

Date of issue: Friday, 8 December 2017

MEETING:	CABINET Councillor Swindlehurst Councillor Hussain Councillor Anderson Councillor Carter Councillor Mann Councillor Nazir Councillor Pantelic Councillor Sadiq	Leader of the Council and Cabinet Member for Regeneration & Strategy Deputy Leader of the Council and Cabinet Member for Digital Transformation & Performance Environment & Leisure Planning & Transport Regulation & Consumer Protection Corporate Finance & Housing Health & Social Care Children & Education
DATE AND TIME:	MONDAY, 18TH DECEMBER, 2017 AT 6.30 PM	
VENUE:	VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF	
DEMOCRATIC SERVICES OFFICER: (for all enquiries)	NICHOLAS PONTONE 01753 875120	

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.



ROGER PARKIN
Interim 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 20th November 2017	1 - 6	
3.	Revised Cabinet Portfolios and Responsibilities 2017-18	7 - 12	All
4.	Council Taxbases for 2018/19	13 - 18	All
5.	2018/19 Medium Term Financial Strategy - Tranche 1 Savings Proposals	19 - 28	All
6.	Council Tax Support Scheme 2018-19	29 - 40	All
7.	Approval of Funding to James Elliman Homes for Acquisition of 15 New Build Flats	41 - 46	All
8.	Slough Half Marathon	47 - 56	All
9.	References from Overview & Scrutiny	To Follow	All
10.	Notification of Forthcoming Decisions	57 - 68	All
11.	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).

AGENDA
ITEM

REPORT TITLE

PAGE

WARD

PART II

12. Part II Minutes - 20th November 2017 69 - 70

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. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings. 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

This page is intentionally left blank

Cabinet – Meeting held on Monday, 20th November, 2017.

Present:- Councillors Ajaib, Bal, Arvind Dhaliwal (in the Chair from item 54 onwards), Matloob and Nazir

Also present under Rule 30:- Councillors Bains, Anderson and Swindlehurst

Apologies for Absence:- Councillors Bedi and Sharif

PART 1

54. Election of Chair

It was proposed by Councillor Bal and seconded by Councillor Matloob that Councillor Arvind Dhaliwal chair the meeting. This was agreed.

Resolved – That Councillor Arvind Dhaliwal be elected as chair for the duration of the meeting.

(Councillor Arvind Dhaliwal in the Chair)

55. Declarations of Interest

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

56. Minutes of the Extraordinary Meeting held on 6th October 2017 and the Meeting held on 16th October 2017

Resolved –

(a) That the minutes of the extraordinary meeting of the Cabinet held on 6th October 2017 be approved as a correct record.

(b) That the minutes of the meeting of the Cabinet held on 16th October 2017 be approved as a correct record.

57. Revenue Financial Report - 2017-18 (Quarter 2)

The Director of Finance & Resources introduced a report that provided an update on the latest revenue financial position to the end of the second quarter of the 2017-18 financial year.

It was noted that the total estimated net commitment for the year was £106.3m, and with planned in year savings of £1.5m this represented a net overspend of £0.98m. The main reasons for the overspend included pressures on the temporary accommodation and homelessness budget and lower than anticipated income from cemeteries & crematorium, registrars and parks and open spaces. A series of management actions were in place to address the overspend. The update was noted and the virement and write off

Cabinet - 20.11.17

requests detailed in sections 8 and 9 of the report were considered and approved.

The process to agree the new formula used to set the budgets for local schools for the 2018-19 financial year was underway and consultation was taking place with the Schools Forum and schools directly. Due to the timescales for decisions, the Cabinet was asked to delegate authority to the Director of Children, Learning & Skills, following consultation with the Cabinet Member, to agree any changes to the national formula. This was agreed.

Resolved –

- (a) That the latest financial position be noted.
- (b) That delegated authority be given to the Director of Children, Learning & Skills, following consultation with the Cabinet Member for Children, Education & Families, to agree any changes to the schools funding formula for 2018-19 as outlined in paragraph 6.3.4 of the report.
- (c) That the budget virements as listed in paragraph 8 be approved, and
- (d) That the write offs as requested in paragraph 9 be approved.

58. Performance & Projects Report: Q2 2017-18

The Director of Finance & Resources introduced a report that updated on the latest performance information for the 2017-18 financial year and summarised the Council's performance on the Corporate Balanced Scorecard and key projects.

In relation to the Corporate Balanced Scorecard indicators to the end of September 2017, 55.6% were rated as 'Green' and 33.3% were 'Amber'. There had been an improvement in the indicator on the prevalence of children with 'excess weight' at the start of primary school and this had now moved from 'Red' to 'Green'. Only one indicator was rated as 'Red' – children with 'excess weight' at the end of primary school. Members asked about the work the Council was undertaking to address obesity, it was noted that the Wellbeing Board had agreed that there would be a campaign on obesity with partners in the new year; that there would be a new obesity strategy for Slough; and that the Overview & Scrutiny Committee had established a Task & Finish Group looking into how the Council could become an exemplar employer in terms of staff wellbeing.

Progress on key projects was summarised which included the Slough Cemetery & Crematorium now being operational following building work; progress on the implementation of Agresso; and delivery of the new Repairs, Maintenance & Investment project with Osborne Property Services from 1st December 2017. At the conclusion of the discussion, the report was noted.

Resolved – That the Council's current performance as measured by the indicators within the balanced scorecard and update on Gold projects and performance be noted.

59. Financial Penalties as an Alternative to Prosecution for Certain Offences Under the Housing Act 2004- Section 126 of the Housing and Planning Act 2017

The Director of Place & Development introduced a report that sought approval for the policy and protocol for issuing Fixed Penalties as an alternative to prosecution for specific offences under the Housing Act 2004.

The approach would provide greater flexibility in dealing with breaches of housing legislation and provided an alternative sanction to criminal prosecutions, which were resource intensive to pursue. After due consideration, the policy, protocol and relevant delegations were approved.

Resolved –

(a) That the Neighbourhood Services Lead, Resilience and Enforcement Neighbourhood Manager, Housing Regulation Manager and Housing Regulation Officers be given delegated authority to implement the new legislative provisions within Section 126 and Schedule 9 of the Housing and Planning Act 2016.

(b) That the Policy and Protocol for issuing civil penalties up to a maximum of £30,000 for offences under the Housing Act 2004 be approved. The Policy was required by paragraphs 3.3 and 3.5 of the Government's Statutory Guidance 'Civil Penalties under the housing Act- Guidance for Local Authorities' and set out how the Local Authority will determine whether to issue a civil penalty or prosecute for relevant offences; as well as how the level of civil penalty will be determined.

60. Update on Senior Management Restructure and Next Steps

The Interim Chief Executive introduced an information report that updated the Cabinet on the progress of the implementation of the senior management restructure.

The new directorate structure had come into effect on 2nd October 2017 and external recruitment was underway for the small number of service lead posts that had not been successfully recruited to internally. All new Service Leads were reviewing their service areas to ensure the structures were aligned to the delivery of the Five Year Plan and the review process may lead to undertaking further restructures if required. These would be processed in line with the current procedures for undertaking change programmes.

Speaking under Rule 30, Councillor Anderson asked about the structure of the new Regeneration directorate given that it had fewer service leads. The

Director of Regeneration explained how he envisaged the directorate working. At the conclusion of the discussion, the report was noted.

Resolved –

- (a) That the progress of the implementation of the senior management restructure be noted.
- (b) That the next steps following the appointments of the Service Leads which may lead to further programmes of restructuring in the service areas in line with the agreed processes be noted.

61. References from Overview & Scrutiny

There were no references from Overview & Scrutiny.

62. Notification of Forthcoming Decisions

The Cabinet considered and endorsed the Notification of Key Decisions published on 13th October 2017 which set out the decisions expected to be taken by the Cabinet over the next three months.

Resolved – That the published Notification of Decisions be endorsed.

63. Exclusion of Press and Public

Resolved – That the press and public be excluded from the meeting during consideration of the items in Part 2 of the Agenda, as they involved the likely disclosure of exempt information relating to the financial and 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).

The following is a summary of the matters considered during Part II of the agenda.

64. Part II Minutes of the Extraordinary Meeting held on 6th October 2017 and the Meeting held on 16th October 2017

The Part II minutes of the extraordinary Cabinet meeting held on 7th October 2017 and the meeting held on 16th October 2017 were approved as a correct record.

65. Compulsory Purchase Orders Approvals for Two Empty Properties

It was agreed to authorise the use of Compulsory Purchase Order proceedings for the following two empty properties to facilitate bringing them back into use:

Cabinet - 20.11.17

- 32 Adam Close, Slough, SL1 9AR; and
- 64 Diamond Road, Slough, SL1 1RX

Chair

(Note: The Meeting opened at 6.32 pm and closed at 6.57 pm)

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 18th December 2017

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

WARD(S): All

PORTFOLIO: Leader of the Council and Cabinet Member for
Regeneration & Strategy

PART I
FOR INFORMATION

REVISED CABINET PORTFOLIOS AND RESPONSIBILITIES 2017-18

1. **Purpose of Report**

To advise the Cabinet of portfolios and the Members responsible for them.

2. **Recommendations**

The Cabinet is requested to resolve:

- (a) That the Cabinet note portfolios and responsible Lead Members as appointed by the Leader of the Council.
- (b) That the appointment of Councillor Sabia Hussain as Deputy Leader of the Council be noted.

3. **Slough Joint Wellbeing Strategy Priorities**

Effective, transparent and equitable democratic and decision making processes are an essential pre-requisite to the delivery of all the Council's priorities.

4. **Other Implications**

The recommendations within this report meet legal requirements. The proposals have no workforce implications and any financial implications have been reflected within the approved budget. There are no Human Rights Act implications.

The Constitution provides for the Leader of the Council to appoint Cabinet Members and the portfolios they will hold.

5. **Supporting Information**

5.1 The Leader has determined the number of Councillors appointed to the Cabinet and the portfolios they will hold.

5.2 The Leader of the Council has appointed the following Councillors to Cabinet portfolios listed below with effect from 30th November 2017:

Councillor Swindlehurst	Leader of the Council and Cabinet Member for Regeneration & Strategy
Councillor Hussain	Deputy Leader of the Council and Cabinet Member for Digital Transformation & Performance
Councillor Anderson	Cabinet Member for Environment & Leisure
Councillor Carter	Cabinet Member for Planning & Transport
Councillor Mann	Cabinet Member for Regulation & Consumer Protection
Councillor Nazir	Cabinet Member for Corporate Finance & Housing
Councillor Pantelic	Cabinet Member for Health & Social Care
Councillor Sadiq	Cabinet Member for Children & Education

5.3 The full list of Cabinet portfolios is set out in Appendix A.

6. **Background Papers**

None

Slough Borough Council - Lead Member Responsibilities**Regeneration & Strategy****Cllr James Swindlehurst
(Leader of the Council)**

- Forward Strategy & Five Year Plan*
- Overall Forward Financial Strategy*
- Asset Management & Corporate Landlord Function
- Asset Disposals
- Inward Investment Strategy
- External Relations (Business)
- Relationship with Heathrow Airport Ltd / Heathrow Expansion Planning
- Local Government Relationships*
- Strategic Planning (Local Plan – overall vision/strategy) & Regional Spatial Planning*
- Human Resources
- External Communications

Digital Transformation & Performance**Cllr Sabia Hussain
(Deputy Leader of the Council)**

- E-government
- Digital Transformation
- Customer Services
- Legal, Democratic & Member Services
- Benefits & Council Tax
- Relationship with Arvato
- Procurement
- Organisational Transformation (staff development)
- Internal Organisational Aspects of Five Year Plan*
- Performance Management
- Internal (staff) Communications
- Resident Consultation/Involvement/Community Cohesion*
- Local Government Relationships*

Corporate Finance & Housing**Cllr Mohammed Nazir**

- Income Received – business rates, council tax & payments
- Corporate Accounts
- Financial Planning*
- Investments
- Audit
- Housing & Tenant Services
- Housing Supply
- Neighbourhoods & Estate Management/Repairs
- Homelessness and Rough Sleeping
- James Elliman Homes and Herschel Homes
- Private Rented Sector Housing

Health & Social Care**Cllr Natasa Pantelic**

- Social & Community Care
- Older People's Services
- Adult Safeguarding
- Careline
- Disabilities and Mental Health
- Substance Misuse
- Prevention and Public Health
- Relationships with NHS & Ambulance Service
- Health & Wellbeing Partnerships
- Community Buildings/Facilities*
- Equalities, Social Inclusion & Community Cohesion*
- Cultural activities and faith group involvement

Planning & Transport**Cllr Martin Carter**

- Planning & Development Control
- Building Control
- Local Land Charges
- Highway and Transport Infrastructure Planning
- Highways Maintenance & Street Lighting
- Travel Plans
- Parking Facilities and Regulation
- Traffic Management
- Public Transport
- Cycling & Walking Plans/Strategies
- Relationship with Bus and Rail Providers
- Council Fleet*

Children & Education**Cllr Shabnum Sadiq**

- Education (including early years education) and SEND services
- School Improvement
- School Places Planning
- Corporate Parenting
- Fostering, Care and Adoption
- Children's Centres*
- Play Strategy*
- Apprenticeships & Careers Services
- Youth Services and Youth Offending
- Lifelong Learning, Library Service, Skills Training
- Children & Young People's Safeguarding
- Relationship with Slough Children's Services Trust

Environment & Leisure**Cllr Robert Anderson**

- Leisure and sports facilities
- Parks, open spaces, play areas*
- Allotments
- Grounds Maintenance
- Recycling and Refuse Collection
- Waste Management and Waste Disposal
- Council Fleet (environmental services vehicles)*
- Flood Prevention Strategies (*excl highway flood schemes with planning & transport*)*
- Energy Efficiency
- The Environment, Air Quality and Climate Change

Regulation & Consumer Protection**Cllr Pavitar K Mann**

- Consumer Protection
- Enforcement Services
- Trading Standards
- Food Safety
- Licensing Services
- Community Safety
- Crime and Anti-Social Behaviour
- Relationships with the Police and Fire Services
- Emergency Planning / Disaster Resilience
- Registrar's Services
- Coroner
- Cemetery, Crematorium

*Indicates area of shared responsibility

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 18th December 2017
CONTACT OFFICERS: Neil Wilcox, Director of Finance and Resources
(01753) 875358
WARDS: All
PORTFOLIO Corporate Finance and Housing - Cllr Nazir

PART I
KEY-DECISION

COUNCIL TAXBASES FOR 2018/19

1. Purpose of Report

- 1.1 This report presents information to Members on the properties in Slough and their categories of occupation for the purpose of determining the council taxbase for the borough for the 2018/19 financial year
- 1.2 The Council is required by law to set the council taxbase by 31st January prior to the start of the financial year.
- 1.3 The level of council Taxbase will be used in the calculation of Slough Borough Council's council tax for 2018/19.
- 1.4 This report requests estimates for Business Rates income used for setting the 2018/19 budget to be delegated to the s151 officer.

2. Recommendations

The Cabinet is requested to resolve:

- (a) That the level of council tax discount in respect of second homes remains at 0%.
- (b) That the level of discount in respect of long-term empty properties remains at 0%. With the charge of a 50% Empty Home Premium for on properties that have been empty longer than 2 years.
- (c) That the collection rate for the council tax for 2018/19 be set at 98.4%. This the same rate as for 2017/18.
- (d) In accordance with the Local Government Finance Act 2012 and the Local Authorities (Calculation of Council Tax Base) Regulations 2012 the amount calculated by Slough Borough Council as its council taxbase for 2018/19 shall be:

i) Parish of Britwell	849.3
ii) Parish of Colnbrook with Poyle	1,885.9
iii) Parish of Wexham	1,310.2
iv) Slough Town	37,687.0
v) All areas	41,723.4

- (e) That the S151 officer be delegated with responsibility to adjust the taxbase following Cabinet due to any changes in Government guidance around this subject and the Collection Fund figures for distribution.
- (f) That the S151 officer be delegated with responsibility to adjust the taxbase following Cabinet should any new property information become available and the Collection Fund figures for distribution require amendment.
- (g) That the S151 officer be delegated with responsibility to set the Business Rates baseline following consultation with the Cabinet Member responsible.

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

This report indirectly supports all of the strategic priorities and cross cutting themes. The maintenance of excellent governance within the Council helps to ensure that it is efficient, effective and economic in everything it does. It helps to achieve the corporate objectives by detailing how the Council is delivering services to its residents within the financial parameters of the approved budget.

3a. **Five Year Plan**

This report directly supports both outcomes 2 (in respect of an increase in housing taxbase) and 7 (in respect of an increase in Council Tax Collection levels both in year and overall)

The report also underpins the Council's Medium Term Financial Strategy as it is showing a significant increase in the Council Tax base which is driving up the income from Council Tax overall.

4 **Other Implications**

(a) Financial

There is a significant financial implication to the Council by this report. The number of properties that are equivalent to Band D is a key number for the Revenue Budget for 2018/19 and the Medium Term Financial Strategy (MTFS) paper. The larger the number, the more Council Tax income the Council will receive (and the larger the likely collection fund position). This is the same for the number of Business Rates hereditaments.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal		
Property		
Human Rights		
Health and Safety		
Employment Issues		
Equalities Issues		
Community Support		
Communications		
Community Safety		
Financial – taxbase does not grow as expected	Medium Term Financial Volatility Reserve can accommodate some drop in CTX or BRates for one year to allow for longer term planning to deal with the issue	If CTX or BRates are higher than forecast there will be a collection fund surplus and so benefit the 2018/19 financial position.
Timetable for delivery		
Project Capacity		
Other		

(c) Human Rights Act and Other Legal Implications

The scheme has not been changed and is being updated in line with inflation (and the constitution allows for fees and charges to rise with inflation + a %).

(d) Equalities Impact Assessment

There is no identified need for an EIA as this is a report based on the number of taxbase properties in the district.

5. Supporting Information

Council Tax Base

- 5.1 The various taxbases for 2018/19 proposed in this report have been calculated by reference to data available relating to dwellings within the borough provided by the Valuation Office Agency at 30th November 2017.
- 5.2 Over the last few years the Council's tax base has steadily increased from approximately 1% each year, to nearly 3% in the current year projection. An allowance for growth of 1.75% has been included in the 2018/19 tax base calculations, on top of the current Council Tax dwelling figures, as a result of a number of developments currently underway.
- 5.3 The calculation of the council's taxbase or 'T' can be expressed as the sum of 'Relevant Amounts' known as 'A' for each valuation band multiplied by the collection rate known as 'B'. In summary, 'Relevant Amounts' are to be calculated as the number of dwellings on the valuation lists supplied by the District

Valuer adjusted for discounts, disabled persons reductions and anticipated changes to the valuation lists (e.g. successful valuation appeals) during 2018/19.

5.4 The Relevant Amounts for each property band in the Slough Area for 2018/19 are summarised as follows:

	Bands	Britwell	Colnbrook with Poyle	Wexham Court	Balance of Slough	Total Slough
5/9	A*	0.0	0.0	0.0	0.6	0.6
6/9	A	0.6	13.7	11.7	769.8	795.8
7/9	B	67.3	179.2	117.8	4,994.3	5,358.6
8/9	C	660.2	927.8	269.1	14,917.4	16,774.5
9/9	D	114.8	574.8	856.1	9,875.3	11,421.0
11/9	E	5.9	166.4	55.5	4,927.6	5,155.4
13/9	F	12.6	37.1	8.9	2,295.7	2,354.3
15/9	G	1.7	17.6	12.4	501.8	533.5
18/9	H	0.0	0.0	0.0	8.2	8.2
	Aggregate of Relevant Amounts	863.1	1,916.6	1,331.5	38,290.7	42,401.9

* Disabled person's reductions

5.5 The aggregate of 'Relevant Amounts' expressed as a Band D equivalent is calculated as **42,401.9**. This figure is based on 100% collection rate in 2018/19.

5.6 For 2018/19 Cabinet will be requested to approve the current collection rate of 98.4%.

5.7 With a 98.4% collection rate, the statutory calculation of the 2018/19 council taxbase 'T' will be as follows:

Aggregate of Relevant Amounts or 'A' (i.e. **42,401.9**) x Collection Rate or 'B' (i.e. **98.4%**) = council taxbase 'T' (i.e. **41,723.4**).

Change in Taxbase 2017/18 to 2018/19

5.8 The table below sets out the change in the Council's taxbase between 2017/18 and 2018/19:

	2017/18	2018/19	Change from 2017/18	
	No's	No's	No's	%
Slough Borough Aggregate of Relevant Amount	41,844.2	42,401.9	557.7	1.3%
Taxbase after allowing for assumed collection rate	41,174.7	41,723.4	548.7	1.3%

5.9 Members will note that the taxbase for all areas has increased by 1.3% from 2017/18, equivalent to a net increase of 548.7 properties.

Business Rates 2018/19

- 5.10 In accordance with the Local Government Finance Act 2012 the Council is required, by 31 January, to have estimated and informed the Royal Berkshire Fire & Rescue Service and DCLG of the estimated collectable business rates to be used for setting the budget and ultimately the council tax for 2018/19. This is completed by returning a form to DCLG known as NNDR1. The Council has yet to receive the finalised NNDR1 return and so is unlikely to be able to inform members of the estimated business rates in a reasonable timescale.
- 5.11 It is therefore proposed that the decision to review and certify the NNDR1 return, and finalise the figure for the estimate retained business rates used for the 2018/19 revenue budget be delegated to the s151 officer following consultation with the commissioner responsible for finance.

Collection Fund position in 2017/18

- 5.12 At present the Council is forecasting a breakeven position on the Collection Fund.

6. Conclusion

- 6.1 It is recommended that:
- 6.2 The Cabinet approve the amount calculated as Slough Borough Council's taxbase for the parishes and non parish areas for 2018/19 as follows:

i) Parish of Britwell	849.7
ii) Parish of Colnbrook with Poyle	1,885.9
iii) Parish of Wexham	1,310.2
iv) Slough Town	37,678.0
v) All areas	41,723.4

- 6.3 The S151 officer be delegated with responsibility to adjust the taxbase following Cabinet due to any changes in Government guidance around this subject.
- 6.4 That the S151 officer be delegated with responsibility to adjust the taxbase following Cabinet should any new property information become available and the Collection Fund figures for distribution.
- 6.5 The S151 officer be delegated with responsibility to approve the Business Rates income for 2018/19 via the NNDR1 form following consultation with the Cabinet Member responsible.

7 Background Paper

- '1' - CTB1 Form (October 2017)
'2' - Local Government Finance Act 2012
'3' - the Local Authorities (Calculation of Council Tax Base) Regulations 2012
'4' - Detailed working papers held in Finance and Council Tax Sections

This page is intentionally left blank

The financial implications are contained within this report.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal	N/A	N/A
Property	N/A	N/A
Human Rights	N/A	N/A
Health and Safety	N/A	N/A
Employment Issues	N/A	N/A
Equalities Issues	N/A	N/A
Community Support	N/A	N/A
Communications	N/A	N/A
Community Safety	N/A	N/A
Financial	N/A	N/A
Timetable for delivery	N/A	N/A
Project Capacity	N/A	N/A
Other	N/A	N/A

(c) Human Rights Act and Other Legal Implications

The Council has a number of statutory functions to perform. Any savings must not undermine the Council's responsibilities to provide minimum levels of provision in key areas. The set of savings proposals for 2018/19 do not recommend any savings that will affect the council's ability to carry out its statutory functions. However, Members should be mindful of the cumulative year on year effects of savings and reductions in services and continue to make assessments of the impact on statutory functions. All the savings proposals included within this report will be closely monitored throughout the financial year and reported to Cabinet via the quarterly Financial Monitoring reports.

(d) Equalities Impact Assessment

EIA's will be completed for all saving proposals for the Council report.

(e) Workforce

Where necessary the Council has a number of measures to minimise compulsory redundancies including;

- Developing staff skills to redeploy to alternative roles.
- Obtaining staff savings from deletion of vacant posts.
- Opportunities for Voluntary Redundancies.

The Revenue Budget is built on the assumption that there will be no significant impact on staffing.

5 Supporting Information

5.1 Current Year Position

For the current year (2017/18) the general revenue budget was set at £100.48m with a band D council tax of £1,274.54. This was an increase of 4.71% which included the government's 3% precept for Adult Social Care. The latest in-year budget monitoring is showing an over spend of £1.0m.

- 5.1.2 2018/19 is set to be another difficult year financially for the Council, with a continued reduction in Government funding, as well as an increased demand for Council services. The Council has managed to, wherever possible; protect Council services whilst ensuring that there is sufficient budget for the next financial year to deliver its key outcomes.
- 5.1.3 There remain difficult years ahead for the Council due to the financial pressures that it faces, but the budget for the 2018/19 ensures that the Council's finances are based on solid footings for the future.
- 5.1.4 This paper sets out the draft revenue budget for 2018/19 and the associated plans and assumptions contained within it.

Chart 1: Funding summary

No.	2017/18	Funding	2018/19	2019/20	2020/21
	£m		£m	£m	£m
1	52.48	Council Tax	54.77	56.43	58.13
2	30.30	Retained Business Rates	30.80	30.91	31.22
3	13.18	Revenue Support Grant	9.68	6.12	6.12
4	0.26	Education Services Grant	0.00	0.00	0.00
5	3.20	New Homes Bonus	3.29	2.30	2.04
6	1.36	Other non-ring fenced grants	1.00	1.00	1.00
7	-0.30	Collection Fund	0.00	0.00	0.00
8	100.48	Total Budgeted income	99.54	96.59	98.35
9	103.73	Prior year baseline (adj.)	100.48	99.54	96.59
10	2.70	Base budget changes	2.70	2.70	2.70
11	2.90	Directorate Pressures	0.00	0.00	0.00
12	0.33	Revenue Impact of Capital Investment	0.25	0.75	0.75
13	3.23	Other adjustments	0.00	0.00	0.00
14	-12.41	Savings identified	-5.27	-7.29	-1.84
15	0.00	Additional Growth available	1.39	0.89	0.15
16	100.48	Net Expenditure	99.54	96.59	98.35

5.2 Income

- 5.2.1 The Council, as highlighted in Chart 1, above, has the following main sources of income:

NNDR (Business Rates)

- 5.2.2 The amount of retained Business Rates is determined by the Council's best estimates of the amount it calculates it will receive in Business Rates for the year ahead and submitting these estimates to central government. The government then allows the Council to retain 49% of this income, subject to a further tariff that the Council must pay Central Government. For 2018/19 the tariff has been set at **£19.3m** (in 2017/18 the tariff was £18.8m). The Government sets the tariff based on the historical average of business rates collected set against the level of spend the Government believes the Council should have. If, ultimately, Business Rates receipts are greater than the estimate, the Council retains 30% of this growth. However, if Business Rates decrease, the Council is liable for 50% of the reduction from its submitted estimate.

Revenue Support Grant (RSG)

- 5.2.3 The Council also receives Revenue Support Grant (RSG) direct from central government. RSG is determined, and comes from, Central Government and consists of Government's expectation of what the Council should spend in line with the Government's deficit reduction plans.

- 5.2.3.1 The Council will receive £9.68m in RSG in 2018/19. In 2017/18 the Council received £13.18m.

- 5.2.3.2 There is a duty on Local Authorities to set a balanced budget under the Local Government Finance Act 1992. If the final settlement is delayed the Council should set a budget within the deadline by using the best available information. If there are any substantial changes in the amount of funding received by the Council at the final settlement, the Section 151 Officer will use reserves to balance the overall budget.

Council Tax

- 5.2.4 Another main source of Council income is derived from Council Tax receipts. The overall amount raised is based on the Council Taxbase (i.e. the number of properties in the borough). There is a report elsewhere on this agenda outlining the Taxbase position for 2018/19. The council has increased its Council Tax in line with the new ASC precept, at 3%. There is no Council Tax increase to fund all other services. This leads to an assumed Council Tax income of **£54.77m** for the Council in 2018/19.

Specific Grants

- 5.2.5 The Council also receives income from specific Government grants. The Council budgets for an anticipated nil net cost on these specific grants; i.e. that all expenditure will be contained within the income received from Government and that the local Taxpayer does not fund these activities.
- 5.2.6 Specific grant income streams are generally announced as part of the provisional Local Government Finance Settlement which is expected in mid December. The total amount of non-ring-fenced Government Grants anticipated for 2018/19 is **£4.29m**. Grants included are the New Homes Bonus (£3.29m) and Section 31 Business Rates Grant for NNDR (£1m)

Collection Fund

- 5.2.7 The final factor to take into account is the Collection Fund. This is a statutory account which details the actual income received in respect of Council Tax and retained business rates compared to estimates. At present this is anticipated to breakeven for 2018/19.
- 5.2.8 The total income available to the Council for the 2018/19 for its net budget is therefore **£99.9m**.

5.3 Summary Position

- 5.3.1 The MTFs shows that there is currently £1.39m available for additional growth in 2018/19.
- 5.3.2 Any Growth required over and above the £1.39m will have to be funded by equivalent savings.

6 The Medium Term Financial Strategy and the Five Year Plan

- 6.1.1 The Medium Term Financial Strategy and Five Year Plan are closely connected. We refresh the Five Year Plan each year along with the budget to ensure we have clarity about the budget for the year ahead, and, through the Five Year Plan, clarity about the priority outcomes against which resources will be allocated.
- 6.1.2 The process to refresh the Five Year Plan for 2018/19 – 2022/23 is being taken forward with full Cabinet involvement. As part of this the priority actions to achieve the outcomes and the indicators used to track progress will be reviewed to ensure they are up to date.
- 6.1.3 An outline of the Five Year Plan is attached at Appendix C. The final text of the refreshed Five Year Plan will be submitted to Cabinet on 5 February 2018 with the Budget for approval.

7 Conclusion

The result of the work to date is that if Cabinet approves the opportunities put to them at this meeting then this will be the delivery of £5.27m of savings (Appendix A).

8 Appendices Attached

- A List of savings for approval at this Cabinet
- B Draft outline – Five Year Plan

9 Background Papers

None

Savings For Approval

Ref	Outcome	Directorate	Service	Cost Centre	Service Lead	Latest Position				Savings Item	Service Delivery	2017/18 R A G Rating
						18/19	19/20	20/21	21/22			
						£'000	£'000	£'000	£'000			
1		Regeneration	Regeneration delivery		S Gibson	583				Asset Management - Rental Income	there is an opportunity to increase rent for Crown Court 65k, in addition to strategic acquisitions 115k and remainder on commercial properties rents	GREEN
2		Adult and Communities	Adult Social Care - Operations		S Broad	800				Managing Demand (Duplicate with item 36 below??)	Delivering a range of changes as part of the reform of social care to reduce the overall demand for care and support including: - reassessments - continuing care assessments - reablement - direct payments	GREEN
3		Adult and Communities	Adult Social Care - Commissioning		C Brewin			150	200	Extra Care Housing	Delivery of new extra care housing service in 2020/21 will deliver new ways of meeting needs at reduced costs compared to care home and people living in own home. Capital investment of £1m in the capital programme.	GREEN
4		Adult and Communities	Adult Social Care - Commissioning		C Brewin	32				Redesign of supported employment service	Redesign and reprocurement of the service	GREEN
5		Finance and Resources	Governance		F Narmh	25				Corporate Procurement	Following a review of the resource needs of the procurement team, a proposed level 5 post is now surplus to requirement and hence a decision to delete that post and commit the associated funding as savings. Further, the departure of the AD for procurement's salary together with the legal cost of his exit arrangement has generated a total savings of £25K	GREEN
6		Place and Development	Building Management		A Thomas	350				Recharging of Staff Time to Capital Projects	Over a number of years the volume of works in Capital projects increased and we are able to generate more income through recharging staff time. The proposed increase in income target will better represent the actual income is received.	GREEN
7		Adult and Communities	Communities and Leisure		K Gandhi	323	1,321	(155)		Leisure Services - leisure contract management savings	Following the re-letting of the leisure contract to a new provider - Everyone Active (SLM) the council has negotiated a favourable financial situation over the next 10 years of the contract. At present the savings put forward have taken into account ongoing business rates payments for buildings still to be occupied. Ongoing discussions with the valuation team may be more favourable but at this stage cannot be confirmed. In addition there could still be pressures on the revenue budget from ongoing legal disputes with the incumbent provider SCL. There are also small savings from contract negotiations on the TVAC contract	GREEN

Appendix A (Cont.)

Savings for Approval

Ref	Outcome	Directorate	Service	Cost Centre	Service Lead	Latest Position				Savings Item	Service Delivery	2017/18 R A G Rating
						18/19 £'000	19/20 £'000	20/21 £'000	21/22 £'000			
9		Finance and Resources	Governance		S Thobhani	122				Legal Services	Deletion of Vacant posts offset by Monitoring Officer Post Costs	GREEN
14	3	Place and Development	Environmental Services		NH	54	0	0		30% reduction - new collection/disposal methods		AMBER
17	3	Adult and Communities	Communities and Leisure		PW	88	88	0		£300k cost neutral for the Curve + service efficiencies (@10%) -		AMBER
21	4	Place and Development	Neighbourhood Services		JG	82	0	0		Review of management structure to delivery the SAFE services or other alternative delivery		GREEN
22	4	Place and Development	Neighbourhood Services		JG	50	0	0		Income generation through the delivery of a Licensing Service for private landlords, housing associations etc		GREEN
34	5	Finance and Resources	Strategy & Performance		D Tyler	54	0	0		Deletion of Policy support for children's services and education		AMBER
49	ALL	Below the Line	Below the Line		NW	225	50	0		Increased Treasury Management Returns	Through amendments to the TM Strategy. Deliverable so long as the capital programme remains constrained for General Fund schemes as these will quickly erode the overall Treasury Management portfolio.	GREEN
51	7	Place and Development	Planning and Transport		SD	8	8	0		At least a 35% reduction in subsidy through additional income from decretionary work, expected increase in application numbers off the back of local plan review/growth agenda and review of fees and charges.		AMBER
52	3 Slough will be an attractive place where people choose to live, work and visit	Place and Development	Planning and Transport		SD	11	11	0		Reduction in subsidy through additional income from pre-application and increased planning application numbers off the back of the local plan review/growth agenda.		GREEN
53	3 Slough will be an attractive place where people choose to live, work and visit	Place and Development	Planning and Transport		SD	4	0	0		Savings from reducing specialist consultancy support by training existing staff to undertake both petroleum licensing and environmental permitting.	Phased training programme and some reallocation of work within the team.	GREEN
54	ALL	Place and Development	Building Management		CD	10	10	0		Additional income - Maximise Use of Office Space	Embed flexible and mobile working to get better use of office space. Develop commercial approach to floor space at SMP through external lettings. Range of options being considered.	GREEN
55	ALL	Place and Development	Building Management		CD	5	5	0		FM Contracts Review	Review all FM Contracts to establish if savings can be made.	GREEN
60	None	Adult and Communities	Regulatory Services		GDH	30				Review of management structure to delivery the SAFE services or other alternative delivery		AMBER
61	None	Finance and Resources	Finance		NW	60	35			Audit fee reductions		AMBER
65	3 Slough will be an attractive place where people choose to live, work and visit	Place and Development	Planning and Transport		SD	2	3			Re-negotiate landfill monitoring contract		GREEN

Appendix A (Cont.)

Savings for Approval

Ref	Outcome	Directorate	Service	Cost Centre	Service Lead	Latest Position				Savings Item	Service Delivery	2017/18 R A G Rating
						18/19	19/20	20/21	21/22			
						£'000	£'000	£'000	£'000			
66	None	Finance and Resources	Strategy & Performance		NW	308	0			Restructure of Finance and Resources		AMBER
80	ALL	Finance and Resources	Finance		NW	(4,758)				2017/18 SUR: One off profit share	Through the Slough Urban Renewal schemes, dividend is provided on a one-off site by site basis after costs.	GREEN
81	ALL	Regeneration	Regeneration delivery		JC	3,639	(3,639)			2018/19 SUR: One off profit share	Through the Slough Urban Renewal schemes, dividend is provided on a one-off site by site basis after costs.	GREEN
82	ALL	Regeneration	Regeneration delivery		JC		8,924	(8,924)		2019/20 SUR: One off profit share	Through the Slough Urban Renewal schemes, dividend is provided on a one-off site by site basis after costs.	GREEN
83	ALL	Regeneration	Regeneration delivery		JC			11,443		2020/21 SUR: One off profit share	Through the Slough Urban Renewal schemes, dividend is provided on a one-off site by site basis after costs.	GREEN
84		Adult and Communities	Communities and Leisure		PW	(780)				Libraries' Contract Overpayment (one-off)	No change to service delivery	GREEN
85		Finance and Resources	Governance		S Thobhani	200				Increase internal legal capacity to reduce spend on external legal advice (Net position)		GREEN
87		Regeneration	Regeneration delivery		S Gibson	700				Strategic Acquisition board	Full year effect of 2017/18 investments	GREEN
88		Regeneration	Regeneration delivery		JC	600	(75)	(1,125)		SUR small sites		GREEN
89		Place and Development	Building Management / Planning and Transport		AT / SD	150				Charging Staff time to capital		GREEN
90		Regeneration	Regeneration delivery		JC	200	200	100		Income Generation		AMBER
91		Place and Development	Environmental Services		RW	150	250	350		Sell services to other local authorities		AMBER
92		Place and Development	Planning and Transport		SD	50				LED Lighting - HRA Contribution		GREEN
93		Regeneration			JC	100	100			Sponsorship of Town Centre assets		AMBER
94		ALL			ALL	640				2017/18 Senior Management Restructure		GREEN
95		ALL			ALL	450				Reduction in Agency Staff		GREEN
95		ALL			ALL	700				Service Lead Reviews		GREEN
Total Savings						5,268	7,290	1,839	200			

Appendix B

Five Year Plan 2018/19-2022/23 Draft outline

1. Leader's Foreword

2. Introduction and vision

- Vision - Growing a place of opportunity and ambition
- Opportunities and challenges
- Purpose of the Five Year Plan
- Our values

3. Our priority outcomes – putting people first

- Overview of each of the outcomes
- Key priorities against each outcome for the year ahead
- Medium and longer term ambitions over the next five years
- Our five priority outcomes
 - Slough will be a great place for children and young people to grow up
 - Our people will become healthier and will manage their own health, care and support needs
 - Slough will be an attractive place where people choose to live, work and visit
 - Our residents will have access to good quality homes
 - Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents

4. Making this happen – how we will do this

- Role of the council
- Working with communities, customers and partners
- Making the most of our assets, income and resources
- Digital transformation and smarter services
- Supporting our workforce
- Our values

5. The budget

- Link between Five Year Plan and the Medium Term Financial Strategy
- The budget for 2018/19
- Where our income will come from

6. Keeping track of progress

- Key Performance Indicators (KPI's) for Slough
- Balanced scorecard

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 18th December 2017

CONTACT OFFICER: Neil Wilcox; Director of Finance & Resources
(For all enquiries) (01753) 875358

WARD(S): All

PORTFOLIO: Corporate Finance & Housing – Councillor Nazir

PART I
KEY DECISION**COUNCIL TAX SUPPORT SCHEME 2018-19****1 Purpose of Report**

The Council must have a Council Tax Support scheme in place each year, this must be approved annually by the 31st January preceding the start of the scheme. This report and appendix is the Council's scheme for 2018-19. The main items within the scheme are not recommended to change from the previous scheme.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve to continue with Council Tax Support Scheme adopted by Slough Borough Council for the 2017-18 financial year and uprate the relevant premiums, applicable amounts, non dependant deductions and to reflect the changes in the housing benefits regulations as defined in the scheme in line with the statement from the Department of Work and Pensions (DWP).

The Cabinet is requested to resolve that the Council Tax Support scheme as detailed in appendix A be approved.

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

This does not support a specific outcome, as this is a statutory requirement to have a scheme in place

3b Five Year Plan Outcomes

This does not support a specific outcome, as this is a statutory requirement to have a scheme in place

4 Other Implications**(a) Financial**

This report should be cost neutral compared to the current Council Tax Support scheme. The uprating of the scheme with inflation (or the amount determined by the Minister of State for Pensions) should be broadly cost neutral as other benefits and

income assessments are changed, therefore there are no direct financial implications of this paper;

This is based on the assumption that the number of applicants will remain similar to 2017-18, however, if the number of applicants for Council Tax Support increases there will be a financial pressure, and if the levels fall, there will be a financial benefit to the Council compared to the current level of applicants.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal	The scheme was reviewed by an external barrister before approval in 2016 and his comments have already been included in the scheme. The scheme proposed is the same scheme that was in operation in 2016-17 and 2017-18.	
Property	none	
Human Rights	See EIA	
Health and Safety	None	
Employment Issues	Local employment levels will impact on the scheme as a risk and opportunity. The less people receiving CTX Support will mean the lower the cost of the scheme	
Equalities Issues	See EIA	
Community Support	None	
Communications	Consultation was completed in December 2015 on the scheme in operation for 2016-17 as the same scheme was continued into 2017-18 and it is proposed to continue with the same scheme for 2018-19 there is no legal obligation to consult further.	
Community Safety	None	
Financial	Income and applicable amounts to be uprated in line with DWP rates. Please note that very few will be uprated as the Chancellor of the Exchequer froze the majority of the upratings for 4 years An increase in CTS cases will be a financial pressure on the collection fund	A decrease in CTS claimants will be a financial benefit to the Council through reduced payments, though there is a risk with the implementation of Full Service for Universal Credit that some claimants who are entitled to Council Tax Support may not

		claim. The service is working to ensure that this does not happen.
Timetable for delivery	None	
Project Capacity	None	
Other		

Human Rights Act and Other Legal Implications

The scheme has not been changed and is being uprated in line with inflation / the amount determined by the Department of Works and Pensions (DWP) (and the constitution allows for fees and charges to rise with inflation + a %).

(d) Equalities Impact Assessment

EIA completed - see appendix B

5 Supporting Information

- 5.1 The Council Tax Support scheme was introduced in April 2013. At this time the government changed it from a national scheme for all customers to a local scheme for working age customers. The national scheme remained for all non working age customers.
- 5.2 Slough Borough Council in line with the legislation consulted on the proposed scheme in September to November 2012 and a Local Council Tax Support scheme was approved by members on 10th December 2012.
- 5.3 The legislation demands that the Local Council Tax Support scheme is approved by members each year before 31st January of the financial year preceding the start of the scheme.
- 5.4 If the scheme is going to change then a full consultation must be carried out with all the chargepayers prior to a decision being made, unless the change is for uprating purposes only.
- 5.5 SBC did not make any changes (apart from uprating) to the scheme for 2014-15 or 2015-16, which means the same scheme, was operating for three years.
- 5.6 SBC did completely review the scheme for the 2016-17 financial year and carried out a full consultation the changes to the scheme took into account the changes to welfare benefits that impacted on the scheme and following consultation the scheme was devised and approved by members on 18th January 2016.
- 5.7 There were no material changes made to the scheme for 2017-18 and the limited uprating was applied.
- 5.8 It is proposed that the current scheme which has now been in operation for 2 years is maintained with the calculation amounts, premium, applicable amounts etc being uprated in line with the direction from the Department of Work and Pensions, if applicable.

- 5.9 The Department of work and Pensions stated in 2015 that there would be no uprating for working age customers, and it is expected that no changes or only very limited changes will be made.
- 5.10 The scheme also states that it will reflect any welfare benefits changes that come into operation in the course of the scheme.
- 5.11 The Autumn budget from the Chancellor on 22nd November 2017, did not have any implications for the scheme.
- 5.12 The upratings where applicable will be released early in the calendar year 2018, but the scheme must be approved by members prior to the 31st January 2018 as stated in the legislation, therefore if there are any implications from the uprating authority is asked for the Section 151 Officer to approve these changes.

Council Tax Support scheme 2018-19

- 5.9 The Council Tax Support scheme for 2018-19 is included in appendix A.
- 5.10 The Council Tax support scheme is based on the national legislation for non working age applicants and the current scheme which is based on the consultation process carried out in October, November and December 2015.
- 5.11 The intention was that the scheme for 2018-19 would cost no more than 2017-18 but that SBC would not look to make savings as the impact on Council Tax collection would potentially negate any savings

Council Tax Support Legislation

- 5.12 The Council Tax Support legislation set a number of criteria that local authorities must adhere to in developing a scheme

- **Local authorities should also ensure support for vulnerable groups;**

Slough Borough Council defined vulnerable groups as those who had a member of their household receiving a disability premium and protected all of these households, meaning that they are still entitled to be assessed with a maximum Council Tax Support of 100%

SBC also continued to protect those in receipt of War Widows and War Disablement Benefit

- **Local schemes should support work incentives, and in particular avoid disincentives to move into work.**

The current scheme ensures that SBC support people into work by providing a “run on” (where we continue to pay benefit at the same rate for four weeks after they start work) of their benefits when they first start work.

6 Comments of Other Committees

This report has not been considered by any other Committees.

7 **Conclusion**

For members to approve that the current Council Tax Support scheme is maintained for 2018-19 and to update the relevant premiums, applicable amounts, non dependant deductions etc. in line with the statement from the Minister of Pensions.

8 **Appendices Attached**

- 'A' - Council Tax Support scheme 2018-19 (see Appendix Pack)
- 'B' - Equality Impact Assessment

9 **Background Papers**

- '1' - Council Tax Support scheme 2017-18
- '2' - Council Tax Support legislation

This page is intentionally left blank

Equality Impact Assessment

Directorate: RHR	
Service: Finance & Audit	
Name of Officer/s completing assessment: Jackie Adams	
Date of Assessment: 31.10.2017	
Name of service/function or policy being assessed: Council Tax Support Scheme 2017-18	
1.	<p>What are the aims, objectives, outcomes, purpose of the policy, service change, function that you are assessing?</p> <p>The <u>changes</u> to the local Council Tax Support scheme 2018-19</p> <p>The local Council Tax Support scheme only affects customers of working age, customers of pension age are assessed under the national regulations.</p> <p>The legislation requires that all Local Authorities must approve a Council Tax Support scheme by 31st January proceeding the financial year that the scheme relates to.</p> <p>Members are being asked to approve the scheme agreed in 2017-18 with the uprating applicable amounts, premiums etc that are announced by the Department of Work and Pensions for 2018-19 plus any additional changes that may be announced by the Chancellor of the Exchequer in the Autumn budget on 22nd November 2017 incorporated into the scheme.</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>The policy is delivered in the first instance by our partner Arvato, whose role it is to accept all applications, analyse them, request such supporting information as they see fit and assess how much local council tax support a person will be entitled to within the bounds of the scheme. If the customer disagrees with the assessment they have the right to ask Arvato as our partner to review their decision and if the decision stands the customer has a right to appeal to an independent panel managed and set up by the Valuation Office Agency (VOA)</p>

3. 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.
- All working age Council Tax Payers could be affected by this proposal as they could all potentially claim Council Tax Support.
- o Age – the Government legislation has stated that those of pension age will be protected and their assessment for Council Tax Support will continue to be made under the national regulations and not under the local Council Tax Support scheme therefore they will not be affected by this policy.
 - o Disability – the government legislation states that those that are considered by the local authority to be vulnerable should be protected but no definition of vulnerable is provided. We have decided to protect all families where the householder and /or their partner receive a level of disability allowance or that one or more children in the household receive a level of disability allowance. This means that there will be no change to the support that they receive to assist them paying their council tax.
- The following have not been prescribed under the regulations to be protected and therefore the changes will directly affect the following
- o Gender Reassignment
 - o Marriage and Civil Partnership
 - o Pregnancy and maternity
 - o Race
 - o Religion and Belief
 - o Sex
 - o Sexual orientation
 - o Other
- In addition, those leaving care will have their Council Tax Support protected until they are 25 years of age or while the Council has a statutory duty to them which ever is sooner. .
- A Hardship fund has been developed to assist those who are experiencing financial difficulty because of the change.

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>All pensioners and all households who have a member of the household in receipt of a disability premium/allowance are identified within the protected groups and this will ensure that they can claim up to 100% Council Tax Support.</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>There are no likely negative impacts, the Chancellors Autumn Budget on 22nd November 2017 did not have any effect on the scheme and ministers announced in 2015 that there would be no upratings for working age customers for four years, therefore there are no impacts.</p> <p>The uprating statement from the Department of Works and Pensions has not yet been released and the scheme allows for these to be taken into account, however it is expected that the uprating statement will only affect Pensioners as per the statement in 2015 and 2016.</p>
6.	<p>Have the impacts identified 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>The changes to the scheme for 2018-19 mirrors that of the Housing Benefits and national Council Tax Support scheme, this will include the fact that premiums and applicable amounts will be frozen for the next 4 years. This will mean that various income assessments will not necessarily increase with inflation. The intention of this is to keep the level of Council Tax Support received by claimants to a comparatively similar level to the previous scheme.</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>A full consultation was carried out with all members of the public via the Budget simulator on the Council's website between the end of October 2015 and the beginning of December 2015</p> <p>We also publicised the consultation to local groups who support the residents of the borough as well as businesses who may work with residents.</p>

	<p>176 Responses were received to the specific consultation questions on Council Tax Support – a large increase from the 14 responses received the last time a consultation took place on the scheme</p> <p>40% of the respondents supported the proposed scheme which included changes to bring the scheme in line with</p> <p>13% supported the current scheme which would have cost additional monies and would have had to be funded from a reduction in other services</p> <p>10% supported protecting all customers and reducing services in other area's of the council to do this</p> <p>16% supported the current scheme but instead of reducing services in other area's to use reserves to fund the scheme</p>
8.	<p>Have you considered the impact the policy might have on local community relations?</p> <p>n/a</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> <p>The Council has a hardship policy in place to support those in financial hardship</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>Once the proposals are accepted they must stay in place for one year, the authority must then review the scheme and obtain member agreement for the scheme for the following year, during each year the scheme is evaluated and then has the option to review and amend the scheme, during this year we will continue to monitoring the impact of the scheme on our customers.</p>

What course of action does this EIA suggest you take? More than one of the following may apply	✓
Outcome 1: No major change required. The EIA has not identified any potential for discrimination or adverse impact and all opportunities to promote equality have been taken	X
Outcome 2: Adjust the policy 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).	
Outcome 3: Continue the policy 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).	
Outcome 4: Stop and rethink 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

Name:

Signed:Jackie Adams(Person completing the EIA)

Name:Neil Wilcox.....

Signed:(Policy Lead if not same as above)

Date: 31.10.2017

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO Cabinet **DATE:** 18th December 2017

CONTACT OFFICER: Neil Wilcox, Director, Finance and Resources (01753) 875300

Colin Moone, Service Lead Strategic Housing
(01753) 474057

WARD(S): All

PORTFOLIO: Councillor Mohammed Nazir, Cabinet Member for Corporate Finance and Housing

PART I
KEY DECISION

APPROVAL OF FUNDING TO JAMES ELLIMAN HOMES FOR ACQUISITION OF 15 NEW BUILD FLATS

1 Purpose of Report

- 1.1 The report seeks approval for the Council to provide £2m funding in 2019/20 through a loan facility agreement to enable James Elliman Homes to acquire 15 newly built “affordable” flats in the Town Centre area. This is a one-off opportunity to purchase at below Open Market Value with around £2 Million payable in staged payments, until completion in December 2019.

2 Recommendation/Proposed Actions

The Cabinet is requested to resolve:

- (a) That funding of £2m be approved to acquire 15 new build flats by James Elliman Homes through a new loan facility arrangement with James Elliman Homes to the value of £2 Million in 2019/20.
- (b) That the £2m for affordable homes (James Elliman Homes) is included in the General Fund Capital Programme for 2019/20 to be approved by Council on 22nd February 2018

3 Slough Joint Wellbeing Strategy, The JSNA and the Five Year Plan

3a Joint Wellbeing Strategy Priorities

The proposal meets the following priorities of the Joint Wellbeing Strategy

- Housing is on of the key priorities of the Slough Joint Wellbeing Strategy which has been taken full account of in the production of the Housing Strategy and cross linked to the JSNA and the Five Year Plan. The Housing Strategy Action Plan details the housing priorities agreed for Slough with our health partners across all

housing themes including increasing housing supply and options for homeless people, young people leaving care, and adult social care groups.

- The supply of new high quality homes has been recognised by the Wellbeing Board as fundamental in delivering their own objectives that have wider health and economic benefits for the residents of Slough.
- The council recognised the scale of these housing challenges and set up two subsidiary housing companies to directly intervene in the housing market to help address these issues. The company with a Cabinet approved Business Plan with the identified aim of delivering as much affordable housing as possible at Slough Living Rent” levels in all its shapes and sizes is “James Elliman Homes.

3b Five Year Plan Outcomes

The proposals also make the following contributions to corporate objectives:

Outcome 4: Our residents will have access to good quality homes:

- Slough's “new” housing strategy approved by Cabinet in March 2017 sets out the council's shared vision and priorities to provide sufficient, good quality, affordable housing to address the following themes:

New Housing Supply

- The overarching need to help resolve many of these themed issues is increasing the supply and quality of housing in Slough. The housing strategy identified that there is significant pressure and competition at all levels of the housing market in Slough, with dramatic price increases to buy or rent

Private Sector Housing

- The private rented sector is one of the highest in the country with over 28% of the population housed in this sector. The focus here is robust quality control and regulation to ensure that this sector provides sufficient good quality market housing alongside supporting landlords and tenants.

Council Homes

- The Council’s waiting list for social housing has remained at around 2500 households whilst around 60 council houses are lost each year due to the Government’s Right to Buy scheme with many local families now priced out of the private rented market and home ownership options. This council is still building new high quality council homes whilst being financially unable to replace all the housing units currently lost to sales or demolitions through its Housing Revenue Account.

- **Homelessness and housing need**

The dramatic price increases to buy or rent homes in Slough corresponds to the rise in homelessness over the last 3 years. Many families are now presenting as homelessness because they have been priced out of their existing accommodation rather than any other reason. There are currently around 380 families in temporary accommodation. This figure has doubled in the last twelve months and this trend of increased homelessness pressures is expected to continue.

- **Special housing needs and vulnerable groups**

There is also a housing need to ensure that specialist accommodation is available for vulnerable people and those with special housing needs including young people, older people, people with disabilities which links back to the JSNA and the Five Year Plan.

- We expect these pressures to increase alongside the growth of the private rented sector and the council has already approved a more interventionist approach to the housing market in its housing strategy.
- The proposals set out in this report are about supporting James Elliman Homes fulfil its aims and operationalise the opportunities it presents to the council to meet Outcome 4 of the Five Year Plan. This is essentially by providing a safe and affordable housing alternative to the private rented sector for vulnerable groups and key workers in Slough.

4. **Other Implications**

(a) Financial

As a direct consequence of this report James Elliman Homes will acquire the 15 new Section 106 “affordable housing” units on the site for up to £2,000,000 (two million pounds) including stamp duty and fees on a turnkey basis i.e. 10% to be paid on acceptance of offer and 90% on delivery in December 2019.

15 x affordable rent (Block B) Type	Size (m2)	No
1b2pf	50.30	3
1b2pf	57.30	3
1b2pf	72.90	1
2b4pf	70.20	6
2b4pf	91.10	2
15		

The £2m will be funded to James Elliman Homes through a loan facility agreement. James Elliman will pay interest on £1.2m of this loan and the remaining £0.8m will be an equity stake for which the Council will receive an annual dividend. The rental income from these 15 properties should be sufficient to enable James Elliman Homes to meet the interest payment to the Council and generate a sufficient surplus after tax to pay the Council a dividend; the interest and dividend payments from James Elliman will enable the Council to meet its costs of funding the £2m.

The Council already has two loan facilities with James Elliman Homes which have been used to purchase Pendeen Court, 81-83 High Street, and a number of 2, 3 and 4 bed properties.

(b) Risk Management

Risk	Mitigating action	Opportunities
Community	None	

Property	None	Opportunity to purchase 15 high quality flats in the town centre for affordable housing
Financial (Acquisition) The Council is unable to fund the loan agreement to purchase in 2019	Forward Planning (MTFS)	Acquire new build properties at around 40% OMV, which is unlikely to be repeated.
Legal: Resources of legal team	Procure External Legal Advice	
Financial loss of opportunity	Ensure purchase requirements are met i.e. stage payments to developer.	
Human Rights	None	
Employment	None	
Planning	Agreed	
Public Consultation	None	.

(c) Human Rights Act and Other Legal Implications

There are no immediate Human Rights Act and Other Legal implications as a direct consequence of this report.

(d) Equalities Impact Assessment

There is no identified need to carry out a further EIA as included in the Housing Strategy EIA.

(f) Land and Property Implications

James Elliman Homes will acquire the subject site's "affordable housing" from the developer as part of the Section 106 planning agreement. In effect this means that the rents of these units will be capped at "Slough Living Rent" or equivalent affordable levels in perpetuity under the control of James Elliman Homes. Thus enabling the council to protect the provision of "affordable housing" on this site for Slough residents. Eligible groups will include key workers, care leavers and homeless families.

5. Supporting Information

Background

- 5.1 The aims of James Elliman Homes include increasing housing supply whilst providing "affordable homes" and /or better quality homes for vulnerable client groups and key workers not currently entitled to council housing, or those facing too long a waiting time in temporary accommodation. A shared ambition was to provide temporary accommodation units directly rather than the council relying on the private sector where it costs up to £100 per night to house a homeless family with significant financial pressures being placed on the general fund.
- 5.2 The company was also set up as an exemplar landlord for the private rented sector in Slough, alongside alleviating financial pressures of homelessness and out of borough placements for children and adults.
- 5.3 It is accepted that this approach is interventionist and going forward the company is

ambitious to acquire more opportunities to acquire and deliver affordable housing solutions as outlined in the Housing Strategy, 2017.

6 Comments of Other Committees

None.

7. Conclusion

The purchase of the 15 units on the subject site will confirm the Council's intent to deliver one of its key housing aims through its subsidiary housing company James Elliman Homes. The purpose is to deliver the council's strategic with the Council itself intervening in the housing market by building or acquiring new quality homes to ensure they are "affordable" and directly contribute to the number of new homes delivered each year.

It is recognised that James Elliman Homes is a new venture for the Council in delivering its strategic housing aims and regular engagement with the Lead Cabinet Member and the Board of Directors of James Elliman Homes will be established in due course.

8. Appendices Attached

None

9. Background Papers

Report on Housing Strategy – Theme 1 (Supply of New Homes to the Overview and Scrutiny Committee on the 14th September 2017)

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 18th December 2017

CONTACT OFFICER: Alison Hibbert
Leisure Services Manager (01753) 875896

WARD(S): All

PORTFOLIO: Environment & Leisure – Councillor Anderson
Planning & Transport – Councillor Carter
Health & Social Care – Councillor Pantelic

PART I
NON-KEY DECISION

SLOUGH HALF MARATHON

1 Purpose of Report

- 1.1 A decision is required from Members to host and deliver a half marathon in the town, planned for 14th October 2018, with the intention of this becoming an annual event.
- 1.2 The report summarises the logistics of hosting a mass participation event, the indicative costs, the proposed route and the resources required to deliver an event of this type.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve that agreement is given to officers to progress the work to deliver a half marathon in October 2018.

3. The Slough Five Year Plan

3a Five Year Plan Outcomes

- **Our children and young people will have the best start in life and opportunities to give them positive lives** – Whilst participants in the half marathon will need to be aged 17 on the day of the event, children and young people will be able to take part in running clubs across the borough, delivered by the Active Slough team and participate in a short course fun run on the day, with family members. Such an event promotes the adoption of regular physical activity as a habit for life.
- **Our people will become healthier and will manage their own health, care and support needs** – a mass participation event of this type will encourage more Slough residents to become more active, more often.

Training initiatives launched in January 2018 will assist individuals (both beginners and established runners) to train towards running this distance or participate in shorter 5K course options, including ParkRun.

- **Slough will be an attractive place where people choose to live, work and visit** – a mass participation event of this type will showcase the town, attracting participants and their families, both Slough residents and visitors to Slough. The start and finish of the event will take place in Salt Hill Park, giving the opportunity to showcase the council’s recent investment in leisure facility improvements including the new Ice Arena and Salt Hill activity centre.

4 **Other Implications**

(a) Financial

- i. It is estimated that it will cost in the region of £40,000 to deliver the half marathon event in Slough. The event is expected to be self financing through sponsorship and entry fees. A breakdown of these costs are detailed in appendix 1 of this report.

(b) Risk Management

The event will be comprehensively project managed and a live risk register will be in place until the day of the event. The risk register to date has identified the potential risks detailed below:

Risk	Mitigating action
Financial Sponsorship not secured Low levels of registration put strain on the budget Original estimated costs are exceeded and make event unviable.	Build an element of contingency into the total costs (10% of total cost) Seek approval from senior management team / Cabinet to continue. Any cancellation made before 1 st September
Event management SAG refuse to approve event management plan	Arrange to present to SAG on four separate occasions in the run up Reactive to issues raised
Traffic management Community objects to proposed road closures Police object to road closures SAG do not approve management proposals	Early public consultation Identify possible alternative routes
Participation Low levels of individuals registering to take part in the event	SBC sets a minimum number of participants registered by 1 st September 2018 before cancellation of the event.

Inclement weather Would only affect the event if excessively windy or icy conditions	Unlikely to have the type of inclement weather in early October that would necessitate cancelling the event.
Cancellation	All registration fees would be refunded
Major emergency / incident on proposed route	Look to divert the route to avoid hazard. Event management plan details procedures Council's emergency procedures would kick in

(c) Human Rights Act and Other Legal Implications

There are no Human Rights implications in regard to this report.

The council will be bound by mandatory legal requirements and procedures for the delivery of a safe event.

(d) Equalities Impact Assessment

An EIA will be completed for the event. The proposed half marathon course is accessible to disabled / wheelchair athletes.

5 Supporting Information

5.1 Throughout the 1990s up to 2001 Slough hosted a full marathon and half marathon event, attracting over 2,000 competitors annually. The event started and finished in Upton Court Park and was a prominent date in the diaries of long distance runners nationally. The council would now like to resurrect this event in Slough.

5.2 The Council's leisure strategy aims to get more people, more active, more often. Hosting a major, mass participation event in Slough can inspire local people of all ages to take part in the event, through participation, training for the event, coaching, volunteering and spectating. The event will also bring wide ranging economic benefits to the town, through visitor footfall and visits to the town centre and the council's new leisure developments in close proximity to Salt Hill Park.

5.3 In the build up to the event it is proposed to co-ordinated a structured programme, which can assist individuals, regardless of their age, background or level of ability to feel able to engage in training towards the 13 mile event. Specifically the inactive will be targeted and the high levels of obesity amongst the resident population highlighted to encourage engagement. Activities and programmes will include running clubs for beginners and established runners, referral to community running clubs including ParkRun and Datchet Dashers and a downloadable app to assist with a fitness training programme, appropriate for the event. The council will offer further support and advice to interested

participants in the run up to the October event. This programme will commence in January 2018, delivered in partnership by the public health and Active Slough teams.

5.4 **The event** - The event is proposed to take place on 14th October 2018. Half marathons and other long distance running events are very popular and this date has been chosen to ensure that there are no clashes with other events in Berkshire and the immediate surrounding area. The event will be open to 1,000 participants, for individuals aged 17 and above. The race will start at 9.00am and is estimated to be finished by 12 noon. A smaller scale 5k fun run will be staged for younger participants and their families and schools will be asked to promote the event.

5.4.1 The event will be managed and delivered by a multi-service SBC team, supported by companies specialising in traffic management, race event management and registration. Involvement of community groups and volunteers is also imperative to the successful delivery of the event as it is expected that the event will require over 100 race marshals and volunteers on the day.

5.4.2 The event will be a true community event with local community groups encouraged to take part in the celebrations, basing themselves at Salt Hill Park and along the route. Food concessions will also be available on the day. The council's new leisure provider, Everyone Active, will ensure that the new ice rink and Salt Hill activity centre, along with Montem Leisure Centre are available for use, free of charge for the day.

- 5.5 **The route** – the route will see the start and finish of the race based in Salt Hill Park, and the 13 mile course will travel through 8 wards in the borough. See appendix 2 for full route details. Along the route up to 6 water stations will need to be provided. These will be manned by volunteers. Details of required road closures and modifications will be detailed within the traffic management and event plans.
- 5.6 **Traffic management** – a high risk and critical area for consideration for an event of this type, which will be staged on the main highway in the town. The safety of participants is paramount. It is recommended that we procure the services of a specialist traffic management company to co-ordinate this work, in the preparation for the event and on the day of the event. They will be responsible for all highway issues including road closures and rolling road closures.
- 5.6.1 Parking for participants and spectators will be offered at SBC sites and other appropriate venues; however use of public transport to the event will be promoted.
- 5.7 **Event Plan** – The SBC project team have been in discussions with the Bracknell half marathon event manager, who has been delivering a similar event in the neighbouring borough for the last 20 years. The event plan will be developed by the project team and presented to the town’s Safety Advisor Group from December 2017, up to sign off, in July 2018.
- 5.8 **Volunteering** – The success of the event is dependent on the number of volunteers that can be recruited from the local community to deliver the event safely on the day. To date a number of sports and community groups have pledged their support to the event. A volunteer road show will visit every ward in the borough with the aim of recruiting interested individuals to assist on the day and will also highlight other volunteering opportunities throughout the year in the town. Volunteer training will be a mandatory requirement and this will take place throughout September 2018.
- 5.9 **Communications** –It is intended to launch the half marathon in January 2018, both locally and regionally, using the local media, social media and our in-house communications team to publicise the event widely. A monthly update, including information on registration and training will be undertaken with a weekly update nearer the date of the event.
- 5.10 **Financial package** – It is estimated that the event will cost up to 40k to deliver in the first year and the project team expect the event to be self financing through sponsorship and entry fees, which are estimated to be between £20-25 per individual registered for the race. This fee is in line with other similar events nationally. The project team have to date secured the following sponsorship and in-kind support:
- a 3 year sponsorship deal for the event worth £45,000 with Morgan Sindall
 - £1,500 for the 5K fun run with Everyone Active
 - All water supplied for the event through Tesco

The project team will continue to work to identify other sponsorship opportunities and in-kind support from local businesses and agencies.

A full estimated budget breakdown for the event is attached as appendix 1.

6. Comments of Other Committees

None

7. Conclusion

After 17 years of absence from the town, the proposed half marathon event will promote and showcase the major developments being made to the town. An event of this nature will inspire local people, of all ages, to take up sport and physical activity, leading to improved health and wellbeing outcomes for Slough's resident population. We intend to make it a full family event with complimentary attractions on the day. It is expected that the event will be self financing and will bring a breadth of benefits to the town.

8. Background Papers

None

7 Appendices

Appendix 1 – Event budget breakdown

Appendix 2 – Event route

Appendix 1

SLOUGH HALF MARATHON BUDGET - 2018

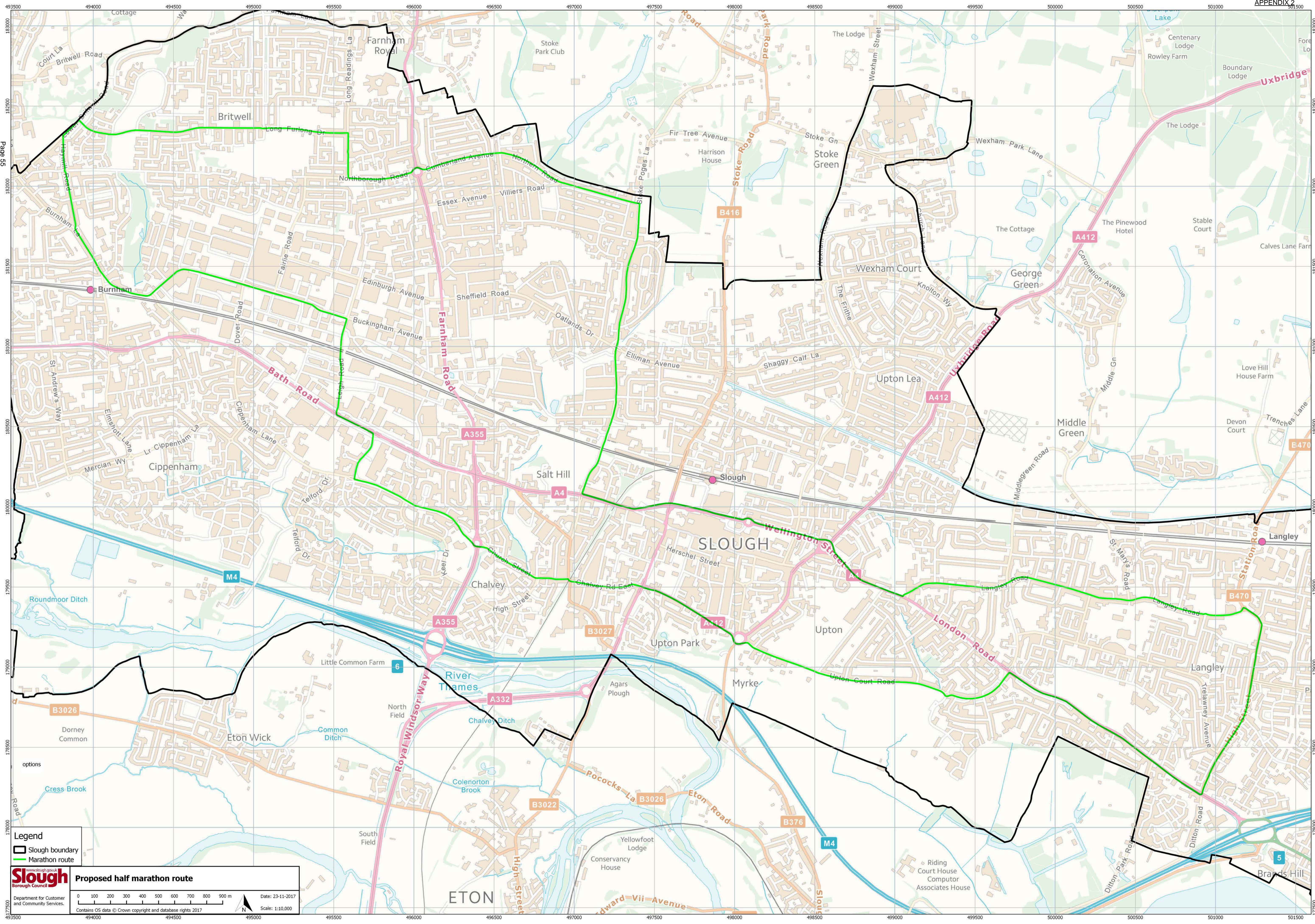
	££	
Sports Systems pre race	£	1,000
Sports Systems race day	£	2,000
Toilets	£	2,400
Barriers	£	1,000
PA system	£	650
Clock hire	£	100
Prizes	£	800
Sponges	£	300
Traffic management	£	14,000
Donations (sports clubs)	£	3,500
Doctor/Nurse /First Aid	£	500
Numbers	£	180
Water station water	£	-
Printing	£	800
Water at finish	£	-
Energy drinks	£	-
Plastic cups	£	200
Signage	£	300
Correx signs	£	150
Design/graphics	£	550
Goody bags	£	2,500
Medals	£	1,600
Runners T shirt	£	2,500
Staffing	£	250
Wheeled bins	£	300
Set up road signs etc	£	1,000
Trophies	£	600
Start / Finish banners	£	300
Mile markers	£	240
Misc	£	750
Total spend	£	38,470
10% contingency	£	4,000
Income entry fees (less vat)	-£	24,000
Sponsorship	-£	16,500

To be met by SBC

Estimate

To date

This page is intentionally left blank



Page 55

Legend

- Slough boundary
- Marathon route

Slough Borough Council

Proposed half marathon route

Department for Customer and Community Services.

0 100 200 300 400 500 600 700 800 900 m

Date: 23-11-2017

Scale: 1:10,000

Contains OS data © Crown copyright and database rights 2017

493500 494000 494500 495000 495500 496000 496500 497000 497500 498000 498500 499000 499500 500000 500500 501000 501500

183000 182500 182000 181500 181000 180500 180000 179500 179000 178500 178000 177500

183000 182500 182000 181500 181000 180500 180000 179500 179000 178500 178000 177500

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 18th December 2017

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

WARD(S): All

PORTFOLIO: Leader, Regeneration and Strategy – Councillor Swindlehurst

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 endorsed.

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:

1. Protecting vulnerable children
2. Increasing life expectancy by focusing on inequalities
3. Improving mental health and wellbeing
4. Housing

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' - Current Notification of Decisions – published 18th November 2017.

7. Background Papers

None.

NOTIFICATION OF DECISIONS

1 DECEMBER 2017 TO 28 FEBRUARY 2018

Date of Publication: 18th November 2017

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 (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 Munawar |
| • Health & Social Care | Vacant |
| • Children, Education & Families | Councillor Bedi |
| • Digital Transformation & Customer Care | Councillor Sharif |
| • Environment and Leisure | Councillor Bal |
| • Housing | Councillor Nazir |
| • Regulation and Consumer Protection | Councillor Arvind Dhaliwal |
| • Transport and Highways | Councillor Matloob |
| • Urban Renewal | Councillor Ajaib |

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. 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.

*** Note: this plan was published on 18th November 2017 and the members of the Cabinet and their portfolios are stated as at that time**

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](#).

Cabinet - 18th December 2017

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><u>Council Taxbases for 2018/19</u></p> <p>To present information on the properties in Slough and their categories of occupation for the purpose of determining the council taxbase for the borough for the 2018/19 financial year.</p>	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><u>Medium Term Financial Strategy Update</u></p> <p>To receive an update on the Medium Term Financial Strategy as part of the budget planning process for 2018-19 and beyond.</p>	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><u>Council Tax Support Scheme 2018-19</u></p> <p>To agree a scheme for the administration of Council Tax support for 2018-19.</p>	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><u>Heart of Slough NW Quadrant / TVU Update</u></p> <p>Further to the report to Cabinet on 18th April 2017, to consider an update on the re-development of the NW Quadrant site including progress on the preferred route for the private sector delivery partner for the former Thames Valley University (TVU) site.</p>	UR	Central	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	None		Yes, p3 LGA

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, CEF = Children, Education & Families, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, HO = Housing, UR = Urban Renewal

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

<u>Tower & Ashbourne Houses Update</u> To receive an update and make decisions on the proposals for the future of Tower and Ashbourne Houses.	HO	Chalvey	Housing	Rebecca Brown, Project Manager Tel: (01753) 875651	-	None	√	Yes, p3 LGA
<u>Housing Option Appraisal</u> Further to the approval of the Housing Revenue Account Business Plan in April 2017, to consider a report on the outcomes of the Housing Option Appraisal.	HO	All	Housing	Mike England, Interim Director of Place & Development Tel: 01753 875301	-	None	√	Yes, p3 LGA
<u>Private Street Works – Whittle Parkway Highway Improvement works</u> To seek resolution from the Cabinet in respect of execution of highway improvement works on Whittle Parkway in accordance to the strict criteria for making up of private streets set out in Part XI of the Highways Act 1980 - Section 205 (The Private Street Works Code).	T&H	Haymill and Lynch Hill	All	Rudo Beremauro, Engineer Integrated Transport Tel: (01753) 875634	-	Highways Act 1980 – The Private Street Works Code	√	
<u>Slough Half Marathon</u> To approve a proposal for the Slough Half Marathon in 2018.	E&L	All	All	Alison Hibbert, Leisure Strategy Manager Tel: (01753) 875896	-	None	√	
<u>References from Overview & Scrutiny</u> <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	DT	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, CEF = Children, Education & Families, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, HO = Housing, UR = Urban 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		
--	-----	-----	-----	--	---	------	--	--

Cabinet - 22nd January 2018

Item	Port- folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>HRA Rents and Service Charges 2018-19</u> To seek approval of the Housing Revenue Account rent and service charge changes for 2018/19.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<u>Local Welfare Provision</u> To approve the Local Welfare Provision scheme for 2018/19.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<u>Trading Partnership with OPSL Ltd</u> Further to the Cabinet decision taken on 18 th September 2017, to consider an update and take further decisions on the establishment, business case and indicative programme of a trading partnership with Osborne Property Services Ltd.	HO	All	Housing	Rebecca Brown, Project Manager Tel: (01753) 875651	-	None	√	

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, CEF = Children, Education & Families, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, HO = Housing, UR = Urban Renewal

Bold – Key Decision

Non-Bold – Non-Key Decision

Italics – Performance/Monitoring Report

<u>References from Overview & Scrutiny</u> <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	DT	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		

Cabinet - 5th February 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
Financial Report - 2017-18 (Quarter 3) <i>To receive an update on the latest revenue and capital position; and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.</i>	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None	√	
Performance & Projects Report: Q3 2017-18 <i>To receive the latest performance information for the period between October to December 2017 including the Council's Balanced Scorecard and Gold Project updates.</i>	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None	√	

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, CEF = Children, Education & Families, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, HO = Housing, UR = Urban Renewal

Bold – Key Decision

Non-Bold – Non-Key Decision

Italics – Performance/Monitoring Report

<u>Five Year Plan 2018-2023</u> To consider, and if agreed, to recommend the refreshed Five Year Plan to full Council.	F&S	All	All	Dean Tyler, Service Lead Strategy & Performance Tel: (01753) 875847	-	None	√	
<u>Medium Term Financial Strategy 2018-2022</u> To consider, and if agreed, to recommend to Council the Medium Term Financial Strategy for the period 2018 to 2022.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None	√	
<u>Capital Strategy 2018-2023</u> To consider, and if agreed, to recommend to Council the Capital Strategy for the period between 2018-2023.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None	√	
<u>Treasury Management Strategy 2018/19</u> To consider, and if agreed, to recommend to Council the Treasury Management Strategy for 2018/19.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None	√	
<u>Revenue Budget 2018-19</u> To agree the recommendations to be made to Council on the 2018/19 Revenue Budget, including setting the Council Tax.	F&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	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	√	

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, CEF = Children, Education & Families, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, HO = Housing, UR = Urban Renewal

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

<u>References from Overview & Scrutiny</u> <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	DT	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None	√	
--	----	-----	-----	---	---	------	---	--

Document is Restricted

This page is intentionally left blank