, Abe, Bains, Chahal, Sandhu, Strutton and Wright 7

Resolved - That the budget as set out be approved and:

Council Tax Resolution – In relation to the Council Tax for 2015/16

- (a) That in pursuance of the powers conferred on the Council as the billing authority for its area by the Local Government Finance Acts (the Acts), the Council Tax for the Slough area for the year ending 31 March 2016 be as specified below and that the Council Tax be levied accordingly.
- (b) That it be noted that at its meeting on 15 December 2014 Cabinet calculated the following Tax Base amounts for the financial year 2015/16 in accordance with Regulations made under sections 31B (3) and 34(4) of the Act:
 - (i) 38,462.6 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (the Regulations) as the Council Tax Base for the whole of the Slough area for the year 2015/16; and
 - (ii) The sums below being the amounts of Council Tax Base for the Parishes within Slough for 2015/16:

a)	Parish of Britwell	597.0
b)	Parish of Colnbrook with Poyle	1,781.1
c)	Parish of Wexham	1,270.3

Council - 19.02.15

- (c) That the following amounts be now calculated for the year 2015/16 in accordance with sections 31A to 36 of the Act:
- (i) £437,571,351 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (2)(a) to (f) of the Act.
(Gross Expenditure);
 - (ii) £ 392,237,445 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (3) (a) to (d) of the Act.
(Gross Income);
 - (iii) £45,333,906 being the amount by which the aggregate at paragraph c (i) above exceeds the aggregate at paragraph c (ii) above calculated by the Council as its council tax requirement for the year as set out in section 31A(4) of the Act. (Council Tax Requirement);
 - (iv) £1,178.64 being the amount at paragraph c(iii) above divided by the amount at paragraph b(i) above, calculated by the Council, in accordance with section 31B(1) of the Act, as the basic amount of its Council Tax for the year, including the requirements for Parish precepts.
 - (v) That for the year 2015/16 the Council determines in accordance with section 34 (1) of the Act, Total Special Items of £207,046 representing the total of Parish Precepts for that year.
 - (vi) £1,173.27 being the amount at paragraph c (iv) above less the result given by dividing the amount at paragraph c (v) above by the relevant amounts at paragraph b (i) above, calculated by the Council, in accordance with section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
 - (vii) Valuation Bands

Band	Slough Area	Parish of Britwell	Parish of Colnbrook with Poyle	Parish of Wexham Court
	£	£	£	£
A	782.18	44.06	31.80	24.48
B	912.54	51.41	37.10	28.56
C	1,042.91	58.75	42.40	32.64
D	1,173.27	66.10	47.70	36.72
E	1,434.00	80.79	58.30	44.89
F	1,694.72	95.47	68.90	53.05
G	1,955.45	110.16	79.50	61.21
H	2,346.54	132.19	95.40	73.45

Being the amounts given by multiplying the amounts at paragraph c (iv) and c (vi) above by the number which, in the proportion set out in section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36 (1) of the Act, as the amount to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (viii) That it be noted that for the year 2015/16 the Thames Valley Police Authority precept has been provisionally stated in line with previous year increases, in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £
A	109.14
B	127.32
C	145.52
D	163.70
E	200.08
F	236.46
G	272.84
H	327.41

- (ix) That it be noted that for the year 2015/16 the Royal Berkshire Fire Authority has provisionally stated the following amount in precept issued to the Council, in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Royal Berkshire Fire Authority £
A	40.44
B	47.18
C	53.92
D	60.66
E	74.14
F	87.62
G	101.10
H	121.32

These precepts have not been formally proposed or agreed by the Royal Berkshire Fire Authority and may be revised when agreed.

- (x) Note that arising from these recommendations, and assuming the major precepts are agreed, the overall Council Tax for

Slough Borough Council including the precepting authorities will be as follows:

Band	Slough	Office of the Police and Crime Commissioner (OPCC) for Thames Valley	Royal Berkshire Fire Authority	TOTAL
	£	£	£	£
A	782.18	109.14	40.44	931.76
B	912.54	127.32	47.18	1,087.04
C	1,042.91	145.52	53.92	1,242.35
D	1,173.27	163.70	60.66	1,397.63
E	1,434.00	200.08	74.14	1,708.22
F	1,694.72	236.46	87.62	2,018.80
G	1,955.45	272.84	101.10	2,329.39
H	2,346.54	327.41	121.32	2,795.27

- (xi) That the Section 151 Officer be and is hereby authorised to give due notice of the said Council Tax in the manner provided by Section 38(2) of the 2012 Act.
- (xii) That the Section 151 Officer be and is hereby authorised when necessary to apply for a summons against any Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.
- (xiii) That the Section 151 Officer be authorised to collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate and that whenever the office of the Section 151 Officer is vacant or the holder thereof is for any reason unable to act, the Chief Executive or such other authorised post-holder be authorised to act as before said in his or her stead.
- (xiv) The above figures assume a council tax freeze for the Royal Berkshire Fire Authority. If this is not the case this report requests that the Section 151 or nominated officer be authorised to adjust the council tax charges in line with final figures following consultation with the Leader of the Council and Leaders of the Opposition Groups.

HRA Rents and Service Charges –

- (e) That the proposed increase in Housing Revenue Account rents and service charges for 2015/16 be as follows:
 - (i) Council house dwelling rents for 2015/16 increase by an average of £2.24 per week (2.2% average increase) with effect from Monday

Council - 19.02.15

6th April 2015. This is in line with current government guidelines on rent increases, linked to September CPI+1%.

- (ii) Garage rents, heating, utility and ancillary charges increase by 2.3% with effect from Monday 6th April 2015. This is based upon the September RPI figure.
- (iii) Service charges increase by 2.2% with effect from Monday 6th April 2015. This is based upon the CPI+1% uplift used for rent setting.
- (v) 'Other committee' property rents increase by an average of 2.2% from Monday 6th April 2015 in line with the average increase of all housing properties.

Fees and Charges –

- (f) That the proposed increase in Fees and charges outlined in Appendix Fi for 2015/16 be as follows:
 - (i) Sports Pitch fees and Allotment fees increase by the benchmark plus 4.2%.
 - (ii) The sports pitch fees will be implemented from the 1st April 2015 but the allotments will take effect from the 1st December 2017 as the allotment holders are normally given a year's notice and the fees for 2016 have already been set.

46. Independent Remuneration Panel - Members Allowances Scheme

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

“That the Independent Remuneration Panel’s recommendations as set out below be approved, subject to an amendment to recommendation 18:

18. That for the SRA for Leader[s] of the Minority Group[s] to be payable the group must have at least **5** members. Subject the Group meeting the qualifying criteria the 2015/16 SRA for Leader[s] of the Minority Group[s] should be £3,811.
1. No change to the (2015/16) Basic Allowance (£7,329) payable in Slough Borough Council.
 2. No change to the 2015/16 SRA (£19,055) for the Leader of Slough Borough Council.
 3. No change to the 2015/16 SRA (£13,338) for the Deputy Leader of Slough Borough Council.
 4. No change to the 2015/16 SRA (£10,480) for the other Cabinet Members (Commissioners).

Council - 19.02.15

5. No change to the 2015/16 SRA (£6,671) for the Chair of the Overview & Scrutiny Committee.
6. Ratio utilised in arriving at the SRA for the Vice Chair of Overview and Scrutiny reduced from 1/3 to 20% of the Overview & Scrutiny Chair's SRA. SRA for the Vice Chair of the Overview & Scrutiny Committee should be £1,334 (2015/16).
7. No change to the 2015/16 SRA (£2,858) payable to the Chairs of the 3 Scrutiny Panels.
8. No change to the 2015/16 SRA (£4,764) for the Chair of the Planning Committee.
9. No change to the 2015/16 SRA (£1,587) for the Vice Chair of the Planning Committee
10. Ratio utilised in arriving at the SRA for the Chair of Licensing reduced from 20% to 15% of the Leader's SRA. SRA paid to the Chair of the Licensing Committee should be £2,858 (2015/16).
11. Ratio (1/3 of Chair's SRA) utilised in arriving at the SRA for the Vice Chair of Planning retained for the Vice Chair of the Licensing Committee. SRA for the Vice Chair of the Licensing Committee should be £952 (2015/16).
12. No SRAs to be paid to the Chairs or Members of the Licensing Sub Committee.
13. No change to the 2015/16 SRA (£1,905) for the Chair of the Employment & Appeals Committee.
14. No change to the 2015/16 SRA (£1,905) for the Chair of the Audit & Risk Committee.
15. Ratio utilized in arriving at the SRA for the Chair of Standards Advisory Committee reduced from 10% of Leader's SRA to 5%. SRA for the Chair of the Standards Advisory Committee should be £953 (2015/16).
16. No change to the 2015/16 SRA (£5,716) for the Leader of the Opposition.
17. The Members allowances scheme be clarified so that as long as a Minority Group reaches the qualifying criteria then that group's Leader should be paid a Minority Group Leaders' SRA.
18. That for the SRA for Leader[s] of the Minority Group[s] to be payable the group must have at least 5 members. Subject the Group meeting the qualifying criteria the 2015/16 SRA for Leader[s] of the Minority Group[s] should be £3,811.
19. No change to the 2015/16 Co-optees' Allowance. £516 per annum (2015/16).

Council - 19.02.15

20. No change to the 2015/16 remuneration for the Independent Person. £1,239 per annum (2015/16).
21. That the current rates payable for the Travel and Subsistence Allowances and the terms and conditions by which they may be claimed be maintained.
22. That the Members' Allowances scheme is clarified to point out that where a Member is appointed to an outside body that has its own allowances schemes (e.g. the Local Government Association and Royal Berkshire Fire & Rescue Authority) or provision to pay travel and subsistence (e.g. the Thames Valley Police & Crime Panel) that they should claim travel and subsistence allowances directly from those bodies.
23. That the current rates payable for the Dependants' Carers' Allowance and the terms and conditions by which it may be claimed are maintained.
24. That Section 11 of the published Members' Allowances scheme is removed.
25. That the Basic Allowance, Special Responsibility Allowances, Co-optees' Allowances, the annual cap on the DCA and the remuneration of the Independent Person be Indexed to the annual percentage salary increase for local government staff (at spinal column 49) to be adopted from 1 April 2015 and to run for 4 years.
26. That Travel Allowances (Outwith Borough Only): be indexed as follows:
 - a. Mileage: indexed to the HMRC rates
 - b. Other Travel: actual costs subject to most cost effective provisions
27. That Subsistence and Overnight Allowances (Outwith Borough Only) be Indexed to the maximum rates payable under the South East Employers Subsistence scheme.
28. That the recommendations are implemented as follows:
 - Indices: from 1 April 2015.
 - Other recommendations: from 19 May 2015, date of annual meeting of the Council".

The recommendations were put and carried unanimously.

Resolved –

1. That there is no change to the (2015/16) Basic Allowance (£7,329) payable in Slough Borough Council.
2. That there is no change to the 2015/16 SRA (£19,055) for the Leader of Slough Borough Council.

Council - 19.02.15

3. That there is no change to the 2015/16 SRA (£13,338) for the Deputy Leader of Slough Borough Council.
4. That there is no change to the 2015/16 SRA (£10,480) for the other Cabinet Members (Commissioners).
5. That there is no change to the 2015/16 SRA (£6,671) for the Chair of the Overview & Scrutiny Committee.
6. Ratio utilised in arriving at the SRA for the Vice Chair of Overview and Scrutiny reduced from 1/3 to 20% of the Overview & Scrutiny Chair's SRA. SRA for the Vice Chair of the Overview & Scrutiny Committee should be £1,334 (2015/16).
7. That there is no change to the 2015/16 SRA (£2,858) payable to the Chairs of the 3 Scrutiny Panels.
8. That there is no change to the 2015/16 SRA (£4,764) for the Chair of the Planning Committee.
9. That there is no change to the 2015/16 SRA (£1,587) for the Vice Chair of the Planning Committee.
10. Ratio utilised in arriving at the SRA for the Chair of Licensing reduced from 20% to 15% of the Leader's SRA. SRA paid to the Chair of the Licensing Committee should be £2,858 (2015/16).
11. Ratio (1/3 of Chair's SRA) utilised in arriving at the SRA for the Vice Chair of Planning retained for the Vice Chair of the Licensing Committee. SRA for the Vice Chair of the Licensing Committee should be £952 (2015/16).
12. That no SRAs to be paid to the Chairs or Members of the Licensing Sub Committee.
13. That there is no change to the 2015/16 SRA (£1,905) for the Chair of the Employment & Appeals Committee.
14. That there is no change to the 2015/16 SRA (£1,905) for the Chair of the Audit & Risk Committee.
15. Ratio utilized in arriving at the SRA for the Chair of Standards Advisory Committee reduced from 10% of Leader's SRA to 5%. SRA for the Chair of the Standards Advisory Committee should be £953 (2015/16).
16. That there is no change to the 2015/16 SRA (£5,716) for the Leader of the Opposition.
17. That the Members allowances scheme be clarified so that as long as a Minority Group reaches the qualifying criteria then that group's Leader should be paid a Minority Group Leaders' SRA.

Council - 19.02.15

18. That for the SRA for Leader[s] of the Minority Group[s] to be payable the group must have at least 5 members. Subject the Group meeting the qualifying criteria the 2015/16 SRA for Leader[s] of the Minority Group[s] should be £3,811.
19. That there is no change to the 2015/16 Co-optees' Allowance. £516 per annum (2015/16).
20. That there is no change to the 2015/16 remuneration for the Independent Person. £1,239 per annum (2015/16).
21. That the current rates payable for the Travel and Subsistence Allowances and the terms and conditions by which they may be claimed be maintained.
22. That the Members' Allowances scheme is clarified to point out that where a Member is appointed to an outside body that has its own allowances schemes (e.g. the Local Government Association and Royal Berkshire Fire & Rescue Authority) or provision to pay travel and subsistence (e.g. the Thames Valley Police & Crime Panel) that they should claim travel and subsistence allowances directly from those bodies.
23. That the current rates payable for the Dependants' Carers' Allowance and the terms and conditions by which it may be claimed are maintained.
24. That Section 11 of the published Members' Allowances scheme is removed.
25. That the Basic Allowance, Special Responsibility Allowances, Co-optees' Allowances, the annual cap on the DCA and the remuneration of the Independent Person be Indexed to the annual percentage salary increase for local government staff (at spinal column 49) to be adopted from 1 April 2015 and to run for 4 years.
26. That Travel Allowances (Outwith Borough Only): be indexed as follows:
 - a. Mileage: indexed to the HMRC rates
 - b. Other Travel: actual costs subject to most cost effective provisions
27. That Subsistence and Overnight Allowances (Outwith Borough Only) be Indexed to the maximum rates payable under the South East Employers Subsistence scheme.
28. That the recommendations are implemented as follows:
 - Indices: from 1 April 2015.
 - Other recommendations: from 19 May 2015, date of annual meeting of the Council.

47. Review of Committee Places and Appointments

It was moved by Councillor Anderson,
Seconded by Councillor Swindlehurst,

- “(a) That the political balance of the Council as set out in Paragraph 5.3 of the report be noted.
- (b) That the revised allocation of seats on Committees be agreed.
- (c) That the Conservative Group lose a seat on Overview and Scrutiny Committee and Employment and Appeals Committee.
- (d) That UKIP gain a seat on Overview and Scrutiny Committee and Employment and Appeals Committee.
- (e) That the Conservative Group appoint a Member to replace Councillor Coad on the Licensing Committee and Neighbourhoods and Community Services Panel”.

The recommendations were put and carried unanimously.

Resolved -

- (a) That the political balance of the Council as set out in Paragraph 5.3 of the report be noted.
- (b) That the revised allocation of seats on Committees be agreed.
- (c) That the Conservative Group lose a seat on Overview and Scrutiny Committee and Employment and Appeals Committee.
- (d) That UKIP gain a seat on Overview and Scrutiny Committee and Employment and Appeals Committee.
- (e) That the Conservative Group appoint a Member to replace Councillor Coad on the Licensing Committee and Neighbourhoods and Community Services Panel.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 9.12 pm)

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SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 21st April 2015
CONTACT OFFICER: Shabana Kauser, Senior Democratic Services Officer
(For all enquiries) (01753) 787503
WARD(S): All

PART I
FOR DECISION

RECOMMENDATIONS OF THE AUDIT AND RISK COMMITTEE FROM ITS MEETING HELD ON 12 MARCH 2015 AND STANDARDS ADVISORY COMMITTEE HELD ON 17 MARCH 2015

1 **Purpose of Report**

To advise the Council of the recommendations of the Audit and Risk and Standards Advisory Committee relating to the proposed merger of the Committees into an Audit and Corporate Governance Committee.

2 **Recommendations**

The Council is requested to resolve:

- (a) That the Standards Advisory Committee be disbanded and its terms of reference subsumed into the terms of reference of the Audit and Risk Committee with effect from the Annual Council meeting in May 2015.
- (b) That the Audit and Risk Committee be renamed the "Audit and Corporate Governance Committee".
- (c) That Article 9 of the Constitution (Standards Advisory Committee be deleted and subsequent Articles re-numbered).
- (d) That existing Article 10 (Audit and Risk Committee) be amended as shown in Appendix A and the terms of reference and working arrangements of the Committee therein be approved.
- (e) That the membership of the Audit and Corporate Governance Committee comprise*:
 Seven councillors (politically balanced) (not the Leader, Mayor or Deputy Mayor, Chairs and Vice Chairs of Planning and Licensing Committee and Group Leaders*)
 Up to four co-opted (non-voting) independent members
 The Council's Independent Person (as an observer).

* executive members limited to one

*one Member from each of the three Parish Councils in the Borough to be invited to attend and speak at the Committee if it is considering a report relating to changes to the Code of Conduct

- (f) That the existing independent members on the Audit and Risk and Standards Advisory Committees be appointed to the ACGC for the 2015/16 municipal year as follows
 Mr G Davies
 Mr R Roberts
 Mr A Sunderland
 Mr A Kwatra
- (g) That a Standards Determination Sub Committee be appointed by the Committee with membership, terms of reference and operating procedures as set out in Appendix A.
- (h) That an allowance of £2,858 be paid to the Chair of the Audit and Corporate Governance Committee.
- (i) That the Head of Democratic Services make any consequential administrative amendments to the Constitution.

3. **Slough Joint Wellbeing Strategy Priorities**

The delivery of the Joint Wellbeing Strategy priorities is dependent on good governance arrangements being in place in order that the Council has a transparent and accountable process for effective decision-making. This is underpinned by the Code of Conduct, which forms the bedrock of the conduct regime for Members and aims to ensure that ethical behaviour and governance of the highest order is maintained.

4 **Other Implications**

The proposals will contribute to the Council's outcome of using resources wisely and ensuring good governance arrangements are in place.

(a) Financial

The Council's Remuneration Panel has been consulted on the allowance that would be payable to the Chair of the Audit and Corporate Governance Committee. The Panel's recommendation is that the SRA for the Chair of the merged Committee should be £2,858 - a combination of the SRAs paid currently to the Chairs of Audit and Risk (£1,905) and Chair of Standards Advisory (£953).

There may be savings in officer support and/or room hire as a result of merging two existing Committees which will support the planned 16/17 savings in Democratic Services and Elections.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal	None	
Property	None	
Human Rights	None	
Health and Safety	None	
Employment Issues	None	

Equalities Issues	None	
Community Support	None	
Communications	None	
Community Safety	None	
Financial	None	
Timetable for delivery	None	
Project Capacity	None	
Other	None	

(c) Human Rights Act and Other Legal Implications

There are no direct Human Rights Act or other legal implications arising from this report.

(d) Equalities Impact Assessment

This report does not have any equalities implications and there is no identified need for the completion of an EIA.

5 Supporting Information

Standards Advisory Committee

- 5.1 The Council established the Standards Advisory Committee in May 2012 as part of the Council's consideration of the new Code of Conduct requirements of the Localism Act 2011. Although there was no longer a statutory requirement for a standards committee, the Council agreed that a separate committee responsible for raising standards was both necessary and appropriate.
- 5.2 The main role of the Committee is to promote and maintain high standards of conduct by members. The new regime introduced under the Localism Act has reduced the bureaucracy involved in the former regime's investigation of allegations. The Code of Conduct adopted by the Council is clear in setting out Members' obligations.
- 5.3 The Committee consists of 6 members, three independent co-opted members and three Parish Council representatives. The Council's Independent Person also attends the Committee in a non voting capacity. The Committee has one Sub Committee – the Determination Sub Committee.
- 5.4 The Committee met twice in 2013/14. The Committee's annual review for 2013/14 noted that matters around member conduct were sufficiently light to enable two committee meetings during the year to be cancelled due to insufficient business. Two complaints have been received to date in 2014. One was referred for investigation with no breach of the Code found and the other is awaiting the Investigating Officers report.
- 5.5 It is noticeable that the role of the Committee has reduced under the new arrangements particularly as the Monitoring Officer now has delegated authority to seek to resolve a complaint informally where a formal investigation is not merited. This removed the need for an Assessment Sub Committee to meet on receipt of a complaint.

Audit and Risk Committee

- 5.6 The Council's Audit and Risk Committee is responsible for providing independent assurance of the adequacy of the Council's risk management framework and provides independent scrutiny of the authority's financial and non financial performance. The Committee approves the financial statements and Annual Governance Statement.
- 5.7 The Committee enhances public trust and confidence in the financial governance of the authority. The Committee consists of 6 Members and one independent co-opted member and meets four times a year.

Proposal to merge Committees to create an Audit and Corporate Governance Committee

- 5.8 There are a number of drivers behind the proposal to merge the Standards Advisory and Audit and Risk Committee.
- 5.9 **Reduced complaint activity** and complaints that give rise to a need to involve the Standards Advisory Committee in considering ethical issues, has meant that there is a risk that the ethical agenda is not as visible as it once was. Some Council's have added ethical standards to the terms of reference of their Audit Committee to ensure that the ethical agenda remains visible in the Council and to achieve a more joined up governance role for the Audit Committee. There is no reason to believe that complaints alleging breaches of the code of conduct are likely to increase in the future.
- 5.10 **Similarities and synergies** – both Committees deal with governance, probity and transparency of processes.
- 5.11 **Transparency International UK Report on Corruption in Local Government.** This Organisation has issued a report with the key recommendation to Government being that the changes taking place in local government should be reviewed, to ensure that they do not inadvertently create an enabling environment for corruption. Specific recommendations include introducing a statutory requirement for local authorities to have an audit committee, strengthened whistle blowing systems, enhancing audit procedures, extending the Nolan Principles and for local authorities to carry out a periodic corruption risk assessment in relation to their own functions and operations. The Standards Advisory Committee was made aware of this report at its meeting on 18th March 2014 and it was agreed that a further report be made to a possible joint meeting of the Standards Advisory and Audit and Risk Committees as both Committees had responsibilities for governance and probity matters.
- 5.12 **Recruitment and Retention of co-opted members** – there is currently one co-opted independent person on the Audit and Risk Committee and three independent co-opted people on the Standards Advisory Committee. Combining the roles of the two committees would both enable the Council to benefit from skills and input of independent people across a broader area of responsibility and provide a more stimulating role for independent people which, in turn, will assist in retention.

Role of the new Committee

- 5.13 The newly merged Audit and Corporate Governance Committee would have the objective of making a positive contribution to the Council's governance and control environment. The proposed terms of reference give the Committee a wide remit including advising and reviewing the Council's arrangements for internal audit, internal control, risk management, financial management, standards and corporate governance. The Committee will also have an important role in ensuring public money is spent wisely and providing assurance to the public that the council is complying with the law, has an effective control framework in place and provides quality services in line with corporate priorities.
- 5.14 As the Council has a role in the standards and conduct issues of Parish Councillors it is proposed that one Member from each of the three Parish Councils in the Borough be invited to attend and speak at the Committee if it is considering a report relating to material changes to the Code of Conduct for Members.
- 5.15 Whilst recognising the benefits of merging the two Committees there is no wish to put additional pressure on the Committee's work on risk management framework and its scrutiny of the authority's financial and non financial performance and it is therefore proposed that a Standards and Determination Sub Committee be established to determine allegations of breaches of the Members' Code of Conduct, on a reference from the Monitoring Officer and to undertake any detailed work necessary on the Code of Conduct, making recommendations to the Committee as necessary.
- 5.16** The proposed membership/ terms of reference and operating guidance for the Sub Committee are set out at Appendix A.

Requirements of the Local Audit and Accountability Act 2014

- 5.17 The Local Audit and Accountability Act 2014 abolishes the Audit Commission and establishes new arrangements for the audit and accountability of local public bodies in England.
- 5.18 Amongst other things the Act sets out the arrangements for the appointment of auditors by the Council. The Council is required to establish and take into account the views of an (Independent) Auditor Panel when selecting and appointing an auditor. The Act provides flexibility for different arrangements that can reflect local circumstances and provides for different ways in which a body may meet the requirement to have an auditor panel. There may also be an option for local bodies to collectively procure an auditor which would avoid the necessity for each audited body to establish its own auditor panel.
- 5.19 The AD (Finance and Audit) will report further on the options available for the appointment of an Auditor at a future date.

6. Comments of Committees

Audit and Risk Committee – 12th March 2015

- 6.1 The proposal to merge the committees was endorsed, subject to the following amendments to 'Article 10 – Audit and Corporate Governance Committee':

- Paragraph 14 Internal Audit: First bullet point to be amended to:

“To consider the Chief Internal Auditor’s annual audit opinion and the level assurance given over the Councils corporate governance, risk management and control arrangements.”

- Final bullet point to replace the word “Panel” with “Committee”.

Standards Advisory Committee - 17th March 2015

- 6.2 A lengthy discussion was had by Members of the Standards Advisory Committee at it’s meeting regarding the proposed number of elected members appointed to the newly formed committee and membership of the Determination Sub-Committee. The Committee agreed that the number of elected members on the merged committee be increased from six to seven members to allow a greater degree of flexibility with regards to quorum.
- 6.3 It was noted that the Sub-Committee would be convened as and when necessary from the membership of the Audit and Corporate Governance Committee and therefore would not have a fixed membership. Members were appointed to the Sub-Committee on a random basis to ensure there was no political bias in consideration of issues.
- 6.4 A number of Members stated that membership of the Sub-Committee should be drawn on a politically proportionate basis. It was explained that although this was feasible there would be occasions where the Sub-Committee would comprise of members from the same political party given that there would be one opposition member appointed to the main committee (based on current number of members in each political party). It was agreed that the three elected members would be drawn on a politically proportionate basis, wherever possible. If an opposition Member was not available, the three Members would be appointed from the same political party.

Member Panel on the Constitution

- 6.4 The report was also circulated to the Member Panel on the Constitution for information.

7 Conclusion

It is proposed that the Standards Advisory Committee should be disbanded and its terms of reference subsumed into the terms of reference of the Audit and Risk Committee to create an Audit and Corporate Governance Committee.

8 Background Papers

Audit and Risk Committee – 12th March 2015 Agenda and Minutes
Standards Advisory Committee – 17th March 2015 Agenda and Minutes

ARTICLE 10 – AUDIT AND CORPORATE GOVERNANCE COMMITTEE

The Council will appoint an Audit and Corporate Governance Committee

1. Statement of Purpose

The purpose of this Committee is to

- promote and maintain high standards of conduct by Members
- provide independent assurance of the adequacy of the risk management framework and the associated control environment
- independently scrutinise the authority's financial and non-financial performance, to the extent that it affects the authority's exposure to risk and weakens the control environment and to oversee the financial reporting process
- approve the financial statements
- approve the Annual Governance Statement.

Terms of Reference

2. Within the Terms of Reference of the Committee it will be

- the member forum for external audit matters, approving the financial statements on behalf of the full Council
- the member forum for ethical framework matters
- the member forum for internal audit matters
- a key element of the internal control framework for the Council and take responsibility for the approval of the Annual Governance Statement on behalf of the full Council
- be the member forum for risk management matters
- be the member forum for corporate governance matters.

Membership

3 The Committee is subject to the provisions of the Local Government Access to Information Act 1985.

4 The Committee will comprise*:

Seven councillors (politically balanced) (not the Leader, Mayor and Deputy Mayor, Chairs and Vice Chairs of Planning and Licensing Committee and Group Leaders*)
Up to four co-opted (non-voting) independent members from outside the Council with suitable experience

The Council's Independent Person (as an observer).

* executive members limited to one

* one Member from each of the three Parish Councils in the Borough to be invited to attend and speak at the Committee if it is considering a report relating to material changes to the Code of Conduct

In order to promote the independence of the Committee there should be limited cross membership between Overview and Scrutiny Committee and the Audit and Corporate

Governance Committee limited to a maximum of 2 members. Also Cabinet membership of the Committee is limited to one member.

The Chair of the Committee will be an elected Member of the Council

Working Arrangements

- 5 That Committee will meet four or more times per year.
- 6 The quorum of the Committee shall be a minimum of three voting members of the committee.
- 7 The Committee will be subject to the statutory access to information provisions. The press and public may be excluded and papers withheld from access only if they meet statutory definitions of exempt or confidential information.
- 8 All Members of the Council and members of the press and public can attend the Committee when it is discussing business in Part I of the agenda. When the Committee is discussing exempt or confidential information (Part II) only Members of the Committee and Members of the Council (with the consent of the Committee given by majority resolution) can attend.
- 9 The Committee will appoint a Standards and Determination Sub Committee to
 - determine complaints following an investigation; and
 - give detailed consideration to revisions to the Code of Conduct as necessary for recommendation to the Committee.
- 10 The Committee and its Sub Committee may require Members of the Council and Officers of the Authority to attend before it to answer questions.
- 11 The Committee and its Sub Committee may require the production of any document or record in the possession of the Council to be submitted to it, unless to do so would involve a breach of data protection or other statutory provisions.
- 12 The Committee may require the Monitoring Officer or his/her nominee to investigate on its behalf allegations of impropriety referred to the Committee.

Specific Functions

The Committee's specific functions shall include but not be limited to

- 13 External Audit
 - To consider the external audit report to those charged with governance on issues arising from the audit of the accounts, and ensure that appropriate action is taken in relation to the issues raised
 - To consider the external auditor's annual letter and ensure that appropriate action is taken in relation to the issues raised
 - To consider and comment on any plans of the external auditors
 - To comment on the scope and depth of the external audit work and to ensure it gives value for money
 - To consider any other reports by the external auditors

- To liaise with the appointed body over the appointment of the Council's external auditor

14 Internal Audit

- To consider the Chief Internal Auditor's annual audit opinion and the level of assurance given over the Councils corporate governance, risk management and control arrangements
- To consider regular reports, including statistics, abstracts and performance of the work of internal audit as presented by the Chief Internal Auditor
- To consider and approve the annual Internal Audit plan ensuring that there is sufficient and appropriate coverage
- To consider reports from Internal Audit on agreed recommendations not implemented in accordance within the agreed timescale
- To contribute to the annual audit plan
- To comment on the scope and depth of the internal audit work and to ensure it gives value for money
- To consider any other reports the Chief Internal Auditor may make to the Committee.

15 Internal Control

- To approve the adoption of the Annual Governance Statement to the Council
- To ensure that an appropriate action is taken with respect the issues raised in the Annual Governance Statement.

16 Risk Management

- To approve the risk management strategy and review the effectiveness of risk management arrangements, the control environment and associated anti-fraud and anti-corruption arrangements and seek assurances that action is being taken on risk related issues
- To ensure that assurance statements, including the Annual Governance Statement properly reflect the risk environment
- To review the Council's risk register

17 Governance

- To consider the arrangements for corporate governance and to make appropriate recommendations to ensure corporate governance meets appropriate standards
- To consider the Council's compliance with its own and other published standards and controls
- To review any issues of governance referred to the Committee by internal or external audit
- To take ownership of the Protocol on Referring Matters to the External Auditor
- To review the Anti-Fraud and Corruption policy

Standards and Ethical Framework

- (a) To promote and maintain high standards of conduct by Members, (i.e. Elected and Co-opted).
- (b) To assist Members to observe the Council's Ethical Framework including the Code of Conduct.
- (c) To advise the Council on the adoption or revision of the Council's Ethical Framework including the Code of Conduct.
- (d) To monitor the operation of the Council's Ethical Framework including the Code of Conduct.
- (e) To advise, train or arrange to train Members on matters relating to the Council's Ethical Framework including the Code of Conduct.
- (f) To determine written complaints made against a Member (including a Parish Council Member) alleging a breach of the Code of Conduct and taking any action that is deemed appropriate and permitted under the Localism Act 2011 and Regulations thereunder.
- (g) To exercise of (a) to (f) above in relation to the Parish Councils wholly or mainly in its area and the Members of those Parish Councils.
- (h) To keep under review and make recommendations to the Council on the Whistle-Blowing Policy and Procedure.
- (i) To put in place and keep under review arrangements for monitoring Members' performance.
- (j) To receive and consider reports on individual Members' performance.
- (k) To decide any requests from a Member or Officer for indemnity as set out in the Council's adopted Policy on Terms of Indemnity.

18 Other

- (a) To liaise with the Overview and Scrutiny Committee to ensure that the work of the two committees is complementary.
- (b) To promote effective relationships between external audit, internal audit, inspection agencies and other relevant bodies to ensure that the value of the audit and inspection processes are enhanced and actively promoted.
- (c) To consider financial and non-financial performance issues to the extent that this impacts upon financial management and governance.
- (d) The Committee shall, in conjunction with the Monitoring Officer and Chief Finance Officer, produce an Annual Review of work completed and proposed and report on an exception basis through the Performance Report for Cabinet.

19 The terms of reference of the Committee shall be reviewed annually.

Standards Determination Sub-Committee

1. Terms of Reference

The Sub-Committee is established to

- determine complaints following an investigation.
- give detailed consideration to revisions to the Code of Conduct as necessary for recommendation to the Committee.

2. Following a hearing the Sub-Committee will make one of the following findings:

- (a) That the Member who was the subject of the hearing had not failed to comply with the Code of Conduct of the relevant Authority concerned;
- (b) That the Member who was the subject of the hearing had failed to comply with the Code of Conduct of the relevant Authority concerned, but that no action needs to be taken in respect of the matters which were considered at the hearing; or
- (c) That the Member who was the subject of the hearing had failed to comply with the Code of Conduct of the relevant Authority concerned and that a sanction should be imposed.

3. If the Sub-Committee makes a finding under paragraph 2(c) in respect of a person who is no longer a Member of any authority that the Committee has responsibility for it shall censure that person.

4. If the Sub-Committee makes a finding under paragraph 2(c) in respect of a person who is a serving Member of any authority that the Committee has responsibility for, it shall impose any of, or a combination of, the following sanctions:

- (a) censure of that Member
- (b) restriction for a period not exceeding six months of that Member's access to the premises of the relevant Authority or the resources of the relevant Authority provided that those restrictions:
 - i. are reasonable and proportionate to the nature of the breach;
 - ii. do not unduly restrict the person's ability to perform the functions of a Member.
- (c) that the Member submits a written apology in a form specified by the Sub-Committee;
- (d) that the Member undertakes such training as the Sub-Committee specifies;
- (e) that the Member participate in such conciliation as the Sub-Committee specifies.

5. Appointment and Composition of the Sub-Committee

- (a) The Sub Committee will be convened as necessary from the membership of the Audit and Corporate Governance Committee. The Sub-Committee will therefore not have a fixed membership.

- (b) The Sub-Committee shall comprise five Members, of whom a maximum of three shall be elected members **drawn on a politically proportionate basis, wherever possible. If an opposition Member is not available, the three Members will be appointed from the same political party.** No more than two should be Co-Opted Independent Members of the Audit and Corporate Governance Committee.
- (c) The Sub-Committee shall elect a Chair at each hearing/meeting. The Chair will be an elected Councillor.
- (d) The appointment and composition of the Sub-Committee shall increase to include a Parish Member (observer) of the Audit and Corporate Governance Committee where the Sub-Committee is considering a report or recommendations that relate to a Parish Council Member.

6 **Quorum**

The quorum for a meeting of the Sub-Committee shall be three Members, two of whom must be elected Members and at least one Independent Member. When considering a matter relating to the conduct of a Member as Parish Councillor at least one Parish Council representative shall also be present.

7 **Frequency of Meetings**

The Sub-Committee shall meet as and when required to enable it to undertake its functions.

SLOUGH BOROUGH COUNCIL**REPORT TO:** Council**DATE:** 21st April, 2015

CONTACT OFFICER: David Gordon – Scrutiny Officer
(For all enquiries) (01753) 875411
 Catherine Meek – Head of Democratic Services
 (01753 875011)

WARD(S): All**PART I**
FOR DECISION**ANNUAL REPORTS 2014/15 – SCRUTINY AND STANDARDS****1 Purpose of Report**

To present the Annual Scrutiny Report 2014/15 and Annual Standards Review 2014/15.

2 Recommendation/Proposed Action

The Council is requested to Resolve:

- (a) That the Annual Scrutiny Report 2014/15 be received.
- (b) The Annual Standards Review 2014/15 be received.

3 Sustainable Community Strategy Priorities

The Code of Conduct forms the bedrock of the conduct regime for Members and aims to ensure that ethical behaviour and governance of the highest order is maintained as this contributes to open, transparent and fair decision making

Overview and Scrutiny is a process by which decision-makers are accountable to local people, via their elected representatives for improving outcomes relating to all priorities for the Borough and its residents. Scrutiny seeks to influence those who make decisions by considering the major issues affecting the Borough and making recommendations about how services can be improved. The Annual Scrutiny Report supports the Scrutiny function by providing a record of the work carried out during the year and plans for the future year.

4 Other Implications

- (a) Financial – None
- (b) Risk Management – None

5 Supporting Information

Overview and Scrutiny

- 5.1 Annual reports are an opportunity to review the scrutiny work for the previous year and help us to understand the nature of the work undertaken by Overview and Scrutiny and to assess its effectiveness. It also gives an opportunity to reflect on any lessons learned during the year to help guide future work. The production of an Annual Report is a requirement of the Constitution.
- 5.2 The report highlights some key achievements from the year where Scrutiny has made a difference, as well as including brief summaries of some of the challenges that lie ahead both externally and internally.
- 5.3 There is scope to build on and develop different methods of scrutiny in the coming year; particular attention being given to evidencing how Scrutiny makes a difference and forward planning, along with working to engage with the local communities.
- 5.4 The Local Authority, through its Overview and Scrutiny function, has an influential, as well as statutory, role in scrutinising the activities and performance of the Executive and External Bodies. The Annual Scrutiny Report provides an opportunity to communicate the work the Committee and its Panels have undertaken, challenges faced and the improvements made as a result of scrutiny.
- 5.5 The Overview and Scrutiny Committee endorsed the Annual Report at its meeting on 9th April 2015 and the report is attached at Appendix A.

Standards Annual Review

- 5.6 The Council's Constitution requires the Monitoring Officer, in conjunction with the Committee to produce an Annual Review of work completed and proposed within the purview of the Committee and to submit it to Council for information purposes only.
- 5.6 Committee Members were consulted regarding the attached draft Annual Review Report. The Report summarises the activity and action over the last year and outlines the proposed merger of the Standards Advisory Committee with the Audit and Risk Committee.
- 5.7 The Annual Review is attached at Appendix B.
- 5.8 Once approved, the Annual Review will be made widely available and accessible to the Council's partners, stakeholders and the public at large through publication on the website and intranet and available in local libraries.

6 **Appendices Attached**

Appendix A - Annual Scrutiny Report 2014/15.
Appendix B Annual Standards Review 2014/15

7 **Background Papers**

None.

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Annual Scrutiny Report

2014/2015



Foreword

It gives me great pleasure to introduce the Annual Scrutiny Report. The Report highlights key pieces of work each of the Scrutiny Panels and the Overview and Scrutiny Committee have completed over the past year.

The Overview and Scrutiny Committee and the three Panels (Education and Children's Services, Neighbourhoods and Community Services and Health) have, once again, had a busy year. This report highlights the key achievements of the Panels and the Committee, so that this report gives a good picture of the big issues that Scrutiny has looked at during the 2014/15 municipal year.

Issues I would like to highlight, in particular, are: the focus of the Health Scrutiny Panel on the recent acquisition of Heatherwood and Wexham Park by Frimley Park NHS Foundation Trust; the Education and Children's Services Scrutiny Panel continued work on Children's Services in Slough and negotiations with the Department for Education and the Neighbourhoods and Community Services Scrutiny Panel advising the Cabinet to implement changes in street cleaning arrangements at the time of contract retendering. In addition, this year the Overview and Scrutiny Panel commissioned a Task and Finish Group to investigate car parking in the town centre. Scrutiny plays a vital role in providing effective challenge, bringing transparency and examples of best practice into the services we provide to the public, and these issues demonstrate the value that the scrutiny process can bring.

The 2015/16 municipal year promises to be a challenging and rewarding year for Overview and Scrutiny with a review of Neighbourhood Action Groups already agreed and proposals to increase the level of task and finish work being put forward. I look forward to working with all members to ensure that Overview and Scrutiny adds value to the work of the Cabinet and officers across all issues.

I would like to thank my own Vice Chair, as well as the Chairs and Vice Chairs of all the Panels for their support and leadership throughout the year. And on behalf of the all the Chairs and Vice Chairs I would also like to thank all members, officers and partners who have contributed to the work of the Overview and Scrutiny function over the past year.



**Councillor Mohammed Nazir
Chair, Overview and Scrutiny Committee**

What is Overview and Scrutiny?

The Overview and Scrutiny Function, established by the Local Government Act 2000, plays the role of critical friend to the Cabinet and other key decision makers.

Overview and Scrutiny Committees were created to:

- hold decision-makers to account;
- challenge performance and help improve services;
- ensure policies are working as intended and, where there are gaps, to help develop policy (through its own policy development work and making recommendations to decision-makers);
- bring a wider perspective, from citizens and stakeholders; and
- examine broader issues affecting local communities.

Through requesting information and questioning decision-makers an Overview Scrutiny Committee can review the quality of local services, hold decision-makers to account (whether the Cabinet or other statutory bodies such as NHS Trusts), and put forward ideas for developing and improving services.

The Centre for Public Scrutiny has set out the four principles for effective scrutiny as:

- critical friendship to decision-makers
- engaging the public, enabling the voice of the public and communities to be heard in the process
- owning the process with non-Executive Members driving the scrutiny process
- making an impact through driving forward improvements in public services

To achieve the desired quality of effective scrutiny, an Overview and Scrutiny function must:

- be independent
- be robust, rigorous and challenging
- fully engage all non-Executive Members
- come from a positive culture that supports and promotes the process
- involve local citizens and service users
- ensure that its purpose is clear and widely understood
- demonstrate the value added
- be creative in its ways of monitoring service performance
- have dedicated resources
- bring the conclusions of its Reviews to the attention of Full Council
- have a comprehensive Member Development programme

The questions an Overview and Scrutiny Function must ask itself in terms of its own effectiveness are:

- Is it effectively holding decision-makers to account?
- Is it helping to improve services?
- Is it building links between the Council, its partners and the community?
- Is it helping to improve the quality of life for local people?
- Is it adding value?

The Annual Report looks to assess the effectiveness of the work done by the Overview and Scrutiny Function at Slough Borough Council in the 2014/15 municipal year, as well as reviewing the changes to the role of scrutiny that have taken place following the passing of the Localism Act, the Health Reforms and the changes in the education landscape, and looking towards the year ahead.

Overview and Scrutiny at Slough Borough Council

The Overview and Scrutiny Function at Slough Borough Council is made up of the Overview and Scrutiny Committee and three standing Panels: Health Scrutiny Panel, Neighbourhoods and Community Services Scrutiny Panel, and Education and Children's Services Scrutiny Panel. In addition, each of these three groups can commission task and finish groups to undertake time-limited reviews of specific policy issues.

The Panels enable greater focus on specific subject matter, while the overarching Overview and Scrutiny Committee focuses on cross-cutting issues, corporate, financial and performance management of the Council. The Committee and Panels look to work closely together, using joint meetings where appropriate, to develop their work programmes and effectively scrutinise the work of the Council and its partners.

Members on the Overview and Scrutiny Committee and three Panels receive research and administrative support from a dedicated Scrutiny Officer; with Democratic Services also providing committee administration to the main Committee and Health Scrutiny Panel.

Getting Involved

The Overview and Scrutiny Committee and all three Panels meet in public, and welcome members of the public who wish to observe proceedings. Task & Finish Groups hold their meetings either in public or closed session as appropriate.

The agendas and related papers are published on the Slough Borough Council website five clear working days in advance of any meeting and are available to download for free.

Member Development

2014/15 saw a series of events held to assist members of scrutiny panels in undertaking their work. The Education and Children's Services Scrutiny Panel held two meetings in the autumn of 2014 to provide information on Ofsted and the responsibilities of local Councillors regarding Ofsted and local schools. In addition, an event was held with head teachers from Slough schools to share information on local provision, and the Chair of the Panel (Cllr Joginder Bal) attended an event organised by the Centre for Public Scrutiny regarding education scrutiny.

The Health Scrutiny Panel undertook a guided tour of facilities at Frimley Park Hospital followed by discussions with senior management on their proposals for Heatherwood and Wexham Park. The Chair of the Panel has also discussed matters with the new board of Heatherwood and Wexham Park Hospitals.

The feedback from these sessions was extremely positive, and has helped build relationships with key organisations and individuals as well as offering advice on skills and overall approach.

Overview and Scrutiny Committee

Membership:



Councillor Mohammed Nazir (Chair)



Councillor Dexter Smith (Vice Chair)

- Councillor Joginder Bal
- Councillor Wal Chahal (until 20th February 2015)
- Councillor Diana Coad (from 20th February 2015)
- Councillor Nora Holledge
- Councillor Sandra Malik
- Councillor Natasa Pantelic
- Councillor Mandeep Rana
- Councillor Khaula Usmani

The Overview and Scrutiny Committee has met seven times during the 2014/15 municipal year.

The Overview and Scrutiny Committee primarily focuses its attention on the particular Cabinet Portfolios of Finance and Strategy, and Performance and Accountability in planning its work programme for the year.

During the year the Committee considered a range of issues:

- The leisure services strategy
- The work of Aspire For You
- The contract with arvato and partnership working
- Car parking in Slough town centre
- Treasury management and the Slough Borough Council budget
- Estate services
- Capital strategy
- The Five Year Plan
- Children's Services and working with the Department for Education
- Crime and Disorder – Chief Constable
- Quarterly finance and performance monitoring
- Abandoned vehicles and Slough Borough Council's responsibilities

Scrutiny Reviews

Town Centre Car Parking Task and Finish Group

The Committee undertook an in-depth review of parking facilities in the town centre. The Task and Finish Group comprised of Councillors Plenty (Chair), Bal, Mellor, Nazir and Strutton and met in the autumn/winter of 2014/15 to discuss existing policy with officers and observe traffic patterns in Slough town centre.

This Review led to the following recommendations being made:

- 1) that the current policy of zero parking be reviewed, with a future ratio to be specified subject to further research by Slough Borough Council (SBC) and justification;
- 2) that the potential hire of, or use of parking permits with time restrictions in neighbouring parking facilities (e.g. Tesco car park) be researched;
- 3) that the time restrictions on areas with single yellow lines be reduced to 6pm in suitable areas (subject to research by SBC);
- 4) that land adoption be used to increase SBC's control of parking (e.g. Kittiwake House, the area in Mill Street outside Foundry Court);
- 5) that the current limit of 5,000 parking spaces be reviewed, using the justification for it at the time of its creation and variations in the situation since this time (e.g. parking at Tesco's, Crossrail) to reappraise the figure;
- 6) that the parking at Slough railway station be removed from SBC's allocation of parking spaces;
- 7) that the potential expansion of car parking facilities at Slough railway station be investigated;
- 8) that the size of loading and unloading bays be reviewed to facilitate their use by larger vehicles; and
- 9) that further research be conducted into the continuation of free parking after 3pm, or cheaper parking through the use of a 'Slough Card', with a view to a potential increase in high street trade.

These recommendations will be considered by the Cabinet in the 2015/16 Municipal Year.

Health Scrutiny Panel

Membership:



Councillor Natasa Pantelic (Chair)



Councillor Wayne Strutton (Vice Chair)

- Councillor Rayman Bains
- Councillor Avtar Cheema
- Councillor Nimrit Chohan
- Councillor Roger Davis
- Councillor Antreev Dhillon
- Councillor Michael Holledge
- Councillor Mandeep Rana

Non-Voting Co-opted Member:

- Colin Pill (Slough Healthwatch)

The Health Scrutiny Panel met six times during the 2014/15 municipal year.

Taking on responsibility for the Cabinet portfolio of health and wellbeing, as well as holding the statutory responsibility for scrutinising the provision local health services across the Local Authority area. In doing this, the Panel covered a range of issues during the municipal year, including:

- The acquisition of Heatherwood and Wexham Park NHS Foundation Trust
- The joint autism strategy
- The Care Commissioning Group's commissioning strategy
- The Prime Minister's Access Challenge and local access to GPs
- GP out of hours service
- The work of Healthwatch Slough
- Children's and Adolescents' Mental Health Service
- The Better Care Fund
- Adult Safeguarding Annual Report and Strategy
- The Care Act 2014
- Berkshire Healthcare NHS Foundation Trust Quality Account 2014 / 15
- Mental Health Care Crisis Concordat

The Panel also reviewed the progress made against the recommendations from the Childhood Obesity Review completed in January 2014.

Neighbourhoods and Community Services Scrutiny Panel

Membership:



Councillor Ted Plenty (Chair)



Councillor Anna Wright (Vice Chair)

- Councillor Wal Chahal (from 20th February 2015)
- Councillor Diana Coad (until 20th February 2015)
- Councillor Nora Holledge
- Councillor Sandra Malik
- Councillor Fatima Mansoor
- Councillor Ishrat Shah
- Councillor Karnail Sidhu
- Councillor Paul Sohal

The Neighbourhoods and Community Services Scrutiny Panel met seven times during the 2014/15 municipal year.

Taking on responsibility for the Cabinet portfolios of neighbourhoods and renewal, community and leisure, and environment and open spaces, the Panel covered a range of issues during the municipal year, including:

- Performance on the contract for void properties
- Neighbourhood policing and Neighbourhood Action Groups
- Waste collection performance
- Water metering
- Littering and fly-tipping
- Facilities for the disabled at Slough bus station
- The contract for street cleaning and its retendering
- Slough sheds and their use as accommodation
- The Real Time Passenger Information service on buses in Slough
- The policy for allocation of Slough Borough Council housing stock
- Management of garages at Slough Borough Council properties
- The survey of resident satisfaction

Recommendations were made to the Cabinet in March 2015 on improving the monitoring of street cleaning and to review the accuracy of real time passenger information. These were agreed.

The Panel met once as the Crime and Disorder Committee, taking evidence from representatives of the Safer Slough Partnership and commenting on the effective management of the Partnership and looking in detail at the issues of prostitution and the impact of Neighbourhood Action Groups.

Education and Children's Services Scrutiny Panel

Membership:



Councillor Joginder Bal (Chair)



Councillor Frank Abe (Vice Chair)

- Councillor Preston Brooker
- Councillor Wal Chahal
- Councillor Roger Davis
- Councillor Michael Holledge
- Councillor Sandra Malik
- Councillor Fiza Matloob
- Councillor Paul Sohal

Education Voting Co-opted Members:

- Oxford Diocese Representative (Vacant)
- Northampton Diocese Representative (James Walsh)
- Parent Governor Representative (Vacant)

Education Non-Voting Co-opted Members:

- Maggie Stacey (Head Teacher Representative)
- Lynda Bussley (Primary School Teacher Representative)
- Jo Rockall (Secondary School Teacher Representative)

The Education and Children's Services Scrutiny Panel met six times during the 2014/15 municipal year (its sixth meeting will take place on the 15th April 2015).

Taking on responsibility for the Cabinet portfolios of education and children, and opportunities and skills, the Panel covered a range of issues during the municipal year, including:

- Cambridge Education Review of Services
- Children's Centres Inspection and Improvement Programme
- Schools' results
- Children's Services Improvement Programme
- Slough Local Safeguarding Children Board Annual Report 2013 – 14
- Cambridge Education Annual Review
- Raising pupil achievement
- School transport
- Children's and Adolescents' Mental Health Services
- The 'Team Around You' initiative
- School places planning
- Information on plans to improve education at Churchmead School and Burnham Park Academy

- Corporate Parenting Panel Annual Report
- Schools' exclusion policy

SLOUGH BOROUGH COUNCIL

STANDARDS ADVISORY COMMITTEE

ANNUAL REVIEW

JUNE 2014 TO MARCH 2015

THE STANDARDS ADVISORY COMMITTEE

Membership of the Standards Advisory Committee is as follows:

Elected Members

Councillor Mike Hollege (Chair)
Councillor Arvind Dhaliwal
Councillor Antreev Dhillon
Councillor Fiza Matloob
Councillor Rajinder Sandhu
Councillor Khaula Usmani

Co-Opted Independent Members

Graham Davies
Ronald Roberts
Alan Sunderland

Parish Council Members

Scott Bryant (Colnbrook with Poyle Parish Council)
Harjinder Singh Gahir (Wexham Court Parish Council)
Orlando Isernia (Britwell Parish Council)

Independent Person (Observer only)

Dr Louis Lee

Note

Parish Councillor Orlando Isernia was newly appointed to the Committee by Britwell Parish Council in June 2014.

Graham Davies, Co-Opted Independent Member and Dr Louis Lee, Independent Person, were appointed to the Committee in September 2014.

The Committee met on two occasions during the year, on 18th June 2014 and 17th March 2015. It is pleasing to note that matters around Member Conduct were sufficiently light to enable two Committee meetings during the year to be cancelled owing to insufficient business. Committee agenda papers, reports and minutes are available on the Council's website at www.slough.gov.uk

Kevin Gordon, Assistant Director Professional Services, is the Council's Monitoring Officer, with whom the Committee has joint responsibility to produce this Annual Review.

Introduction by the Chair

2014/15 has been a time for consolidation of the arrangements introduced in the Localism Act 2011 for the regulation of standards of conduct for elected and co-opted members of the Borough Council and Parish Councils. This has allowed a period for Members familiarise themselves with their responsibilities under the new arrangements and in particular the new statutory duty for Members to register their 'Disclosable Pecuniary Interests'. These declarations, together with those arising from the locally imposed duty to notify the Monitoring Officer of other pecuniary and non-pecuniary interests, form the public Register of Members' Interests, available for viewing on the Council's website.

The Standards Advisory Committee has an important role in overseeing the investigation and determination of any complaints against Members where a failure to comply with the Code of Conduct has been alleged. I wish to thank the Members and Co-opted Members of the Committee, and the Independent Person, for their assistance over the year.

Given that the role of the Committee has reduced under the arrangements of the Localism Act 2011 and the reduced level of activity relating to Member complaints, it is proposed that the Committee merge with the Audit and Risk Committee. The future work of the Standards Advisory Committee will be combined with that of the Audit and Risk Committee under the new Audit and Corporate Governance Committee. I hope that we may continue to work together to promote and maintain high standards of conduct by all Members.

Councillor Michael Holledge

Roles and Functions of the Committee

The Committee's main roles and functions revolve around:

- Promoting and maintaining high standards of conduct and assisting Members to observe these as set out in the Council's Ethical Framework and the Code of Conduct.
- Advising and training Members in all matters relating to the Ethical Framework, monitoring the operation of it and Members' performance against it.
- Keeping under review the Code of Conduct and the Whistle-Blowing policy and making recommendations to the Council when revisions are considered to be ready.
- The determination of any written complaints against a Member and the taking of any appropriate action.

Activity and Action in 2014/15

The Localism Act 2011 placed a duty on the Council to adopt a Code of Conduct which must be, when viewed as a whole, consistent with the following principles:

- (a) selflessness;
- (b) integrity;
- (c) objectivity;
- (d) accountability;
- (e) openness;
- (f) honesty;
- (g) leadership.

These principles, known as the Seven Principles of Public Life, were developed by the Committee on Standards in Public Life (originally known as the Nolan Committee), an independent public body which advises government on ethical standards across the whole of public life. The Borough Council in common with most local authorities and other public bodies incorporated the Seven Principles into its Code of Conduct adopted in June 2012, together with the description of each Principle. In its 14th report the Committee on Standards in Public Life set out revised descriptions to a number of the Seven Principles, which generally strengthened the wording and in some cases widened their scope. The Council adopted the revised wording of the Seven Principles for the Code of Conduct on 16th May 2013, on the recommendation of the Standards Advisory Committee.

Committee Membership 2014/15

As noted above, Britwell Parish Councils appointed a new representative to sit on the Committee.

The Council's Independent Person, Mr Fred Ashmore, was due to stand down during the year as his appointment under the transitional arrangements of the Localism Act became time expired. Steps were taken to advertise for persons interested in taking up the position of Independent Person and Dr Louis Lee was appointed to this role. Given the level of interest received for this post, the Council was in a position to also appoint to the vacant co-opted Independent Member position on the Committee and Graham Davies was appointed to this role.

Complaints Activity

It is satisfactory to note that there has been a relatively low level of complaints activity during the year.

The Committee noted that for the period June 2014 to date, one complaint had been received relating to a Borough Councillor, a summary of which is detailed in the table below.

Complaint about	No.	Outcome
Bringing the office into disrepute [2.3 of the Code] and avoid conflict between personal interest and the public interest [2.7 of the Code]	1	Referred for investigation.

Future Role of the Committee

It is noticeable that the role of the Committee has reduced under the new arrangements particularly as the Monitoring Officer now had delegated authority to seek to resolve a complaint informally where a formal investigation is not merited.

A number of drivers were behind the proposal to merge the Standards Advisory Committee with the Council's Audit and Risk Committee.

Reduced complaint activity and complaints that give rise to a need to involve the Standards Advisory Committee in considering ethical issues, has meant that there is a risk that the ethical agenda is not as visible as it once was. Some Council's have added ethical standards to the terms of reference of their Audit Committee to ensure that the ethical agenda remains visible in the Council and to achieve a more joined up governance role for the Audit Committee. There is no reason to believe that complaints alleging breaches of the code of conduct are likely to increase in the future.

Similarities and synergies – both Committees deal with governance, probity and transparency of processes.

Transparency International UK Report on Corruption in Local Government. This Organisation has issued a report with the key recommendation to Government being that the changes taking place in local government should be reviewed, to ensure that they do not inadvertently create an enabling environment for corruption. Specific recommendations include introducing a statutory requirement for local authorities to have an audit committee, strengthened whistle blowing systems, enhancing audit procedures, extending the Nolan Principles and for local authorities to carry out a periodic corruption risk assessment in relation to their own functions and operations. The Standards Advisory Committee was made aware of this report at its meeting on 18th March 2014 and it was agreed that a further report be made to a possible joint meeting of the Standards Advisory and

Audit and Risk Committees as both Committees had responsibilities for governance and probity matters.

Recruitment and Retention of co-opted members – there is currently one co-opted independent person on the Audit and Risk Committee and three independent co-opted people on the Standards Advisory Committee. Combining the roles of the two committees would both enable the Council to benefit from skills and input of independent people across a broader area of responsibility and provide a more stimulating role for independent people which, in turn, will assist in retention.

Role of the new Committee

The newly merged Audit and Corporate Governance Committee would have the objective of making a positive contribution to the Council's governance and control environment. The Committee will also have an important role in ensuring public money is spent wisely and providing assurance to the public that the council is complying with the law, has an effective control framework in place and provides quality services in line with corporate priorities.

As the Council has a role in the standards and conduct issues of Parish Councillors it is proposed that one Member from each of the three Parish Councils in the Borough be invited to attend and speak at the Committee if it is considering a report relating to material changes to the Code of Conduct for Members.

Whilst recognising the benefits of merging the two Committees there is no wish to put additional pressure on the Committee's work on risk management framework and its scrutiny of the authority's financial and non financial performance and it is therefore proposed that a Standards Determination Sub Committee be established to determine allegations of breaches of the Members' Code of Conduct, on a reference from the Monitoring Officer and to undertake any detailed work necessary on the Code of Conduct, making recommendations to the Committee as necessary.

Future Training

In order to promote and maintain high standards of conduct, there is an ongoing need to provide training and guidance for Members, to refresh and renew understanding of and compliance with best practice on standards issues and good governance. There is also a need to bear in mind training needs for new Members coming into office through normal electoral turnover and the co-opted Independent Members. Following a merger of the Committee's it is essential that relevant training is provided to both elected members and co-optees to ensure that they are aware of their role and responsibilities as members of the Audit and Corporate Governance Committee.

Further Information

For further information on Standards matters generally or advice in relation to the Code of Conduct, please contact either:

Kevin Gordon, Monitoring Officer	Catherine Meek, Head of Democratic Services
01753 875213	01753 875011
kevin.gordon@slough.gov.uk	catherine.meek@slough.gov.uk

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 21st April, 2015

CONTACT OFFICER: Shabana Kauser
(For all enquiries) Senior Democratic Services Officer
(01753) 787503

WARD(S): All

PART I
FOR DECISION**MOTIONS SUBMITTED TO COUNCIL UNDER PROCEDURE RULE 14**

The following motions have been received in accordance with Council Procedure Rule 14:-

A) Reduction in Voting Age

(Moved by Councillor Mann, seconded by Councillor Hussain)

“This Council resolves to:

1. Support the recent proposals to extend the franchise in all elections to 16 and 17 year olds as they are knowledgeable and passionate about the world in which they live and are as capable of engaging in the democratic system.
2. Ask our local MP and the current coalition government, and any government formed after May’s election, to back the policy announced by the Labour Party, and extend the franchise in all elections to 16 and 17 year olds alongside strong citizenship education.
3. Recognise the important steps taken this year to establish a Youth Parliament and commit to working with them alongside Sloughs’ schools and colleges to enhance citizenship education for all young people in Slough.
4. Continue working with community groups, faith organisations, residential associations, and other groups and people to make the electoral register as complete as possible.”

B) Unlicensed House of Multiple Occupation Register

(Moved by Councillor Smith, seconded by Councillor Strutton)

“This Council resolves to:

Respond to the acute shortage of housing in Slough by publishing a register of unlicensed House Multiple Occupation to safeguard the health and welfare of sitting, and future, occupants whilst regulating good quality self-contained units which will be self-financing by the extra council tax generated.”

C) Funding Allocation Review - Bus Passes

(Moved by Councillor Coad, seconded by Councillor Mellor)

“This Council resolves that:

In the light of the impact that changes to bus passes and the removal of companion carers bus passes has had on working pensioners, volunteers and disabled people we call upon SBC to review funding allocation in order to address the hardship this has already caused.”