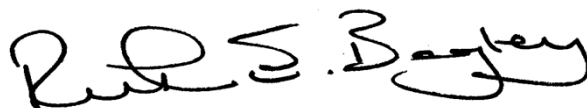


Date of issue: Friday, 1 April 2016

<b>MEETING:</b>	<b>CABINET</b>	
	Councillor Anderson	Leader of the Council - Finance & Strategy
	Councillor Carter	Community & Leisure
	Councillor Hussain	Health & Wellbeing
	Councillor Mann	Education & Children
	Councillor Munawar	Social & Economic Inclusion
	Councillor Parmar	Environment & Open Spaces
	Councillor Sharif	Performance and Accountability
	Councillor Swindlehurst	Neighbourhoods & Renewal
<b>DATE AND TIME:</b>	<b>MONDAY, 11TH APRIL, 2016 AT 6.30 PM</b>	
<b>VENUE:</b>	<b>VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF</b>	
<b>DEMOCRATIC SERVICES OFFICER:</b> (for all enquiries)	<b>NICHOLAS PONTONE</b>	<b>01753 875120</b>

NOTICE OF MEETING

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



**RUTH BAGLEY**  
Chief Executive

AGENDA

PART I

Apologies for absence.

1. Declarations of Interest

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

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

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

2.	Minutes of the Meeting held on 14th March 2016	1 - 12	
3.	Local Authority Partnership Purchase Scheme (LAPP) Update	13 - 24	
4.	Pledge to Slough's Looked After Children	25 - 28	All
5.	Contracts in Excess of £250,000 in 2016/17	29 - 34	All
6.	References from Overview & Scrutiny	To Follow	All
7.	Notification of Forthcoming Decisions	35 - 44	All
8.	Exclusion of Press and Public		

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

**PART II**

9.	Part II Minutes - 14th March 2016	45 - 46	
10.	<b>Maple House - Proposed Lease Surrender &amp; Renewal</b>	47 - 74	Central
11.	<b>SEN and PRU Expansion Programme: Phase 1</b>	To Follow	All

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. 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.

Note:-

**Bold = Key decision**

Non-Bold = Non-key decision

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**Cabinet – Meeting held on Monday, 14th March, 2016.**

**Present:-** Councillors Anderson (Chair), Carter, Hussain, Parmar, Sharif (from 6.39pm) and Swindlehurst

**Also present under Rule 30:-** Councillors Brooker, Davis, M Holledge and N Holledge

**Apologies for Absence:-** Councillors Mann and Munawar

**PART 1**

**97. Declarations of Interest**

No declarations were made.

**98. Minutes of the Meeting held on 8th February 2016**

**Resolved –** That the minutes of the meeting of the Cabinet held on 8<sup>th</sup> February 2016 be approved as a correct record.

**99. Five Year Plan Annual Report**

A report was considered on the Five Year Plan Annual Report that set out progress made during the first year of the plan. Approval was sought to recommend the Annual Report, as set out at Appendix A to the report, to Council on 19<sup>th</sup> April 2016.

The Five Year Plan had been introduced in January 2015 and set a vision and series of outcomes against which the Council would prioritise its resources. The Plan would be reviewed annually and an Annual Report would be produced to summarise progress as it was recognised that it was important to demonstrate what had been achieved against the vision and each of the eight outcomes. A combination of case studies and performance indicators had therefore been used, which built upon the detailed quarterly updates to the Cabinet and Overview & Scrutiny Committee including the Corporate Balanced Scorecard.

*(Councillor Sharif joined the meeting)*

Commissioners welcomed the Annual Report which it was felt would be a useful tool to help explain the journey the Council was on in seeking to improve the lives of people in Slough at a time of significant financial pressures. The report was concise and written in plain English to ensure it was accessible. It highlighted very substantive and wide ranging activity undertaken such as 1,000 more pupils provided with a school place and the inspection of 1,600 private rented properties. Members emphasised that the Plan needed to keep moving forward with targets and actions set to deal with evolving and emerging issues.

The Cabinet agreed to recommended the Annual Report to Council on 19<sup>th</sup> April 2016 and also placed on record their thanks to both staff and service users for their role in delivering the many achievements detailed in the report.

**Recommended –** That the Annual Report of progress during the first year of the Five Year Plan, attached as Appendix 'A' to the report, be approved.

**100. Manifesto Update on Pledges 2015/16**

A report was considered that informed the Cabinet of the activity and projects undertaken following adoption of the ruling group manifesto on 22<sup>nd</sup> June 2015.

The key achievements highlighted included 200 new social homes and the start of construction at the Ledgers Road site by Slough Urban Renewal; major improvements at Baylis Park; the adoption of the new Leisure Strategy including investment in new sports, leisure and ice facilities; and the installation of 86 more CCTV cameras across the borough. Commissioners were pleased that the vast majority of pledges made had already been fulfilled in the nine months since they were adopted. It was also stated that whilst the The Curve would not now be open during the municipal year, this was due to the decision to incorporate the Registrars service and ensure the flagship facility would be fully operational from opening. Other commitments such as Britwell regeneration were on track to be completed early.

A Commissioner commented that the major investment in transport schemes including the Burnham Station traffic scheme, Slough Mass Rapid Transit, A355 and A332 had also been progressed as promised, demonstrating a commitment to upgrading Slough's transport infrastructure and ensure the town continued to be a premier location for both business and residents. Construction of the community sports facility at Arbour Park would deliver the long standing pledge to provide a home for Slough Town Football Club.

In noting the report, the Cabinet welcomed the progress that has been made on each of the manifesto pledges.

**Resolved –** That the progress made to date on the projects undertaken as part of the commitment to the manifesto pledges adopted in June 2015 be noted.

**101. Community Investment Fund Update 2015-16**

The Cabinet discussed a report that summarised the key projects funded in 2015/16 from the Community Investment Fund. A draft list of proposed allocations for 2016/17 was also tabled and considered.

The fund had been established in 2012 to support relatively small, street level improvements. Projects had been undertaken across the Council during the year including new street nameplates, gateway signs, measures to tackle

pavement parking and an extension of the cycle hire scheme. It was felt that good progress had been made.

The draft allocations totalling £500,000 were considered for 2016/17. Proposed investments included neighbourhood improvements identified on Member walkabouts, landscaping, green gyms and casework software. A contribution of £25,000 was also proposed for utility supplies for temporary ice facilities whilst the ice arena was closed for refurbishment, although it was recognised that significant further work was needed to find a viable interim solution.

After due consideration, the Cabinet agreed to note the update and agree the allocations for 2016/17 as set out in the tabled paper.

**Resolved –**

- (a) That the progress made to date on the community investment fund projects in 2015/16 be noted; and
- (b) That indicative allocations of the Community Investment Fund in 2016/17 be agreed as follows:

Total available Community Investment Fund - £500,000:

- £350k Ward walkabout projects and neighbourhood enhancements
- £25k Enabling measures for potential temporary ice arena provision - water and electricity connections to site
- £40k 3x Green Gyms for parks at various locations and play/exercise equipment
- £20k replacement shrubs/landscaping at various locations across Sloughs public realm including, but not limited to, parks, highway verges and established planted areas.
- £35k Verge protection measures – knee rails, double kerbs, bollards at various locations around the Borough
- £30k Towards improving casework enquiries and response services to residents

**102. Procurement of Environmental Services Contract**

A report was considered that requested Cabinet approval to commence procurement of contracts for future service provision for waste collection, waste services, waste management, waste treatment, public realm (street cleaning and green estate), highways reactive works, highways and transport capital works and professional services.

It was proposed to procure three separate contracts for the services:

- Environmental services contract covering most waste services and public realm, noting the public realm strategy at Appendix A to the report;

## Cabinet - 14.03.16

- Infrastructure contract for highways engineering works and highways and transport capital works; and
- Professional services contract for highways and transport.

The option of contracting with a single strategic partner had been considered by the Contract Re-provision Board, however after detailed analysis including feedback from the soft market testing set out in Appendix B to the report, it was recommended that three separate contracts be procured. Approval was also sought to bring together all of the budgets for the services from 2016/17 under a single financial and strategic overview.

Commissioners asked a number of questions about the reasons for recommending three contract packages, the level of member engagement and work undertaken to learn lessons from previous major commission and procurements of other key Council services. The principle reason for three contracts was that the market had clearly indicated that a single contract could impede competitiveness and innovation and minimise flexibility and efficiencies.

Commissioners noted the feedback from the market testing, however, it was felt that the considerable overlap between services across the contracts meant there were potentially significant service and financial benefits from working with a single provider. It was therefore agreed not to preclude a single contractor for all services and requested that further consideration be given to the option of packaging contracts before agreeing the final specification. Approval was given to proceed with procurement process in principle, however, in recognising the scale and importance of the procurement of these services, Commissioners felt that the report was not sufficiently clear about the specification and therefore agreed that relevant Commissioners would be consulted and a further report would be brought to Cabinet at the next key stage of the procurement to finalise the specification. It was emphasised that it was critical to get the specification right at the outset of the contract and that if multiple providers were eventually successful than joined up ways of working must be found to deliver these important and highly visible services effectively.

The Public Realm Strategy was agreed and the aspiration as set out for Slough was welcomed. The Assistant Director of Procurement and Commercial Services was asked to clarify what the Cabinet were being asked to agree in recommendation (b) in relation to approving the "...completion of the commissioning process for the Environmental Services Contract" and it was confirmed that Commissioners were being asked to acknowledge the internal work done to date by the Public Realm, Environment, Transport and Highways sub-commissioning group, which was duly noted.

It was agreed that the opportunities to deliver wider benefits through the contracts, such as apprenticeships, should also be maximised where possible. The engagement with Members was discussed and it was agreed that the member engagement plan currently being developed would be circulated when it was available.



**Resolved –**

- (a) That the Council commence procurement of the Environmental Services contract, Infrastructure contract and Professional Services contract, noting the Cabinet's desire to keep open the option of a single contractor for all or multiple contracts.
- (b) That the Public Realm Strategy, attached at Appendix A to the report, and the completion of the commissioning process for the Environmental Services Contract be approved.
- (c) That the service budgets be brought together from 2016/17 following consultation with the relevant Commissioners.
- (d) That the Member Engagement Plan be circulated and that a further report be considered by the Cabinet at the next key milestone of the procurement process to finalise the shape and specification of the contract(s).

**103. Welfare Policies**

The Cabinet were asked to approve the revised policy in relation to Discretionary Housing Payments (DHP) for 2016-17 as attached at Appendix A to the report.

The payments were awarded to provide further financial assistance, outside of Housing Benefit and Universal Credit regulations, to help people meet their housing costs. Demand was increasing as a result of benefit reforms. Payments made in line with the policy were funded from the government grant allocation, which had risen £151k for 2016/17 to £581k. It was intended that spend would remain in line with this grant allocation to avoid further pressure on the Council's General Fund budget. The proposed changes to the policy for 2016-17 were summarised as in paragraph 5.10 of the report.

Members asked a number of questions about the number of recipients locally and discussed the impacts of the government's welfare reforms, particularly in the context of rising rents and property values. It was recognised that as a one off payment, DHP could only provide short term assistance and recipients whose circumstances further deteriorated would likely increase demand pressures on other services for vulnerable people. The widening of Universal Credit and changes to the benefit cap were also likely to increase demand for hardship support. It was therefore agreed that the policy be approved and that the Cabinet receive an update report in six months that included detail on the profile of recipients and emerging trends arising from housing pressures and benefit reform.

**Resolved –**

- (a) That the policy for Discretionary Housing Payments, as set out in Appendix A to the report, be approved.

- (b) That a progress report be received by the Cabinet in six months to set out the level of demand for assistance and consider the impact of welfare reforms.

**104. Trelawney Avenue Redevelopment Plan - Progress Report**

A progress report was received that updated the Cabinet on the continued positive progress in the delivery of the Trelawney Avenue Redevelopment Plan that included a community hub and new housing.

It was envisaged that the hub would have housing, healthcare, library and adult social care services, plus flexible space for voluntary and community based use. There would also be some space at the hub for Thames Valley Police and discussions were ongoing about their specific requirements. Commissioners welcomed the fact that Slough Clinical Commissioning Group had obtained outline support from NHS England to move an existing practice into the new hub and work in an integrated way with other public services. The Council were also working with Raw Investments Limited and the site plan included provision a mixture of 1 and 2 bedroomed flats and a 2 bedroomed house. The approach being taken was to realise the One Public Estate objectives, improving services whilst minimising running costs.

The Cabinet was pleased that the significant work put in to the plan was now progressing well in line with the original aims of the redevelopment and using the good practice of hubs developed elsewhere in the borough. The progress was noted and approval was given to the land appropriation detailed in recommendation (j). Enablement works were scheduled to commence by April 2016 and business cases would be progressed by the CCG and Council respectively with a final report scheduled to come to Cabinet in June 2016.

**Resolved –**

- (a) That it be noted that since the last cabinet report Slough Clinical Commissioning Group (“SCCG”) had obtained outline support from NHS England and would submit a final Business Case for approval in April 2016.
- (b) That it be noted that the proposals for the hub had evolved and now included the potential to build on the strengths of the community centres in Slough, through joint team and agency working and the application of an asset based model of delivering public services that is aligned to the Council’s “Enabling & Preventing” theme of the 5 year plan.
- (c) That it be noted that the outline plans included the introduction of up to 16 properties for rent. Of these, no less than 50% would be owned by SBC, with the remainder owned by Raw Investments Ltd (“RIL”).
- (d) That it be noted that the preferred development solution that met the strategic needs of the Council, SCCG and Raw Investments Limited (“RIL”) is for the hub to be jointly owned and managed between RIL and the Council. RIL would have ownership of the health-led area and

## **Cabinet - 14.03.16**

properties above, with the remainder owned by the Council (General Fund).

- (e) That it be noted that the scheme enablement be scheduled to commence by the end of April 2016 through the demolition of the Merry Makers PH (with attached hall) and 324 Trelawney Avenue.
- (f) That it be noted that Housing Services had commenced consultation with tenants residing in 313-323 Trelawney Avenue regarding their relocation.
- (g) That it be noted that Asset Management would continue to explore the feasibility of relocating the football teams currently based at the Merry Makers PH to a formal lease/licence of the changing rooms at Kedermister Park.
- (h) That it be noted that Thames Valley Police (TVP) had now confirmed they require touch down space at the hub and that discussions have commenced with regards finalising their requirements and the surrender of their lease of Langley Police Station.
- (i) That subject to NHS England approving the business case submitted by SCCG, a final report containing the full business case to proceed with the proposed redevelopment be presented to Cabinet in June 2016.
- (j) That subject to compliance with Housing Revenue Account (“HRA”) guidance, it be agreed in principle that the General Fund (“GF”) appropriate the area of land required from the HRA to develop the hub, with the remainder of the site retained by the HRA and used to build affordable housing for rent .

### **105. Cippenham Community Centre Extension**

A report was considered on a proposal to extend the existing Cippenham Community Centre on Earls Lane to provide changing room facilities and additional community space. The rear of the Community Centre would also be opened up to provide outdoor facilities and direct access to Cippenham Village Green by bridging the stream. There was also potential to allow the relocation of the 2<sup>nd</sup> Cippenham Scouts from their current location. The Council was seeking to demolish Maria Cowland Hall, which was in a poor state of repair, and redevelop the site for housing development, subject to planning, with the community space re-provided at the Community Centre. A correction was noted to paragraph 5.14 of the report that notice to Age Concern had been served to vacate Maria Cowland Hall by December 2016, with attempts to find alternative venues for their activity. The budget provision had been made for the proposals in the Capital Programme approved by Council in February 2016.

The Cabinet welcomed the concept and discussed a number of aspects of the proposal including the benefits of the new facilities provided by the extension and bringing together local communities by bridging the stream. Councillors Davis and Nora Holledge addressed the Cabinet as local ward Members and

suggested how the new facilities could be used to maximise activity such as cricket on the green. Commissioners commented that the detailed design and service specification of the extension would need to consider how best to meet the local need and uses. More generally, the Cabinet discussed whether the proposal maximised the use of the site and it was noted that the scheme met current and anticipated future need but there could be further development at a later stage for other services or facilities if there was a business case.

At the conclusion of the discussion, the Cabinet noted the report and welcomed the proposal in principle. It was agreed to consider a further report with the full business case in June 2016.

**Resolved –**

- (a) That it be noted that the current proposal for the introduction of changing facilities at Cippenham Village Green was to extend the existing Cippenham Community Centre.
- (b) That subject to approval, it be noted that the extension would include a set of changing rooms, facing onto Cippenham Village Green, new community space part of which could provide a new location for 2nd Cippenham Scouts and the remainder likely to be for a Nursery operator or other.
- (c) That should agreement be reached with 2nd Cippenham Scouts for their relocation, the extension could allow for the existing Scout Hut to be demolished and the site to be remediated into Cippenham Village Green. The remediation would include a new car park serving users of the Village Green.
- (d) That a report with a full business case would be presented to Cabinet in June 2016.

**106. The Old Library Site - Development Proposals**

An initial report was considered on proposals for the development of the library site, seeking to establish the timing of the full business case for a mixed-use development, which would include proposals for a quality branded hotel. Authority was also sought to negotiate and complete an associated, preparatory land transaction involving the surrender by the Council's tenants of their lease of Burlington Road car park and the grant to them of a new lease of a smaller part of the site, but for a longer term.

The Council owned the site and work was underway to develop a full masterplan and business case to maximise the potential of the key site when services moved across to The Curve. The Cabinet welcomed the work that had been done to have a clear plan in place for the future use of the site and commented that a strong proposal would complement the range of other major scheme underway and planned for the town centre. It was agreed to receive a further report in June 2016 on the business case for the proposal

and it was also agreed to delegate authority to resolve the lease issues for part of the Burlington Road car park.

**Resolved –**

- (a) That a follow-up report would be presented to Cabinet for consideration in June 2016 which would be accompanied by a full business case to support the redevelopment of the Old Library site;
- (b) That delegated authority be given to the Assistant Director - Assets, Infrastructure & Regeneration, following consultation with the relevant Cabinet member, to negotiate and complete an agreement for the surrender of the existing lease of and for the grant of a new lease of part of Burlington Road car park outlined in red in the plan (Appendix A to the report).; and
- (c) That the procurement of the surrender of the lease of Burlington Road car park is for the benefit, improvement or development of the Council's area.

**107. Proposed Disposal of Land at Wexham Nursery to Slough Regeneration Partnership**

A report was considered on the disposal of Slough Borough Council land at Wexham Nursery to the Slough Regeneration Partnership (SRP) to commence a 104 unit housing development. In resolving the matters in Part I of the agenda, the Cabinet considered the Part II Appendix 1, the contents of which was noted.

The housing development would provide 70 homes for sale and 34 for social rent to be acquired by the Council. Approval was sought to authorise the disposal of the land the SRP for a sum that represented no less than the best value valuation and to delegate authority to agree the final valuation sum. The Cabinet considered the valuation set out the Part II Appendix 1 and discussed a number of aspects of the development and working arrangements between the Council and Morgan Sindall. The disposal and delegations were then agreed.

**Resolved –**

- (a) That the disposal of land at Wexham Nursery to SRP be authorised for a sum that represents no less than the best value valuation, if the option granted in respect of the land is exercised.
- (b) That delegated authority to agree the final valuation sum be given to the Assistant Director, Assets Infrastructure & Regeneration, following consultation with the Leader and the Council's section 151 officer; and
- (c) That delegated authority be given to the Assistant Director Assets, Infrastructure and Regeneration, following consultation with the Cabinet Member for Neighbourhoods & Renewal, to approve the non-financial terms for disposal.

**108. Small Sites Development Strategy Update**

The Cabinet received a follow up to the report considered in September 2015 on the progress of developing Slough Borough Council owned smaller sites. It had been agreed to deliver the package of sites through the Slough Regeneration Partnership and the report provided an update on progress in bringing forward sites.

A pilot HRA site at Eschle Court would be on site by May 2016 to provide 11 social rented flats and the first batch of four HRA project were scheduled to start on site by October 2016. Further developments were in the pipeline as detailed in Appendix One, which contained exempt information and was noted during Part I of the meeting without disclosing any exempt information.

The development of smaller, infill sites was recognised as being important in improving local neighbourhoods as well as providing additional housing. The Cabinet welcomed the positive progress in working through the SRP to bring forward both major sites such as Wexham Nursery and the smaller, more difficult sites as detailed in the report. More generally, the Cabinet commented on wide range of schemes now moving forward to delivery via the Slough Regeneration Partnership which demonstrated that the hard work in the early stages of establishing the complex joint venture was now achieving significant regeneration of housing, leisure and community benefits across the borough. At the conclusion of the discussion, the Cabinet noted the report and agreed the recommendations.

**Resolved –**

- (a) That it be noted that the pilot HRA scheme at Eschle Court would be on site by May 2016 and would provide 11 social rented flats by March 2017.
- (b) That the first batch of four HRA projects, which included a combination of new build and refurbished HRA properties, would be on site by October 2016 and would provide 5 new homes, including a specially adapted wheelchair bungalow.
- (c) That subject to planning approval, the second batch of new homes, which would include 24 properties for sale and 19 specialist apartments for rent for adults with learning difficulties, would be on site before December 2016.
- (d) That the Assistant Director Procurement & Commercial Services be given delegated authority to market test and remove any of the small (2 units or less) HRA sites that do not have signed build contracts in place and promote them through the Repair Maintenance and Investment (RMI) procurement process if they deem that this approach will generate best value for the Council.

## Cabinet - 14.03.16

- (e) That a progress report, providing an update on additional small General Fund sites, would be presented to Cabinet for consideration by Cabinet in September 2016.

### 109. Strategic Asset Purchases 2015/16

The Cabinet received an update on the Strategic Asset Purchases made under the Strategic Acquisition Strategy which had been approved by Cabinet and Council in September 2015. The Strategy provided up to £25m for the acquisition of strategic assets in line with the agreed criteria.

The Strategy had enabled the council to respond more quickly and commercially to opportunities and two acquisitions for three properties had been made so far under the scheme. These investments were anticipated to generate income in excess of £550,000 per annum and the council was working towards achieving the income target of £1.25m in 2016/17. Details of the assets purchased were included in the Part II Appendix to the report which was noted without disclosing any exempt information.

The Cabinet discussed the income target for the year and officers were confident it could be achieved with a number of other opportunities to acquire further assets in the pipeline. Commissioners noted the report and suggested several other sites that the Strategic Acquisition Board could consider.

**Resolved –** That it be noted that:

- (a) The ability to operate within commercial timescales had been very effective. Two major strategic asset purchases have already been completed, generating income in excess of £550,000 of per annum.
- (b) A mixed portfolio of potential strategic asset purchases has been identified and is being pursued.
- (c) An income target of £1.25m had been set for the financial year 2016/17.
- (d) The income generated from strategic asset purchases would generate an independent income stream that will alleviate pressure enforced by central government funding cuts.

### 110. References from Overview & Scrutiny

The Cabinet considered the reference from the Neighbourhoods & Community Services Scrutiny Panel meeting on 23<sup>rd</sup> February 2016 asking it to note the Panel's view on the Littering Project. The Cabinet noted the decision of the Panel to support the extension of the pilot and that the decision would be made under delegated authority, taking the Panel's view into account.

**Resolved –** That the Neighbourhoods and Community Services Scrutiny Panel's support for the extension of the pilot of the littering

enforcement project in to Phase 2 for a further 6 months from the 1st April 2016 be noted.

**111. Notification of Forthcoming Decisions**

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

**112. Exclusion of Press and Public**

**Resolved** – That the press and public be excluded from the meeting during the consideration of the item in Part II of the agenda as it involved the likely disclosure of exempt information relating to the financial and business affairs of any particular person (including the authority holding that information) as defined in paragraph 3 of Part 1 the Schedule 12A the Local Government Act 1972.

Below is a summary of the matters resolved during Part II of the agenda.

**113. Proposed Disposal of Land at Wexham Nursery to Slough Regeneration Partnership - Appendix 1**

The Cabinet noted the Part II Appendix to the report, detailing the independent valuation.

**114. Small Sites Development Strategy - Appendices**

The Part II Appendices, including the Current Pipeline of Small Sites and Current Programme for the Small Sites Development Strategy were noted.

**115. Strategic Asset Purchases 2015/16 - Appendices**

The Part II Appendices which detailed the two assets purchased under the Strategic Acquisition Strategy was noted.

Chair

(Note: The Meeting opened at 6.34 pm and closed at 8.29 pm)



**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 11<sup>th</sup> April 2016

**CONTACT OFFICER:** Joseph Holmes, Assistant Director; Finance & Audit  
(For all Enquiries) (01753) 875358

**WARD(S):** All

**PORTFOLIO:** Councillor Anderson, Leader and Finance & Strategy

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

**LOCAL AUTHORITY PARTNERSHIP PURCHASE SCHEME (LAPP) UPDATE**1. **Purpose of Report**

For members to note the progress on implementing this scheme and to comment and consider the proposed scoring mechanism for potential applicants as at Appendix A.

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

The Cabinet is requested to resolve:

- (a) That the progress on the implementation of the Local Authority Partnership Purchase Scheme be noted.
- (b) That the Cabinet comment upon the scoring mechanism for applicants included at Appendix A.

3. **The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**3a. **Slough Joint Wellbeing Strategy Priorities –**

Priorities:

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

Cross-Cutting themes:

Civic responsibility - this scheme should assist in that it is assisting local residents in living in Slough and having a longer term stake in the borough by having their own property here.

Improving the image of the town - the Scheme informs the theme by helping to support people to live and work within the borough.

### 3b. Five Year Plan Outcomes

- There will more homes in the borough, with quality improving across all tenures to support our ambition for Slough – this scheme supports local residents in buying property and helping the supply of properties within the borough.
- The Council’s income and the value of its assets will be maximised – as per the report – if the scheme is subscribed to the £5m level in year 1, £280k of income is expected (annualised) to the Council p.a.
- All outcomes – by supporting key workers, it is expected that this will lead to an improved recruitment and retention offer for staff delivering local services included across the 5 Year Plan

### 4. Other Implications

#### (a) Financial

The LAPP scheme has significant financial implications.

The total cost set aside in the Council’s Capital strategy (as approved in February 2016) was £9.5m in total (£5m in 2016-17 then £4.5m in the following year depending upon demand).

The Council is proposing to then receive a rental stream of at least the prevailing PWLB (Public Works Loan Board) rate to ensure that taxpayers are getting a return at the market rate of borrowing, so are not subsidising this scheme. On £5m of borrowing, this return would be at least £280,000 p.a. at the prevailing borrowing rates. There would also be administration costs on top of this.

#### (b) Risk Management

A number of risks were set out in the original report (14.9.2016 to Cabinet) – an update on some of these have been included in the below

Recommendation	Risk/Threat/Opportunity	Mitigation(s)
The scheme itself	Risk – house prices fall	The Council’s loss is limited to the share of the original purchase and 18 months of mortgage interest and reasonable costs of recovery.  Local property prices remain buoyant, but the Council is clearly exposed to risk through this scheme
	Opportunity – house prices increase	Additional capital receipts come to the Council at the time of the property being sold
	Risks - Lack of lenders	Three financial institutions are already agreed to support the

		scheme and are: <ul style="list-style-type: none"> <li>• Halifax</li> <li>• Nationwide Building Society</li> <li>• TSB</li> </ul>
	The buyer defaults	<p>The Council's loss is limited to the share of the original purchase and 18 months of mortgage interest.</p> <p>The Council has an opportunity to purchase the lenders share of the property, to use for its own purposes e.g. introduce into the HRA, or retain as an investment.</p> <p>The Council will collect rent in a similar way to the mortgage lender as will ensure that debt collection is enforced</p>

(c) Human Rights Act and Other Legal Implications

Legal services have reviewed this scheme at its inception and subsequently. The issue of State Aid has been addressed through ensuring that the rental stream element is paid back at least at the prevailing PWLB rates. The supporting lease has been agreed with Legal services. Legal services are currently reviewing the support they require to work with applicants through the process.

(d) Equalities Impact Assessment

A full EIA is detailed at Appendix B.

(e) Workforce

The LAPP will be used to support key-workers within Slough. The exact clarification of a key worker is being confirmed for this scheme, but is likely to include school teachers and social workers.

The scheme will therefore help support the recruitment and retention of key workers into the borough and so assist in the provision of public services to residents.

5. **Supporting Information**

5.1 The LAPP scheme is designed to allow individuals and households to purchase a property in Slough on the open market with assistance from the Council. This will be first scheme of its type in the country that we are aware that operates on the open market in this way.

- 5.2 There are many purposes to the scheme and these include:
- Income and assets are expected to increase over the life of the scheme to help support the Council's income and the services that are provided to residents and businesses.
  - To assist residents who are currently in rented accommodation to move into owning their own home
  - It will help alleviate pressures on the private rented sector, make good use of existing housing stock and improve the quality of housing in the area
  - The scheme will be targeted towards key workers helping to recruit people with the required skills to deliver local public services

5.2 Members approved the LAPP scheme at Cabinet on the 14th September 2015. The paper at the time set out the key principles of the scheme, but they are summarised below following further work on the scheme in the interim:

- An applicant will approach the Council expressing an interest in the scheme
- The Council will assess the applicant to ensure that they meet the Council's criteria (see appendix A)
- If successful, the applicant will then be passed to an independent broker who will provide a check on the applicants finances and feasibility for the scheme
- If successful, the applicant will then arrange a mortgage and arrange the respective legal transactions with the Council and mortgage lender.

5.3 Once an application has been successful and the property purchased then

- The Council will have an equity investment in the property, and will charge a rent on this.
- The Council will receive a proportionate share of the property when it is sold (equivalent to its initial share)
- The applicant can opt to 'staircase' their share to own more of the property
- When the property is sold, the funds are proposed to be reinvested in the scheme to keep the figure at £9.5m overall. Any surplus to this figure through growth in property prices will be decided upon by members as part of future capital strategy papers.

### **Next Steps & Communication**

5.4 The scheme is anticipated to be open for applications from late May/early June for a restricted period to gauge the level of interest in the scheme. There will be some local communications about the scheme to advertise this to the groups included in appendix A.

5.5 Three financial institutions have committed to the scheme; TSB, Halifax and Nationwide Building Society. These are expected to be at the 85-90% LTV levels. The Council's ultimate aim is to partner lenders who will lend the 95% level (and thus the buyer will only require a 3.5% deposit), though this would require an indemnity and additional costs from the Council.

5.6 After the first ten successful applications, the Council will review the processes and applications to see what amendments need to be made to the scheme to either encourage more applications, or to changing the ranking criteria if there are significant numbers of applications.

6. **Comments of Other Committees**

The Scheme has already been considered by the Overview & Scrutiny Committee and approved by Cabinet and Council. This update has not been considered by any other committees.

7. **Conclusion**

The Cabinet are asked to note the progress made in implementing the scheme.

8. **Appendices Attached**

'A' - Draft nominations scoring system for applicants.

'B' - Equality Impact Assessment.

9. **Background Papers**

'1' - Cabinet paper 30 – 14.9.2016

## ***Draft nominations***

### **INTRODUCTION**

The Local Authority Partnership Purchase (LAPP) Scheme is an extension of the UK shared ownership model. It is not restricted to specified 'shared ownership' properties but includes those purchased on the open market

The Council does not build or manage the properties. The buyer is a registered owner, co-owning the property with the Council.

The Council holds a 30% stake in each property and charges rent on this – with the buyer putting in at least 7% deposit and borrowing the rest from a mortgage lender.

Purchases are restricted to those within Slough Borough Council's borders, and subject to price limits.

The Council will have nomination rights and will set the qualifying criteria.

The council will assess eligibility; the lender will assess the financial viability of the buyer.

This document sets out the LAPP Nominations procedures.

### **OBJECTIVES**

The procedures aim to meet the following objectives:

- To set the criteria for eligibility to LAPP scheme and provide a system for prioritising applicants;
- To enable local aspiring financially viable home owners, without sufficient resources to provide a full deposit for a mortgage, to purchase a home;
- To demonstrate that the Council offers fair and equal access to its LAPP scheme;
- To help business by targeting key workers
- To increase availability of affordable and social housing, by nominating aspiring home owners currently occupying these properties.

### **APPLICATIONS FOR LAPP SCHEME**

The Council will collect the following information from each applicant:

- Current housing circumstances
- Reasons for wanting assistance via the LAPP scheme
- Details about property sought – size, approximate value, areas considered
- Approximate size of deposit available
- Employment details – identifying key workers
- Household size
- A written reference from a present landlord if applicable
- The applicant will be required to make the following declarations:
  - All information is correct, and no fraudulent claims have been made
  - That information may be shared internally and with external partners for the detection and prevention of fraud.
  - They do not have an interest (not restrictive ownership) in any other property in the UK or elsewhere. An interest covers any share in any other property for what ever reason.
  - Confirmation that the conveyance solicitor has fulfilled their anti-money laundering obligations.

The applicant will apply to SBC via the Capital / Treasury / SUR principal accountant via specific inbox

### **INELIGIBLE APPLICATIONS**

The following applications will not be eligible for assistance under the LAPP scheme:

- Any individual who owns one or more existing properties
- Applications for a property used or to be used as a House in Multiple Occupation (HMO)

- Where the applicant is intending to sub-let the property

Key workers must remain in post for at least 24 months, otherwise the Council has the discretion to evoke staircasing powers.

## SELECTION

Nominations will be selected using the following assessment:

- Reason for purchasing the property – the applicant must have the intention of occupying it as their sole, principal home.
- Priority will be assigned based on a point system considering the following criteria, and in the following order in the event of over-subscription.:
  1. **Local residents (2 points)** if resident over 5 years and a further **1 point** for resident over 10 years). *The aim is for at least 50% of nominations to be awarded to applicants who have been living in the SBC area for the past five years*
  2. **Key Workers (3 points)**. *The aim is for at least 20% of nominations should be awarded to key workers – teachers/social workers/blue light services/ Council workers*
  3. **Applicants with dependents** (children / carers / foster care responsibility) **(1 point)**
  4. **Applicants currently residing in existing Council owned social housing or on the waiting list for Council owned social housing (1 point)**
  5. **First-time buyers (1 point)**
- Initially applicants who have 3 points or more can access the scheme - this will be re-assessed after the first 10 applications.
- All nominations must be signed off by Asset Management/ Capital Accountant and Section 151 officer/Director of Resources

## PARAMETERS

Records kept should demonstrate that the following parameters have been adhered to:

- The initial split between the two shares of the property is 70% purchased via mortgage and 30% purchased by the Council
- The maximum Council purchased share per property of £120k
- The maximum loan size for the occupier of £266k
- The qualifying post codes cover all in Slough Borough Council's area
- The maximum number of LAPP scheme properties in operation at any one time of 100 until further full Council approval is sought.

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# Equality Impact Assessment

<b>Directorate: RHR</b>	
<b>Service: Finance &amp; Audit</b>	
<b>Name of Officer/s completing assessment: Joseph Holmes</b>	
<b>Date of Assessment: 21.3.2016</b>	
<b>Name of service/function or policy being assessed: Local Authority Property Purchase Scheme</b>	
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>To provide equity in properties for residents / key-workers to buy in slough. The objective is to provide a financial return back to the Council and to support local residents and key-workers in buying properties in the borough</p>
2.	<p>Who implements or delivers the policy, service or function? State if this is undertaken by more than one team, service, and department including any external partners.</p> <p>Implemented by Finance, with Housing collecting rent. Independent financial advice to be provided Censeo</p>
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <p><b>Age:</b>  <b>Disability:</b>  <b>Gender Reassignment:</b>  <b>Marriage and Civil Partnership:</b>  <b>Pregnancy and maternity:</b>  <b>Race:</b>  <b>Religion and Belief:</b>  <b>Sex:</b>  <b>Sexual orientation:</b></p> <p>All groups may potentially benefit from the scheme, although it is more likely to affect people in the 20-40 age bracket. There is also increased eligibility for those with caring responsibilities who could be more likely to be women</p> <p><b>Other:</b></p>

4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p>Increased opportunities to purchase local property where they might struggle to get on the property ladder otherwise.</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p>None foreseen</p>
6.	<p>Have the impacts indentified in (4) and (5) above been assessed using up to date and reliable evidence and data? Please state evidence sources and conclusions drawn (e.g. survey results, customer complaints, monitoring data etc).</p> <p>This is a new scheme so the impacts will need to be monitored.</p>
7.	<p>Have you engaged or consulted with any identified groups or individuals if necessary and what were the results, e.g. have the staff forums/unions/ community groups been involved?</p> <p>Engaged with Council officers on the definition of key-workers / what would be the best area to target for the scheme</p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p>
9.	<p>What plans do you have in place, or are developing, that will mitigate any likely identified negative impacts? For example what plans, if any, will be put in place to reduce the impact?</p>
10.	<p>What plans do you have in place to monitor the impact of the proposals once they have been implemented? (The full impact of the decision may only be known after the proposals have been implemented). Please see action plan below.</p> <p>We are completing a review after the first 10 applications</p>

<b>What course of action does this EIA suggest you take? More than one of the following may apply</b>	✓
<b>Outcome 1: No major change required.</b> The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	<b>X</b>
<b>Outcome 2: Adjust the policy</b> to remove barriers identified by the EIA or better promote equality. Are you satisfied that the proposed adjustments will remove the barriers identified? (Complete action plan).	
<b>Outcome 3: Continue the policy</b> despite potential for adverse impact or missed opportunities to promote equality identified. You will need to ensure that the EIA clearly sets out the justifications for continuing with it. You should consider whether there are sufficient plans to reduce the negative impact and/or plans to monitor the actual impact (see questions below). (Complete action plan).	
<b>Outcome 4: Stop and rethink</b> the policy when the EIA shows actual or potential unlawful discrimination. (Complete action plan).	

### Action Plan and Timetable for Implementation

At this stage a timetabled Action Plan should be developed to address any concerns/issues related to equality in the existing or proposed policy/service or function. This plan will need to be integrated into the appropriate Service/Business Plan.

Action	Target Groups	Lead Responsibility	Outcomes/Success Criteria	Monitoring & Evaluation	Target Date	Progress to Date

<b>Name:</b> <b>Signed:</b> .....Joseph Holmes.....(Person completing the EIA)
<b>Name:</b> ..... <b>Signed:</b> .....( Policy Lead if not same as above)
<b>Date:</b> 21.3.2016

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 11 April 2016

**CONTACT OFFICER:** Krutika Pau (Interim Director of Children's Services)  
(For all enquiries) (01753) 875 751

**WARD(S):** All

**PORTFOLIO:** Councillor Pavitar K Mann (Commissioner for Education and Children)

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

**PLEDGE TO SLOUGH'S LOOKED AFTER CHILDREN****1 Purpose of Report**

To present a new Pledge to Slough's Looked After Children for agreement and endorsement to Council.

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

The Cabinet is requested to:

- a) agree the revised Pledge; and
- b) recommend endorsement of the revised Pledge to Council.

**3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan****3a. Slough Joint Wellbeing Strategy Priorities**

The Pledge covers all five of the Slough Wellbeing Strategy priorities in relation to the impact on looked after children.

**3b Five Year Plan Outcomes**

The Pledge supports Outcome 5 of the Five Year Plan: children and young people in Slough will be healthy, resilient and have positive life chances.

- enabling looked after children to lead emotionally and physically healthy lives
- enabling looked after children to live safe, independent and responsible lives; and
- enabling looked after children to enjoy life and learning, to feel confident in their futures and aspire to achieve to their individual potential.

**4 Other Implications****(a) Financial**

Financial implications will be considered as part of a full report to Cabinet in June 2016.

(b) Risk Management

None.

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act or other legal implications relating to the recommendation in this report.

(d) Equalities Impact Assessment

Equalities Impact Assessments will be undertaken as required in implementing the Pledge.

**5 Supporting Information**

- 5.1 In order to improve the experiences of, and outcomes for, children looked after by Slough and care leavers, the Council and Slough Children's Services Trust (SCST) are making changes which will help us collectively to more effectively fulfil our corporate parenting responsibilities.
- 5.2 A key priority in this work has been the development of a new pledge for children looked after by Slough. This work has been led by the Reach Out! Group which represents looked after children in the borough. The children and young people themselves identified areas which were important to them, and where they wanted commitments made by the Council and SCST.
- 5.3 Representation from the Reach Out! Group presented their proposals to the Corporate Parenting Panel, and the attached Pledge (Appendix A) was agreed by the Panel on 22 March 2016. Following discussion at Cabinet, this will be presented to Council. Discussions are currently underway with the Reach Out! Group for a formal launch of the Pledge.
- 5.4 A further report will be presented to Cabinet in June 2016 presenting the new Corporate Parenting Strategy, Action Plan and Scorecard which will set out how the Pledge will be implemented. These are currently being developed in partnership by the council and SCST.

**6 Conclusion**

- 6.1 The Cabinet is requested to approve the new Pledge and endorse it to Council.

**7 Appendices Attached**

A - Pledge to Looked After Children: our promises to Slough's children in care

**8 Background Papers**

None.



### Our promises to our looked after children in Slough

- ◆ We will make sure that social workers take the time to get to know and understand you. We will make sure that social workers are friendlier and listen to you more.
- ◆ We will help you to have the same social worker for a long time.
- ◆ We will make sure that foster carers treat you the same as their own children, so there is no favouritism and give you the care and love that you need.
- ◆ We will make sure you have access to and are provided with the right advice and support to ensure you are physically and emotionally healthy.
- ◆ We will help you have a healthy diet (one of your 5 a day) and make sure you have opportunities to take part in activities that will keep you healthy.
- ◆ We will help you to stay where you are living if that is what you want.
- ◆ We will help you to you get the best educational outcomes and have a computer to help support you with your education.
- ◆ We will make sure you have the opportunity to take part in activities and hobbies.
- ◆ We will help you to keep in touch with your friends and receive the right information about staying over at your friend's house.
- ◆ We will help you to be involved in the decisions that are made about you and any decisions and plans that are made about your future.
- ◆ We will help you to be involved in choosing your placement and to know more about where you are moving to, including being able to visit any new carers before you move.
- ◆ We will ensure you receive the best advice and support about applying for college and university, applying for a job and for your future career.
- ◆ We will help and support you to learn about budgeting, how to cook, clean and other independent living skills.
- ◆ We will support you to find a place to live, that is safe and secure and is suitable for your needs. We will ensure we plan ahead to make sure that, together, we find the right place for you, when you move on from care.
- ◆ We want to support you to have contact with your family and friends. If this is not possible we will tell you why.
- ◆ We will offer you the support of an advocate or independent visitor if you feel that you are not being supported. Sometimes you may find it difficult to say what you want and you may want some support to put your views forward.
- ◆ We will listen if you have a complaint or would like to praise someone.
- ◆ We will make sure you can speak to someone who you trust about anything you are worried about, even at evenings and weekends.
- ◆ If we make a promise to you we will keep it.

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**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 11<sup>th</sup> April 2016

**CONTACT OFFICER:** Catherine Meek  
(For all enquiries) (01753) 875011

**WARD(S):** All

**PORTFOLIO:** Leader and Commissioner for Finance and Strategy –  
Councillor Anderson

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

**CONTRACTS IN EXCESS OF £250,000****1 Purpose of Report**

To advise the Cabinet of the contracts of an estimated value of over £250,000, that are proposed to be let in the 2016/17 financial year and any exemptions to competitive tendering that have been granted.

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

The Cabinet is requested to resolve that the list of contracts attached at Appendix A be endorsed and to determine whether there are any special requirements it wishes to agree, with regard to any particular contract.

**3 Slough Joint Wellbeing Priorities and Five Year Plan**

This report being entirely administrative in nature does not directly contribute to the priorities. However the contracts listed in the appendix will contribute to all of the priorities of both the Wellbeing Strategy and the Five Year Plan.

**4 Joint Strategic Needs Assessment (JSNA)**

The JSNA will be considered at the time of letting each contract.

**5 Other Implications****(a) Financial**

The contracts set out in the Appendix are included in approved budgets. Officer delegations authorise Directors to approve expenditure within approved capital budgets and decisions on work programmes within those budgets.

**(b) Risk Management**

There are no specific issues arising directly from this report.

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

All contracts are let in accordance with the Council's agreed Contract Procedure Rules.

(d) Equalities Impact Assessment

This report being entirely administrative in nature and is not therefore applicable to the Equalities Impact Assessment (EIA). EIA's will be fully considered at the time that each contract is let.

(e) Workforce

Workforce implications will be considered upon the letting of each contract.

**6 Supporting Information**

Council's Constitution

- 6.1 The Council's Constitution requires that the intention to tender or enter into a contract of a value exceeding £250,000 is reported and approved by the Cabinet. Exemptions to competitive tendering must also be reported for information to the Cabinet.
- 6.2 Any amendments/addition to the list have to be reported to the Cabinet as they arise and this will be done as necessary in the course of 2016/17 financial year. A list of the contracts is set out at Appendix A to this report and the Cabinet is asked to consider the attached list and endorse it.

**7 Comments of Other Committees**

None.

**8 Conclusion**

Appendix A details contracts of an estimated value of over £250,000, that are proposed to be let in the 2016/17 financial year and any exemptions to competitive tendering that have been granted.

**9 Appendices Attached**

'A' - List of contracts to be let in 2016/17 in excess of £250,000.

**LIST OF CONTRACTS TO BE LET IN 2016/17 IN EXCESS OF £250,000**

	<b>Contract Name</b>	<b>Description</b>	<b>Estimated Value</b>
1.	ITS Maintenance for Berkshire	Maintenance of existing Traffic Signals and other Intelligent Transport System such as VMS, Real time, Bluetooth journey time devices and CCTV traffic monitoring cameras.	£1.5m/annum for Berkshire (£0.25m for Slough)
2.	Safer Roads Berkshire	Retendering of the Safer Roads Partnership for Berkshire covering Red Light, mobile and Fixed camera sites and analysis of road casualties	£0.150m/annum for Berkshire £0.03m for Slough
3.	Langley Station Access Improvement scheme	LEP funded to provide accessibility to Langley Station to improve passenger experience	£1.5m
4.	Burnham Station Access Improvement scheme	LEP funded to provide accessibility to Burnham Station to improve passenger experience	£2m
5.	A4 Cycleway – Huntercombe to Burnham Lane	Introduction of a shared use cycle route along the A4 and junction improvement works along the A4	£0.9m
6.	Professional Services Contract	Retendering of the professional services contract covering transport and highways functions	£1.5m/annum
7.	Highway Maintenance Contract	Retendering of the highway element of the “Amey” contract covering maintenance of the highway, new construction and lining.	£3m/annum
8.	Waste Treatment Solution	Provision of a dedicated integrated waste disposal solution for residual and recycling streams from municipal and commercial solid waste arisings in Slough	£60m estimated
9.	Environmental Services	Provision of dedicated waste management, waste collection and public realm services (street cleaning, ground maintenance, highways land management etc) for the borough (may be combined with Waste Treatment Solution procurement)	£120m estimated
10.	Utilities	Gas and Electricity	£1.5m

11.	Speech and language therapy (SALT)	To provide high quality speech and language therapy for children and young people in Slough schools with special needs which is effective and efficient in responding to identified needs and promotes the development of children's speech, language, and communication. This service will be in line with national and professional standards. Slough BC has a vision for Short Break Service for children and young people (CYP) with Special Educational Needs and Disabilities (SEND) which we set out in our initial Short Break Transformation Strategy. This is: "to enable as many disabled children and young people as possible to remain living at home with support from community services to lead normal family lives and have access to universal settings or more specialist local services in accordance with their wishes."	£0.25m
12.	Shortbreaks service	Slough BC has a vision for Short Break Service for children and young people (CYP) with Special Educational Needs and Disabilities (SEND) which we set out in our initial Short Break Transformation Strategy. This is: "to enable as many disabled children and young people as possible to remain living at home with support from community services to lead normal family lives and have access to universal settings or more specialist local services in accordance with their wishes."	£0.26m
13.	Temporary agency staff	Recruiting agency staff	£8m approx
14.	RMI	Repairs, maintenance and investment	£15m per annum
15.	FRA	Fire risk assessments (works and survey)	£0.28m

16.	Leisure Services	Leisure services provision	-
17.	Adult Social Care centres refurbishment	Lavender Court/Priors Close	-
18.	Corporate Maintenance and Cleaning	Corporate sites	£1.5m
19.	Demolitions	Housing/corporate	-
20.	Education	Professional services/architects	-
21.	Housing – upgrade to communal areas	-	-
22.	Housing – demolitions framework	-	-
23.	Housing Infill sites	Professional services for design	-
24.	Housing – environmental works	-	-
25.	Ice arena refurbishment	Major works to upgrade plant and premises to provide an ice arena with a 20 year lease	£7.7m
26.	New main leisure centre	Provision of a new leisure centre and main pool to replace Montem, including enabling works	£17.8m
27.	Health visiting, family nurse partnership and school nursing services	The Health Visiting Service workforce consists of specialist community public health nurses (SCPHN) and teams who provide expert information, assessments and interventions for babies, children and families including first time mothers and fathers and families with complex needs. The Family Nurse Partnership (FNP) is a licensed, evidenced based, intensive nurse-led prevention and early intervention programme for vulnerable first time young parents and their children.	£3.4m
28.	RTPI hosting	Operations and maintenance contract possibly 3 year with provision for extension	£0.25m
29.	Parking Enforcement contract	-	-
30.	Sexual health services	Comprehensive integrated tier 1-2	£1.3m
31.	Housing Related Support MH	Lookahead pilot	£0.39m over two years
32.	Dynamic Purchasing System of Care Purchasing	This is a continuously updated approved list of accredited providers, from which care will be purchased on a call of basis	£8m

		with individual suppliers, in accordance with Council tendering procedures.	
33.	DAAT	Drug & Alcohol Action Team service re-procurement.	-

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Cabinet **DATE:** 11<sup>th</sup> April 2016

**CONTACT OFFICER:** Catherine Meek, Head of Democratic Services  
(For all enquiries) 01753 875011

**WARD(S):** All

**PORTFOLIO:** Leader, Finance and Strategy – Councillor Anderson

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

**NOTIFICATION OF DECISIONS****1. Purpose of Report**

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

**2. Recommendation**

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

**3. Slough Joint Wellbeing Strategy Priorities**

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

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

**4. Other Implications****(a) Financial**

There are no financial implications.

**(b) Human Rights Act and Other Legal Implications**

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

## **5. Supporting Information**

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

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

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

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

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

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

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

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

## **6. Appendices Attached**

'A' - Notification of Decisions

## **7. Background Papers**

None.



# NOTIFICATION OF DECISIONS

1 APRIL 2016 TO 30 JUNE 2016

## **SLOUGH BOROUGH COUNCIL**

### **NOTIFICATION OF DECISIONS**

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

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

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

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

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

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

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

For each decision, the plan will give:

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

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

An executive decision which is likely either:

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

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

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

The members of the Cabinet are as follows:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

For further information, contact Democratic Services as detailed above.

## Cabinet - 11th April 2016

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Corporate Parenting Strategy &amp; Pledge</u></b></p> <p>To consider a report on the Corporate Parenting Strategy and Slough Borough Council's Pledge to Looked After Children.</p>	E&C	All	All	Krutika Pau, Children's Services Director (Interim) Tel: 01753 875751	Corporate Parenting Panel	None	√	
<p><b><u>SEN and PRU Expansion Programme: Phase 1</u></b></p> <p>To take decisions in relation to Phase 1 of the Special Educational Needs and Pupil Referral Unit Expansion Programme to provide additional capacity in Slough.</p>	E&C	All	All	Tony Madden, Principal Asset Manager Tel: 01753 875739	-	None	√	
<p><b><u>Contracts in Excess of £250,000 in 2016/17</u></b></p> <p>To report those contracts in excess of £250k likely to be awarded in 2016/17.</p>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
<p><b><u>References from Overview &amp; Scrutiny</u></b></p> <p><i>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i></p>	P&A	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		

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

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

<u>Notification of Forthcoming Decisions</u>  <i>To endorse the published Notification of Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
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## Cabinet - 20th June 2016

Item	Port- folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Cabinet portfolios and Commissioner Responsibilities</u>  To formally advise the Cabinet of revised portfolios and the Commissioners responsible for them.	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	
<u>Ruling Group Manifesto</u>  To note the manifesto of the Ruling Group following the Borough election being held on 5th May 2016.	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	
<b><u>Provisional Financial and Performance Outturn Report: 2015-16 Financial Year</u></b>  To provide Members with the provisional financial outturn information for the 2015-16 financial year and summarise the Council's performance against the balanced scorecard indicators and project updates.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	

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

<p><b><u>Statutory Service Plans</u></b></p> <p>To recommend to Council the Statutory Service Plans (SSPs) in relation to Food Safety Service; Health and Safety Service; and Trading Standards Service in accordance with the requirements laid down by external agencies.</p>	H&W	All	All	Ginny de Haan, Head of Consumer Protection & Business Compliance Tel: 01753 477912	-	None	√	
<p><b><u>Trelawney Avenue Redevelopment Plan Update</u></b></p> <p>Further to the Cabinet report of March 2016, to consider the final business case for the Trelawney Avenue Redevelopment Plan to bring forward a mixed-use development in the area.</p>	N&R, C&L	Langley Kedermister	Regeneration & Environment	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	Report, 14/03/2016 Cabinet	√	
<p><b><u>Cippenham Community Centre Extension Progress Report</u></b></p> <p>Further to the March 2016 Cabinet report, to consider a progress report and business case for the Cippenham Community Centre Extension.</p>	C&L, N&R	Cippenham Green	Regeneration & Environment	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	Report, 14/03/2016 Cabinet	√	
<p><b><u>Scheme of Delegation to Officers - Executive Functions</u></b></p> <p>To approve the Scheme of Delegation to Officers insofar as it relates to Executive functions.</p>	P&A	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	

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

<u>References from Overview &amp; Scrutiny</u>  <i>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i>	P&A	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None	√	
<u>Notification of Forthcoming Decisions</u>  <i>To endorse the published Notification of Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	



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

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