

MINUTES OF COUNCIL PROCEEDINGS

At the Annual Meeting of the Council for the Borough of Slough held at The Curve - William Street, Slough, Berkshire, SL1 1XY on Thursday, 18th May, 2017 at 7.00 pm

Present:- The Worshipful the Deputy Mayor (Shah), in the chair; Councillors Ajaib, Anderson, Bains, Bal, Bedi, Brooker, Carter, Chahal, Chaudhry, Cheema, Coad, Dar, Davis, Amarpreet Dhaliwal, M Holledge, N Holledge, Hussain, Mann, Matloob, Munawar, Nazir, Parmar, Plenty, Qaseem, Rana, Rasib, Sadiq, A Sandhu, R Sandhu, Sarfraz, Sharif, Smith, Sohal, Strutton, Swindlehurst and Wright

Apologies for Absence:- Councillors Chohan, Arvind Dhaliwal, Pantelic, Usmani and Kelly

1. To Elect the Mayor for the 2017/18 Municipal Year

The Chief Executive explained that in order to comply with legislative requirements that prevented anyone presiding over their own election and as it was anticipated that Councillor Shah would be nominated, it was necessary for Councillor Shah to leave the meeting whilst the meeting considered the election of Mayor for the Municipal Year 2017/18.

(Councillor Shah left the meeting)

Nominations were sought for election of Chair to preside over the election of Mayor. Councillor Munawar proposed and Councillor Hussain seconded Councillor Rasib and Councillor Rasib was duly elected to Chair the meeting with regard to this agenda item.

(Councillor Rasib in the Chair)

Councillor Rasib called for nominations for the office of Mayor of the Borough of Slough for the ensuing municipal year. Councillor Rana proposed and Councillor Matloob seconded the nomination of Councillor Shah.

The nomination was put to the vote and agreed unanimously.

The Chief Executive declared that Councillor Shah was elected Mayor of the Borough of Slough for the 2017/18 municipal year.

(Councillor Shah returned to the meeting)

Councillor Shah, having made and signed the requisite declaration of acceptance of office, was thereupon installed in the Chair.

(The Worshipful the Mayor, Councillor Shah, in the Chair)

Resolved - That Councillor Shah be elected as Mayor for the Municipal Year 2017/2018.

2. To Elect the Deputy Mayor for the 2017/18 Municipal Year

The Mayor called for nominations to the office of Deputy Mayor of the Borough of Slough for the 2017/18 municipal year. Councillor Bal proposed and Councillor Hussain seconded the nomination of Councillor Sohal.

The Mayor put the nomination to the vote which was agreed unanimously.

The Mayor declared Councillor Sohal to elected Deputy Mayor of the Borough of Slough for the 2017/18 municipal year. Councillor Sohal made and signed the requisite declaration of acceptance of Office of Deputy Mayor.

Resolved - That Councillor Sohal be elected as Deputy Mayor of the Borough of Slough for the Municipal Year 2017/2018.

3. Declarations of Interest

Councillor Bal declared that his daughter worked for Slough Borough Council.

4. To approve as a correct record the Minutes of the Council held on 25th April 2017

Resolved – That the minutes of the Council meeting held on 25th April 2017 be approved as a correct record.

5. To receive the Mayor's Communications.

The Mayor announced that Reverend Linda Hillier had agreed to continue to serve as the Mayor's Chaplain and that she was looking forward to working with her during the forthcoming municipal year.

Members were informed that the Mayor's Reception would take place on 29th June 2017.

6. Report of Returning Officer - By election 4th May

Details of the By-Election held on 4th May 2017 were noted.

Resolved – That the report be noted.

7. Review of Constitution

It was moved by Councillor Hussain,
Seconded by Councillor Munawar,

“That

Contract Procedure Rules – Part 4.6

(a) That the proposed revisions to sections 16.46 – 16.47 and 16.48 – 16.67 of the Contract Procedure Rules as set out in Appendix 1 (A) be approved.

Arrangements for the Dismissal of Head of Paid Services, Monitoring Officer and Chief Finance Officer

- (b) That the following new committees and delegations be approved:
- 1) That the existing Statutory Officers' Disciplinary Panel be abolished.
 - 2) That an Investigating and Disciplinary Committee be established to deal with disciplinary matters relating to the relevant officers. This Committee to be a politically balanced committee of five Members only one of whom is to be a member of the Executive (not the Leader or Commissioner with responsibility for Human Resources or Finance).
 - 3) That an Appeals Committee be established to deal with disciplinary matters short of dismissal relating to the relevant officers. This committee is to be a politically balanced committee of five Members only one of whom is to be a member of the Executive. (not the Leader or Commissioner with responsibility for Human Resources or Finance).
 - 4) That an Independent Panel comprising three people appointed under section 28 Localism Act 2011 be established to advise Council in the event of a recommendation from the Independent Disciplinary Committee to dismiss a relevant Officer.
 - 5) That Investigating and Disciplinary Committee have delegated responsibility for the suspension of "the relevant officers." In the event of the need for urgency, this function to be delegated to the Monitoring Officer following consultation with the Leader in the case of the suspension of the Chief Executive and delegated to the Chief Executive following consultation with the Leader in the case of the suspension of the Monitoring Officer or the Chief Finance Officer.
 - 6) That In the case of a complaint against a relevant officer, the decision whether to refer the matter to the Investigating and Disciplinary Committee will be delegated to the Monitoring Officer following consultation with the Leader in the case of a complaint against the Chief Executive and delegated to the Chief Executive following consultation with the Leader in the case of a complaint against the Monitoring Officer or the Chief Finance Officer.
 - 7) That the relevant officers will be given the same right to be accompanied at any disciplinary hearing as all Slough employees. This does not automatically include the right to be accompanied by a legal representative.
 - 8) That the Monitoring Officer be tasked with producing a revised disciplinary procedure for the relevant officers based on the model procedure produced by the Joint Negotiating Committee for Local Authority Chief Executives for approval by the Employment and Appeals Committee.
 - 9) That, thereafter the Employment and Appeals Committee will not have responsibility for the discipline of the relevant officers.

- 10) That the revised Officer Employment Procedure Rules set out at Appendix 2 (C) be approved.

Local Code of Conduct for Employees

- (c) That the revised Local Code of Conduct for Employees as set out at Appendix 3(B) be approved.

Article 12 – Officer Roles and Statutory Functions

- (d) That the revised Article 12 as set out at Appendix 4 be approved.

Review of Whistleblowing Policy

- (e) That the proposed revised Whistleblowing code as set out at Appendix 5 be approved and that it be renamed 'Confidential Whistleblowing Code'.

Motions to Council

- (f) That Procedure Rule 14.1 be amended to read

'14.1 Notice

- a. Except for motions which can be moved without notice under Rule 15, written notice of every motion, signed by at least two Members, must be delivered to the Head of Democratic Services not later than noon on the ninth working day before the date of the meeting. At any one Ordinary meeting:
- Only one motion may be proposed by any Political Group,
 - Or, in the case of no group, an individual member,
 - And one cross-party motion proposed by any member (on a first come first served basis).

The wording of a motion can be submitted by email, and in this case, one member may submit the wording and another e mail in support of the motion must be received by the noon deadline. E mails must be from a source that validates the identity of the sender.'

- (g) That the Monitoring Officer and Head of Democratic Services be authorised to amend the current published Constitution to reflect Council Structures, legislative requirements and other administrative amendments as necessary."

The recommendations were put to the vote and carried unanimously.

Resolved –

Contract Procedure Rules – Part 4.6

- (a) That the proposed revisions to sections 16.46 – 16.47 and 16.48 – 16.67 of the Contract Procedure Rules as set out in Appendix 1 (A) be approved.

Arrangements for the Dismissal of Head of Paid Services, Monitoring Officer and Chief Finance Officer

- (b) That the following new committees and delegations be approved:
- 1) That the existing Statutory Officers' Disciplinary Panel be abolished.
 - 2) That an Investigating and Disciplinary Committee be established to deal with disciplinary matters relating to the relevant officers. This Committee to be a politically balanced committee of five Members only one of whom is to be a member of the Executive (not the Leader or Commissioner with responsibility for Human Resources or Finance).
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 - 4) That an Independent Panel comprising three people appointed under section 28 Localism Act 2011 be established to advise Council in the event of a recommendation from the Independent Disciplinary Committee to dismiss a relevant Officer.
 - 5) That Investigating and Disciplinary Committee have delegated responsibility for the suspension of "the relevant officers." In the event of the need for urgency, this function to be delegated to the Monitoring Officer following consultation with the Leader in the case of the suspension of the Chief Executive and delegated to the Chief Executive following consultation with the Leader in the case of the suspension of the Monitoring Officer or the Chief Finance Officer.
 - 6) That In the case of a complaint against a relevant officer, the decision whether to refer the matter to the Investigating and Disciplinary Committee will be delegated to the Monitoring Officer following consultation with the Leader in the case of a complaint against the Chief Executive and delegated to the Chief Executive following consultation with the Leader in the case of a complaint against the Monitoring Officer or the Chief Finance Officer.
 - 7) That the relevant officers will be given the same right to be accompanied at any disciplinary hearing as all Slough employees. This does not automatically include the right to be accompanied by a legal representative.
 - 8) That the Monitoring Officer be tasked with producing a revised disciplinary procedure for the relevant officers based on the model procedure produced by the Joint Negotiating Committee for Local Authority Chief Executives for approval by the Employment and Appeals Committee.
 - 9) That, thereafter the Employment and Appeals Committee will not have responsibility for the discipline of the relevant officers.
 - 10) That the revised Officer Employment Procedure Rules set out at Appendix 2 (C) be approved.

Local Code of Conduct for Employees

- (c) That the revised Local Code of Conduct for Employees as set out at Appendix 3(B) be approved.

Article 12 – Officer Roles and Statutory Functions

- (d) That the revised Article 12 as set out at Appendix 4 be approved.

Review of Whistleblowing Policy

- (e) That the proposed revised Whistleblowing code as set out at Appendix 5 be approved and that it be renamed ‘Confidential Whistleblowing Code’.

Motions to Council

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The wording of a motion can be submitted by email, and in this case, one member may submit the wording and another e mail in support of the motion must be received by the noon deadline. E mails must be from a source that validates the identity of the sender.’

- (g) That the Monitoring Officer and Head of Democratic Services be authorised to amend the current published Constitution to reflect Council Structures, legislative requirements and other administrative amendments as necessary.

8. Localism Act 2011 - Dispensations

It was moved by Councillor Munawar,
Seconded by Councillor Hussain,

“That the grant of general dispensations, as set out in paragraph 5.1 of the report, be approved.”

The recommendation was put to the vote and carried unanimously.

Resolved - That the grant of general dispensations, as set out in paragraph 5.1 of the report, be approved.

9. Appointment of Committees and Allocation of Political Officer Support

It was moved by Councillor Munawar,
Seconded by Councillor Hussain,

- (a) "That Committees be appointed and seats thereon allocated to political groups in accordance with the rules of proportionality.
- (b) That appointments be made to Committees in accordance with the nominations received from political groups, as set out in Appendix 1.
- (c) That the report of the Leader on appointment of the Deputy Leader and Cabinet Members and their portfolios be received, as set out in Appendix 1.
- (d) That the Chairs and Vice-Chairs of Committees be appointed as submitted in Appendix 1.
- (e) The allocation of Political Officer support to Political Groups be allocated as 1FTE Group Political Officer to the Ruling Group and .5 FTE Group Political Officer to the main Opposition Group.
- (f) That appointments be made to quasi-judicial and other bodies as set out in **Appendix 2**, in accordance with the requirements of proportionality (where applicable) and group nominations.
- (g) That Mr Zafar Iqbal be appointed as a Co-Opted Member on the Audit and Corporate Governance Committee with effect from 19th May 2017 until the Annual meeting of the Council in 2021.
- (h) That Members be appointed to the Investigating and Disciplinary Committee and Appeals Committee."

The recommendations were put to the vote and carried unanimously.

Resolved -

- (a) That Committees be appointed and seats thereon allocated to political groups in accordance with the rules of proportionality
- (b) That appointments be made to Committees as attached at Appendix 1.
- (c) That the report of the Leader on appointment of the Cabinet be received as attached at Appendix 1.
- (d) That the Chairs and Vice-Chairs of Committees be appointed as attached in Appendix 1.
- (e) The allocation of Political Officer support to Political Groups be allocated as 1FTE Group Political Officer to the Ruling Group and .5 FTE Group Political Officer to the main Opposition Group.

- (f) That appointments be made to quasi-judicial and other bodies as set out in attached Appendix 2.
- (g) That Mr Zafar Iqbal be appointed as a Co-Opted Member on the Audit and Corporate Governance Committee with effect from 19th May 2017 until the Annual meeting of the Council in 2021.
- (h) That Members be appointed to the Investigating and Disciplinary Committee and Appeals Committee.

10. Appointments to Outside Bodies 2017/18

It was proposed by Councillor Munawar,
Seconded by Councillor Hussain,

“That appointments be made to the Outside Bodies set out in the Appendices, for the Municipal year 2017/18”.

The recommendations were put to the vote and carried unanimously.

Resolved - That appointments to Outside Bodies for the 2017/18 municipal year be as set out in Appendix 3 attached.

LICENSING COMMITTEE

Chair - Councillor Cheema
Vice-Chair – Councillor Parmar

Councillors Coad, Davis, Arvind Dhaliwal, Qaseem, Rasib, A.Sandhu, Sohal, Strutton and Wright

PLANNING COMMITTEE

Chair – Councillor Dar
Vice-Chair – Councillor M Holledge

Councillors Ajaib, Bains, Chaudhry, Plenty, Rasib, Smith and Swindlehurst

EMPLOYMENT & APPEALS COMMITTEE

Chair – Councillor Sarfraz
Vice-Chair – Councillor N Holledge

Councillors Bains, Bedi, Brooker, M Holledge, Qaseem, R.Sandhu and Sharif

OVERVIEW & SCRUTINY COMMITTEE

Chair – Councillor Sadiq
Vice-Chair – Councillor Chahal

Councillors Chaudhry, N Holledge, Parmar, Rana, Sarfraz, A.Sandhu and R Sandhu

AUDIT AND CORPORATE GOVERNANCE COMMITTEE

Chair – Councillor Chaudhry
Vice-Chair – Councillor Chohan

Councillors Cheema, Davies, Amarpreet Dhaliwal, Sadiq and Swindlehurst

Independent Co-Opted Members

Mr Zafar Iqbal
Mr A Sunderland
Mr Roberts
Vacancy

Independent Person

Dr Louis Lee

Parish Council Representatives

Councillor TBA (Britwell Parish Council)
Councillor Raja Fayyaz (Wexham Court Parish Council)
Councillor Raymond Jackson (Colnbrook with Poyle Parish Council)

Joint East Berkshire Health Overview Scrutiny Committee (3 total, 3 deputies)

Councillors Dar, Pantelic and Rana

Berkshire Pension Fund Advisory Panel (1 - Chair of Employment & Appeal Committee)

Councillor Sarfraz

Thames Valley Police and Crime Panel

Councillor Arvind Dhaliwal

Investigating and Disciplinary Committee (4:1 Only one Executive Member: Not Leader or Cabinet Member with responsibility for Human Resources or Finance)

TBA

Appeals Committee (4:1) (4:1 Only one Executive Member: Not Leader or Cabinet Member with responsibility for Human Resources or Finance)

TBA

APPOINTMENTS TO QUASI-JUDICIAL AND OTHER BODIES 2017/18

MEMBER PANEL ON THE CONSTITUTION

Councillors Carter, Dar, Amarpreet Dhaliwal, Hussain, Matloob, Plenty and Sharif

JOINT PARENTING PANEL (to include the Commissioner for Education and Children)

Councillors Hussain (Chair), Bedi, Carter, Chahal, Mann, Pantelic and Sadiq

SOCIAL SERVICES COMPLAINTS REVIEW PANEL (1 Member) (plus up to 3 deputies)

Councillor Rasib (Cllrs Cheema, Dar and Qaseem)

FOSTER PANEL (1 Member)

Councillor Brooker

SLOUGH WELLBEING BOARD

Cabinet Member for Health and Social Care	Healthwatch representative
Chief Executive Slough Children's Service Trust	Local Police Area Commander
Chief Executive, Slough BC	Royal Berkshire Fire and Rescue Service representative
Director of Adult Social Care	Director of Children's Services
Strategic Director of Public Health for Berkshire	Voluntary and Community Sector representative
Slough Clinical Commissioning Group Representative	NHS Commissioning Board representative
Acute Sector Representative	Two Local Business Representatives

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

(5 Members (4:1))

Committee 1 - Christian Denomination and other Faiths

The Free Churches	Sue Elbrow (until 2020)
Black Free Churches	Vacancy
The Roman Catholic Church	Vacancy
Hinduism	Vacancy
Islam	Julie Siddiqi (until 2020)

Judaism	Zubayr Abbas-Bowkan (until 2020)
Sikhism	Waqar Bhatti (until 2017)
	Vacancy
	Vacancy
Baha'is	Hardip Singh Sohal (until 2020)
	Ashpreet Singh Nainu (until 2020)
	Vacancy

Committee 2 – The Church of England

The Church of England	The Rev Andrew Allen (until 2020)
	Christine Isles (until 2020)
	Andrea Sparrow (until 2020)
	Vacancy

Committee 3 - Associations representing Teachers (6)

National Union of Teachers	Lynda Bussley (until 2017)
VOICE (Formerly Professional Association of Teachers)	Linda Lewis (until 2017)
National Association of Head Teachers	Vacancy
Secondary Heads Association	Vacancy
National Association of School Masters/Union of Women Teachers	Vacancy
Association of Teachers and Lecturers	Vacancy

Committee 4 – Representatives of Local Authority (No Cabinet Member)

Brooker, Parmar, Sarfarz, Sohal
(Conservative Vacancy)

SCHOOL ADMISSION APPEALS/EXCLUSION REVIEWS– POOL OF PANELLISTS

(Education or Lay Member)

Mrs S Baig (Education)	Mrs L Parminter (Lay)
Mr D Bryce (Lay)	Mrs P Prescott (Education)
Mrs F Doran (Education)	Mrs S Punj (Lay)
Mrs R Fawcett (Education)	Mrs J Putnam (Education)
Mrs C George (Lay)	Mrs D Sandhu (Lay)
Mr A Ghanie (Lay)	Mr R Saund (Lay)
Mr J Griffiths (Education)	Mr S Sharma (Lay)
Mrs T Khan (Education)	Mrs L Simmons (Lay)
Mrs J Lloyd (Education)	Mrs L Smit (Lay)
Mrs McAdam (Lay)	Mrs E Strange (Lay)
Ms R Mohan (Education)	Mr CH Stone (Education)
Mrs D Mundi (Lay)	Ms D Toomey (Education)
Mrs S New (Lay)	

MUNICIPAL YEAR 2017/18
APPOINTMENTS TO OUTSIDE BODIES

LEVEL 1 - CORPORATE BODIES WHERE MEMBERS HAVE SIGNIFICANT LIABILITY AND/OR THE BODY HAS SIGNIFICANT RESPONSIBILITY FOR SERVICE DELIVERY

OUTSIDE BODY	APPOINTMENTS/ NOMINATIONS REQUIRED	MEMBER(S) NOMINATED
Berkshire Healthcare NHS Foundation Trust	1 Member (preferably Cabinet Member for Health and Social Care)	Hussain
Berkshire Local Transport Body	1 Member (preferably Cabinet Member for Transport and Highways) and 1 named Deputy	Matloob A Sandhu
Board of Development Initiative Slough Housing Ltd (DISH)	3 Members	Ajaib Munawar A Sandhu
Frimley Health NHS Foundation Trust	1 Member (preferably Cabinet Member for Health and Social Care)	Hussain
Slough Local Asset Backed Vehicle (LABV) Board	1 elected Member and 1 named Deputy	Sohal A Sandhu (Deputy)
Royal Berkshire Fire Authority (allowance payable 16/17 £2200 pa)	3 Members	Cheema Rasib A Sandhu
Safer Slough Partnership	1 Member	Arvind Dhaliwal
Slough Children's Partnership Board	1 Member (Cabinet Member for Education and Children)	Bedi
Slough Local Safeguarding Children Board	1 Member (Cabinet Member for Education and Children)	Bedi
Slough Safeguarding Adults Partnership Board	2 Members (including the Cabinet Member for Health & Wellbeing)	Hussain Coad
Thames Valley Athletics Centre Management Committee	1 (Cabinet Member for Environment and Leisure) +1 Deputy	Bal Parmar (Deputy)
Thames Valley Athletics Centre Trust	1 (Cabinet Member for Environment and Leisure) +1 Deputy	Bal Parmar (Deputy)
Slough Children's Services Trust Board (Remuneration rate of £200/day)	1 Member	Rasib

MUNICIPAL YEAR 2017/18
APPOINTMENTS TO OUTSIDE BODIES

LEVEL 2 - NO SIGNIFICANT LIABILITY/RESPONSIBILITY FOR SERVICE DELIVERY

OUTSIDE BODY	APPOINTMENTS/ NOMINATIONS REQUIRED	MEMBER(S) NOMINATED
Heathrow Airport Consultative Committee	1 and 1 Deputy (Member or Officer – suggested Cabinet Member for Regeneration and Urban Renewal)	Swindlehurst Ajaib (Deputy)
James Elliman Trust	No Nominations Required Until 2018	-
Parking & Traffic Regulation Outside London Joint Committee (PATROLJC)	1 Member	Matloob
Slough Local Access Forum	2 Members	Parmar Rasib
Berkshire Community Foundation	1 and 1 Deputy (Member or Officer)	Sadiq Hussain (Deputy)
Local Authorities' Aircraft Noise Council	3 (Member or Officer)	Matloob 2 Vacancies
Groundwork South	1 (Member or Officer)	Sarfraz
South East Employers	2 Members & 2 Deputies (Chair of Employment & Appeals Committee plus a Cabinet Member) (NB. Should not be employee of another local authority or official of any of the local government unions)	Sharif Sarfraz (2 Deputy Vacancies)
St Mary's School Charity	2 Members	Brooker Plenty
Standing Conference on Archives	1 Member	Rasib
Strategic Aviation Special Interest Group (SASIG)	1 Member (plus deputy)	Matloob Bedi (Deputy)
Slough Council for Voluntary Service	1 Member + 1 Deputy	Sadiq Sohal (Deputy)
Local Government Association	3 Members	Hussain Munawar Sharif

Chair

(Note: The Meeting opened at 7.00 pm and closed at 7.57 pm)