

Date of issue: Friday, 9 March 2018

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 Transformation & Performance Environment & Leisure Planning & Transport Regulation & Consumer Protection Corporate Finance & Housing Health & Social Care Children & Education
DATE AND TIME:	MONDAY, 19TH MARCH, 2018 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.



NIGEL PALLACE
Interim Chief Executive

AGENDA

PART I



AGENDA
ITEM

REPORT TITLE

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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 4 paragraph 4.6 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed.

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.

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3.	Performance & Projects Report: Q3 2017-18	13 - 30	All
4.	Community Investment Fund 2017/18 Update and 2018/19 Budget	31 - 42	All
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8.	Update on 50 and 52 Stoke Road - Conservative Group Motion on 30th January 2018	161 - 168	Baylis and Stoke
9.	Schools Funding Formula Update	169 - 180	All
10.	Contract in Excess of £250,000 - School Transport	181 - 184	All
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13.	Notification of Forthcoming Decisions	191 - 202	All

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14. Exclusion of Press and Public

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

PART II

15. **Shared Legal Services with London Borough Harrow** 203 - 238 All

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Please contact the Democratic Services Officer shown above for further details.

The Council allows the filming, recording and photographing at its meetings that are open to the public. 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



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Cabinet – Meeting held on Monday, 5th February, 2018.

Present:- Councillors Swindlehurst (Chair), Anderson, Carter, Nazir, Pantelic (until 7.20pm) and Sadiq

Also present under Rule 30:- Councillors Smith and Wright

Apologies for Absence:- Councillors Hussain and Mann

PART 1

89. Declarations of Interest

No declarations were made.

90. Minutes of the Meeting held on 22nd January 2018

Resolved – That the minutes of the meeting of the Cabinet held on 22nd January 2018 be approved as a correct record.

91. Revenue Financial Report - 2017-18 (Quarter 3)

The Director of Finance & Resources introduced a report that updated on the latest revenue financial position to the end of the third quarter of the 2017/18 financial year and sought approval for virement and write off requests.

The forecast revenue overspend for the year was projected to be £0.65m which was a significant reduction of £0.64m on the previous month due to the inclusion of some additional savings in the adults and communities directorate, contract renegotiation and one off income. The main causes of the budget pressure were unchanged and were primarily transport for children with special educational needs, temporary accommodation, homelessness and an income shortfall in the cemeteries and crematorium and registrars service. The management actions being taken to address the forecast overspend were noted and the Director was confident the budget would be balanced by the end of the financial year.

Lead Members discussed the reasons for the pressures on SEN transport and it was noted that there was rising demand as there were more children in the schools system and more with complex needs requiring often expensive types of transport. In relation to the pressures on the temporary accommodation budget, the Cabinet was already taking significant steps to provide the necessary funding in the budget to acquire more properties to increase the supply of temporary accommodation and asked that any internal capacity issues be addressed to ensure the increased levels of acquisitions proceeded in a timely manner.

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At the conclusion of the discussion, the Cabinet noted the revenue position and considered and approved the virement and write off requests as detailed in paragraphs 7 and 8 of the report.

Resolved –

- (a) That the latest financial position be noted;
- (b) That the budget virements as listed in paragraph 7 of the report be approved; and
- (c) That the write offs as requested in paragraph 8 of the report be approved.

92. Five Year Plan 2018/19 - 2022/23

The Service Lead Strategy & Performance summarised the refreshed Five Year Plan 2018/19 to 2022/23 which the Cabinet was being asked to recommend to full Council for approval.

The Plan was originally launched in 2015 as the high level strategic plan for the Council which set out the vision and key priority outcomes. It was refreshed each year and there was an Annual Report to check progress. It had been aligned to the Medium Term Financial Strategy to ensure resources were focused on strategic priorities. Further work would be undertaken to further refine the performance measures for the revised outcomes and there would continue to be regular reporting on these to Cabinet and scrutiny.

Lead Members had worked with Directors and the Service Lead to refresh the sections relevant to their portfolios and it was felt that the Plan provided increased focus which would help provide a clear direction for each of the five outcomes. It was recognised that a significant amount of excellent work was already taking place across the Council and this activity would continue. The Leader highlighted that 2018 marked the 80th anniversary of Slough receiving its Charter to become a Borough and this was a useful point to reflect on the huge changes that the town had and was undergoing since.

At the conclusion of the discussion, the Cabinet welcomed the work done refresh the Five Year Plan and agreed to recommend it to full Council for approval on 22nd February 2018.

Recommended – That the refresh of the Five Year Plan be agreed as at Appendix A to the report.

93. Treasury Management Strategy 2018/19

The Director of Finance & Resources summarised the Treasury Management Strategy 2018/19 which the Cabinet was asked to recommend to full Council on 22nd February 2018. The draft strategy had been considered by the

Overview & Scrutiny Committee on 1st February 2018 and no recommendations or proposed amendments had been made to Cabinet.

The Council had £289.841m of borrowing and an average investment balance of £50.714m throughout the year. The total debt for 2018/19 was expected to be £424m which was within the recommended limit in the CIPFA prudential code. The borrowing was supporting a wide range of investments set out in more detail in the capital strategy. The Council also had a number of non-treasury assets in the £50m strategic acquisition fund which helped generate strong revenue returns.

The borrowing strategy was discussed and it was noted that very low rates were being secured from other authorities. The Council's advisors, Arlingclose, were forecasting that interest rates would be held in the medium term. The Cabinet discussed the investment strategy and it was noted that a diverse portfolio of investments were made to balance risk including property funds, balances and loan notes to Slough Urban Renewal.

At the conclusion of the discussion, it was agreed to recommend the Treasury Management Strategy 2018/19 to full Council.

Recommended – That the Treasury Management Strategy for 2018/19 be approved.

94. Capital Strategy 2018/24

The Director of Finance & Resources introduced a report seeking approval to recommended the Capital Strategy 2018/24 and the capital programme 2018/19 to full Council. The strategy had been considered by the Overview & Scrutiny Committee and no recommendations or amendments were referred to Cabinet.

The Capital Strategy totalled £285m to 2024 and included investment in a range of projects and schemes including £40.5m to expand local schools; £13.1m on the new leisure centre and other facilities; £75m to improve the Council's housing stock; £66.7m capital loans to James Elliman Homes to support the housing strategy; and £54m on regeneration schemes including the redevelopment at the Thames Valley University and Old Library sites. The programme was funded through a mixture of sources including grants, section 106 receipts and borrowing. The Director confirmed that he was satisfied the programme was affordable and the Council was operating within the appropriate limits.

The Cabinet welcomed the Strategy which would provide significant investment in services and facilities to support the priority outcomes in the Five Year Plan. It was agreed to recommend approval to full Council on 22nd February 2018.

Recommended –

- (a) That the capital strategy of £285.0m and the Minimum Revenue Provision be approved and Recommended to full Council.
- (b) That it be noted that the notional costs of borrowing for the capital programme to the revenue budget would be an increase of up to £5.5m per annum -commencing during the period of the capital strategy to fund borrowing.
- (c) That the principles underpinning the capital programme as at paragraph 5.1.2 and the Minimum Revenue Provision principles in Section 6 of the report be approved.
- (d) That appendices A and B detailing the capital programmes (subject to these having approved Final Business Cases by the Capital Strategy Board) be approved.

95. Revenue Budget 2018-19

The Director of Finance & Resources introduced a report setting out the proposed revenue budget 2018/19 to be recommended to full Council. The budget had been considered by the Overview & Scrutiny Committee which had requested some further information on some of the fees and charges but no comments or recommendations had been made to Cabinet.

The proposed revenue budget for the forthcoming year was £100.680m and the key sources of income were summarised including the new Business Rates pilot scheme for Berkshire and the further decline in government funding. The budget proposed a Council Tax increase of 1.5% for local services in addition to passing on the 3% precept for adult social care. It was anticipated that the total rise of 4.5% would be the lowest increase in Berkshire. The savings had already been agreed by the Cabinet in December 2017 and Lead Members reviewed the key areas of growth including funding to cover the costs of demographic growth in adult social care.

After due consideration, the Cabinet agreed to recommend approval of the revenue budget to full Council at its meeting on 22nd February 2018.

Recommended –

That the budget as attached be approved, whilst noting that the Thames Valley Police Authority and the Royal Berkshire Fire Authority were still to confirm their final council tax precept requirements and:

Council Tax Resolution – In relation to the Council Tax for 2018/19

- (a) That in pursuance of the powers conferred on the Council as the billing authority for its area by the Local Government Finance Acts (the Acts), the

Council Tax for the Slough area for the year ending 31 March 2019 is as specified below and that the Council Tax be levied accordingly.

- (b) That it be noted that at its meeting on 18 December 2017 Cabinet calculated the following Tax Base amounts for the financial year 2018/19 in accordance with Regulations made under sections 31B (3) and 34(4) of the Act:
- (i) 41,723.4 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (the Regulations) as the Council Tax Base for the whole of the Slough area for the year 2018/19; and
 - (ii) The sums below being the amounts of Council Tax Base for the Parishes within Slough for 2018/19:

a) Parish of Britwell	849.3
b) Parish of Colnbrook with Poyle	1,885.9
c) Parish of Wexham	1,310.2
- (c) That the following amounts be now calculated for the year 2018/19 in accordance with sections 31A to 36 of the Act:
- (i) £388,340,008 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (2)(a) to (f) of the Act. (Gross Expenditure);
 - (ii) £332,544,974 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (3) (a) to (d) of the Act. (Gross Income);
 - (iii) £55,795,034 being the amount by which the aggregate at paragraph c (i) above exceeds the aggregate at paragraph c (ii) above calculated by the Council as its council tax requirement for the year as set out in section 31A(4) of the Act. (Council Tax Requirement);
 - (iv) £1,337.26 being the amount at paragraph c(iii) above divided by the amount at paragraph b(i) above, calculated by the Council, in accordance with section 31B(1) of the

Act, as the basic amount of its Council Tax for the year, including the requirements for Parish precepts.

- (v) That for the year 2018/19 the Council determines in accordance with section 34 (1) of the Act, Total Special Items of £224,168 representing the total of Parish Precepts for that year.
- (vi) £1,331.89 being the amount at paragraph c (iv) above less the result given by dividing the amount at paragraph c (v) above by the relevant amounts at paragraph b (i) above, calculated by the Council, in accordance with section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
- (vii) Valuation Bands

Band	Slough Area	Parish of Britwell	Parish of Colnbrook with Poyle	Parish of Wexham Court
	£	£	£	£
A	887.93	44.06	32.93	24.48
B	1,035.91	51.41	38.42	28.56
C	1,183.90	58.75	43.91	32.64
D	1,331.89	66.10	49.40	36.72
E	1,627.87	80.79	60.38	44.89
F	1,923.84	95.47	71.36	53.05
G	2,219.82	110.16	82.33	61.21
H	2,663.78	132.19	98.80	73.45

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

- (viii) Calculate that the Council Tax requirement for the Council's own purposes for 2018/19 (excluding Parish precepts) is £55,570,866.
- (ix) That it be noted that for the year 2018/19 the Thames Valley Police

Authority precept has been increased by 7.05%. The following amounts are stated in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £
A	121.52
B	141.77
C	162.03
D	182.28
E	222.79
F	263.29
G	303.80
H	364.57

[These precepts had not been formally proposed or agreed by the Thames Valley Police at the time of the Cabinet and would be revised when agreed].

- (x) That it be noted that for the year 2018/19 the Royal Berkshire Fire Authority has been increased by 2.99% as the following amount in precept issued to the Council, in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Royal Berkshire Fire Authority £
A	42.91
B	50.06
C	57.21
D	64.36
E	78.66
F	92.96
G	107.27
H	128.73

[These precepts had not been formally proposed or agreed by the Royal Berkshire Fire Authority at the

time of the Cabinet meeting and would be revised when agreed.]

- (xi) Note that arising from these recommendations, and assuming the major precepts are agreed, the overall Council Tax for Slough Borough Council for 2018/19 including the precepting authorities will be as follows:

Band	Slough	Office of the Police and Crime Commissioner (OPCC) for Thames Valley	Royal Berkshire Fire Authority	TOTAL
	£	£	£	£
A	887.93	121.52	42.91	1,052.36
B	1,035.91	141.77	50.06	1,227.74
C	1,183.90	162.03	57.21	1,403.14
D	1,331.89	182.28	64.36	1,578.53
E	1,627.87	222.79	78.66	1,929.32
F	1,923.84	263.29	92.96	2,280.09
G	2,219.82	303.80	107.27	2,630.89
H	2,663.78	364.57	128.73	3,157.08

- (xii) That the Section 151 Officer be and is hereby authorised to give due notice of the said Council Tax in the manner provided by Section 38(2) of the 2012 Act.
- (xiii) That the Section 151 Officer be and is hereby authorised when necessary to apply for a summons against any Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.
- (xiv) That the Section 151 Officer be authorised to collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate and that whenever the office of the Section 151 Officer is vacant or the holder thereof is for any reason unable to act, the Chief Executive or such other authorised post-holder be authorised to act as before said in his or her stead.
- (xv) That in the event that there are any changes to the provisional precept of the Fire Authority, arising from their precept setting meeting being held on 28 February, the

Section 151 Officer is delegated authority to enact all relevant changes to the Revenue Budget 2018/19, Statutory Resolution and council tax levels.

Fees and Charges –

- (e) That the Council resolves to increase Fees and charges as outlined in Appendix E for 2018/19.

Use of Flexible Capital Receipts –

- (f) That the Council resolves to approve the proposed use of new capital receipts under the freedoms of the Flexible Capital Receipts regulations and that they are to be used to fund revenue spend as outlined in Appendix K.

Pay Policy –

- (g) The Slough Borough Council Pay Policy Statement update 2018/19 will be going to Employment and Appeals Committee on 25th January 2018 and will be included in this report once agreed.

Business Rate Pilot –

- (h) That the Council agrees to participate in the 2018/19 Berkshire Business Rates Pilot Scheme.

Local Government Finance Settlement 2018/19 -

- (i) It must be noted that the government has not yet announced the final Local Government Finance Settlement 2018/19 and the results will not be known until after this report is published. Consequently, it is agreed that if there is any substantial changes in the amount of funding received by the Council at the final settlement, the Section 151 Officer will be authorised to use the Council's reserves to balance the overall budget for 2018/19 following consultation with the Cabinet member for Corporate Finance and Housing.

96. Council Tax and Business Rates Discretionary Relief

The Cabinet considered a report that sought approval for a suite of policies for Business Rates for 2018/19 in respect of:

- Discretionary Rate Relief for Charities and not for profit organisations;
- Partially Occupied Relief (Section 44a);
- Hardship Relief;
- General Rate Relief;
- Revaluation Relief;
- Inward Investment;
- Public House Relief Scheme;

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- Council Tax Hardship Relief;
- Amended policy for 2017-18 on Revaluation Relief.

The award of reliefs as set out in the policies was in line with government policy and there were no significant changes to any of the policies, other than their uprating. The first four reliefs listed above would now have to be fully funded by the Council, having previously being 50% funded by government, however the overall impact of the Business Rates retention pilot was expected to have a positive net financial impact. Most of the other reliefs were either funded by government, within limits, or the Council would be reimbursed providing the schemes operated within government guidelines.

At the conclusion of the discussion, the Cabinet agreed the policies as set out in appendices A to I of the report.

Resolved –

- (a) That the policies for Business Rates for 2018-19 onwards as set out in Appendix A-H to the report be approved.
- (b) That the amended policy for Business Rates Revaluation Relief as set out in Appendix I to the report be approved.

97. Annual Early Years Childcare Sufficiency Report

The Lead Member for Children & Education introduced a report informing the Cabinet of the outcomes of the annual Early Years Childcare Sufficiency Assessment carried out as part of the statutory duty to secure sufficient place for eligible children in Slough.

There was a high and growing demand for places in Slough and the Council was working closely with providers to ensure sufficient places were available. The assessment highlighted that there would be insufficient places in some wards by the summer of 2018, although assurance was provided that action was being taken to expand provision to meet the identified shortfall. Demand for places could change rapidly, or may not be fully taken up, and the Council worked closely with the sector to address demand pressure where they arose by making additional places available. The particular issues for children with special educational needs and disabilities were highlighted. It was intended that an Early Years Strategy would be published by September 2018.

The Cabinet noted the report and work underway to address the identified gap in provision from the summer of 2018.

Resolved –

- (a) That it be noted that current childcare sufficiency information indicated that there would be insufficient childcare places in some wards across Slough by the summer of 2018.

- (b) That the need to prioritise the development of early years and childcare provision in those wards where demand for places is projected to exceed supply be noted.
- (c) That the need for additional early years provision for children with SEND be noted.
- (d) That the intention to publish an Early Years Strategy by September 2018 be noted.

98. Establishment of Trading Partnership with OPSL

The Director of Place & Development introduced a follow up report to that considered by the Cabinet on 18th September 2017 on the business case and structure of a trading partnership with Osborne Property Services Ltd (OPSL).

The Cabinet agreed to note the business case at Appendix A to the report during Part I of the agenda without disclosing any of the exempt information.

The arrangement would provide a mechanism to develop affordable, modular housing units, initially at seven small sites across Slough. It would also make available a home improvement, repairs and maintenance incentive offer to private landlords to help prevent homelessness as well as other home improvement and repairs services. The decisions would enable the partnership to be established and set the work programme for the next twelve months.

The Cabinet welcomed the potential opportunities of the trading partnership, approved the recommendations and requested that an update on progress be received at the meeting in June 2018.

Resolved –

- (a) That the business case set out in Appendix A, and indicative programme for the first 12 months be approved.
- (b) That the Service Lead Governance, following consultation with the Cabinet Member for Corporate Finance and Housing and Leader of the Council, be authorised to seek the incorporation of the Trading Partnership and to complete all necessary procedures for this purpose.
- (c) That authority be delegated to the Service Lead Governance and Service Lead Neighbourhoods, following consultation with the Leader and Cabinet Member for Corporate Finance & Housing, to confirm the governance arrangements and complete and agree the Articles of Association and Shareholder Agreement.
- (d) That the TP continuously report back to RMI Strategic Management Board which consists of Contract Administrator (Neighbourhood Service Lead),

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Strategic Director, Place & Development, Cabinet Member for Corporate Finance & Housing and OPSL.

- (e) That the Section 151 officer sanction any financial support including the use of retained 1-4-1 RTB receipts or pump priming investment by HRA or GF to facilitate Trading Partnership start up so as to deliver work programmes.
- (f) That the Cabinet receive an update on the progress of establishing the Trading Partnership at the meeting to be held on 18th June 2018.

(Councillor Pantelic left the meeting)

99. References from Overview & Scrutiny

There were no references from Overview & Scrutiny.

100. Notification of Forthcoming Decisions

The Cabinet considered and endorsed the Notification of Key Decisions published on 5th January 2018 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.

Chair

(Note: The Meeting opened at 6.33 pm and closed at 7.24 pm)

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018
CONTACT OFFICER: Russ Bourner, Performance Manager
(For all enquiries) (01753) 87 5217
WARD(S): All
PORTFOLIO: Councillor Hussain, Lead Member for Transformation and Performance

PART I
NON-KEY DECISION

PERFORMANCE & PROJECTS REPORT: Q3 2017/18

1 **Purpose of Report**

- To provide Cabinet with the latest performance information for the 2017-18 financial year.
- To summarise the Council's performance against the Corporate Balanced Scorecard indicators to date during 2017-18.
- To update on the progress of the 27 projects on the portfolio, which are graded according to Project magnitude as Gold (6), High (18), Medium (1) or Low (2).

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

The Cabinet is requested to resolve that the Council's current performance as measured by the indicators within the balanced scorecard and update on Gold projects and performance be noted.

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

The report indirectly supports all of the strategic priorities and cross cutting themes. The maintenance of excellent governance within the Council to ensure that it is efficient, effective and economic in everything it does is achieved through the improvement of corporate governance and democracy by ensuring effective management practice is in place.

The report helps achieve the corporate objectives by detailing how the Council has performed against its priority outcomes, as evidenced in the performance balanced scorecard and Gold projects reporting.

4 **Other Implications**

(a) **Financial**

There are no financial implications.

(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

There are no Human Rights Act Implications.

(d) Equalities Impact Assessment

There is no identified need for the completion of an EIA.

5 Supporting Information

5.1. This is the third report to Cabinet reporting on the 2017-18 financial year in respect of the performance position of the Council. The report is presented against a background of change arising from the ongoing review and refresh of the Council's 5 Year Plan. Content and format is therefore also prone to change, going forward.

5.2. The report comprises two sections:

- The high-level performance indicators of the Corporate Balanced Scorecard;
- The summary highlight reports on the Council's Project Management Performance.

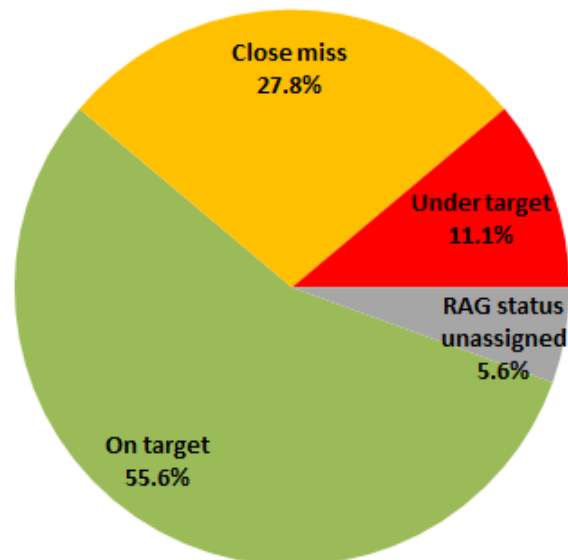
5.3. **Corporate Balanced Scorecard**

5.3.1 This is the quarter 3 (2017-18) presentation of the Corporate Balanced Scorecard, relating to the period 1st October to 31st December 2017.

5.3.2 There are 18 performance measures included in the Corporate Balanced Scorecard. These have been aligned to the five priority outcomes as agreed in the revised Five Year Plan 2017-2021.

5.3.3 The latest position of the Corporate Balanced Scorecard demonstrates that at the end of quarter 3, an overview of the Council's performance was as follows:

Corporate Balanced Scorecard 2017-18



5.3.4 Of the 18 indicators reported, one (relating to child protection plans) currently has no agreed target.

5.3.5 Quarter 3 updates are not *yet* available for the following measures:

- 2.1 Smoking cessation services
- 2.3 Health checks
- 3.2 Crime rates

5.3.6 For the remaining 17 indicators with agreed target levels, in this period, 2 were rated as significantly under the desired performance level ('Red'), 5 were rated as 'Amber', signifying a near miss to desired performance level, and 10 were rated 'Green' as achieving or exceeding target performance.

5.3.7 For each indicator the RAG status has been assigned by the responsible manager, with reference to previously agreed targets.

5.3.8 Key areas of noteworthy concerns flagged as '**Red**' status are limited to:

5.3.9 **Ref 1.2ii Prevalence of children with 'excess weight' at end of primary school (Year 6) as measured by the NCMP**

[This was reported the previous quarter]

The 'excess weight' measure at the end of primary school is generated annually as part of a nationwide Child Measurement Programme. The latest Slough result for 2016/17 academic year (just released) has a higher proportion of children carrying 'excess weight' than the national and regional averages, and a further increase in this proportion since the previous year.

Please refer to the Corporate Balanced Scorecard for fuller details of the initiatives in place to tackle the issue of unhealthy weight in childhood.

5.3.10 **Ref 5.3 Reduce journey time. Bus punctuality: Non-frequent bus services running on time**

Data is collated and reported annually by Department for Transport.

The latest reports shows a 4% reduction in punctuality in Slough between 2015/16 and 2016/17, with local punctuality for this year now below both the England value (82.7%) and South East value (82.8%). This places Slough in the bottom quartile nationally, ranked 65th out of the 76 LA's with data submitted.

Please refer to the Corporate Balanced Scorecard for fuller details of the initiatives in place to reduce journey times.

5.3.11 Key areas of performance deterioration are:

5.3.12 **Ref 5.1 Increase business rate in year collection rate (%)**

The collection rate at the end of December 2017 of 82.45% was 0.55% below the profiled target for this time in the financial year of 83.0% and 0.6% as to where we were this time last year. The RAG status has therefore slipped from 'Green' to 'Amber'.

5.3.13 **Ref 5.3 Reduce journey time. Bus punctuality: Non-frequent bus services running on time**

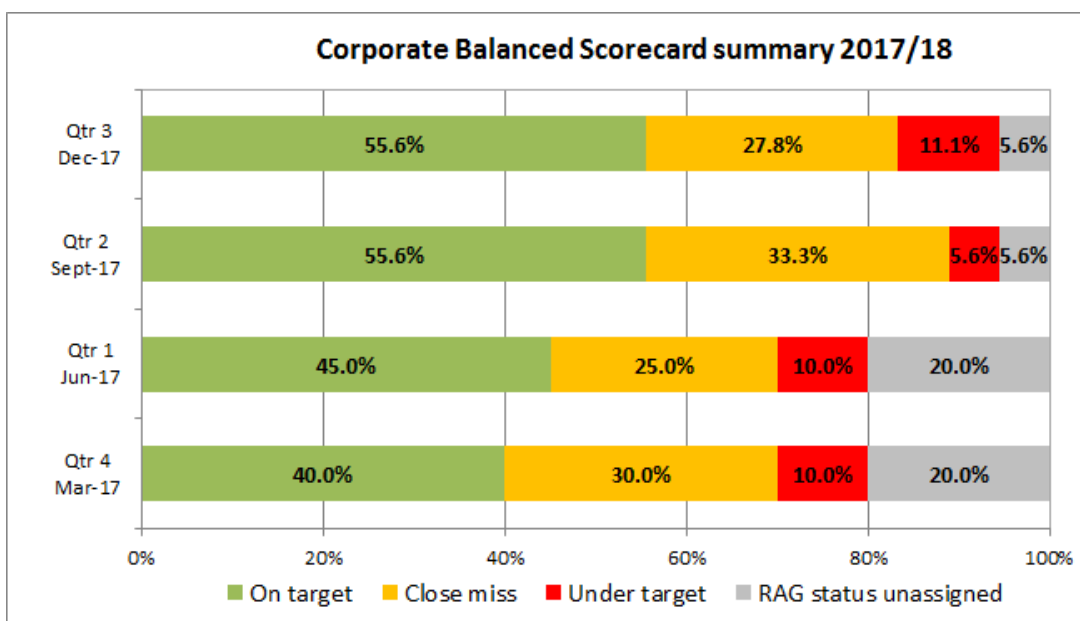
As discussed above.

5.3.14 Key areas of performance improvement are:

5.3.15 One indicator improved from Amber to Green status: **Ref 4.2 Increase number of affordable homes delivered**, with 47 new affordable homes being completed during Quarter 3.

5.3.16 Comparison with previous quarter:

The bar chart below compares the proportion of indicators assigned each RAG status at quarterly intervals. With the one indicator on Bus Punctuality having slipped from Amber to Red status and that for in-year Council Tax collection having slipped from Green to Amber, but affordable homes delivery improving to Green status, overall performance this quarter is impacted as shown beneath.



5.4 Project Management

- 5.4.1 The final section of this report provides a summary of progress on the range of projects currently being undertaken and monitored by the Performance Management Office.
- 5.4.2 During Quarter 3, 27 projects were being undertaken, with 6 of these described as “Gold Projects” – those of greatest strategic importance to the Council, and a further 18 categorised as of “High” importance grade, 1 as “Medium” and 2 as “Low”.
- 5.4.3 A fully comprehensive report which details the status of each individual project, including reference to the key risks, issues and interdependencies is available as background papers. Please email programme.managementoffice@slough.gov.uk for a copy of Gold Project Highlight reports for this reporting period. Cabinet may decide to scrutinise particular projects using this Background Paper.
- 5.4.4 Project Progress (Gold Projects)

The Gold Projects are:

- School Places Programme
- Adults Social Care Reform Programme
- ERP/Agresso
- RMI Contract
- Environmental Services Contract Re-Procurement
- Accommodation and Hubs

5.4.5 Gold Project Status at end of Q3 (December 2017) was as follows:

School Places Programme	Timeline	Budget	Risks & Issues	Overall Status
	Amber ↔	Amber ↔	Red ↔	Amber ↔
Adults Social Care Reform Programme	Timeline	Budget	Risks & Issues	Overall Status
	Amber ↔	Green ↔	Red ↔	Amber ↔
Enterprise Resource Planning (ERP)/ Agresso	Timeline	Budget	Risks & Issues	Overall Status
	Amber ↓	Green ↔	Amber ↔	Amber ↔
Accommodation and Hubs Strategy	Timeline	Budget	Risks & Issues	Overall Status
	Green ↔	Green ↔	Green ↔	Green ↔
Repairs, Maintenance and Investment (RMI) Contract	Timeline	Budget	Risks & Issues	Overall Status
	Green ↔	Green ↔	Green ↑	Green ↔
Environmental Services Contract Reprocurement	Timeline	Budget	Risks & Issues	Overall Status
	Green ↔	Green ↔	Green ↑	Green ↔

5.4.6 Highlights this quarter:

Project Progress (Gold Projects)

3 Projects

Progress

Environmental Services Contract Reprocurement Go Live - DSO

The new service went live on 1st December 2017. A successful launch event took place to welcome the workforce back into Slough Borough Council. A review of the project will take place in early 2018. The project aims to improve service at reduced cost

Repairs, Maintenance and Investment (RMI) Contract Go Live

The demobilisation of Interserve was completed on 30th November 2017 with the TUPE of 120 Interserve staff and SBC staff transferred on 30th November 2017 to support the new contract go live on 1st December 2017. A review of the project will take place in early 2018.

The project benefits include:

- IT enabled, tenant focussed, cross tenure repairs and maintenance service with investment
- Strategic Partnership - active involvement in making decisions about the Council's housing stock
- Social Return on Investment

Agresso

The Agresso project team have reported that due to the progress made, a decision has been made to Go Live early with User Champions, Human Resources (HR) and Service Leads in February. User Champions & HR will therefore be trained in January\February 2018 to support the organisational roll out.

5.4.7 Key issues to be aware of:

3 Projects

School Places Programme

Options for the expansion of Arbour Vale and Haybrook schools are being investigated to meet demand for school places. The project manager is requesting a steer on how to proceed. This is being addressed by the Programme Board at this stage.

Adults Social Care Reform Programme

Risks and issues relate to a delay in the delivery of certain IT related elements within the programme, notably the Online Citizen Portal, implementation of mobile working and improvements to the management information system.

Slough Major Transport Schemes

The impact of the utility delays with the main contractor is being assessed. Some of the utility overspend and delay charges have been reduced through value engineering to make changes to designs to reduce the utility costs on the project. In addition the Council has de-scoped elements of contractor works with some work re assigned to the Councils Direct Services Organisation which will reduce delay charges to the project.

5.4.8 Key lessons from projects reviewed this quarter:

The Programme Management Office (PMO) routinely carries out End Project, Lessons Learned and Benefits reviews for key projects. In the last quarter, the PMO undertook reviews for two projects and the Lessons Learned included:

Godolphin School Expansion

- It is useful to be less specific with construction solutions during the tender stage so all possible solutions can be considered and it reduces the risk of having to go out to tender multiple times.

Leisure Strategy – Neighbourhood Capital Development Scheme

- Procurement processes can extend the project timeline if the exercise has to be repeated due to the quality of tender submissions.
- Community consultation including design concepts works well
- Projects must ensure that revenue implications for ongoing maintenance of equipment are factored in at Business Case stage.

This resulted in findings that have been helpful to project managers implementing projects of a similar nature.

5.4.9 Further information can be brought to members at any time should that be helpful.

6 Comments of Other Committees

This report has been scrutinised by the 5 Year Plan Board, with suggestions for additions to next Quarter Report.

7 Conclusion

7.1. Over half (55.6%) of the selected performance indicators are now achieving desired target results, with current near-misses in health check uptake, overall crime rates, total increase in the number of dwellings in the borough, business and council tax collection rates.

7.2. Progress continues on all major schemes and projects. The Council's PMO maintains oversight of all projects included in the portfolio to ensure that risks and issues are managed and progress maintained. The PMO routinely carries out Lessons Learned and Benefits reviews for key projects which is helpful to project managers implementing projects of a similar nature.

8 Appendices Attached (if any)

'A' - Corporate Balanced Scorecard, December 2017

9 Background Papers

Please email programme.managementoffice@slough.gov.uk for a copy of Project Highlight reports for this reporting period.

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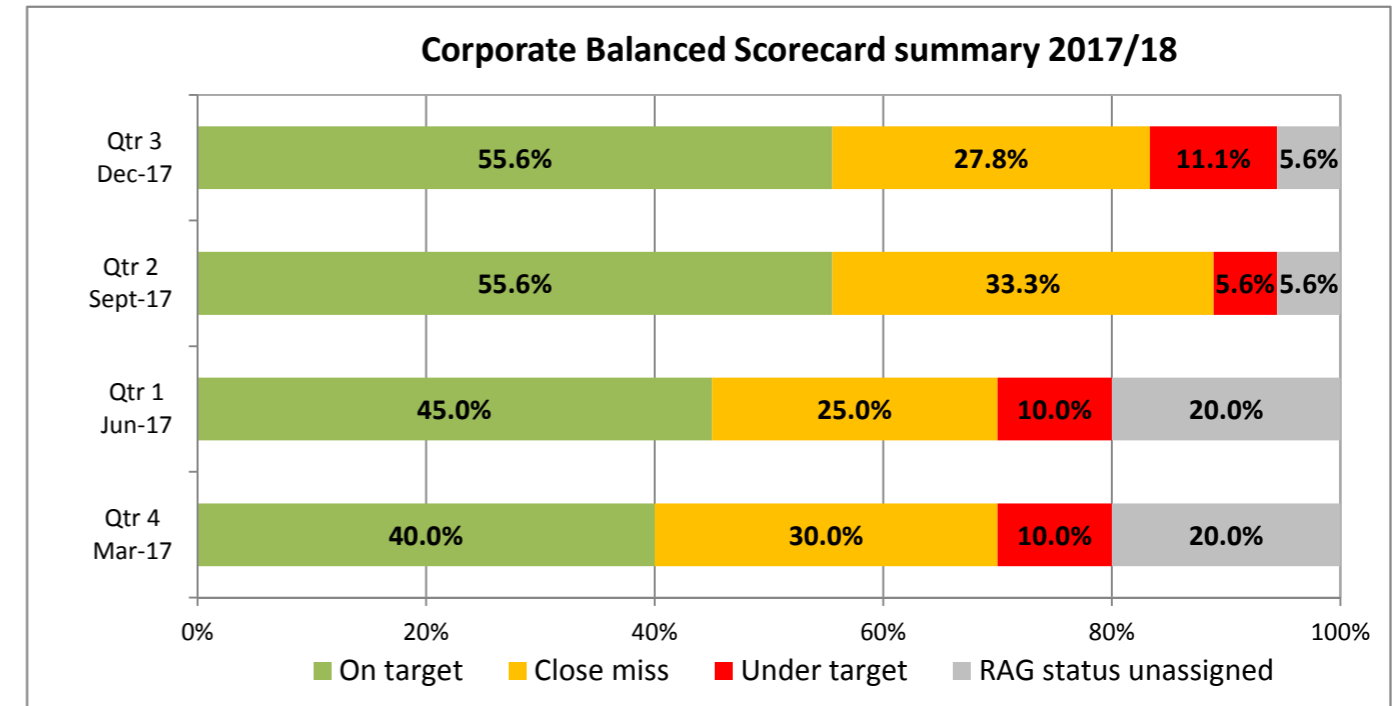
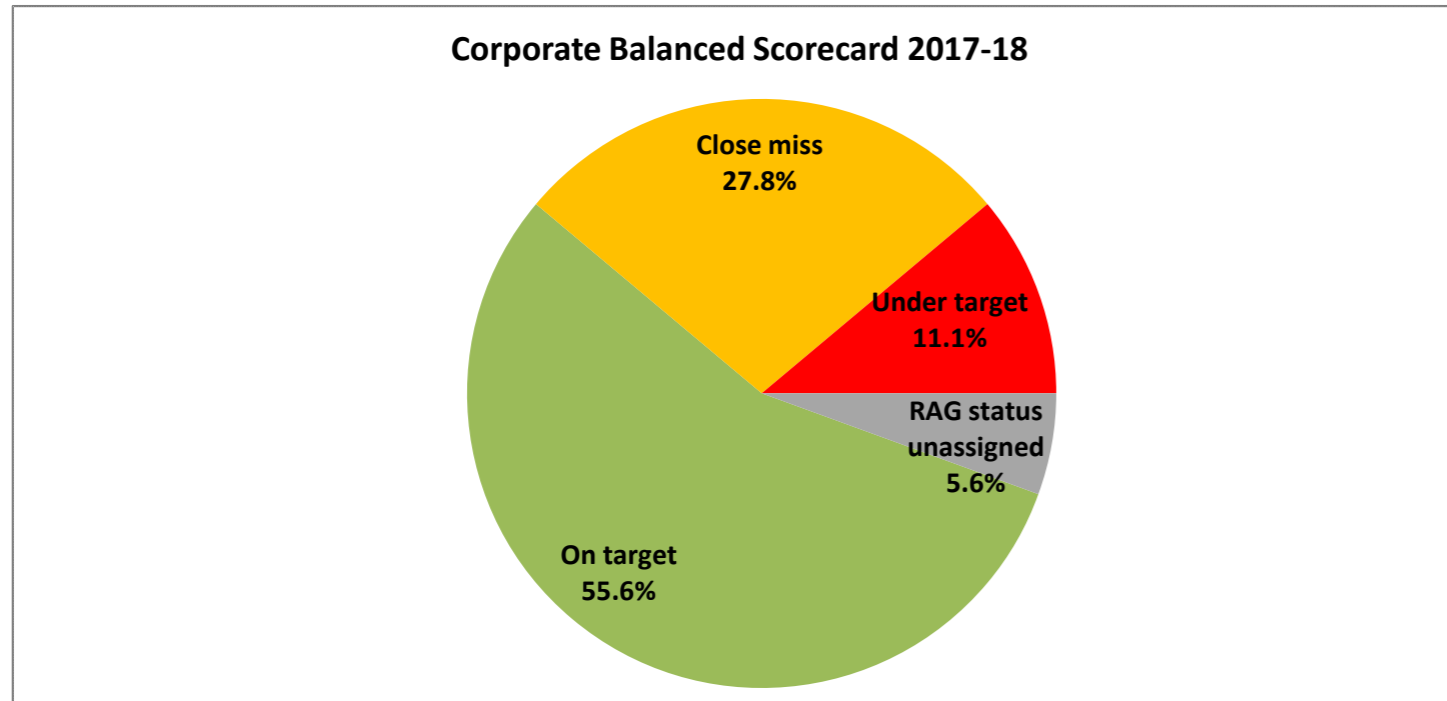
Appendix A: Slough Borough Council - Corporate Balanced Scorecard 2017-18: to end of quarter 3 - Dec-17

The corporate balanced scorecard presents the current outturn for a selection of high priority quantitative performance indicators, under our five priority outcomes putting people first:

1. Our children and young people will have the best start in life and opportunities to give them positive lives.
2. Our people will become healthier and will manage their own health, care and support needs.
3. Slough will be an attractive place where people choose to live, work and visit.
4. Our residents will have access to good quality homes.
5. Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents.

Performance against target is recorded as either **RED** (more than 5% off target), **AMBER** (between 0% and 5% off target), **GREEN** (on target or better) or **n/a** (not applicable, because this is a volume indicator only, the value of which SBC cannot seek to directly influence or because the issue is complex).

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Direction of travel indicates whether performance has improved (↑), deteriorated (↓) or remained unchanged (↔) compared to previous performance.

Outcome 1: Our children and young people will have the best start in life and opportunities to give them positive lives

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
1.1	Increase percentage of pupils achieving a good level of development across the Early Years Foundation Stage.	Oct-17	69.1% [2015/16] 64.9% [2014/15] 58.0% [2013/14] 49.9% [2012/13]	increasing	[2016/17] Slough 71.2% SE 74.0% England 70.7%	↑	Green	Achievement in the 2016/17 academic year shows that performance in Slough Schools has improved by 2.1% from 69.1% in 2015/16 to 71.2% in 2016/17. Slough's performance is marginally above the England average of 70.7%. Ranked 63rd nationally out of 152 LA's.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
1.2i	Reduce prevalence of children with 'excess weight' at start of primary school (Reception) as measured by the NCMP	Oct-17	23.0% [2015/16] 19.6% [2014/15] 21.9% [2013/14] 21.9% [2012/13] 22.3% [2011/12]	Closer to the national rate	[2016/17] Slough 21.1 % SE 21.4% England 22.6% [2,511 children measured]	↑	Green	<p>Childhood obesity is impacted by multiple factors, most of which will be outside the council's ability to control.</p> <p>In the 2016/17 dataset, the percentage of children with 'excess weight' at the start of primary school in Slough has fallen below both the England average and the South East average for the first time. The rates of breastfeeding initiation remain above the England and decile average. Change4life Disney campaign and Sugar Swaps programme are still promoted through early years teams. Councillors wanted assurance that the same children were being measured due to the high numbers transferring in and out. From now on data will be collected nationally by the unique pupil reference number of the child rather than at postcode level. Unpublished local data from the school nursing service suggests a much lower percentage which needs further understanding as the strategy would have to change if overweight children resident in Slough borough were attending schools outside of area as their results would only then appear when data is uploaded to the HSCIC.</p> <p>The following initiatives are in place:</p> <ul style="list-style-type: none"> - General promotion of the key messages via the Start 4 Life campaign (Active Play and Baby moves), including utilising the resources of the "Infant and Toddler Forum". - Encouraging the use of the Disney Shake ups through the Change4life programme. - Health Visiting for health and social advice for all new parents (Forming part of the 0-19 offer recommissioning in late 2017).

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
1.2ii	Reduce prevalence of children with 'excess weight' at end of primary school (Year 6) as measured by the NCMP	Oct-17	38.9% [2015/16] 38.8% [2014/15] 37.0% [2013/14] 34.8% [2012/13] 35.5% [2011/12]	Closer to the national rate	[2016/17] Slough 41.5% SE 30.6% England 34.2% [2,090 children measured]	↓	Red	<p>Childhood obesity is impacted by multiple factors, most of which will be outside the council's ability to control. Latest reported figures relate primarily to autumn term of 2016, before many of the actions below were in place.</p> <p>In 2016/17 the percentage of children with 'excess weight' at the end of primary school in Slough has increased further, with the gap widening against the England and South East averages.</p> <p>The unique pupil reference number will be used to collect data in future to identify whether transfers in and out are a factor in these results.</p> <p>The following initiatives are in place:</p> <ul style="list-style-type: none"> - Commission Let's Get Going (Physical Activity and Healthy eating) courses across Slough for children aged 7-11 (3 schools and 1 community location in 2017, looking to expand based on demand) and 12-16 years (up to 6 locations in 2017, linking to the Eat 4 Health programme commissioned to Solutions for Health for age 16+). - YES Consortium delivering physical activity programmes across Slough for Slough Youth, directly linked to Active Slough programmes. - Active Slough programmes and additional pilot programmes linking to "Let's Get Going" to expand the capacity of the programme and meet demand. - Working with schools to ensure their PSHE offer is fit for purpose. - Encouraging the use of the Disney Shake ups through the Change4life programme (Now in all Primary Schools in Slough). - School Nursing health checks on entry to school (for monitoring, advocacy and signposting purposes). - Introduction and further expansion of "The Daily Mile" through Slough primary schools for ALL pupils (Currently 1 school with 900 pupils). - Intergenerational interventions for Physical Activity to encourage children and parents to be more active e.g. Junior parkrun or Great Run Local. - Link to advocating greater use of outdoor space and parks for health and wellbeing. - Launch of Slough Wellbeing Campaigns during 2018, with the first campaign being focussed on obesity.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
1.3	Safeguarding measure: Number of children subject to Child Protection (CP) Plan per 10,000 local child population <i>[snapshot position at 31st March annually, or final day of quarter throughout year]</i>	Jan-18	2017 Q2: Slough 43.7 2017 Q1: Slough 37.4 2017: Slough 37.0 (England: 43.3) 2016: Slough 56.7 (England: 43.1) 2015: Slough 28.1 (England: 42.9) 2014: Slough 65.5 (England: 42.1)	No target has been agreed	2017 Q3 Slough 37.0	n/a	n/a	The number of children subject to a CP plan will fluctuate depending on the personal needs of children known at any moment, but this measure gives an overall measure of the success (or otherwise) of all agencies and economic circumstances in providing an environment within Slough for families to prosper. The number of plans is currently rising, although from a low base; however, senior leaders report that recent decision-making to begin CP plans is sound. Historically, the trend in Slough has been extremely volatile with numbers of CP plans varying tremendously between years. Authorities with 'Good' Ofsted ratings and with strong services in the area of family intervention tend to have low, stable CP plan rates. This is the aim in Slough, and will take place when we have put in place effective prevention and early intervention services locally. This is a key aim of the Trust's reconfiguring of its early intervention services and its Innovation Bid-funded activity, which aims to further divert demand from statutory services; this will thereby reduce the number of CP plans.
1.4	Reduce levels of 16-18 year olds not in education, employment or training (NEETs)	Oct-17	2015 = 8.4% NEET: 4.2% Activity not known: 4.2% 2014 = 13.3% NEET: 4.0% Activity not known: 9.3% 2013 = 13.7% NEET: 6.1% Activity not known: 7.6% 2012 = 11.5% NEET: 4.9% Activity not known: 6.6%	Below 5%	2016 Slough NEET: 2.8% Activity is not known: 0.9% Combined rate: 3.7% National NEET: 2.8% Activity is not known: 3.2% Combined rate: 6.0% South East NEET: 2.5% Activity is not known: 3.9% Combined rate: 6.4%	↑	Green	The published annual NEET rate is calculated based on an average for November to January each year. These figures are based on information local authorities submit to the DfE about young people's participation in education or training in their area. Slough's 2016 combined NEET rate is 3.7% which exceeds the target rate of 5%. This consists of 2.8% NEET rate and 0.9% for 'activity is not known'. The very low rate of 'not known' is due to the extremely effective identification methods used by Slough in chasing up every person in the cohort. This has been done by liaising with local schools and colleges to obtain their enrolment lists, and also by contacting our neighbouring local authorities to gather information about Slough young people in schools and colleges outside the borough. There are ongoing challenges to ensure that all young people are supported to find suitable employment, education or training opportunities.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
Outcome 2: Our people will become healthier and will manage their own health, care and support needs								
Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
2.1	Increase number of people starting and completing a smoking cessation course (rate per 100,000 smokers). Percentage of those who successfully quit smoking.	Nov-17	2015/16 Q1-Q4 <u>4 weeks</u> Slough 65.40% [998] SE 55.67% England 51.02% Rate per 100,000 smokers not available	Above the national rate	2017/18 Q1 <u>4 weeks</u> Slough 80.68% [142] SE 50.15% England 48.56% <u>Rate per 100,000 smokers</u> Slough 728 SE 417 England 493	↑	Green	The methodology of this indicator has changed from rate per 100,000 population to rate per 100,000 smokers therefore previous years rates for comparison is not available. Slough continues to perform above the South East and England in terms of numbers of people who set a quit date and go on to quit for 4 weeks and longer. The conversion rates are well above benchmarking averages. In Slough, smoking in pregnancy (which is reported as smoking at time of delivery) also remains lower than regional and national averages.
2.2	Increase number of adults managing their care and support via a direct payment	Jan-18	362 [Mar-17] 235 [Mar-16] 197 [Mar-15] 188 [Mar-14]	Increasing	404 clients & carers [Dec-17] [244 clients + 160 carers]	↑	Green	The number of service users and carers supported through a Direct Payment continues to increase. We have implemented a new system using pre-payment cards which will make Direct Payments easier to manage and use, are contracting with Enham Trust to provide a Personal Assistant Matching and Employment Support service, and have issued guidance to staff to support and seek Direct Payments as the default position when providing services. We will be reviewing the performance measure used in the 5 Year Plan report to ensure we use the most appropriate measure to evidence our primary strategy of increasing the number of service users and carers who can control their support through Direct Payments.
2.3	Increase the uptake of health checks Increase the percentage of the eligible population aged 40-74 offered an NHS Health Check	Nov-17	2016/17 Q1-Q4 Slough: 9.75% [3,430] SE: 16.72% National: 17.02%	Closer to the national rate by 17/18	2017/18 cumulative to Q2 Appointments offered: 4,658 Slough 13.01% SE 16.65% National 16.92%	↑	Amber	Health Check rates in Slough although improving remain below south east and national rates of 16.65% and 16.92% respectively. Measures are in place to address this, including commissioning a new cardiowellness4 Slough programme. This will deliver 800 additional Health Checks, with a view to bring Slough rates in line with national rates in 2017/18 financial year. The new cardiowellness4 Slough programme launched in January 2017.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
Outcome 3: Slough will be an attractive place where people choose to live, work and visit								
Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
3.1	Increase levels of street cleanliness: Average score for graded inspections of Gateway sites (Grade options from best to worst are: A, A-, B, B-, C, C-, D)	Sep-17	B (2.47) [Q4 2016/17] A- (2.52) [Q3 2016/17] A- (2.56) [Q4 2015/16] B (2.46) [Q3 2015/16]	EPA grade average of 'B' (2.00) or above (i.e. 'Predominantly free of litter and refuse apart from some small items')	B (2.34) 85 inspections [Q3 2017/18]	↓	Green	Throughout each quarter, SBC staff conduct a number inspections of the Gateway sites and award a score and EPA Grade based on the level of cleanliness encountered. This measure averages the scores of all inspections and produces an EPA Grade for that average. All inspected sites are subsequently cleaned and restored to grade A status ('No litter or refuse in the street') with the more heavily littered sites being cleaned with more immediate urgency. The latest quarter reported on here experienced a very small decrease in overall average grade but remained at status 'B'; NONE of the 85 inspections resulted in the lowest Grade D. N.B. EPA Grade is a standardised grading for inspection of street cleanliness the Environmental Protection Act (1990) enshrined in the Code of Practice on Litter and Refuse.
3.2	Reduce crime rates per 1,000 population: All crime (cumulative from April)	Nov-17	88.06 [rolling yr to Jun-17] 87.15 [2016/17] 81.92 [2015/16] 74.50 [2014/15] 81.10 [2013/14] 86.80 [2012/13] 100.40 [2011/12]	Maintain local 'all crime' level below the MSG average and move towards the upper quartile on MSG performance	[rolling yr to Sept-17] Slough: 88.11 MSG: 94.34 England: 79.08 *Most Similar Group (towns similar to Slough in terms of demographic, economic and social characteristics)	↓	Amber	The rolling year to date crime rate for Slough has increased by 0.06%, equating to an additional 0.05 crimes per 1000 of the population. Slough continues to show a lower rate of increase than the national increase of 3.7%, which equates to an additional 2.85 crimes per 1000 of the population. Slough has lowered its position in the 'Most Similar Group' rankings from 9th to 6th, with a crime rate 7.9% lower than the MSG group average. In a Thames Valley context, Slough has a lower crime rate than both Reading and Oxford. Through partnership working, we continue to focus on projects to target crimes against people, in particular, Violence Against Women and Girls (VAWG), Child Sexual Exploitation (CSE), gangs and youth violence, and modern slavery. We have launched a champion's programme designed to raise awareness of domestic abuse among local communities and business, identify and support possible victims, and refer them to available local resources. We have been granted a county lines review from the Home Office, aimed at mapping the scale of criminal exploitation with regards to drugs movement, CSE, cuckooing etc, within TV. The Healthy Choices Programme which has been designed in collaboration with Lime, to increase the resilience of primary and secondary age children to risks including CSE, gangs and cyber crime, is currently being piloted in 3 schools within Slough.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
Outcome 4: Our residents will have access to good quality homes								
Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
4.1	Increase in the number of dwellings in the borough	Apr-17	Net completions 521 [2016/17] 789 [2015/16] 507 [2014/15]	An average of 550 per year	[2017/18 to date] Net completions	↓	Amber	<p>A total of 598 new dwellings were built in 2016/17 but 77 were lost through demolitions and changes of use. As a result net completions were 521. There are 1,251 new dwellings under construction and planning permission has been granted for a further 2,344.</p> <p>New dwellings will be provided through direct SBC / SUR developments as well as private developers, and SBC is working to incentivise developers to maximise the number of dwellings and affordable homes.</p> <p>SBC has engaged a specialist outside consultant to review developers submitted viability studies. Developers to be requested to pay consultants costs. Specialist advice will provide a more robust challenge to developers in negotiations on the level of affordable housing and Section 106 contributions for major residential development planning applications.</p> <p>The Council has a five year supply of housing (reported to September Planning Committee) - a key requirement under Government policy that prevents a Planning Authority's control being weakened when deciding housing planning applications.</p> <p>A trajectory of likely future housing sites is updated regularly, and will be used to prepare a housing capacity study as part of the preparation for the next stage of the Local Plan review. This will provide a basis to better estimate the deliverability and supply of sites and potential affordable housing and inform Asset Management regarding possible site purchase(s) to aid regeneration.</p>

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
4.2	Increase number of affordable homes delivered by SBC	Feb-18	37 [2016/17] 190 [2015/16] 96 [2014/15] 63 [2013/14] 49 [2012/13] 51 [2011/12]	An <u>average</u> of 100 affordable houses each year	2017/18 to date (Q1+Q2+Q3) 98	↑	Green	<p>Delivery of new build dwellings is a priority for the council, but the number coming to fruition each year will vary.</p> <p>The first three quarters of 2017/18 have seen 98 affordable homes delivered, with more developments underway and in the pipeline for delivery.</p> <p>Planning Committee (September) agreed a change to SBC implementation of its Planning policy on Affordable Housing. The existing overarching policy of 30-40% affordable housing on sites of 15 homes or more still stands. The change will :</p> <ul style="list-style-type: none"> • Widen the range of affordable housing requested from developers of most major sites by introducing Slough Living Rent category in addition to social rent (now called Slough Affordable Rent). • Seek a greater proportion of shared ownership housing. • Provide an incentive for brownfield site developers to achieve a level of affordable housing not normally achieved before due to development viability issues. They can avoid the cost of conducting a full viability assessment if within 5% of the normal target. • Incentivising developers to propose 15 to 24 home schemes instead of schemes just below the 15 home threshold i.e. the cliff edge is reduced in terms of financial contributions sought at 15 or more units and the scale of charges has been refined.

Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
Outcome 5: Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents								
Ref	Outcome Measure	Date Updated	Baseline	Target	Actual	Direction of Travel	RAG Rating	Actions
5.1	Increase business rate in year collection rate (%)	Jan-18	97.5% [2016/17] 97.1% [2015/16] 96.8% [2014/15] 96.2% [2013/14] 94.9% [2012/13]	97% Profiled target for December 83.0%	Apr-Dec 17 82.45%	↓	Amber	The collection rate at the end of December 2017 was 0.55% below the target for this time in the financial year and 0.6% as to where we were this time last year.
5.2	Reduce overall unemployment rate Reduce proportion of resident population of area aged 16-64 claiming Job Seekers Allowance (JSA) and National Insurance credits with the number of people receiving Universal Credit principally for the reason of being unemployed.	Jan-18	Mar 2017 1,330 people Slough 1.4; SE 1.2; GB 2.0. Mar 2016 1,405 people Slough 1.5; SE 1.1; GB 1.9. Mar 2015 1,605 people Slough 1.7; SE 1.2; GB 2.0. Mar 2014 2,620 people Slough 2.8; SE 1.8; GB 2.9. Mar 2013 3,845 people Slough 3.7; SE 2.5; GB 3.8.	maintain at low level compared to national value	As at Dec-17: 1,225 people Slough 1.3% SE 1.2% GB 1.9%	↑	Green	Slough's claimant rate for Dec 2017 of 1.3% comprising of 1,225 people, has remained unchanged since September however the level has come down by 50 people from 1,275. Slough's rate is lower (better) than the GB average of 1.9% but higher than the South East average of 1.2%. The council and partners seek to increase employment opportunities and improve skills to secure a reduction in overall unemployment. Local value is historically better than nationally but remains high for the South East of England. The Council has expanded its work with partners, broadening its range of activities in order to reflect local business and local priorities. Work with Job Centre Plus and Children Centres targeting lone parents, working with local businesses and ASPIRE to deliver career path way programmes, e.g. construction, and skills development workshops targeting specific areas of the labour market, incorporating soft skills. Through 'Aspire for You' the council continues to hold community based Jobs Clubs, careers information, advice and guidance, CV and interview preparation support. The Business Community Start Up project support individuals that wish to develop their business idea and set up in business. Through City Deal (Elevate Slough) the council is focusing its work in supporting the 16 to 24 year olds NEETS into employment.

Ref	Outcome Measure	Date		Target	Actual	Direction of Travel	RAG Rating	Actions
		Updated	Baseline					
5.3	Reduce journey time Bus punctuality: Non-frequent bus services running on time	Jan-18	80.0% [2015/16] 89.0% [2014/15] 90.0% [2013/14] 91.0% [2012/13] 83.0% [2011/12]	Increasing	[2016/17] Slough 76.0% SE 82.8% England 82.7%	↓	Red	Data is collated and reported annually by Department for Transport. Punctuality and journey time have not improved since First Bus in Berkshire introduced service changes to Slough bus services. The council has reviewed a number of junctions and analysed the journey times in certain areas such as the town centre, these have indicated a general improvement in journey time but have not been translated into good punctuality. There are also further junction improvements scheduled over the coming months to help reduce congestion and improve journey times however as the council is not in control of bus services we will not be able to influence punctuality further.
Enabling								
E.1 Page 30	Increase council tax in year collection rate (%)	Jan-18	96.8% [2016/17] 96.5% [2015/16] 96.0% [2014/15] 94.8% [2013/14] 95.3% [2012/13]	Annual target 97.1% Profiled target for December 84.6%	Apr - Dec 17 84.09%	↓	Amber	The collection rate at the end of December 2017 of 84.09% is 0.51% below the profiled target for this time in the financial year and is 0.23% below where we were this time last year.
E.2	Increase proportion of council tax payments made by direct debit	Jan-18	57.4% Mar-17 55.7% Mar-16 51.9% Mar-15	Increasing	As at Dec -17 57.3%	↑	Green	As at December 2017 the percentage of accounts paying by direct debit is 57.3%; this position reflects a decrease of 0.6% in the quarter. However it reflects an increase of 1.2% on the same time last year. (The profile shows that over the last few years we have seen a dip in Direct Debits in December).
E.3	Increase the proportion of households signed up for self service	Jan-18	Mar-17: 16.7% 9,277 households Dec-16: 14.5% 8,048 households Sept-16: 12.7% 7,070 households Jun-16: 10.9% 6,068 households Mar-16: 8.1% 4,510 households	Increasing	As at Dec -17 24.15% 13,284 households signed up for self service	↑	Green	As at end of December 2017, approximately 24% of households had signed up for self-service (an increase of 3.25% in the quarter). Self Service gives Council Tax and Business Rates, account holders, Benefit applicants and Landlords the ability to access certain information digitally instead of needing to telephone or come into SBC offices. Council Tax and Business Rates payers can set up a direct debit, inform the Council they are changing address, check the balance on their accounts, make payments on line , check recovery documents etc. Benefit applicants can access their claim, check their application and the stats of their application as well as reviewing documents sent by the benefits service, they can check the payments made to them and the next payment due. Landlords can check the monies paid to them, any overpayments they are responsible for and their next payment as well; both can provide information on changes due to take place.

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19 March 2018

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WARD(S): All

PORTFOLIO: Cllr. Nazir, Lead Member Corporate Finance and Housing

PART I
KEY DECISION**COMMUNITY INVESTMENT FUND 2017-18 UPDATE AND 2018-19 BUDGET****1 Purpose of the Report**

The purpose of this report is to update Cabinet regarding the 2017/18 Community Investment Fund and propose how the scheme will operate in 2018/19.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve:

- a) That the expenditure made to date from the Community Investment Fund 2017/18 be noted;
- b) That any unused funding from 2017/18 be rolled-forward into 2018/19 and allocated on the basis of Cabinet requests in line with the scheme;
- c) That the Community Investment Fund 2018/19 allocations and methodology be agreed.

3. The Slough Joint Wellbeing Strategy, the JSNA and the Five Year Plan**3.1. Slough Joint Wellbeing Strategy Priorities**

The report indirectly supports all of the strategic priorities and cross cutting themes. The maintenance of good governance within the Council to ensure that it is efficient, effective and economic in everything it does achieve through the improvement of corporate governance and democracy by ensuring effective management practice is in place.

3.2 **Five Year Plan Outcomes**

This report and the Community Investment Fund allocations will contribute to all the following outcomes from the Five Year Plan.

- Our children and young people will have the best start in life and opportunities to give them positive lives
- 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 **Other Implications**

(a)Financial: As detailed within the report.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
The Cabinet is requested to resolve: that the progress made to date on the Community Investment Fund projects be noted and to agree the allocation mechanism for 2018-19.	Need to check that applications meet the requirements of the fund, are affordable, do not operate contrary to Council policy and that they will not afford any pecuniary advantage to the applicant.	All applications are fully assessed against Council policies and costed by officers. The final application is signed off by the Section 151 Officer.	9	N/A

Risk	Mitigating action	Opportunities
Legal	None	none
Property	None	None
Human Rights	None	None
Health and Safety	None	None
Employment Issues	None	None
Equalities Issues	None	None
Community Support	None	None
Communications	None	None
Community Safety	None	None
Financial	Detailed within the report	None
Timetable for delivery – capital programme delivered under the 80% mark	Monthly review at Capital Operational Board and quarterly by Lead Members and Directors	Ability to increase the deliver of capital schemes
Project Capacity	None	None
Other	None	None

(c) Human Rights Act and Other Legal Implications

No specific legal implications arise from this report.

(d) Equalities Impact Assessment

Equalities Impact Assessments will be conducted, as required, for individual projects contained within the Community Investment Fund.

5 **Supporting Information**

5.1 **Background**

5.1.1 At the full council meeting, in February 2017, it was agreed that, for 2017/18, all elected Councillors would have £25,000 each to spend on capital projects of their choosing. This scheme was a continuation of the Council's previous 'Walkabout Fund'. The funding was to be used for the purposes of benefitting the Slough Community. It was not ward specific.

5.1.2 There are currently 42 elected councillors of Slough Borough Council, which equated to an annual Community Investment Fund capital budget of £1,050,000 in 2017/18.

5.1.3 Allocations are for individual councillors but two or more Councillors can pool resources in order to fund a larger project.

5.1.4 Below are some example indicative costs of initiatives funded under the scheme:

- Speed cushions – £2,400 each (additional for Traffic management approx. £300 per unit)
- Slough Bollards – £400 each
- Signs without post – £120-£450 each depending on sign
- Sign pole only – £190-£320 each depending on size and length of pole
- Low level street nameplate – £195 each
- Road Markings – £750 minimum charge (all day booking), lettering, lines, etc. additional on top.

5.1.5 When Councillors submitted bids for approval, officers checked they met the fund's requirements, were affordable and complied with the Council's policies, and legal requirements and that they did not afford any pecuniary advantage to the applicant.

5.2 Current Position

5.2.1 The table below summarises the amount spent to date, as at 19 February 2018, and the budget remaining on a ward by ward basis. A more detailed analysis is shown in Appendix A. These amounts will inevitably change by year end as several 'bids' are awaiting detailed costings from officers.

5.2.2 At year end, any unused allocations will be utilised by Cabinet to fund additional council-wide improvements to further the outcomes in the five year plan.

Ward	Budget	Actual	Remaining
Central	75,000.00	54,000.00	21,000.00
Baylis & Stoke	75,000.00	75,000.00	0.00
Farnham	75,000.00	75,000.00	0.00
Langley St Marys	75,000.00	60,154.00	14,846.00
Langley Kederminster	75,000.00	52,800.00	22,200.00
Cippenham Green	75,000.00	64,515.79	10,484.21
Haymill & Lynch Hill	75,000.00	26,918.74	48,081.26
Colnbrook with Poyle	50,000.00	49,000.00	1,000.00
Britwell & Northborough	75,000.00	0.00	75,000.00

Chalvey	75,000.00	75,000.00	0.00
Cippenham Meadows	75,000.00	1,400.21	73,599.79
Elliman	75,000.00	75,000.00	0.00
Foxborough	25,000.00	25,000.00	0.00
Upton	75,000.00		75,000.00
Wexham Lea	75,000.00	75,000.00	0.00

Budget	Actual	Remaining
1,050,000	708,789	341,211

5.3 2018-19 Budget

5.3.1 The recent Capital Programme report, agreed at full Council on 22 February 2018, proposed the scheme continuing in 2018/19. A capital budget of £1.050m was agreed.

5.3.2 In addition, following feedback from Councillors – whereby they have indicated that they would like to have a small amount of revenue funding available to support their capital expenditure on community projects (e.g. facilitating community consultations or moving traffic cameras) a budget of £420,000 was agreed at full Council as part of the Transformation Fund.

5.3.3 It is proposed that, for 2018-19, all elected Councillors will each have up to £20,000 capital funding and £5,000 revenue funding available to spend on community projects across the Borough.

5.3.4 In addition, Cabinet will have up to £210,000 of capital funding and £210,000 of revenue funding available to further the outcomes in the Five-Year Plan.

5.3.5 Updated 'Community Investment Fund Bid Forms' with associated guidance will be circulated to all Councillors at the start of the new financial year. This guidance will include the new particulars attached as Appendix B.

5.3.6 A bi-annual report, highlighting spend to date, will be presented to Cabinet in November 2018.

6 Comments of Other Committees

None.

7 **Conclusion**

The Cabinet are requested to note spend to date on the Community Investment Fund 2017-18 and approve the Community Investment Fund allocations and methodology for 2018-19.

8 **Appendices Attached**

- 'A' - CIF Report Feb 2018
- 'B' - Revised Guidance and Procedures for the Community Investment Fund 201819.

9 **Background Papers**

None

Community Investment Fund 2017/18 - Position at 19 February 2018

CIF Funding

Ward	Ward Councillors	Project	Date		Cost	Budget	Actual	Remaining	Lead Officer
			Received						
Central	Hussain	Bowyer Rec - Artificial Cricket Wicket	26/09/17		5000				A Hibbert
Central	Ajaib	Bowyer Rec - Artificial Cricket Wicket	26/09/17		5000				A Hibbert
Central	Chaudhry	Bowyer Rec - Artificial Cricket Wicket	26/09/17		5000				A Hibbert
Central	Hussain	Bloom Park - additional Green Gym equipment	26/09/17		3333.33				A Hibbert
Central	Ajaib	Bloom Park - additional Green Gym equipment	26/09/17		3333.33				A Hibbert
Central	Chaudhry	Bloom Park - additional Green Gym equipment	26/09/17		3333.33				A Hibbert
Central	Hussain	Petersfield Ave and Footway resurfacing	26/09/17		2666.67				S Khan
Central	Ajaib	Petersfield Ave and Footway resurfacing	26/09/17		2666.67				S Khan
Central	Chaudhry	Petersfield Ave and Footway resurfacing	26/09/17		2666.67				S Khan
Central	Hussain	Alley way surfacing Richmond Cr/Wellesley (unlikely to do these works as not received contribution of £9k from residents?)	26/09/17						S Khan
Central	Ajaib	Alley way surfacing Richmond Cr/Wellesley (unlikely to do these works as not received contribution of £9k from residents?)	26/09/17						S Khan
Central	Chaudhry	Alley way surfacing Richmond Cr/Wellesley (unlikely to do these works as not received contribution of £9k from residents?)	26/09/17						S Khan
Central	Hussain	Remove tree outside 1A/B and replant mature tree in green bed opposite property. Green verge along Merton Rd needs tidy up, possible tarmac.	26/09/17		3333.33				I Coventry/O Ke
Central	Ajaib	Remove tree outside 1A/B and replant mature tree in green bed opposite property. Green verge along Merton Rd needs tidy up, possible tarmac.	26/09/17		3333.33				I Coventry/O Ke
Central	Chaudhry	Remove tree outside 1A/B and replant mature tree in green bed opposite property. Green verge along Merton Rd needs tidy up, possible tarmac.	26/09/17		3333.33				I Coventry/O Ke
Central	Hussain	Green space currently not secure and gated in Park St/Osbourne St	26/09/17		3666.67				I Judd
Central	Ajaib	Green space currently not secure and gated in Park St/Osbourne St	26/09/17		3666.67				I Judd
Central	Chaudhry	Green space currently not secure and gated in Park St/Osbourne St	26/09/17		3666.67				I Judd
Central	Hussain	Wellington Street Fly tipping	27/02/18			TBC			I Blake
Central	Ajaib	Wellington Street Fly tipping	27/02/18			TBC			I Blake
Central	Chaudhry	Wellington Street Fly tipping	27/02/18			TBC			I Blake
Central	Hussain	pruning to chestnuts entrance of Bowyer Rec	27/02/18			TBC			M Bagley
Central	Ajaib	pruning to chestnuts entrance of Bowyer Rec	27/02/18			TBC			M Bagley
Central	Chaudhry	pruning to chestnuts entrance of Bowyer Rec	27/02/18			TBC			M Bagley
Central	Hussain	Hand Rail by Diamond Rd steps leading to Mosque	27/02/18			TBC			S DeCruz
Central	Ajaib	Hand Rail by Diamond Rd steps leading to Mosque	27/02/18			TBC			S DeCruz
Central	Chaudhry	Hand Rail by Diamond Rd steps leading to Mosque	27/02/18				75,000.00	54,000.00	21,000.00 S DeCruz
Baylis & Stoke	Matloob	Manor Park Rec - Cricket Practice Nets	03/10/17		7,765.67				G Pleace
Baylis & Stoke	Nazir	Manor Park Rec - Cricket Practice Nets	03/10/17		7,765.67				G Pleace
Baylis & Stoke	Sarfraz	Manor Park Rec - Cricket Practice Nets	03/10/17		7,765.67				G Pleace
Baylis & Stoke	Matloob	Manor Park Rec - Contribution to MUGA refurbishment	03/10/17		8,333				A Hibbert
Baylis & Stoke	Nazir	Manor Park Rec - Contribution to MUGA refurbishment	03/10/17		8,333				A Hibbert
Baylis & Stoke	Sarfraz	Manor Park Rec - Contribution to MUGA refurbishment	03/10/17		8,333				A Hibbert
Baylis & Stoke	Matloob	Parking Bays on Northern Road	19/10/17		8,901				Shahzad
Baylis & Stoke	Nazir	Parking Bays on Northern Road	19/10/17		8,901				Shahzad
Baylis & Stoke	Sarfraz	Parking Bays on Northern Road	19/10/17		8,901		75,000.00	75,000.00	0.00 Shahzad
Farnham	Bal	Godolphin Park - toddler play area	15/12/17		25000				B Hicks
Farnham	Rasib	resurfacing of Broad Oak (unlikely as private Road)	01/12/17						S Khan
Farnham	Rasib	Footpath resurface Farnburn Ave & Canterbury Ave	19/02/18		25000				S Khan
Farnham	Shah	1/ Pedestrian crossing installed at Farnham Rd Rbt at entrance of Westfield Rd	21/02/18		25000		TBC		S DeCruz
		2/ Loading Bay/Parking bay outside mosque Sainsbury on Farnham Rd	21/02/18				TBC		S Kan
		3/ Play equipment at Northborough Rd Park	21/02/18				75,000.00	75,000.00	0.00 M Bagley
Langley St Marys	Coad	Maplin Park - Green Gym	18/01/18		8,333.33				A Hibbert
Langley St Marys	Dhaliwal	Maplin Park - Green Gym	18/01/18		8,333.33				A Hibbert
Langley St Marys	Plenty	Maplin Park - Green Gym	18/01/18		8,333.33				A Hibbert
Langley St Marys	Coad	Purchase of 2 sets of Vehicle Activated Signs							N Akhtar

Community Investment Fund 2017/18 - Position at 19 February 2018

Langley St Marys	Dhaliwal	Purchase of 2 sets of Vehicle Activated Signs							N Akhtar
Langley St Marys	Plenty	Purchase of 2 sets of Vehicle Activated Signs							N Akhtar
Langley St Marys	Coad	Trees and bulbs in Springate Field	31/01/18	6718					M Bagley
Langley St Marys	Dhaliwal	Trees and bulbs in Springate Field	31/01/18	6718					M Bagley
Langley St Marys	Plenty	Trees and bulbs in Springate Field	31/01/18	6718					M Bagley
Langley St Marys	Coad	Grasholm Way ???	01/03/18	5000					M Bagley
Langley St Marys	Dhaliwal	Grasholm Way ???	01/03/18	5000					M Bagley
Langley St Marys	Plenty	Grasholm Way ???	01/03/18	5000	75,000.00	60,154.00	14,846.00		M Bagley
Langley Kederminster	Brooker	Ryvers Road Parking Spaces	22/06/17	6,320.97					S Khan
Langley Kederminster	Holledge	Ryvers Road Parking Spaces	22/06/17	6,320.98					S Khan
Langley Kederminster	Rana	Ryvers Road Parking Spaces	22/06/17	6,320.98					S Khan
Langley Kederminster	Brooker	More parking spaces for Stile Road	16/10/17	7,500.00					S Khan
Langley Kederminster	Holledge	More parking spaces for Stile Road	16/10/17	7,500.00					S Khan
Langley Kederminster	Brooker	More parking spaces for Romsey Close	28/12/17	8,333.33					S Khan
Langley Kederminster	Holledge	More parking spaces for Romsey Close	28/12/17	8,333.33					S Khan
Langley Kederminster	Rana	More parking spaces for Romsey Close	28/12/17	8,333.33					S Khan
Langley Kederminster	Brooker	Wylands Road Bollards	29/01/18	8,000.00					S Khan
Langley Kederminster	Holledge	Wylands Road Bollards	29/01/18						S Khan
Langley Kederminster	Rana	Wylands Road Bollards	29/01/18						S Khan
Langley Kederminster	Brooker	60 Ryvers Road Bollards or raised kerbs	15/02/18	4,000.00					S Khan
Langley Kederminster	Holledge	60 Ryvers Road Bollards or raised kerbs	15/02/18						S Khan
Langley Kederminster	Rana	60 Ryvers Road Bollards or raised kerbs	15/02/18						S Khan
Langley Kederminster	Brooker	Dropped kerb Fox Road	23/02/18	800.00					N Akhtar
Langley Kederminster	Holledge	Dropped kerb Fox Road	23/02/18		75,000.00	52,800.00	22,200.00		N Akhtar
Cippenham Green	Davis	Stowe Road - Install Bollards	14/09/17	775.94					S Khan
Cippenham Green	Nora Holledge	Stowe Road - Install Bollards	14/09/17	1163.91					S Khan
Cippenham Green	Swindlehurst	Stowe Road - Install Bollards	14/09/17	775.94					S Khan
Cippenham Green	Davis	derelict private garages, western side of mallard drive	14/09/17						S Aislebie
Cippenham Green	Nora Holledge	derelict private garages, western side of mallard drive	14/09/17						S Aislebie
Cippenham Green	Swindlehurst	derelict private garages, western side of mallard drive	14/09/17						S Aislebie
Cippenham Green	Davis	installation of parking bays on verge near entrance to Robin Hood Close	14/09/17	8,333.33					S Khan
Cippenham Green	Nora Holledge	installation of parking bays on verge near entrance to Robin Hood Close	14/09/17	8,333.33					S Khan
Cippenham Green	Swindlehurst	installation of parking bays on verge near entrance to Robin Hood Close	14/09/17	8,333.33					S Khan
Cippenham Green	Davis	verge at entrance to Ridgebark - kerb removed and tarmaced as an additiona space	14/09/17	1,333.33					S Khan
Cippenham Green	Nora Holledge	verge at entrance to Ridgebark - kerb removed and tarmaced as an additiona space	14/09/17	1,333.33					S Khan
Cippenham Green	Swindlehurst	verge at entrance to Ridgebark - kerb removed and tarmaced as an additiona space	14/09/17	1,333.33					S Khan
Cippenham Green	Davis	Railway relpaced on Mallard Drive	14/09/17	333.33					S Khan
Cippenham Green	Nora Holledge	Railway relpaced on Mallard Drive	14/09/17	333.33					S Khan
Cippenham Green	Swindlehurst	Railway relpaced on Mallard Drive	14/09/17	333.33					S Khan
Cippenham Green	Davis	Addition of 'No through Rd' plates to Bridleway between St Georges Cr and M4 Jct slip Rd	14/09/17	266.67					S Khan
Cippenham Green	Nora Holledge	Addition of 'No through Rd' plates to Bridleway between St Georges Cr and M4 Jct slip Rd	14/09/17	266.67					S Khan
Cippenham Green	Swindlehurst	Addition of 'No through Rd' plates to Bridleway between St Georges Cr and M4 Jct slip Rd	14/09/17	266.67					S Khan
Cippenham Green	Davis	Infill with scalplings waterlogged forecourts to parking/garages at Boartlands Close/Hogarth Close	14/09/17	333.33					S Khan
Cippenham Green	Nora Holledge	Infill with scalplings waterlogged forecourts to parking/garages at Boartlands Close/Hogarth Close	14/09/17	333.33					S Khan
Cippenham Green	Swindlehurst	Infill with scalplings waterlogged forecourts to parking/garages at Boartlands Close/Hogarth Close	14/09/17	333.33					S Khan
Cippenham Green	Davis	Resurface/new thin service overlay : Fenchurch Gardens	14/09/17	8,333.33					S Khan
Cippenham Green	Nora Holledge	Resurface/new thin service overlay : Fenchurch Gardens	14/09/17	8,333.33					S Khan
Cippenham Green	Swindlehurst	Resurface/new thin service overlay : Fenchurch Gardens	14/09/17	8,333.33					S Khan
Cippenham Green	Davis	Knee Rails at Northern End Green, Francis Way	19/02/18	5,000.00					S Khan
Cippenham Green	Nora Holledge	Knee Rails at Northern End Green, Francis Way	19/02/18						S Khan
Cippenham Green	Swindlehurst	Knee Rails at Northern End Green, Francis Way	19/02/18		75,000.00	64,515.79	10,484.21		S Khan
Haymill & Lynch Hill	Kelly	Parking Bays at Lynch Hill	29/09/17	8000					S Khan
Haymill & Lynch Hill	Strutton	Parking Bays at Lynch Hill	29/09/17	9000					S Khan
Haymill & Lynch Hill	Wright	Parking Bays at Lynch Hill	29/09/17	9918.74					S Khan

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Haymill & Lynch Hill	Kelly	Parking bays on Marescroft Road	29/09/17		TBC	S Khan	
Haymill & Lynch Hill	Strutton	Parking bays on Marescroft Road	29/09/17		TBC	S Khan	
Haymill & Lynch Hill	Wright	Parking bays on Marescroft Road	29/09/17		TBC	S Khan	
Haymill & Lynch Hill	Kelly	Wordworth Ave - resurfacing	29/09/17		TBC	S Khan	
Haymill & Lynch Hill	Strutton	Wordworth Ave - resurfacing	29/09/17		TBC	S Khan	
Haymill & Lynch Hill	Wright	Wordworth Ave - resurfacing	29/09/17		TBC	S Khan	
					75,000.00	26,918.74	48,081.26
Colnbrook with Poyle	Cheema	Footpath resurface around tennis court-Raymond Close	21/09/17	25000	25,000.00	25,000.00	0.00 S Khan
Colnbrook with Poyle	Smith	CCTV in colnbrook village	17/09/17	24000	25,000.00	24,000.00	1,000.00 P Webster
Britwell & Northborough	Anderson	Speeding and parking on Rokesby Rd	no application?			TBC	
Britwell & Northborough	Carter	Parish Sports Facilities	01/03/18				A Hibbert
Britwell & Northborough	Mann				75,000.00	0.00	75,000.00
Chalvey	Sandhu	Alleyways of Brammas Close to resurface Chalvey High St	02/12/17	25000		tbc	S Khan
Chalvey	Sharif	Removable CCTV x 3. Ponts to monitor King Edward St, High St Chalvey & Spackmans Way	21/02/18	6000		tbc	P Webster
Chalvey	Usmani	Community Officer for 1 year for Alexandra Rd and King Edward St to monitor ASB and flytipping	02/12/17				I Blake
Chalvey	Sandhu	Brammas Close children playing area in very poor state and needs to be resurfaced and new instruments are required.	29/01/18	19000			G Pleace
Chalvey	Sharif	Cricket net in the recreation park	03/12/17	25000			A Hibbert
Chalvey	Usmani				75,000.00	75,000.00	0.00
Cippenham Meadows	Chohan	Eltham Ave changing rooms - racking put in place	01/01/18	1400.21			C Dhillon
Cippenham Meadows	Pantelic				75,000.00	1,400.21	73,599.79
Cippenham Meadows	Parmar						
Elliman	Dhaliwal	Khalsa Primary School Servicing Road	25/01/18	25000			
Elliman	Munawar	Khalsa Primary School Servicing Road	25/01/18	25000			
Elliman	Qaseem				75,000.00	50,000.00	25,000.00
Foxborough	Bedi	1. Hanging Flower Baskets					
		2. sign 20 mile speed retraction - Cheviot Rd	12/02/18				R Beremarou
		3. Playground equip net to Grampain Way	12/02/18				M Bagley
		4. Outdoor Gym in ward	12/02/18	25000			A Hibbert
		5. Signs for ward	12/02/18				U Mohammed
		6. Metal fencing across grassed areas such as Humber Way to reduce ASB	12/02/18				
					25,000.00	25,000.00	0.00 P Brady
Upton	Bains	2 additional bins corner of Drake Ave	02/02/18				I Coventry
Upton	Chahal	2 additional bins corner of Drake Ave	02/02/18				I Coventry
Upton	Sandhu	2 additional bins corner of Drake Ave	02/02/18				I Coventry
Upton	Bains	3 more benches in Upton Court	02/02/18				I Coventry
Upton	Chahal	3 more benches in Upton Court	02/02/18				I Coventry
Upton	Sandhu	3 more benches in Upton Court	02/02/18				I Coventry
Upton	Bains	Green area protection on Upton Ct Rd opp 107-110 beinj	02/02/18				M Bagley
Upton	Chahal	Green area protection on Upton Ct Rd opp 107-110 beinj	02/02/18				M Bagley
Upton	Sandhu	Green area protection on Upton Ct Rd opp 107-110 beinj	02/02/18				M Bagley
Upton	Bains	Crossing on Langley Rd around jct on Middlegreen Rd	02/02/18				S DeCruz
Upton	Chahal	Crossing on Langley Rd around jct on Middlegreen Rd	02/02/18				S DeCruz
Upton	Sandhu	Crossing on Langley Rd around jct on Middlegreen Rd	02/02/18				S DeCruz
Upton	Bains	Grass Area on Mulberry Dr, the conversion of part of it ir	02/02/18				S Khan
Upton	Chahal	Grass Area on Mulberry Dr, the conversion of part of it ir	02/02/18				S Khan
Upton	Sandhu	Grass Area on Mulberry Dr, the conversion of part of it ir	02/02/18				S Khan
Upton	Bains	increase parking spaces in front of the parade of shops o	02/02/18				S Khan
Upton	Chahal	increase parking spaces in front of the parade of shops o	02/02/18				S Khan
Upton	Sandhu	increase parking spaces in front of the parade of shops o	02/02/18				S Khan
					75,000.00	TBC	75,000.00 S Khan
Wexham Lea	Dar	1. landscaping ideas near the Upton Lea parade of shops(potentially use green area opposite Tesco express).	01/12/17			TBC	O Kelly
Wexham Lea	Sadiq	2.Wexham needs some sprucing up and have a more welcoming interface and wanted some hanging baskets or flowerbeds dotted around whole of Wexham.	01/12/17				
Wexham Lea	Sohal	3.Walking track in Preston Park potentially or Cricket pitch	01/12/17	12000			Alison Hibbert
Wexham Lea	Dar	4.Parking bays -The Cherries- 8 spaces	01/12/17	20000			S Khan
Wexham Lea	Sadiq	5.Mansel close -roundabout fixed kerb lifting	01/12/17	3,333.33			S Khan
Wexham Lea	Sohal	5.Mansel close -roundabout fixed kerb lifting	01/12/17	3,333.33			S Khan
Wexham Lea	Sohal	5.Mansel close -roundabout fixed kerb lifting	01/12/17	3,333.33			S Khan
Wexham Lea	Dar	5a. Almons Way	01/12/17	9,333.33			S Khan
Wexham Lea	Sadiq	5a. Almons Way	01/12/17	9,333.33			S Khan
Wexham Lea	Sohal	5a. Almons Way	01/12/17	9,333.33			S Khan
		6.Trial one way (coming in from Top of Broadmark near Wexham Road and out from Other end of Broadmark onto Uxbridge Road) or Parking bays on Hazelmere Road	01/12/17	0			R Beremarou
		7.Speed restrictions on Preston Road	01/12/17	0			R Beremarou

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		8.Eye sore and hazard on broadmark road -middle island is a problem for buses , could this be narrowed down and add flowerbed in the middle area.	01/12/17						R Beremarou
Wexham Lea	Sohal	Green Gym at the Cherries (contribute costwith the Parish Council)	14/02/18	5000	75,000.00	75,000.00	0.00		
Total					Budget	Actual	Remaining		
					1,050,000	683,789	366,211		

Appendix B – Guidance and Procedures for the Community Investment Fund 2018/19

When to apply

The Community Investment Fund is an annual programme and has 3 rounds per year. Funding is granted based on these 3 rounds so members must ensure they meet each round deadline. All hard infrastructure projects will need to be submitted within the first round of funding to ensure the Council receives best value for money through the tender process.

The fund is open

Round 1: 1 April 2018 to 31 August 2018

Round 2: 1 September 2018 to 30 November 2018

Round 3: 1 December 2018 to 28 February 2019

What is funded

A grant can be awarded to eligible projects that contribute towards improving local communities. It is expected that the grant funding will be spent in each councillor's own ward however cross ward expenditure can be funded, subject to agreement by The Leader of the Council, the Lead Member for Corporate Finance & Housing and the Section 151 Officer. Applications should specify what the funding would support and the desired outcome.

What isn't funded

- Individuals
- Profit making organisations/and or private ventures
- Organisations or projects already in receipt of funding from other Slough Borough Council departments for core costs and/or core service/programme delivery.
- Projects whose main priority does not meet Slough Borough Council priorities as set out in the 5 year plan
- Projects that do not comply with current Council policies
- Parish Councils
- Other local authorities
- Non maintained schools

Grant criteria and eligibility

The Community Investment Fund is open to projects which meet the following eligibility criteria;

- The services/programmes of the community based organisations which clearly deliver against the priorities in our Five Year Plan.
- Projects which benefit the local community in each ward, improving health and wellbeing for all.

- Any community-based organisation having funding applied for must be properly constituted with clear and effective local governance and management structures.
- The funding must not be allocated to projects benefitting one specific faith group.
- Projects must exclusively offer provision for Slough residents
- Any community based organisation having funding applied for must be based in Slough

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Surjit Nagra, Service Lead -People , (01753) 875727
(For all enquiries) Christine Ford, Equality and Diversity Manager, (01753) 875069

WARD(S): All

PORTFOLIO: Regeneration and Strategy, Cllr James Swindlehurst
 Health and Social Care, Cllr Natasa Pantelic

PART I
NON-KEY DECISION

STATUTORY EQUALITIES REPORT (INCLUDING GENDER PAY GAP REPORT)

1 Purpose of Report

To present to Cabinet the *2018 Equality and Diversity Report* in accordance with the Public Sector Equality Duty (Equality Act 2010). This includes an update on progress against the four- yearly statutory equality objectives and the new statutory reporting on the Gender Pay Gap for 2017/8.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve:

(a) That progress against the following agreed equality objectives as detailed in the 2018 Report be noted:

- (i) To have a representative and inclusive workforce
- (ii) To reduce inequalities in service access and outcomes
- (iii) To improve equality of opportunity through fair and evidence-based decision-making
- (iv) To help foster good community relations and community cohesion

(b) That the independently audited results of the gender pay gap for Slough Borough Council employees be noted in full compliance with the statutory duty for public authorities employing more than 250 staff to publish this by 30 March 2018.

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

Reducing inequalities and promoting improved outcomes for all groups relates to all aspects of the Slough Joint Wellbeing Strategy's priorities as set out below:

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

The Equality Objectives were developed in 2017 using the evidence base of the Joint Strategic Needs Assessment, amongst other data sources.

3b **Five Year Plan Outcomes**

Reducing inequalities and “closing the gaps” is a cornerstone of the vision expressed in the Five Year Plan. Reference to the statutory equality objectives is explicitly made in the Five Year Plan and reflected in the associated outcome plans. Particular emphasis has been placed in the objectives on reducing inequalities in major outcomes areas for housing, adult health and wellbeing, and opportunities for children. These are highlighted as priority areas in the Five Year Plan.

4 **Other Implications**

(a) Financial

There are no financial implications of the proposed action in terms of allocated budgets. There is potential risk of financial penalty for non-compliance with statutory reporting and risk arising from future discrimination claims if the council is found to be in breach of the Equality Act (2010).

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
Progress against Equality Objectives	Legal challenge of non-compliance with Public Sector Equality Duty	Reporting requirements met		
Compliance with Gender Pay Gap Reporting	Legal challenge of non-compliance with duty to report gender pay gap Inequality in the workforce can affect recruitment and retention of talent Can help identify any potential areas of indirect discrimination	Gender Pay Gap has been independently audited and verified as accurate and compliant, based on all currently available payroll data.		Action plan to be developed to reduce gap in future years

(c) Human Rights Act and Other Legal Implications

Slough Borough Council has a statutory duty to eliminate discrimination and promote equality of opportunity in the provision of its services and in its workforce (Public Sector Equality Duty, Equality Act 2010). It is a statutory requirement for public authorities to publish their compliance with the Public Sector Equality Duty annually, including information on their workforce characteristics, with equality objectives set every 4 years. It is a statutory duty for the council to publish its gender pay gap annually from March 2018.

(d) Equalities Impact Assessment

The equality objectives expressly promote equality for all residents of Slough, providing a focus in priority areas to close outcome gaps between different groups. The workforce report covers all equality characteristics where data is available. The Gender Pay Gap specifically identifies differences in pay between men and women within an organisation's workforce. This has identified that men earn more on average than women as employees at Slough Borough Council.

(e) Workforce

An equality objective relates specifically to the council's workforce; the council is committed to being an inclusive employer, attracting and retaining a talented and committed workforce from all backgrounds. It is also committed to promoting gender equality and reducing the gender pay gap where possible.

5 Supporting Information

- 5.1 It is a statutory requirement for public authorities to publish compliance with the Public Sector Equality Duty annually. The 2018 report shows the council's continued commitment to equality and diversity – both in terms of employment and services. There are comprehensive workforce statistics, which show a broadly representative workforce and a diverse applicant pool. However, more work needs to be done to encourage the disclosure of equalities monitoring information, both for existing staff and applicants. This is particularly the case for disability status and ethnicity. Analysis of salaries shows that more can be done to improve ethnic minority and female representation at the most senior salary levels. In other areas, the council continues to make steady progress against its 4 main equality objectives and details of these can be found in the main report (Appendix A).
- 5.2 The council has a median and mean gender pay gap of 12.5%. This is consistent with many public sector organisations, and there are robust and transparent pay policies in place, and a range of initiatives (including access to flexible working) which support women the workplace. The national average gender pay gap is 18.4%.
- 5.3 Although the equality objectives are set over a four year period, Members have requested annual progress reports. This report marks the first annual update on the agreed objectives. The gender pay gap will be reported annually. An associated action plan will be developed to understand the causes of the pay gap and identify actions that will help to close it. These are likely to include a focus on the following areas:

- reviewing our recruitment practices to remove any barriers that might be affecting the applications of women ,especially for more senior positions, with a focus on using gender neutral language in adverts and jobs “flexible by default”.
- addressing gender imbalance in particular roles and encouraging a wider applicant pool using non- traditional sources.
- implementing flexible and SMART working for all aspects of business, where the needs of the service can be met
- mentoring and development schemes.

6 **Comments of Other Committees**

None

7 **Conclusion**

The promotion of equality and diversity - both for employees and residents - is a key priority for the council. The *2018 Equality and Diversity Report* shows where progress is being made and the challenges that still remain in closing some of the persistent gaps.

8 **Appendix Attached**

‘A’ - 2018 Equality and Diversity Report

9 **Background Papers**

None

Slough Borough Council Annual Equality & Diversity Report

(Incorporating Equal Opportunities Policy Statement, Statutory Data Report and
Statutory Equality Objectives, Gender Pay Gap Report)

2018



Equal Opportunities Policy Statement

Foreword

Slough Borough Council recognises the huge role that public organisations have to play in advancing equality in Britain today. As local employers and providers of a wide range of services, local authorities are at the heart of improving life opportunities for people who experience disadvantage and discrimination. Organisations in the public sector are expected to lead the way in promoting equality and human rights, not just through compliance with the law, but also with targeted service and employment actions.

The Council acknowledges that there exists in society individuals and groups who face discrimination (whether intentional or unintentional) based on background and personal circumstances. The unintended consequences of a policy or procedure may have an adverse impact on a particular group. This is particularly important at a time of unprecedented public sector budget cuts and service transformation. Slough Borough Council is actively working towards a just society that gives everyone an equal chance to live and work free from discrimination and values the huge diversity in our town. We seek to create and maintain a town in which each person has an equal entitlement to quality services and employment opportunities irrespective of their race, religion or belief, disability, age, gender, gender reassignment, sexual orientation, family circumstances or marital status.

Policy Statement

As a Local Authority we will aim to provide services that are open and responsive to the needs of all our citizens, service users and people visiting the town. As a major employer we will endeavour to ensure that we effectively utilise the skills of all our communities and provide opportunities for employment. Finally, in the spirit of local democracy, Slough Borough Council will seek to ensure that every resident, irrespective of their background, enjoys the same opportunity to develop and contribute to the strategic direction of the town.

Legislative Framework

The Equality Act 2010 replaces previous anti-discrimination laws with a single legislative act. The Act simplifies the law, removes inconsistencies and makes it easier for people to understand and comply with Equalities Legislation. The Act also strengthens the law in important ways to help tackle discrimination and inequality. Its purpose is to embed equality considerations into the daily work of public authorities in order to counter discrimination and inequality at every level and to remove the possibility of institutional discrimination. To make this real, the Act imposes the **Public Sector Equality Duty** which itself comprises of a general duty as well as some specific duties which set out how to comply with the general duty.

The General Duty has three aims. Public bodies in all their operations *must have due regard to the need to:*

- eliminate unlawful discrimination, harassment and victimisation;
- advance equality of opportunity between people from different (equality) groups; and
- foster good relations between people from different (equality) groups.

The general duty is underpinned by specific duties which set out in more detail what a public authority needs to do in order to comply with the general duty. Public authorities must now prepare and publish their equality objective(s) at least every four years and also publish information that can demonstrate their compliance with the general duty at least annually.

The Act defines the following protected characteristics against which it is illegal to discriminate:

- Age
- Disability
- Gender Reassignment
- Marriage and Civil Partnership
- Pregnancy and Maternity
- Race
- Religion or Belief
- Sex (Gender)
- Sexual Orientation

Our Commitment

- Promote the principles and practices of equality throughout the Council and the town, as well as with multi-agency partnerships.
- Implement clear internal policies and procedures to address inequality and ensure that employees and service users are not discriminated against on the basis of race, gender, disability, age, religion/belief, gender reassignment or sexual orientation.
- Challenge all forms of unfair discrimination and harassment through existing procedures and where relevant enforcing appropriate legislation.
- Promote good relations between people of different equality groups.
- Promote equality of opportunity for people of different equality groups.
- Undertake effective and meaningful consultation and encourage active community participation and involvement in decisions affecting the town's population.
- Ensure that recruitment procedures provide equality of access for all staff and local communities.

- Ensure that council policy decisions are fair, proportionate and take account of equalities implications.
- Celebrate diversity.
- Comply fully with the letter and spirit of the Equality Act 2010 and the public sector equality duties.

Statutory Data Report

This document marks Slough Borough Council's seventh Annual Equality and Diversity Report. Local Authorities are required, in accordance with Section 149 (1) of the Equality Act 2010, to publish data which demonstrates their compliance with the Public Sector Equality Duty. Slough Borough Council strives to embed equality considerations into all its services and employment practices. This report updates the information published in 2017 and sets out the currently available equality data relating to Slough Borough Council's employees and an update on progress against the current equality objectives, which were set last year. A new statutory requirement to publish gender pay gap details is also incorporated into this report for the first time.

Slough Demographics

Throughout 2017, Slough Borough Council continued to analyse and make use of demographic and other statistical information on the make-up and life experiences of our residents. This data comes largely from the 2011 Census, but also from other primary data sets (employment statistics, benefit claimants, crime statistics etc.)

The council publishes "*The Slough Story*" on its main web site which gives the public up to date statistics on Slough and contextual information on demographics and key challenges for the borough.

Please see www.slough.gov.uk/council/strategies-plans-and-policies/slough-story.aspx

Detailed information about the health profile of Slough can be found in the Joint Strategic Needs Assessment:

<http://www.slough.gov.uk/council/joint-strategic-needs-assessment/jsna-summary-and-why-we-need-it.aspx>

Age and Gender

In 2017, Slough had an estimated population of 149,500 with an estimated increase to 154,000 projected by 2020¹. Gender is split evenly between men and women (50%). The borough has a younger than average population structure, with the highest proportion of 0-4 year olds, 5-9 year olds, 30-34 and 35-39 year olds amongst any of the South East local authorities. The Census results also show that Slough has the lowest proportion within the South East of total residents in all age bands from age 60 and above.

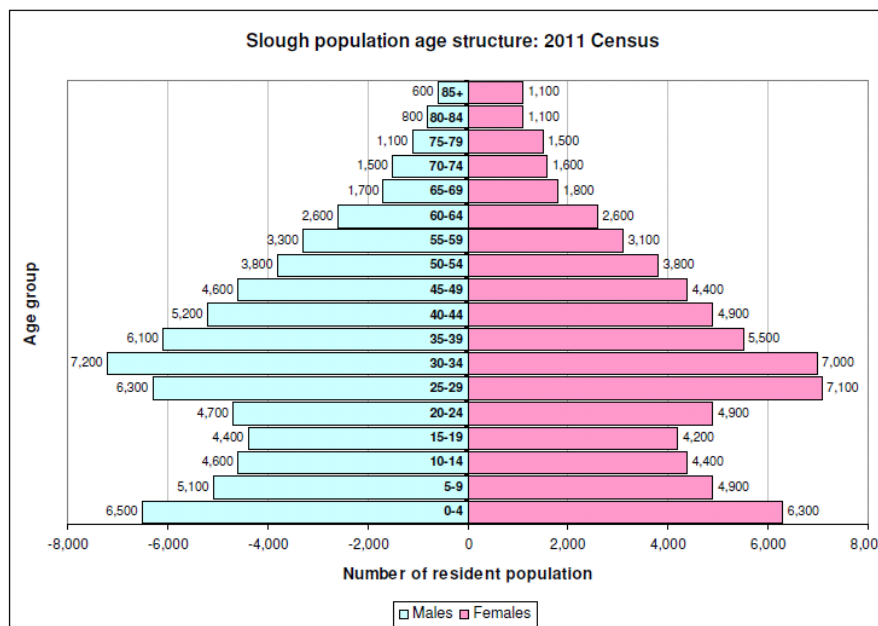
¹ Joint Strategic Needs Assessment 2016 Slough; Public Health England – Slough Health Profile 2017
<http://www.slough.gov.uk/council/joint-strategic-needs-assessment/population.aspx>

Table.1 Census 2011 - Population of Slough²

Age	2011 Census Estimates					
	Numbers			as % of population		
	Males	Females	Persons	Males	Females	Persons
0-4	6,500	6,300	12,800	4.6%	4.5%	9.1%
5-9	5,100	4,900	10,000	3.6%	3.5%	7.1%
10-14	4,600	4,400	9,000	3.3%	3.1%	6.4%
15-19	4,400	4,200	8,600	3.1%	3.0%	6.1%
20-24	4,700	4,900	9,600	3.4%	3.5%	6.8%
25-29	6,300	7,100	13,400	4.5%	5.1%	9.6%
30-34	7,200	7,000	14,200	5.1%	5.0%	10.1%
35-39	6,100	5,500	11,600	4.4%	3.9%	8.3%
40-44	5,200	4,900	10,100	3.7%	3.5%	7.2%
45-49	4,600	4,400	9,000	3.3%	3.1%	6.4%
50-54	3,800	3,800	7,600	2.7%	2.7%	5.4%
55-59	3,300	3,100	6,400	2.4%	2.2%	4.6%
60-64	2,600	2,600	5,200	1.9%	1.9%	3.7%
65-69	1,700	1,800	3,500	1.2%	1.3%	2.5%
70-74	1,500	1,600	3,100	1.1%	1.1%	2.2%
75-79	1,100	1,500	2,600	0.8%	1.1%	1.9%
80-84	800	1,100	1,900	0.6%	0.8%	1.4%
85+	600	1,100	1,700	0.4%	0.8%	1.2%
Total	70,100	70,100	140,200	50.0%	50.0%	100%

The population pyramid below makes this comparison pictorially by presenting the age profile of Slough residents.

Table 1.1. Population Pyramid of Slough in 2011³



² Census 2011 – Phase 1 data

³ Census 2011 – Phase 1 data

Population by Ethnicity

Slough is one of the most ethnically diverse towns in the UK. Since the 2001 census there has been significant immigration from the EU Accession States, as well as parts of Africa and the Indian subcontinent.

	2011
White (%)	45.7
Mixed / Multiple Ethnic Groups (%)	3.4
Asian / Asian British (%)	39.7
Black /African / Caribbean/ Black British (%)	3.2
Other Ethnic Group (%)	2.6

Source: [2011 Census](#)

2011 Census figures reveal that Slough, at 34.5%, has the lowest percentage of residents defining themselves as “White British” outside of London. Nearly 10% of residents define themselves as “White Other”, with the two other largest ethnic groups being Asian/Asian British: Pakistani (17.7%) and Asian/Asian British: Indian (15.6%).

Population Country of Birth and length of time in the UK

61% of residents were born in the United Kingdom. Just under 10% of residents were born in the EU, with 7% of these being born in the EU Accession States (6% of Slough residents were born in Poland). 28.7% of Slough residents were born outside of the UK and the EU, (8 % in Pakistan and 8.2% in India). 20% of the population have been resident in the UK for less than 10 years.

	2011
Born in the UK (%)	61
Arrived before 1941 (%)	0
Arrived 1941-1950 (%)	0.3
Arrived 1951-1960 (%)	1
Arrived 1961-1970 (%)	4.1
Arrived 1971-1980 (%)	3.6
Arrived 1981-1990 (%)	2.9
Arrived 1991-2000 (%)	6.4
Arrived 2001-2003 (%)	4.9
Arrived 2004-2006 (%)	7.6
Arrived 2007-2009 (%)	6
Arrived 2010-2011 (%)	2.2

Source: [2011 Census](#)

Languages

A key issue for the planning and delivery of local public services is the wide range of languages spoken in Slough. The 2017 school census recorded around 150 languages and dialects spoken in Slough schools (see appendix A for a full list). Whilst many households have at least 1 member who speaks English as a main language, the 2011 Census revealed that 15.5% of households do not include anyone for whom English is the main language.

Religion and belief

Slough is an ethnically diverse town as can be seen from country of birth and language statistics above. It is also a religiously diverse town. The vast majority of Slough residents follow a religion, with the town having one of the lowest recordings of people declaring “no religion” in the 2011 Census. Slough has the largest proportion of Sikh residents in the country (at 10.6%). Nearly one quarter of residents are Muslim (23.3%). 41.2% of residents are Christian.

	2001	2011
Christian (%)	53.7	41.2
Buddhist (%)	0.2	0.5
Hindu (%)	4.5	6.2
Jewish (%)	0.1	0.1
Muslim (%)	13.4	23.3
Sikh (%)	9.1	10.6
Any other religion (%)	0.3	0.3
No religion (%)	11	12.1
Religion not stated (%)	7.7	5.7

Source: [2011 Census](#)

Disability

The 2011 Census recorded 8,611 Slough residents as having a health problem or disability that limited their day to day activities a lot. This represents around 6% of the total Slough population. A further 10, 173 responded that they had a health condition or disability that limited their day to day activities a little.

SBC is committed to improving training and employment opportunities for people with disabilities.

Sexual Orientation and Gender Reassignment

There is no accurate data on the sexual orientation of Slough residents; this is because no national Census has ever asked people to define their sexuality. However, if we take the Stonewall estimate of up to 5-7% of the population and apply it to Slough, this could mean a lesbian, gay, bisexual or transgender ('LGBT')

population of up to 10,000. Monitoring sexual orientation and gender reassignment remains an extremely sensitive area and there is a paucity of accurate local information.

Equality in the Workforce

Equality Objective: "Slough Borough Council will have a representative and inclusive workforce"

We will:

- Improve recruitment processes to make them more accessible and attractive to disabled applicants.
- Promote agile and flexible working practices for all.
- Grow and develop talent from within the organisation.
- Develop a well-trained workforce of staff and managers at all levels, which understand and promote dignity at work for all.
- Promote SBC as a supportive workplace for LGBT staff (through the development of staff- networking groups, awareness –raising articles and staff training and engagement).

Some highlights:

- All council buildings are fully compliant under the Equality Act 2010. Dedicated disabled toilets and parking are available for disabled staff.
- Working with *Slough Employability*, the council and its partners have offered voluntary placements and work experience to local residents with learning and other disabilities.
- SBC has achieved the *Disability Confident Employer* status and has significantly reviewed its recruitment and selection policy to offer more practical support for disabled applicants throughout the selection process.
- There is an active *Employees with Disabilities Forum*, which meets regularly to support staff with disabilities and provide consultative advice to HR and service managers on a wide –range of disability – related issues.
- Comprehensive Human Resources policies are in place to support all staff. These include a *Flexible Working Policy* and *Dignity at Work Policy* (focusing on tackling discrimination, harassment and bullying etc.).

- Throughout 2018 the council will be implementing its *Smart Working* policy. This embeds flexible and smart working practices for all employees – this includes part-time hours, flexi time, remote working and home working.
- The council continues to focus on internal recruitment in the first instance. In the recent senior management restructure, all positions were advertised internally before going to external appointment.
- There is a dedicated 24 hr Employee Assistance Programme, which offers independent, confidential advice on a wide range of issues including bullying and harassment.
- 2017 continued the work of the Staff Engagement Forum, which meets regularly to share ideas on how to improve communication between staff and senior leaders and carry out activities to improve employee engagement. In April 2017 the council held its third all Staff Conference, committed to supporting a diverse, inclusive and talented workforce. A similar conference and engagement programme will run in April 2018.
- The council has continued with its highly successful apprenticeship scheme. This gives opportunities for local young people (16-18 years old) to complete NVQ qualifications through work placements across various council departments. Many young apprentices have gone on to achieve permanent positions within both the public and private sector.
- Provisions have been made in council buildings for those staff that require a place to perform prayers by providing prayer rooms for religious observances. These rooms are also available to those who simply wish to sit quietly for a few moments away from their work area.
- The council is currently reviewing its existing *Transgender Policy* and will be establishing a working group to consult on a wide range of LGBT issues, to better support LGBT staff and service users.
- In February 2018 a number of activities took place to celebrate LGBT History Month, including an *Equalitea* drop in session for staff to discuss issues of inclusion at work that specifically affect LGBT staff.
- The council has embarked on an ambitious programme of cultural change, focusing on actions and behaviours that promote dignity and respect at work for all. The *Actions Speak Louder* Programme has trained over 700 staff in the past 6 months and is mandatory for all employees at all levels within the organisation. Mandatory training sessions for Elected Members have also taken place. All sessions address the themes of equality and respect at work, including appropriate language and behaviour.

- Equality and Diversity e-learning is mandatory for all employees as part of the corporate learning requirements.
- The equality and diversity manager provides expert advice and training support as required.

Workforce Profile

The council monitors the profile of its existing and potential workforce. The following tables look specifically at the current equalities profile in relation to salary, working hours, job applicants, new starters and leavers. All equalities monitoring is voluntary and the council is striving to encourage people to complete this and existing employees to update their personal records. For the purposes of salary calculation, the analysis uses Full Time Equivalent salaries, rather than actual salary. This is a more useful figure and uses a similar methodology to the gender pay gap reporting.

Key Points:

- Total headcount as of 31 December 2017 was 1209. Just under 40% of the workforce is Black or Minority Ethnic, with a 12 % non-disclosure on ethnicity.
- The council employs more women than men. This follows a long-standing national trend in local government.
- Most employees are aged between 30 and 59 years of age.
- Just under 5 % of employees are 16-24 years of age and work in the lower salary bands (under £25,000 per annum).
- Whilst women are generally well represented across most salary bands, there is lower representation at the most senior salary levels (£65,000 plus).
- The vast majority of part –time workers are women.
- There is a high level of non-disclosures/blanks in relation to disability status (recruitment and existing employees). However, 135 applicants did declare a disability in 2017, out of 2018 applicants in total. Out of 420 new starters in 2017, 19 new starters in 2017 declared a disability, 157 did not have a disability (63 undisclosed).
- 60% of job applicants were women. 46% of new starters in 2017 were women.
- There is a high level of non-disclosures/blanks in relation to ethnicity for job applicants. 140 new starters (who declared ethnicity) out of 420 new starters in total were from an ethnic minority background.

MONITORING OF THE COUNCIL'S WORKFORCE as at 31st December 2017

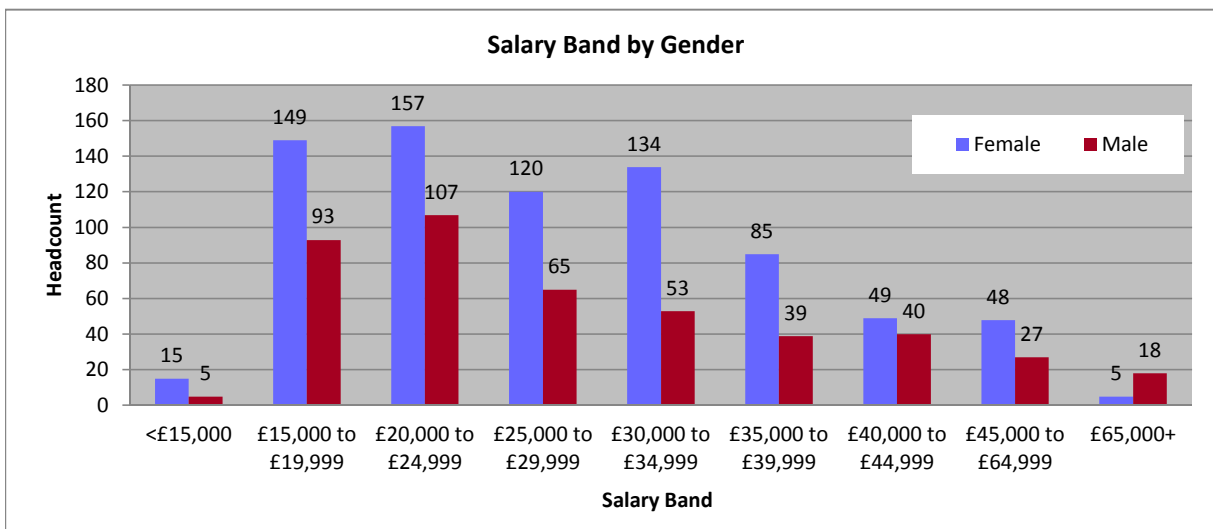
The data referred to below is a snapshot of information taken from the HR Payroll system on 15th January, 2018. Salary band information has been calculated using the FTE salary and the number of FTE hours per employee (excluding allowances e.g. local weighting). Calculations for protected characteristics are based on self-declarations, obtained via new starter forms and recruitment monitoring forms, and employee data submitted via the authority's employee self service system.

Salary Band by Age Group

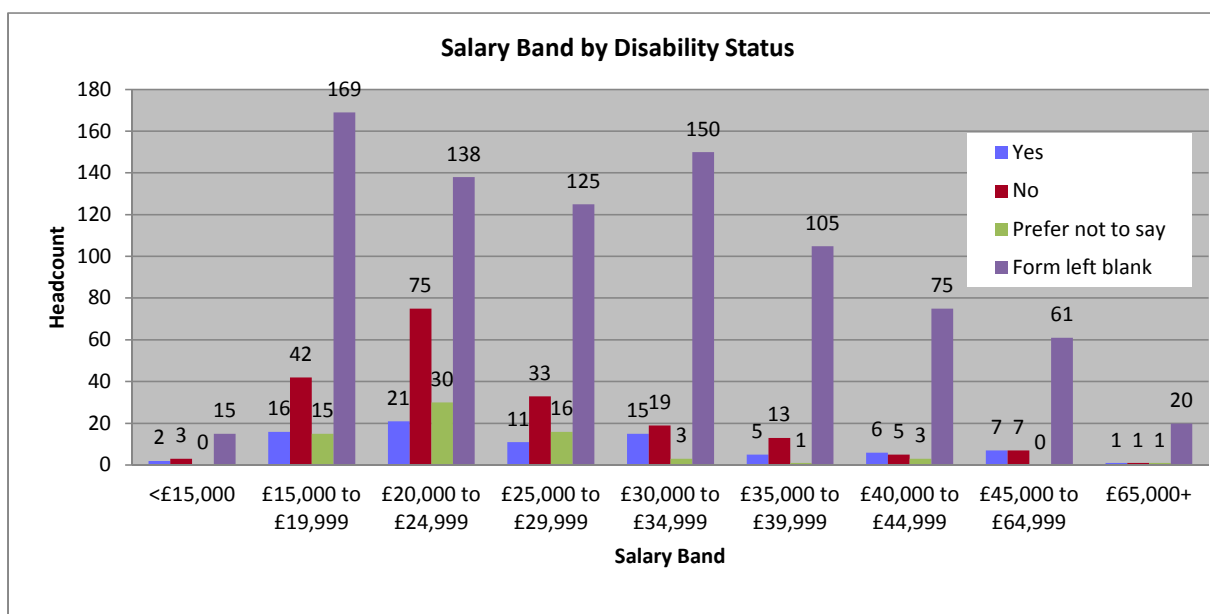
Total headcount: 1209 employees

Salary Bands	Age Group (% of headcount)							Grand Total
	16-24	25-29	30-39	40-49	50-59	60-65	Over 65	
<£15,000	12.50%	1.22%	10.00%	0.00%	2.64%	0.00%	2.22%	1.65%
£15,000 to £19,999	57.14%	25.61%	18.37%	15.48%	14.37%	19.57%	48.89%	20.02%
£20,000 to £24,999	30.36%	36.59%	18.73%	22.26%	21.70%	15.22%	15.56%	21.84%
£25,000 to £29,999	0.00%	13.41%	17.31%	15.81%	17.30%	14.13%	8.89%	15.30%
£30,000 to £34,999	0.00%	17.07%	22.97%	15.16%	11.14%	20.65%	8.89%	15.47%
£35,000 to £39,999	0.00%	3.66%	10.95%	12.26%	12.02%	8.70%	6.67%	10.26%
£40,000 to £44,999	0.00%	2.44%	7.07%	9.35%	7.62%	10.87%	4.44%	7.36%
£45,000 to £64,999	0.00%	0.00%	3.89%	7.74%	8.21%	10.87%	4.44%	6.20%
£65,000+	0.00%	0.00%	0.00%	1.94%	4.99%	0.00%	0.00%	1.90%
Grand Total	4.6%	6.8%	23.4%	25.6%	28.2%	7.6%	3.7%	100.00%

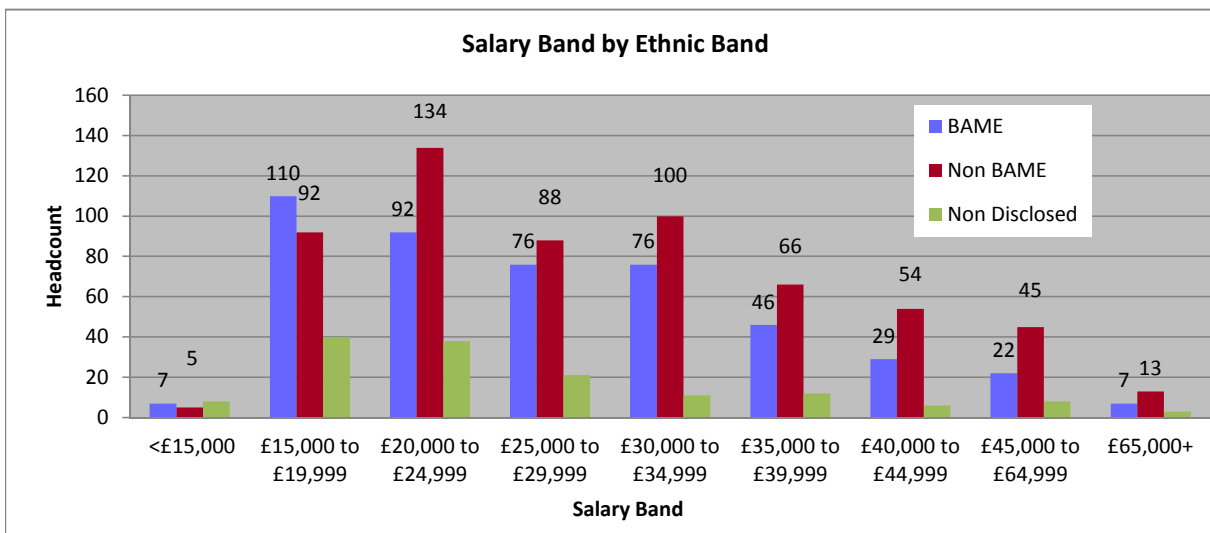
Salary Band by Gender



Salary Band by Disability



Salary band by ethnic band



Salary Band by Status

Salary Band	Status						Total Headcount	Total %
	Headcount Full Time	%	Headcount Part Time	%	Headcount Other**	%		
<£15,000	7	35.0	1	5.0	12	60.0	20	100.00
£15,000 to £19,999	73	30.2	94	38.8	75	31.0	242	100.00
£20,000 to £24,999	169	64.0	78	29.5	17	6.4	264	100.00
£25,000 to £29,999	138	74.6	28	15.1	19	10.3	185	100.00
£30,000 to £34,999	158	84.5	25	13.4	4	2.1	187	100.00
£35,000 to £39,999	96	77.4	27	21.8	1	0.8	124	100.00
£40,000 to £44,999	73	82.0	11	12.4	5	5.6	89	100.00
£45,000 to £64,999	59	78.7	9	12.0	7	9.3	75	100.00
£65,000+	23	100.0	0	0.0	0	0.0	23	100.00
Grand Total	796	65.8	273	22.6	140	11.6	1209	100.0

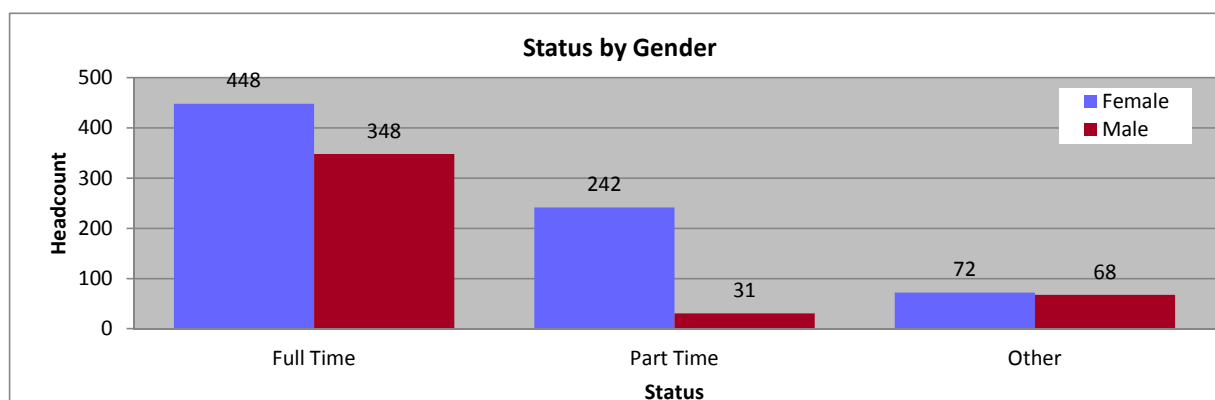
**Other includes sessional, casual and variable hours.

Salary Band by Gender and Ethnic Band

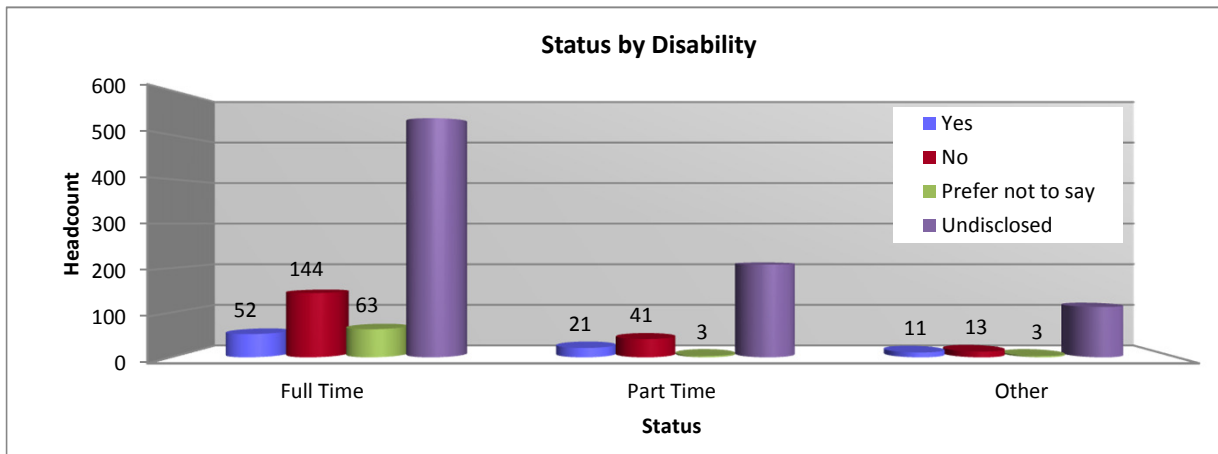
Salary Bands	FEMALE			MALE			Grand Total
	BAME	Non BAME	ND	BAME	Non BAME	ND	
<15,000	7	4	4	0	1	4	20
£15,000 to £19,999	74	54	21	36	38	19	242
£20,000 to £24,999	69	68	20	23	66	18	264
£25,000 to £29,999	55	51	14	21	37	7	185
£30,000 to £34,999	57	68	9	19	32	2	187
£35,000 to £39,999	36	41	8	10	25	4	124
£40,000 to £44,999	17	29	3	12	25	3	89
£45,000 to £64,999	15	26	7	7	19	1	75
£65,000+	3	2	0	4	11	3	23
Grand Total	333	343	86	132	254	61	1209

*ND - Non Disclosed

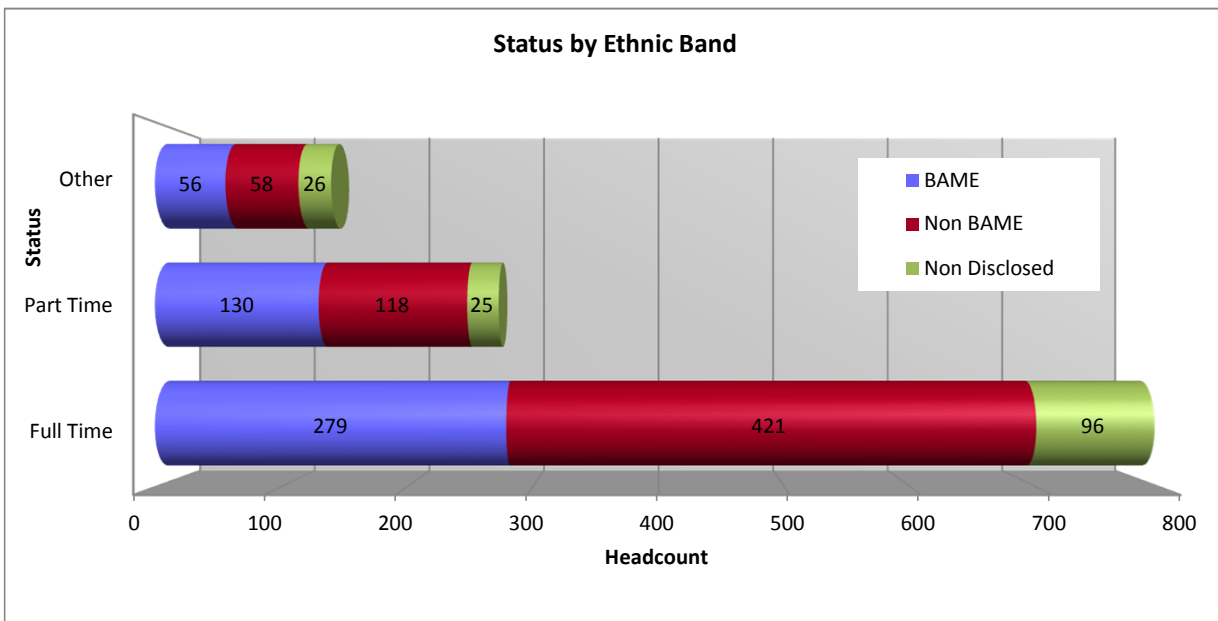
Status by Gender



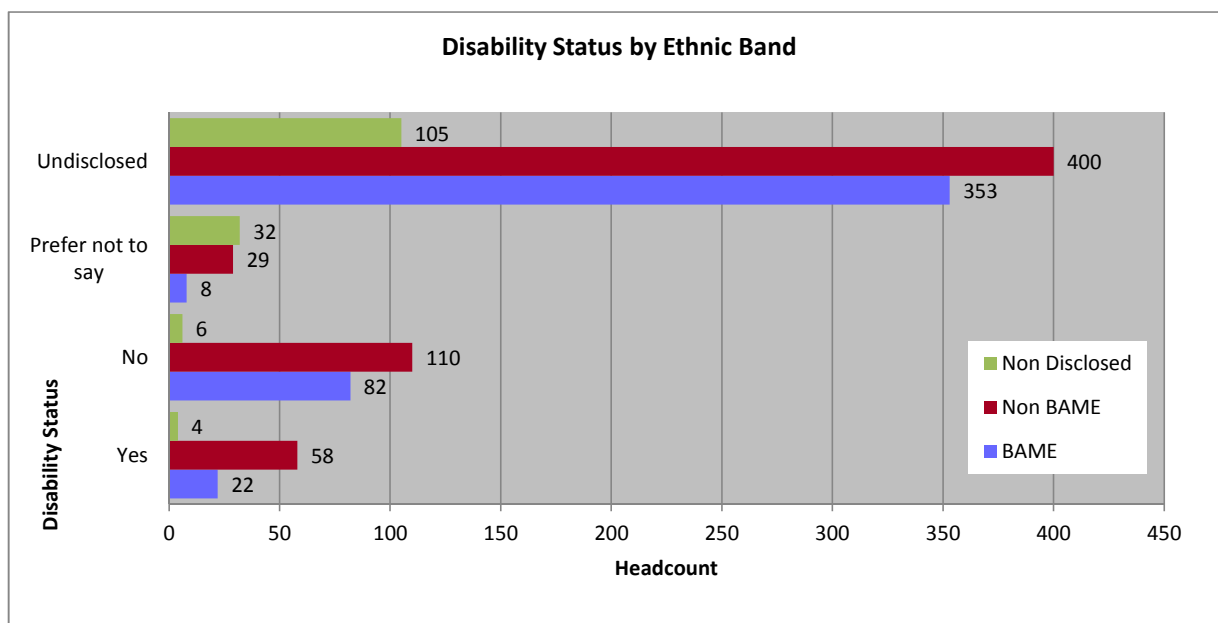
Status by Disability



Status by Ethnic Band

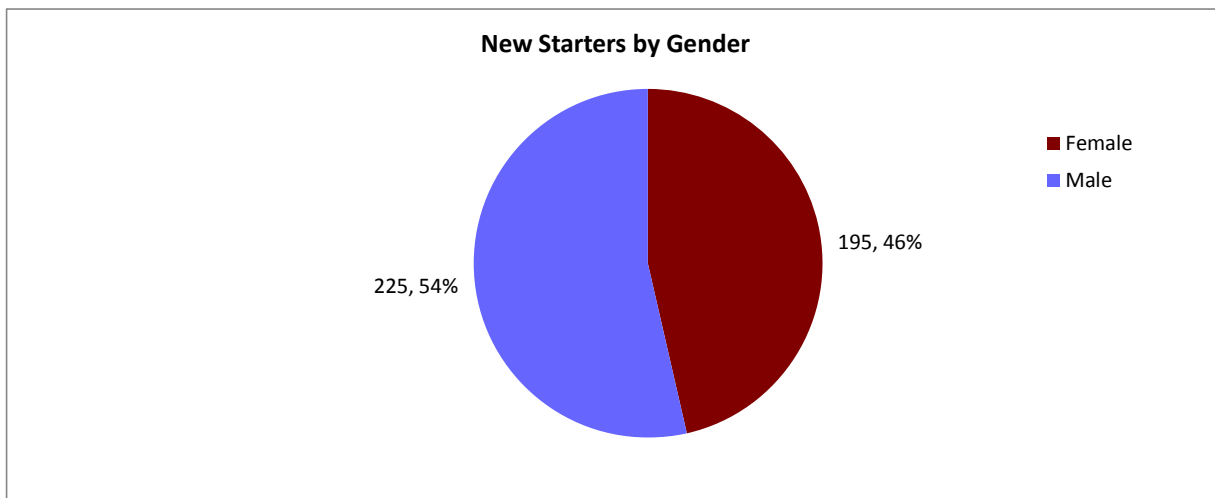


Disability by Ethnic Band

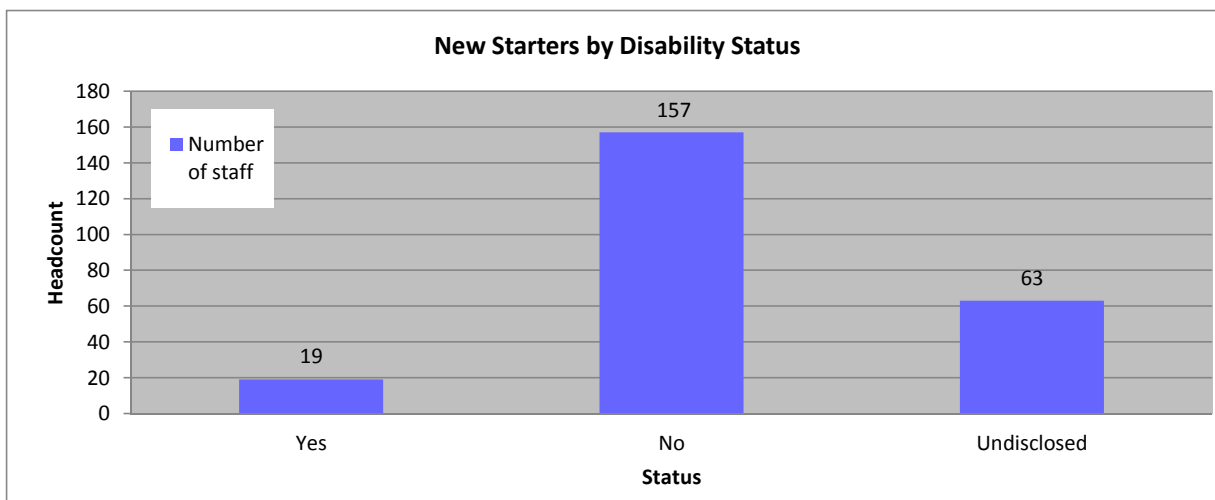


New Starters - 1st January to 31st December, 2017

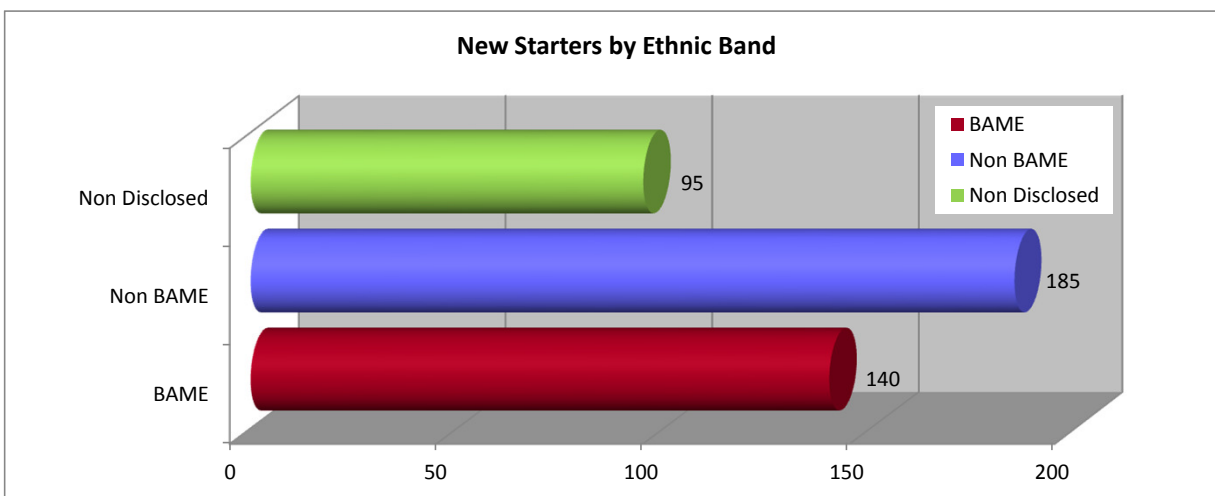
New starters by gender



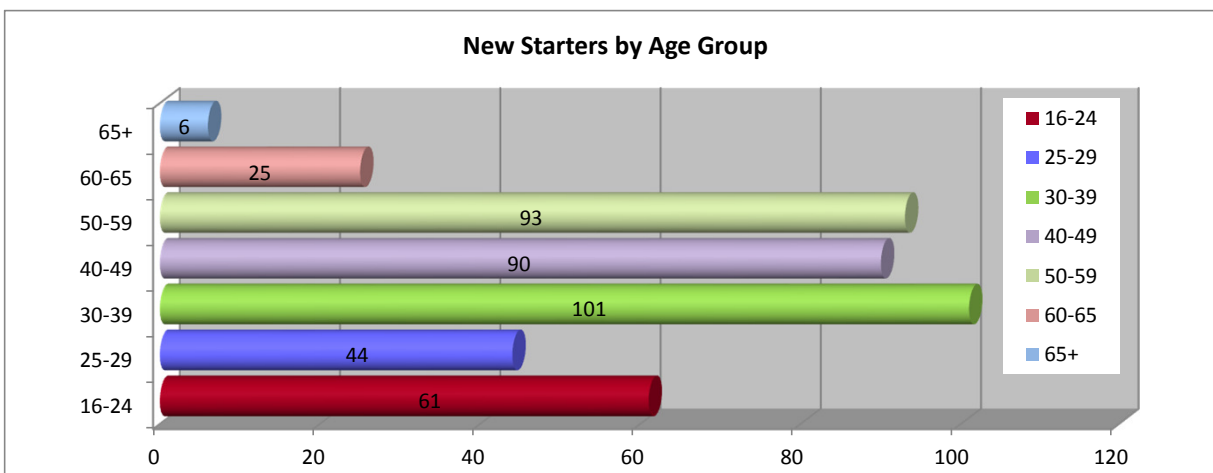
New starters by disability



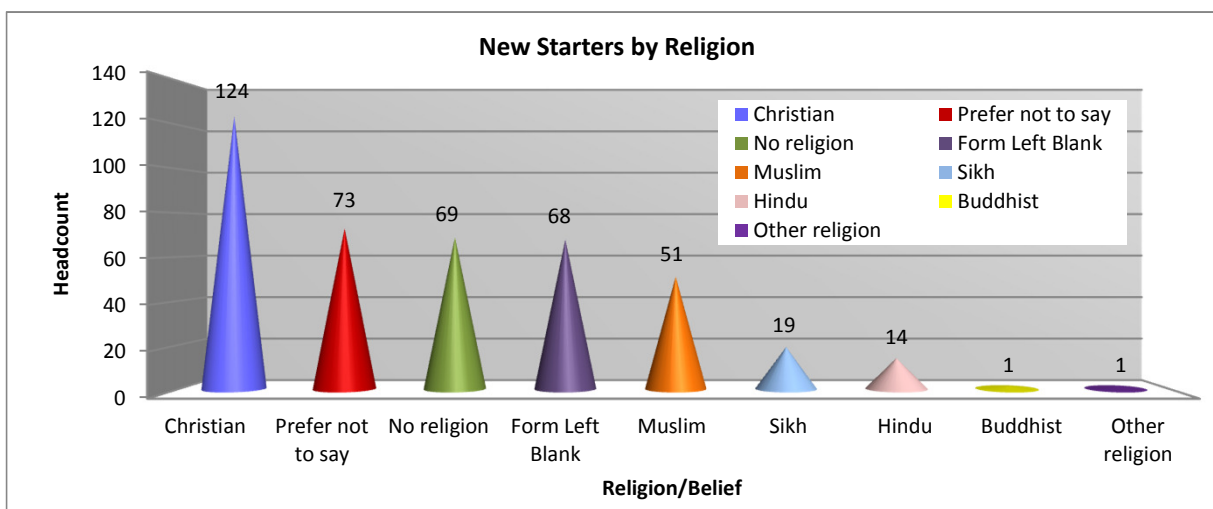
New starters by Ethnic Band



New Starters by Age Group



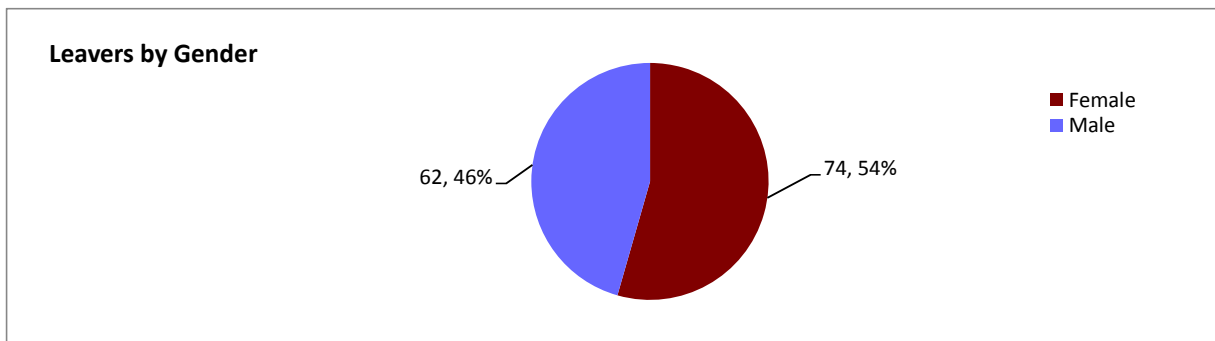
New Starters by Religion/Religious Belief



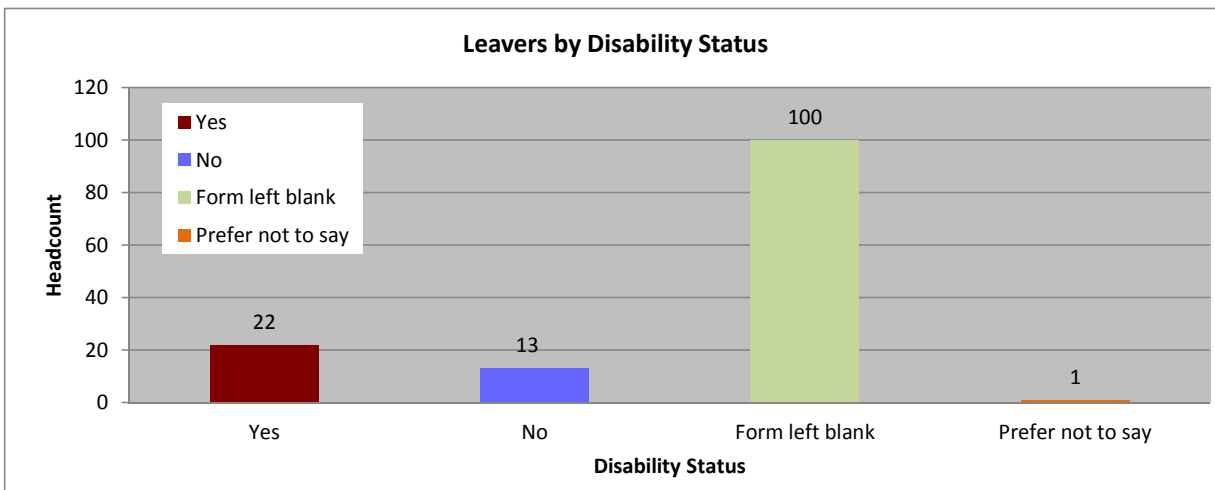
New Starters by Ethnic Group

Ethnicity	Headcount	Percentage of total
White	185	44.0
British	163	38.8
Irish	4	1.0
Any Other White Background	18	4.3
Mixed	10	2.4
White & Black Caribbean	6	1.4
White & Black African	1	0.2
White & Asian	2	0.5
Any Other Mixed Background	1	0.2
Asian or Asian British	81	19.3
Indian	33	7.9
Pakistani	33	7.9
Bangladeshi	2	0.5
Sikh	8	1.9
Any Other Asian Background	5	1.2
Black or Black British	44	10.5
Caribbean	17	4.0
African	25	6.0
Any Other Black Background	2	0.5
Chinese or Other ethnic Group	5	1.2
Chinese	1	0.2
Other Ethnic Group	4	1.0
Non Disclosure	36	8.6
Blanks	59	14.0
Ethnic Minority applicants (Headcount)	140	33.3
Total New Starters	420	100.0

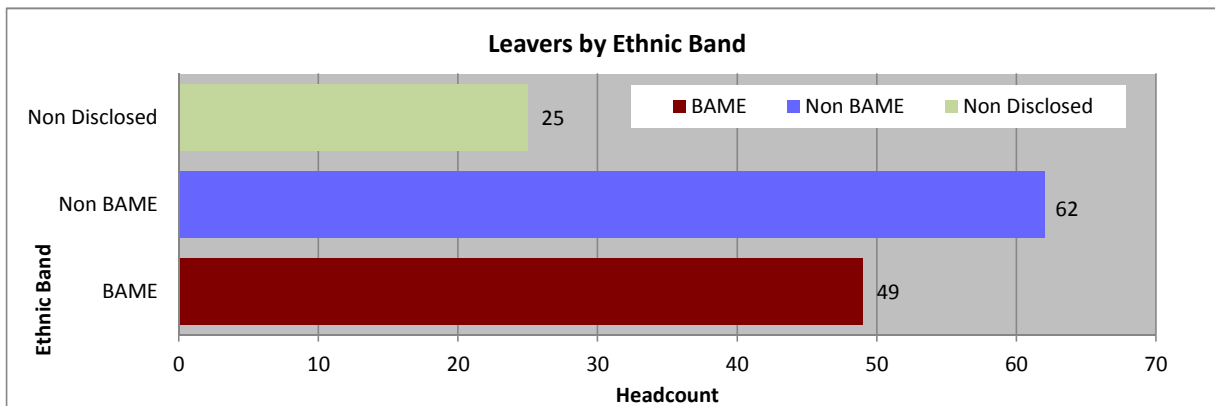
Leavers by Gender



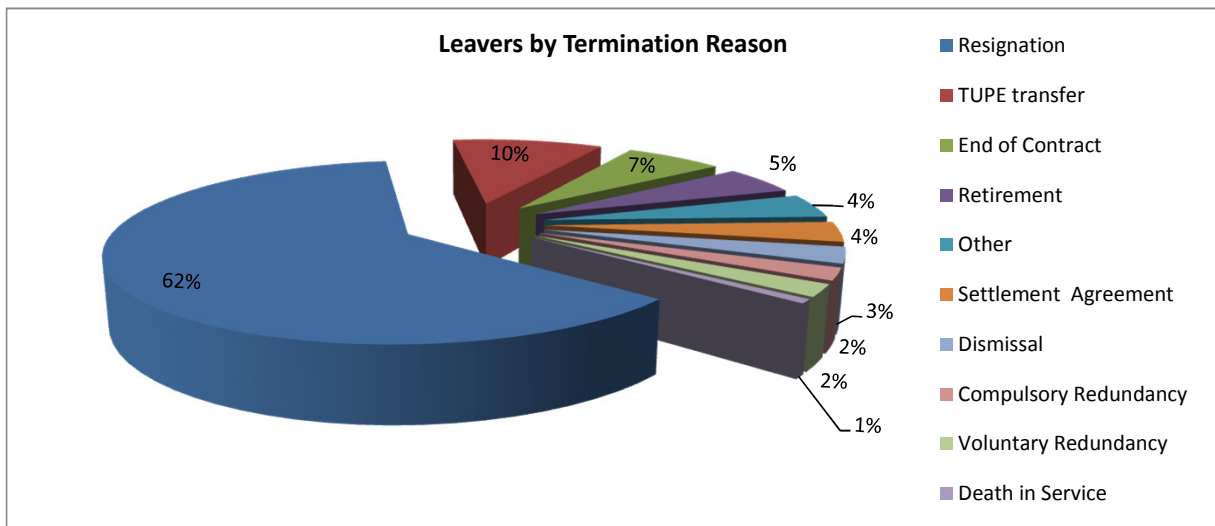
Leavers by Disability Status



Leavers by Ethnic Band

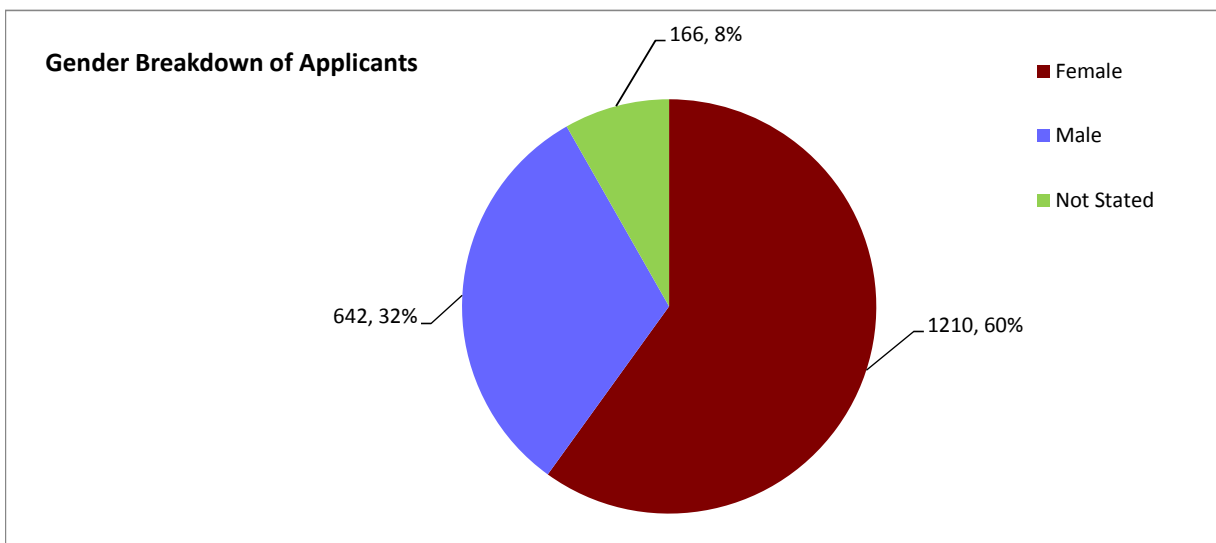


Leavers by Termination Reason

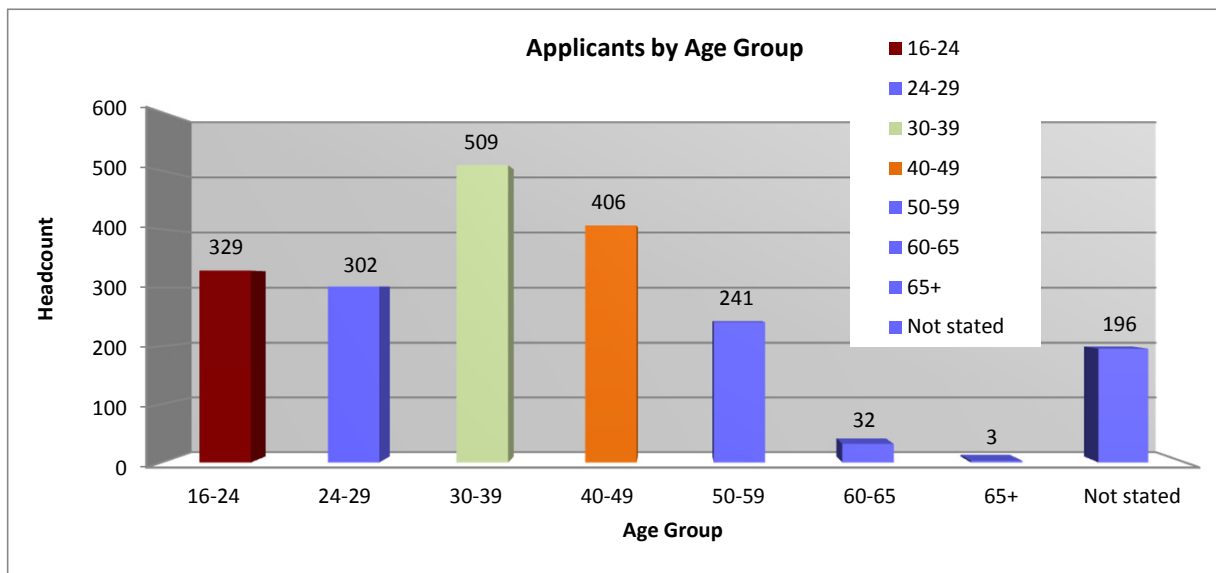


Recruitment Activity

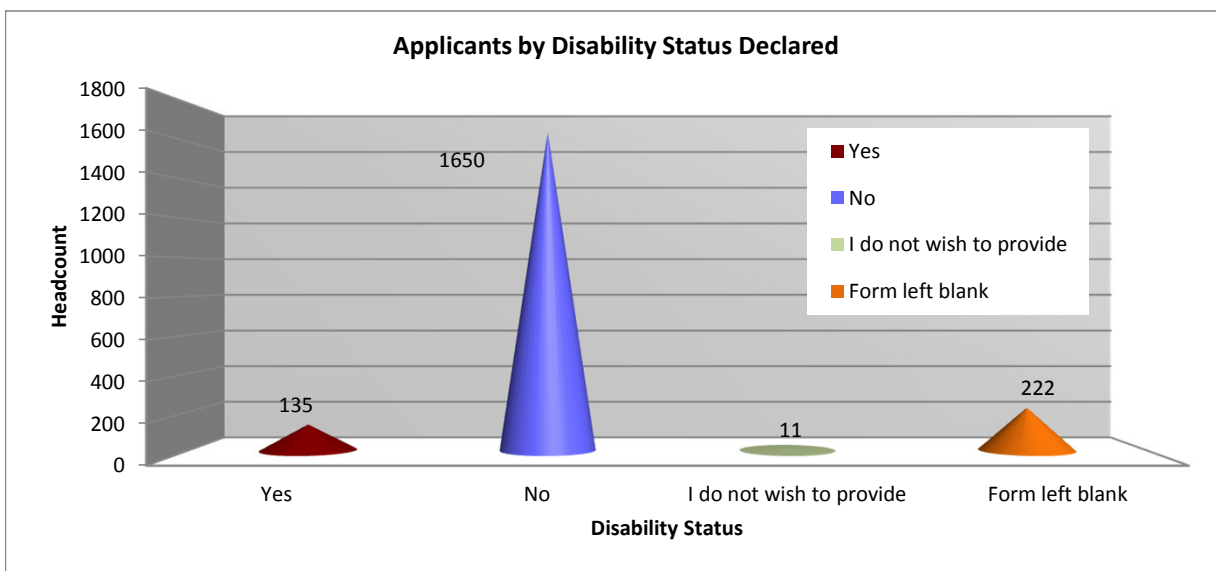
Gender breakdown of Applicants



Applicants by Age Group



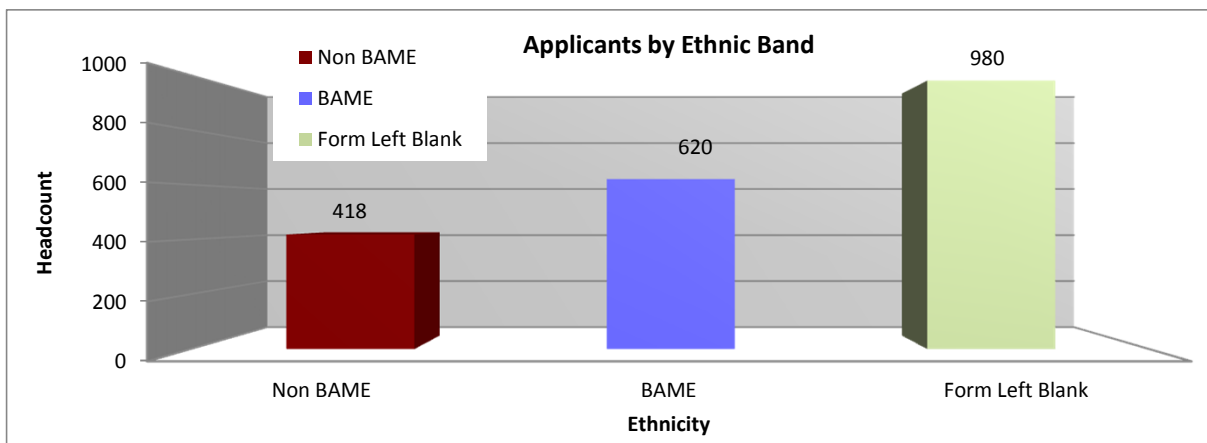
Applicants by Disability Status



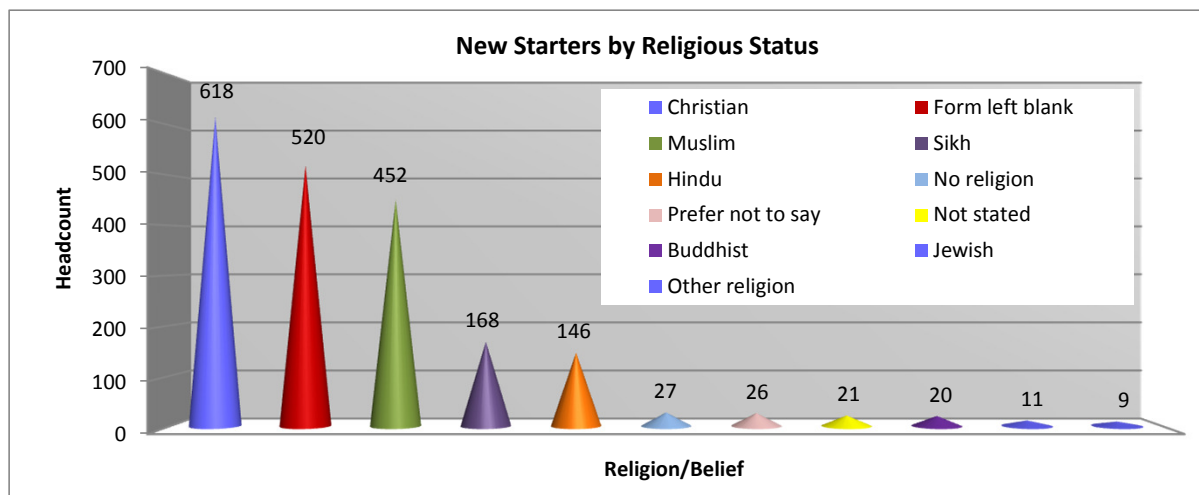
Applicants by Ethnic Group

Ethnicity	Headcount	Percentage of total
White	410	20.3
British	347	17.2
Irish	9	0.4
Any Other White Background	54	2.7
Mixed	32	1.6
White & Black Caribbean	15	0.7
White & Black African	5	0.2
White & Asian	10	0.5
Any Other Mixed Background	2	0.1
Asian or Asian British	413	20.5
Indian	169	8.4
Pakistani	190	9.4
Bangladeshi	7	0.3
Sikh	35	1.7
Any Other Asian Background	12	0.6
Black or Black British	161	8.0
Caribbean	43	2.1
African	114	5.6
Any Other Black Background	4	0.2
Chinese or Other ethnic Group	12	0.6
Chinese	4	0.2
Other Ethnic Group	8	0.4
Non Disclosure	10	0.5
Blanks	980	48.6
Ethnic Minority applicants (Headcount)	618	30.6
Total Applicants	2018	100.0

Applicants by Ethnic Band



Applicants by Religion/Belief



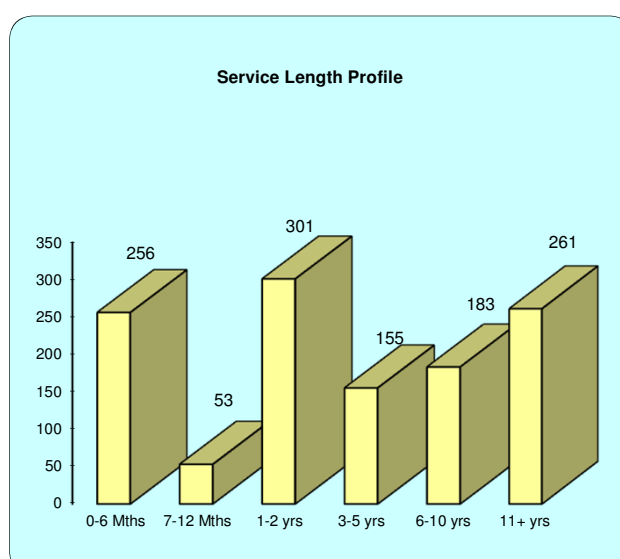
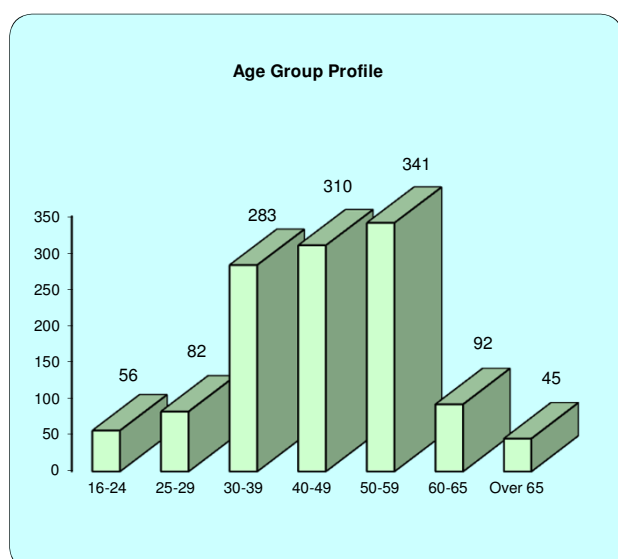
Workforce Profile - Ethnicity, Disability, Gender, Age Group & Service Length

Profile as at 31st December 2017

Total Workforce (excluding schools)

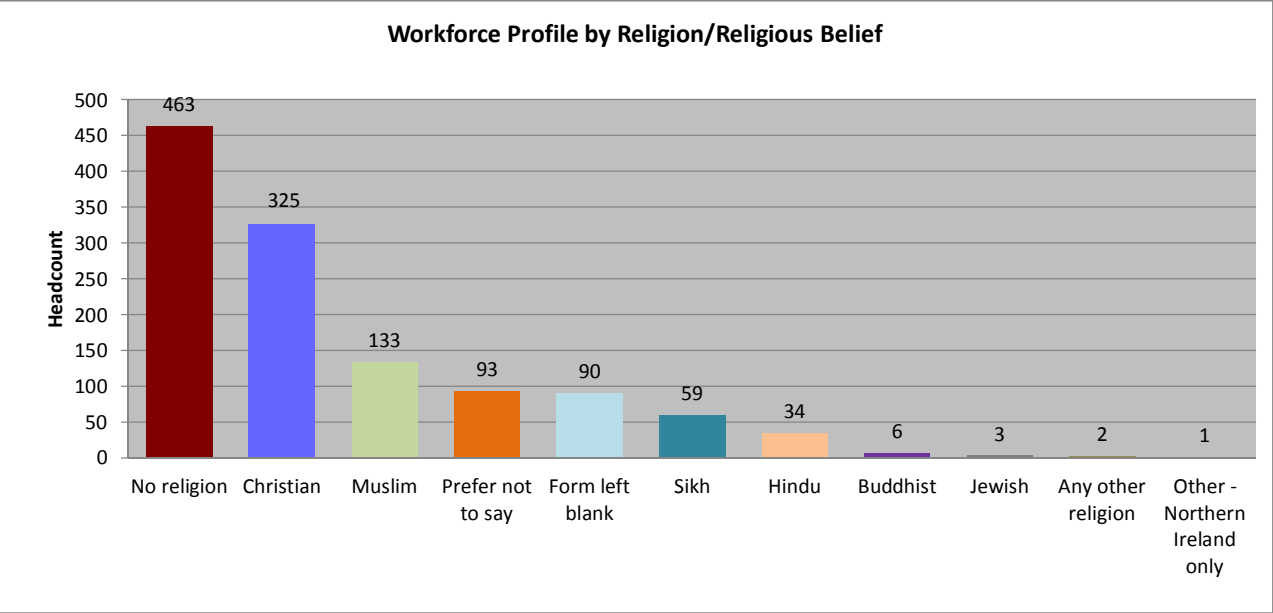
Ethnicity Breakdown	31-Dec-17		Slough Census Comparator 2011	Gender		Disability	
	Total	%		Male	Female	Yes	No
White		49.0	45.7 (+3.3)				
British	528	43.7	34.5 (+9.2)	221	307	55	94
Irish	14	1.2	1.1 (+0.1)	8	6	0	2
Any Other White Background	50	4.1	10.1 (-6.0)	22	28	3	13
Mixed		3.1	3.4 (-0.3)				
White & Black Caribbean	17	1.4	1.2 (+0.2)	8	9	1	6
White & Black African	6	0.5	0.4 (+0.1)	1	5	0	1
White & Asian	9	0.7	1.0 (-0.3)	2	7	1	3
Any Other Mixed Background	6	0.5	0.8 (-0.3)	0	6	0	0
Asian or Asian British		25.8	39.1 (-13.3)				
Indian	135	11.2	15.6 (-4.4)	32	103	3	11
Pakistani	119	9.8	17.7 (-7.9)	39	80	10	18
Bangladeshi	5	0.4	0.4 (0.0)	2	3	0	2
Sikh	27	2.2	N/A	7	20	2	3
Any Other Asian Background	26	2.2	5.4 (-3.2)	5	21	2	3
Black or Black British		8.3	8.6 (-0.3)				
Caribbean	41	3.4	2.2 (+1.2)	15	26	1	12
African	54	4.5	5.4 (-0.9)	18	36	2	19
Any Other Black Background	5	0.4	1.0 (-0.6)	1	4	0	1
Chinese or Other ethnic Group		1.7	3.2 (-1.5)				
Chinese	7	0.6	0.6 (0.0)	1	6	0	1
Other Ethnic Group	13	1.1	2.6 (-1.5)	4	9	0	3
Non Disclosure	41	3.4		29	12	70	2
Blanks	106	8.8		32	74	861	4
Ethnic Minority employees (Headcount)	470	38.9		196	421	22	83
Total Headcount	1209			447	762	1011	198

The percentage for Male and Female staff as a proportion of the total workforce equated to 31.9% and 55.9% respectively (this only includes those that declared their gender), leaving the remaining 12.2% as those that did not disclose or left the form blank.



Produced by the e-HR Team

Workforce Profile by Religious Belief



Equality Data collection and use

Equality Objective: “Slough Borough Council will improve equality of opportunity through fair and evidence-based decision-making”

We will:

- Improve the collection and use of quantitative and qualitative information available on the impact of major decisions on different equality groups.
- Ensure residents have the opportunity to have their views heard on all major decisions.
- Commit to mitigating negative impacts, wherever reasonable and proportionate.

At Slough Borough Council, we adopt a range of monitoring data to ensure equality of access to services, and to inform service improvement. Monitoring data is also used to assist in determining long-term equality objectives. This data derives from information collected on employees, service applicants and users, from complaints and feedback from consultations, surveys and discussion groups and forums.

Corporate Equalities Monitoring Form

These are the recommended corporate guidelines which are used in recruitment and selection monitoring, service monitoring and consultations, where practical and relevant to the service. Equalities information is supplied by the individual on a voluntary basis. There is no mandatory requirement to supply the data. Service areas can modify the form to collect additional information (e.g. Wider ethnic groups, languages etc), where appropriate.

Equality Impact Assessments (EIA)

The Equality Act 2010 requires all public bodies, to pay “due regard” to the impact of policies and decisions on equality groups. Analysis should be evidence – based and reasonable and proportionate to the decision /policy considered. SBC has agreed that the best way to ensure this happens is to continue to conduct Equality Impact Assessments on all relevant new policies and whenever significant changes are being made to existing policies or services. A standard template has been implemented, a summary of which is referenced on Cabinet Reports. All public Cabinet Reports are available from www.slough.gov.uk It is recommended that EIAs are conducted:

- Before a plan is made to change or remove a service, policy or function to assess any potential impacts, positive and negative, in a proportionate way and with relevance;
- To make decisions that are justified, evidenced, relevant and identify any mitigating proposals;
- To prioritise expenditure in an efficient and fair way; and
- To have a record showing that the potential impacts have been considered and that decisions are based on evidence

Equality in Services

Equality Objective “Slough Borough Council will reduce inequalities in service access and outcomes”

Focus on educational achievement:

We will support schools in:

1. reducing gaps in attainment and progress for reading, writing and mathematics at Key Stage 2 between Special Educational Needs (SEN) and non SEN pupils, and between disadvantaged and non disadvantaged pupils, both within Slough and nationally.
2. reducing gaps in attainment and progress at Key Stage 4 in ‘progress 8 measures’ between SEN and non SEN pupils and between disadvantaged and non disadvantaged pupils, both within Slough and nationally.
3. reducing gaps in attainment and progress at all key stages between pupils of different ethnic backgrounds and in particular white British pupils, both within Slough and nationally.
4. in raising the attainment and progress of all pupils in achieving a ‘Good level of development’ in the Early Years Foundations Stage.

Slough schools are incredibly diverse. There are over 150 different languages and dialects spoken by pupils attending a Slough School. After English, the most popular languages spoken are Urdu, Punjabi and Polish. (Schools Census 2017).

Ethnicity of pupils as collected from Spring School Census 2017

	Ethnic Background	Number	Percentage	
Asian or Asian British	Asian Heritage - Any Other	1372	4.5%	48.9%
	Asian Heritage - Bangladeshi	205	0.7%	
	Asian Heritage - Indian	5645	18.5%	
	Asian Heritage - Pakistani	7675	25.2%	
Asian or Asian British Total		14897		
Black or Black British	Black Heritage - African	1928	6.3%	8.1%
	Black Heritage - Any Other	190	0.6%	
	Black Heritage - Caribbean	364	1.2%	
Black or Black British Total		2482		
Mixed Heritage	Mixed Heritage - Any Other	1215	4.0%	9.1%
	Mixed Heritage - White & Asian	800	2.6%	
	Mixed Heritage - White & Black African	261	0.9%	
	Mixed Heritage - White & Black Caribbean	493	1.6%	
Mixed Heritage Total		2769		
Other	Chinese Heritage	59	0.2%	5.2%
	Other Heritage	1128	3.7%	

	Unclassified Heritage	404	1.3%	
Other Total		1591		
White Heritage	White Heritage - Any Other	3531	11.6%	28.7%
	White Heritage - British	4847	15.9%	
	White Heritage - Gypsy/Roma	202	0.7%	
	White Heritage - Irish	125	0.4%	
	White Heritage - Traveller of Irish Heritage	27	0.1%	
White Heritage Total		8732		
Grand Total		30471	100%	100%

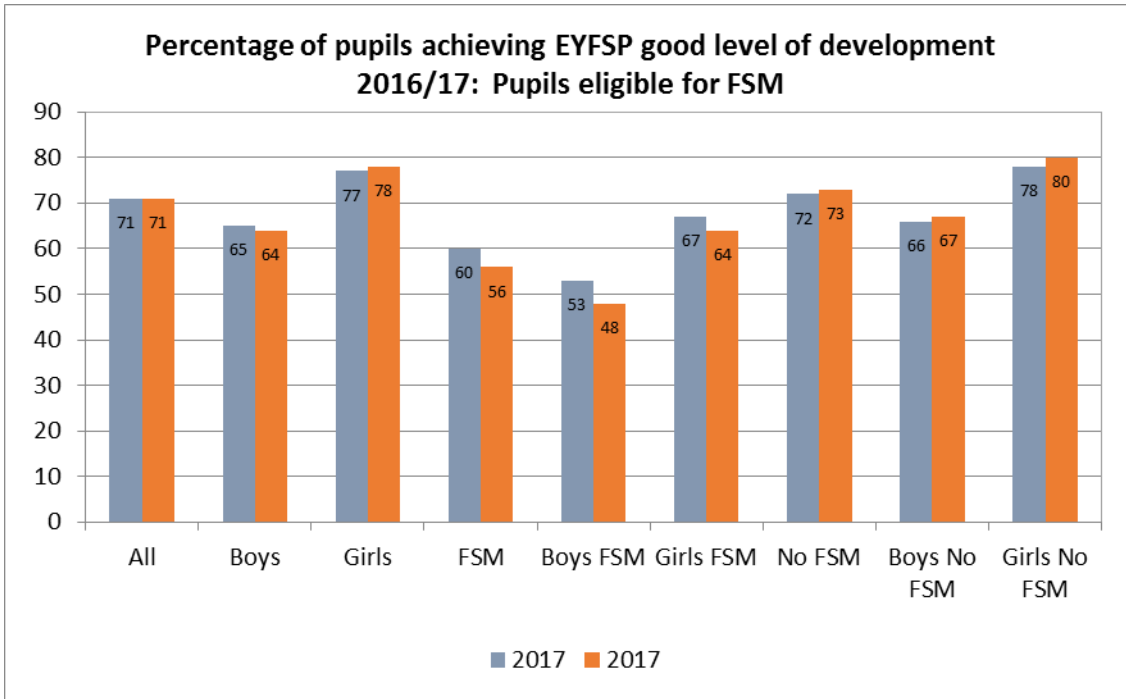
Below are some key facts on educational attainment in 2017, by gender, ethnicity, SEND and Disadvantaged. A detailed report of *School Standards and Effectiveness* in Slough, including an explanation of all performance measures, can be found here <http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=133&Mid=5950>

Early Years Foundation Stage (EYFS) Achievement Gap

There has been an increase over time in the percentage of children in receipt of free school meals achieving a Good Level of Development (GLD) at the end of EYFS. (Please note that *Free School Meals (FSM)* criteria is often under-reported in Early years) As with the GLD figures for the whole cohort, girls achieve better than boys.

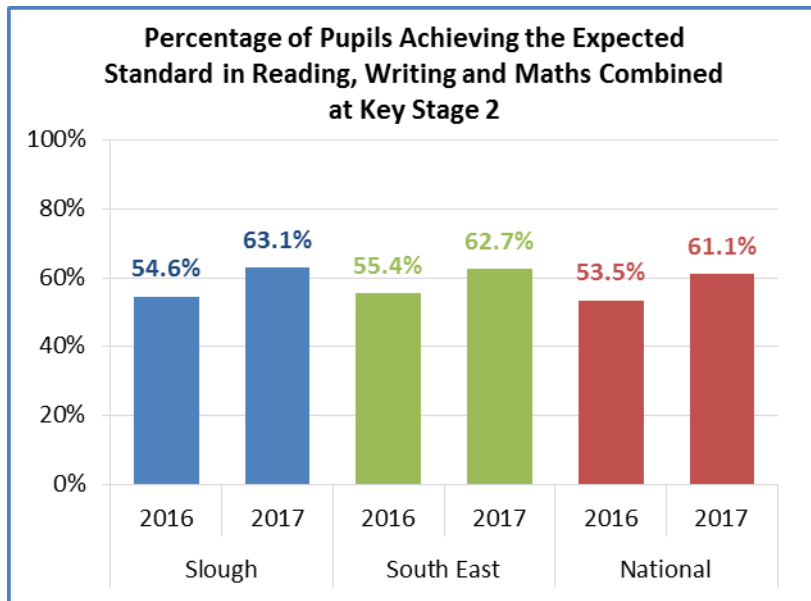
Year	FSM			No FSM		
	Slough	Nat	Gap	Slough	Nat	Gap
2014	48	45	3	59	64	-5
2015	58	51	7	66	69	-3
2016	53	54	-1	71	72	-1
2017	60	56	4	72	73	-1

The table shows that the gap between those on FSM in Slough and those on FSM nationally has exceeded the national average every year except for 2016. The gap between those on no FSM in Slough compared to those nationally has closed and remained just under the national average in 2016 and 2017.



Key Stage 2 Attainment:

The proportion of pupils achieving expected standards in Reading, Writing and Mathematics in Slough are above the national average for 2017 with an improving trend over the last two years. Slough is broadly in line with the South East average for both 2016 and 2017.



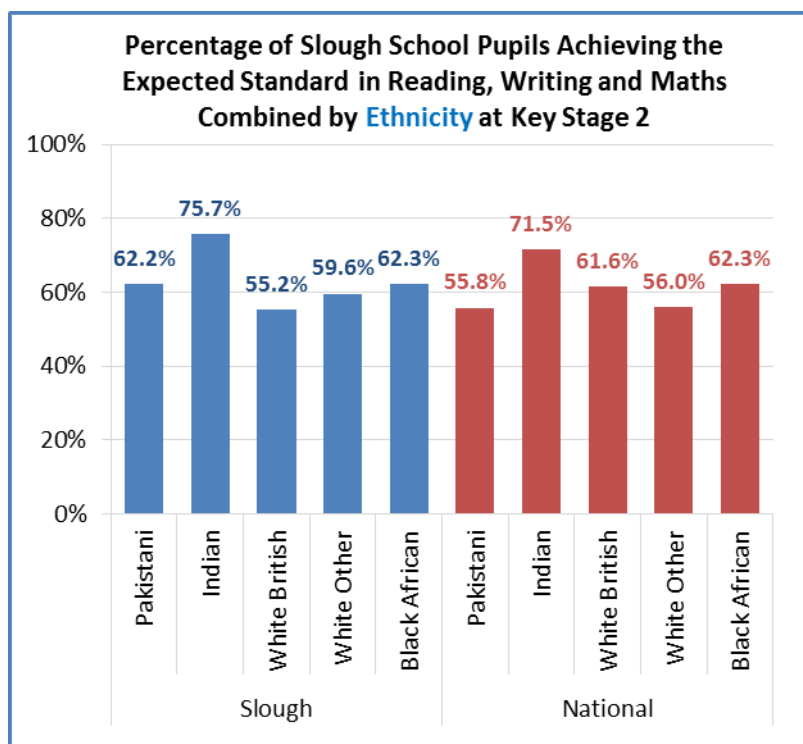
Gender

Whilst girls outperform boys and have remained in line with the national average for the last two years there, has been an improvement in the performance of boys. Outcomes for boys are above those of boys nationally.

The gap between boys and girls is smaller than the gap nationally and has decreased from 2016 to 2017

	All Pupils	Gender		
		Boys	Girls	Gender Gap
National 2016	53%	50%	57%	7%
Slough LA 2016	54.6%	51.0%	58.4%	7.4%
National 2017	61.1%	57.4%	65.1%	7.7%
Slough LA 2017	63.1%	60.3%	66.0%	5.7%

Ethnicity



The chart above shows that the highest performing ethnic group in Slough is Indian followed by Pakistani and Black African. Whilst these groups are performing above (or in line with national average for similar pupils) it is the Indian group that is performing significantly above both the national and South East average. Performance of pupils

in the White Other, Pakistani and Black African categories have moved from below national average to above or in line with national average.

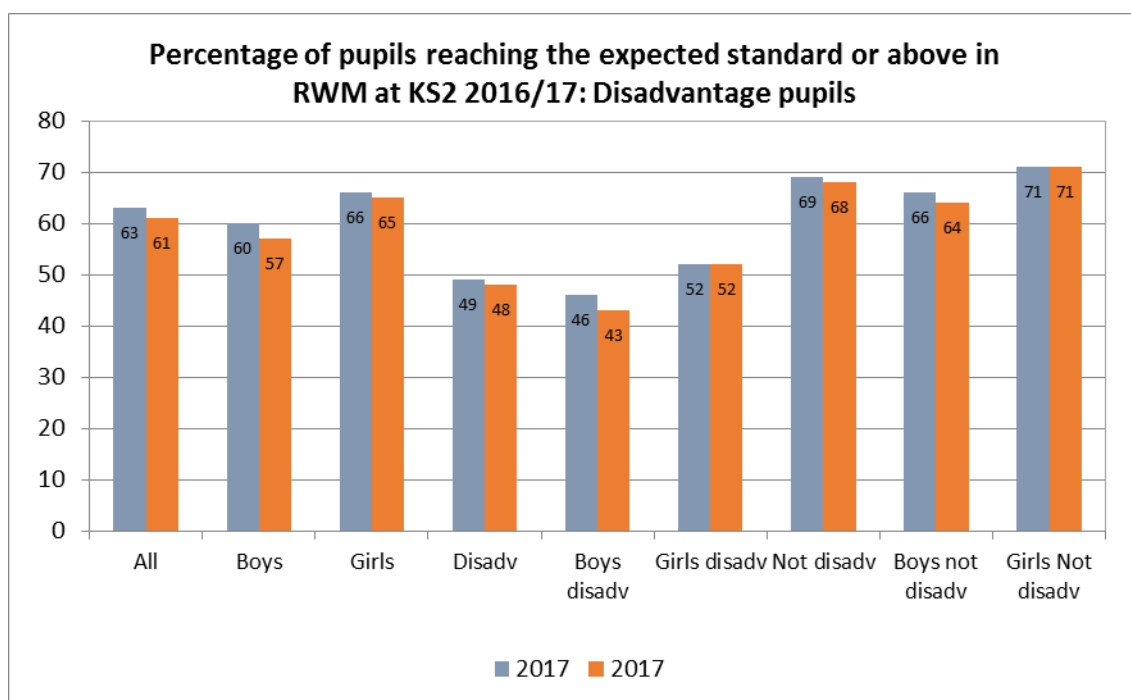
SEND Pupils

At KS2 the gap between those with SEND and non-SEND is wider than the national average and has increased from 2016 to 2017.

	All Pupils	Special Needs		
		No SEND	SEND	SEND Gap
National 2016	53%	62%	16%	46%
Slough LA 2016	54.6%	62.8%	15.6%	47.2%
National 2017	61.1%	70.3%	18.3%	52.0%
Slough LA 2017	63.1%	72.6%	16.4%	56.2%

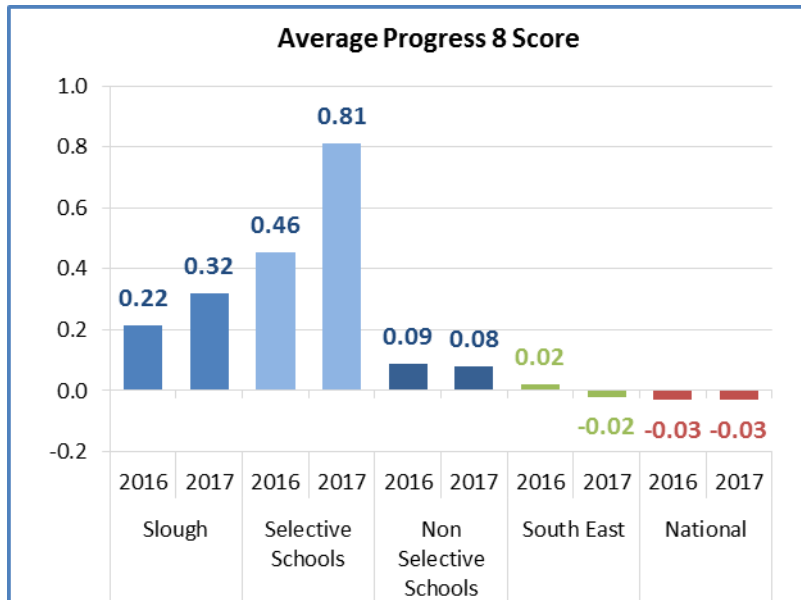
Disadvantaged Pupils

Disadvantaged pupils are performing well in Slough compared to disadvantaged pupils nationally. Nationally and within the South East there has been a rise in achievement for disadvantaged pupils from 2016 to 2017. In 2016 Slough performed above average for disadvantaged pupils when compared to disadvantaged pupils nationally, achieving expected standards in RWM and has remained just above average for 2017. It is still significantly below in achievement against all other pupils. In 2017 the gap between the disadvantaged and non-disadvantaged is in line with the national gap. However, it has widened from 2016 where the gap was significantly smaller than the national average.

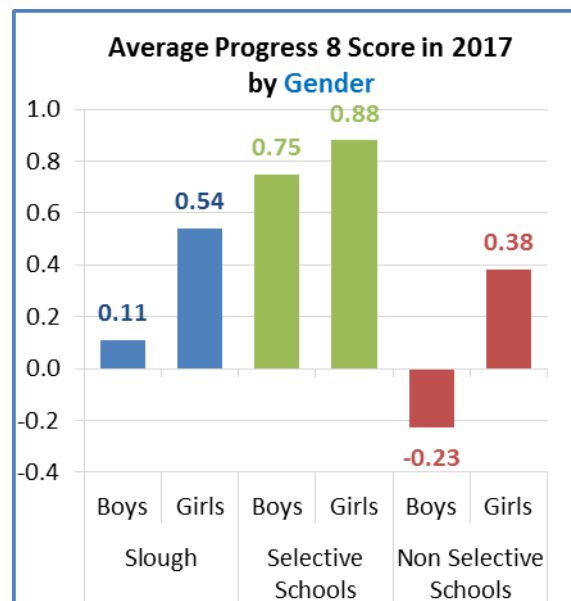
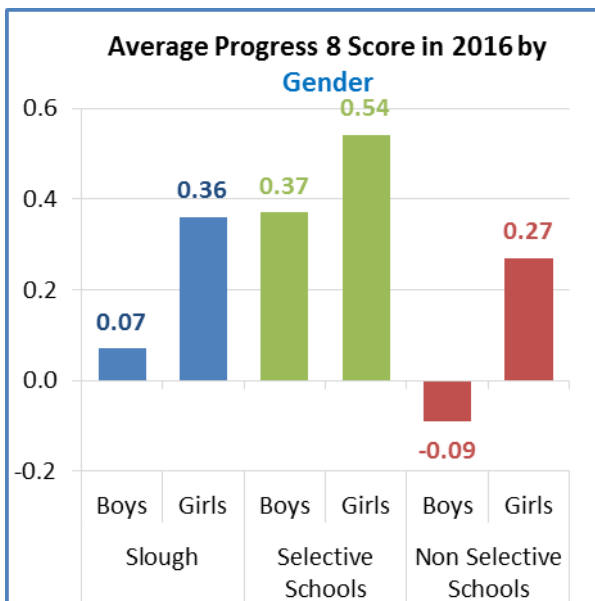


Key Stage 4

Progress 8 scores for Slough Schools are above the national average for both selective and non-selective schools.

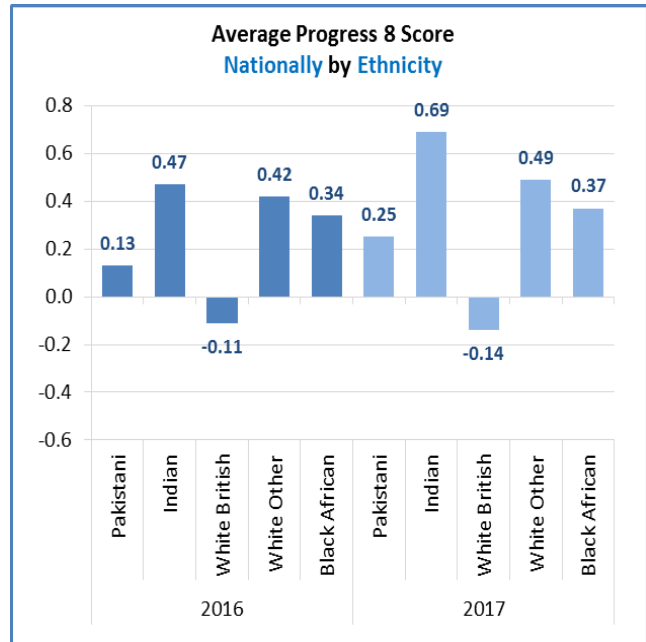
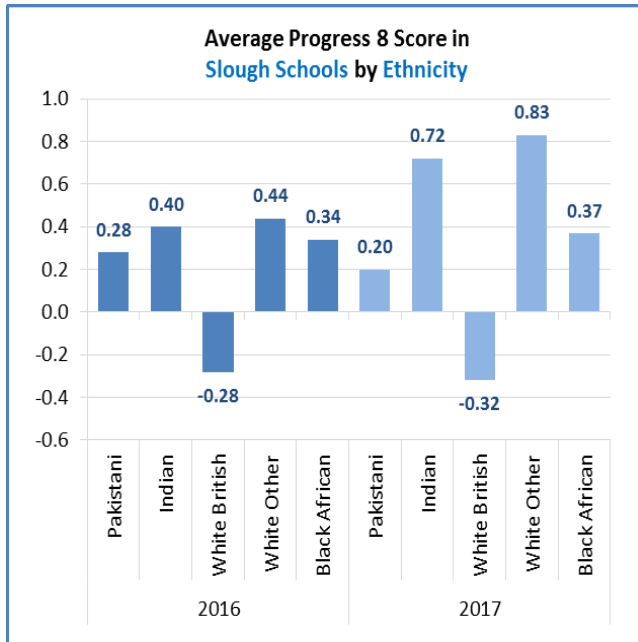


Whilst girls outperform boys, both are performing well above the national average and show an upward trend when all schools are combined. Analysis of non-selective schools shows a downward trend for boys from 2016 to 2017, whilst the same time an upward trend for girls.



The progress of white British pupils is below national average and is the lowest of all the ethnic groups within Slough. There were 285 pupils of white British background in 2017. Of these pupils 66 were disadvantaged which represents 23% of the white British cohort.

Of the white British cohort who were not disadvantaged the progress 8 score was - 0.18 which is still below average. Only one non-selective school in Slough achieved a positive progress 8 score for white British pupils.



SEND

2016	All Pupils	Special Needs		
		No SEND	SEND	SEND Gap
National - State Funded Schools	49.9	53.3	31.2	22.1
Slough LA	54.9	58.1	38.4	19.7
Slough Non Selective	47.5	51.0	34.6	16.4
Slough Selective	69.7	70.0	64.8	5.2

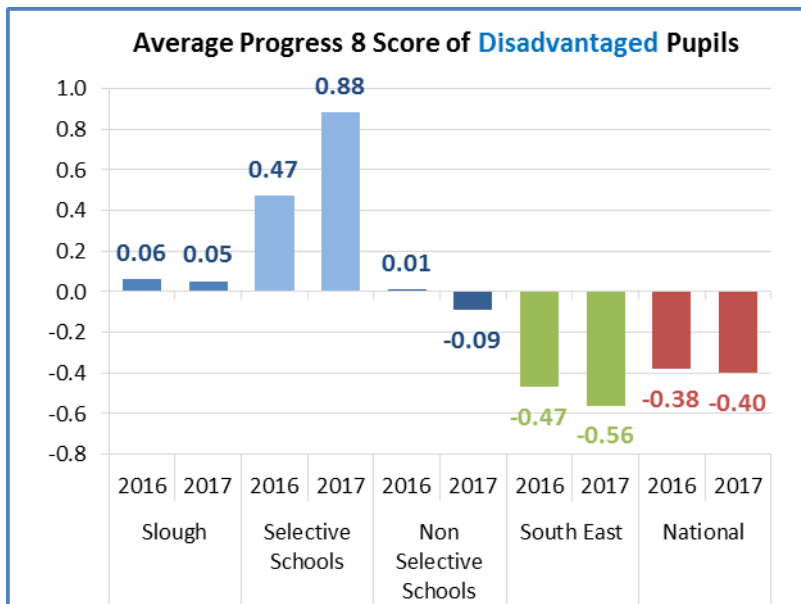
2017	All Pupils	Special Needs		
		No SEND	SEND	SEND Gap
National - State Funded Schools	63.9	70.4	25.0	45.4
Slough LA	73.4	79.5	34.7	44.8
Slough Non Selective	60.5	68.2	24.2	44.0
Slough Selective	99.8	99.8	100.0	0.2

At Ks4 pupils with SEND in Slough are doing better than pupils with SEND nationally, although the gap to non SEND pupils has widened.

Performance of Disadvantaged Pupils

Disadvantaged pupils are performing above the average of disadvantaged pupils nationally and in the South East in Progress 8 indicators. There has been a significant increase in selective schools from 2016 to 2017, but a small decline in non-selective schools from 2016 to 2017. Nevertheless, progress of disadvantaged pupils in non-selective schools is significantly better than that of disadvantaged pupils nationally.

Disadvantaged pupils



Focus on Public Health:

1. We will reduce overweight and obesity levels at year 6 to 36% by 2020.
2. We will continue to reduce smoking levels in all adults.
3. We will increase men's uptake of CardioWellness 4 Slough (CW4S) NHS Health Checks by ensuring at least 30% of representation is by men, yearly.
4. We will increase targeted uptake of CW4S by ensuring that 50% uptake is from deprived quintiles 2&3, yearly.

Reducing Obesity in Children

There has been a small reduction in Overweight and Obese students at Reception year, but a slight increase at Year 6. This is based on 2016/2017 NCMP data.

Highlights of activity to tackle obesity and overweight in Slough school children include:

Daily Mile

- 9 primary schools participate in *The Daily Mile* (An increase of 8 since June 2017). The outcome of this is that 4,500 children are now running for 15 minutes a day. Up to four additional schools are planning on taking up this offer later in 2018.

Active Movement

- 4 primary schools, 2 secondary schools and 1 Childrens Centre are now participating in [Active Movement. This means that](#) 4,000+ students and staff are now reducing their levels of sedentary behaviour daily.
- There were 2 articles in the Observer and 1 in the [Express](#), as well as a news piece on [Thames Valley TV](#) about our launch of Active Movement.

Lets Get Going

- 3 primary schools have signed up to *Let's Get Going* (healthy living intervention) in 2018. 1 Community programme also starting in spring time.
- 3 primary schools have signed up to Active Slough's tier 1 primary school weight loss intervention programme between Jan and June 2018.

Reducing Smoking

We are continuing to help local people quit smoking. Our “successfully quit” rate (number of people starting and completing a smoking cessation course, per 100,000 smokers) is higher than the national average; and highest in the South East.

This is data from **Q1-Q4 2016/17**. We have yet to receive full data for 2017/18 but we are on a similar trajectory to last year.

Percentage of those who successfully quit smoking

Slough 70.64% [741]

SE 52.33%

England 50.69%

Rate per 100,000 smokers

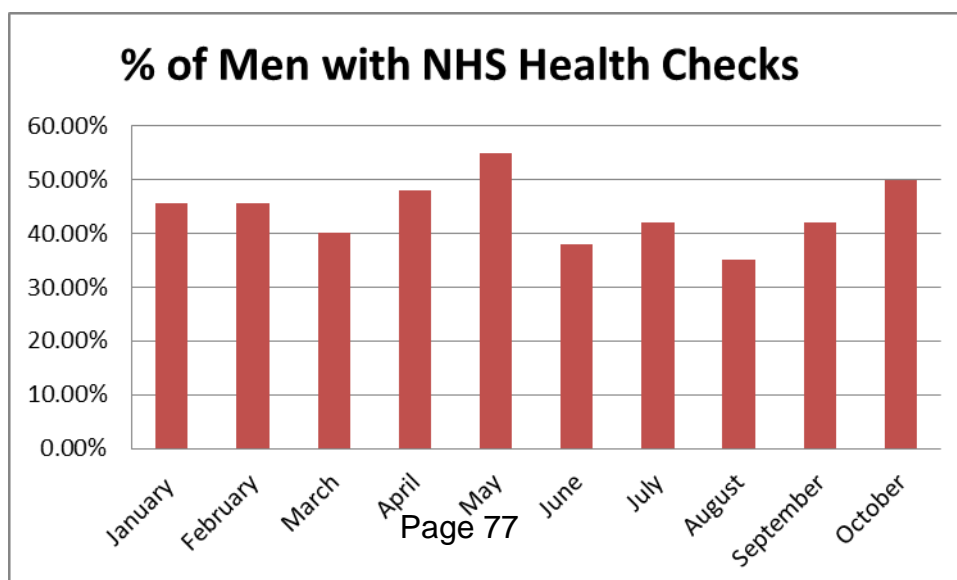
Slough 3,766

SE 2,054

England 2,248

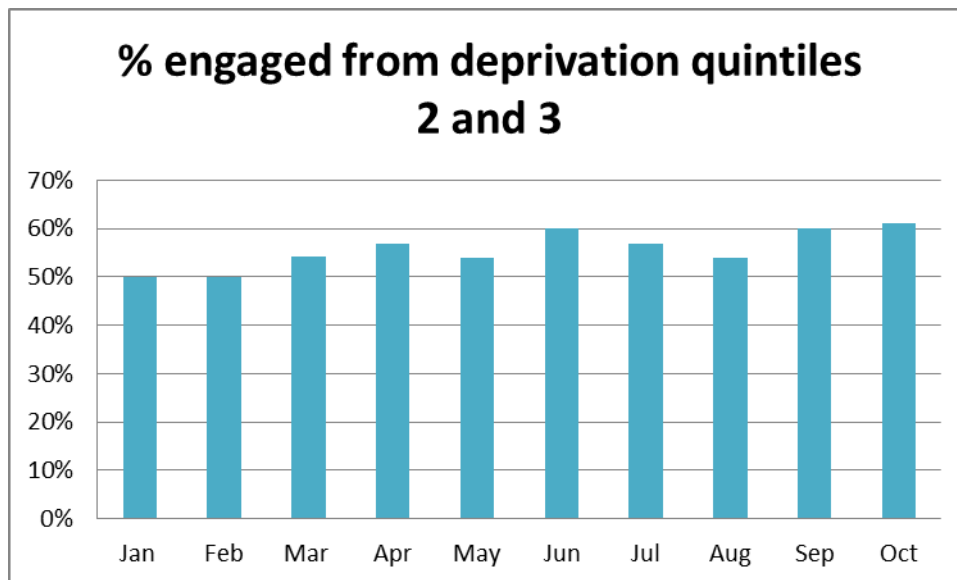
NHS Health Checks

The average uptake of NHS Health Checks for men in the period reported (Jan 2017-October 2017) is 44.1%. The graph below demonstrates that we have met and exceeded the set target since the programme's inception in January 2017.



CardioWellness4Slough (CW4S)

The average uptake of CW4S in the period reported is 56%. The graph below demonstrates the since the inception of the programme, we have met and achieved beyond the 50% uptake from deprived quintiles 2 & 3 target.



Focus on Housing:

We will:

1. Review who is eligible for social housing and regularly monitor the impact on different equality groups.
2. Ensure all of our social housing is of the highest standard to support those with disabilities and other special needs.
3. Enforce high standards in the private rented market.

Housing

A wide range of data is collected on tenants, applicants on the housing register and those in temporary accommodation. The current Housing Strategy has a strong focus on reducing the significant inequalities that exist in the local housing market and improving the availability and quality of social housing, particularly to vulnerable groups, such as the disabled, younger or older residents. The council currently owns and manages 7,100 properties across the borough and is the freeholder for around another 1700 houses.

Details of the Housing Strategy can be accessed at:

<http://www.slough.gov.uk/council/strategies-plans-and-policies/housing-strategy.asp>

The Housing team continues to use this data and review recent equality impact assessments to monitor housing allocations. The following table shows the ethnicity of all applicants re - housed by the council in the period 1.4.2017 – 31.12.2017. The largest ethnic groups represented are White British, Pakistani and White Other respectively.

AF - African	34
CB - Caribbean	18
IN - Indian	7
MA - Mixed White Asian	3
MB - Mixed White Black African	1
MC - Mixed White Black Caribbean	11
NS - Not Stated	8
OA - Other Asian	16
OB - Other Black	3
OM - Other Mixed	2
OT - Other	3
OW - Other White	50
PA - Pakistani	76
WB - White British	90
WI - White Irish	3
(blank)	
Grand Total	325

The following table represents the ethnicity of those on the housing register as of 31.12.2017.

AF - African	288
CB - Caribbean	91
IN - Indian	98
MA - Mixed White Asian	15
MB - Mixed White Black African	8
MC - Mixed White Black Caribbean	66
NS - Not Stated	36
OA - Other Asian	143
OB - Other Black	41
OM - Other Mixed	29
OT - Other	37
OW - Other White	393
PA - Pakistani	618

WB - White British	605
WI - White Irish	16
Bangladeshi	10
Grand Total	2484

Key statistics (relates to tenants):

- Most people who live in our homes are of working age, between 20 and 65.
- The following are the 3 most represented ethnicities in our properties:
 - White British
 - Pakistani
 - Other White
- 12.8% of people living in our homes have stated they have at least one disability.
- 40.5% of people on our housing register are aged 15 or younger.
- The following are the 3 most represented ethnicities of the main applicants on our housing register:
 - Pakistani
 - White British
 - Other White
- 5.9% of all applicants on our Housing Register have stated they have at least one disability.
- 49% of people in temporary accommodation are aged 15 or younger.
- 76% of the main tenants in temporary accommodation are women.

In terms of general service access, the council is striving to improve accessibility for disabled residents. In 2018, the council plans to launch a British Sign Language Video Relay Service at My Council (face to face and telephone) to better support deaf residents. Customer Service advisors have also benefitted from deaf awareness sessions, to improve their understanding of the issues deaf customers face when accessing council services.

The council also offers telephone and face to face interpretation services for those who need assistance in languages other than English.

Community Cohesion

Equality Objective: "Slough Borough Council will help to foster good community relations and cohesion"

We will:

- Celebrate Slough as a diverse and welcoming place
- Provide a leadership role on issues that impact on local community cohesion.
- Promote mutual respect and tolerance.
- Promote local democracy and civic engagement
- Champion equality and challenge prejudice
- Re-inforce civic values and democracy
- Promote dialogue and understanding between different groups
- Speak out against extremism, in all its forms

The council continues to lead, promote and participate in many activities which support community cohesion. Work is currently underway to review the Council's current approach to community cohesion and to set out for discussion a position/statement paper and an action plan to guide its future work.

A range of activities have taken place throughout 2017 to promote good community relations, dialogue and understanding between different groups – the following is snapshot of these activities:

Diverse Steps – Dance in Unity Event – 20 May 2017

The Members' Community Cohesion group hosted a major celebration of all communities in Slough which took place on Saturday, 20 May in the Town Square, Slough Town Centre. The aims of the event were to showcase the cultural diversity of communities in Slough through dance and entertainment. The event coincided with 'World Day for Cultural Diversity' – enhancing our understanding of acceptance of different cultures.

The event drew in large crowds in the town centre - over 150 participants took part in the event with 16 different groups performing dance styles from around the world. The event kicked off with a street procession which was led by Members of the Community Cohesion Group and performers.

Feedback from participant: “a great event – our children really enjoyed their participation. The sense of community cohesion brought about by these kind of events is more important than ever”.

Celebrate Chalvey Event

Community cohesion event organised in partnership with Neighbourhood Services, YMCA, the Police, local businesses and all members of the community. Included Chalvey Stories – stories of local people and their histories.

Slough Canal Festival

Around 5000 people attended the annual community festival in Bloom Park Langley on 10th & 11th September 2017. It was a weekend full of fun activities bringing communities together.

Black History Month celebration

Lydia Simmons, first black female Mayor of Slough, and ward councillor Madhuri Bedi celebrated Black History Month, with free foods from around the world, drumming taster sessions, and music and dance. The event took place from 11am-3pm on Saturday 21 October at Byron House, Longwood Park Office, Common Road, Langley, SL3 8TR

Teamwork and community spirit helped spruce up Baylis Park

The community volunteer day in Baylis Park was organised jointly with SNAP (Slough North Action Project), Councillor Fiza Matloob, Slough Amey and the council's parks and community safety teams. Around 20 volunteers came along to the historic walled garden to learn and take part in gardening activities such as rose and fruit pruning, tree planting and weeding and tidying the beds and borders.

Manor Park hosts community feedback event

Slough Borough Council hosted a drop in community feedback event at the Manor Park Community Centre in November alongside hundreds of local residents as well as representatives from, Thames Valley Police, the Ujala Foundation, Paving the Way and the Wildlife and Wetlands Trust.

The event was held to share feedback following a public consultation in March which asked residents to share their experiences of using the Manor Park community centre, surrounding park and adjacent Age Concern building. Residents had an opportunity to hear more about the plans being proposed for the community centre, hall and park following their initial feedback, as well as the work that has been carried out to date by councillors, council officers, community members and partner organisations.

Community groups Paving the Way and the Ujala Foundation organised a Winter Festival for local residents which took place in the main hall at Manor Park on the same day. The Winter Festival family fun day hosted stalls selling food, gifts, sweets, clothes and jewellery and offered free cake and face painting for children, as well as a range of fun activities. More than 300 people attended the event.

YES - Empoword – Regular spoken word workshops and performances bringing together a very diverse group of young people and adults. Poetry and music used to vocalise views on a wide range of issues and experiences

Spectrum - Slough young people's service has launched a new group called Spectrum in response to wide-ranging evidence of relative disadvantage experienced by LGBTQ young people.

Spectrum will have two main branches:

- a peer support and PSHE group (PSHE is personal, social, health and economic education)
- a youth voice group - focused on campaigning, local events, 'youth-proofing' policy.

The work of Spectrum will feed into Slough Youth Parliament. As well as this there will be opportunities for young people to take part in celebrations for LGBT History Month, trips, and events run by the British Youth Council.

Members' Community Cohesion Group

Members from the cross-party Community Cohesion Group issued statements of unity, condemning acts of violence and extremism throughout 2017.

Preventing Violent Extremism

In response to the threat from extremism and terrorism, and in line with its statutory responsibilities under the Counter Terrorism Act (2015), the council has continued with extensive awareness training for its entire staff. Throughout 2017, dedicated training took place for all front line staff, to recognise signs of radicalisation and understand reporting and support processes. This forms a mandatory part of the corporate training schedule for those in contact with vulnerable individuals and families.

SBC chairs the Channel Panel which offers voluntary support and interventions to those at risk of radicalisation.

Local partners coordinate work in this area through a Preventing Violent Extremism Co-ordination group, which meets regularly to address local issues and approaches.

Gender Pay Gap

In 2017, the government introduced legislation that made it statutory for organisations with over 250 employees to report annually on their gender pay gap. The gender pay gap shows the difference in average pay between all men and women in a workforce. It is different to *equal pay* – that is men and women being paid the same amount for the same or comparable work. It is unlawful to pay people differently for work of equal value because of their gender.

The legislation requires us to look specifically at the mean and median **hourly** pay rates, based on full time equivalent salaries. This takes into account actual annual salary wage gaps based on part-time working (most part-time workers are women). The gap reported is the percentage difference between men and women – the gender pay gap. The mean and median gender bonus gap, the proportion of men and women receiving a bonus and the proportion of men and women in each pay quartile are also reported as part of the requirements.

The figures are based on the payroll snapshot date of 31 March 2017. They have been independently audited by RHM HR Ltd and are based on all obtainable payroll data available to us for analysis, as per the regulations. The figures only relate to directly employed staff of Slough Borough Council. Agency workers, self-employed consultants etc. are not included as per the reporting regulations.

The figures show that on average (both median and mean), women earn 12.5% less than men. This is broadly in line with many public sector organisations, where pay scales and policies are robustly set and transparent, together with a range of policies which support women in the workforce. The national average gender pay gap is 18.4%.

Mean gender pay gap %	12.5%
Median gender pay gap %	12.5%

The council does not pay performance –related bonuses. Small payments (£250 and £500) are offered as long term service awards (20 and 30 years service respectively). In the period 1 April 2016- 31 March 2017, less than 10 staff received these payments, which totalled £3000. The very small number of both men and women receiving this payment has led to a bonus pay gap percentage figure of 25 % (mean and median) in favour of men and it needs to be viewed in this context.

Mean bonus gender pay gap %	25%
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Median bonus gender pay gap %	25%
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Males receiving a bonus payment %	0.6
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Females receiving a bonus payment %	0.6
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The quartile analysis below shows generally good representation, based on the overall workforce profile. However, there is a larger proportion of men in the upper most quartile, compared with the other quartiles.

The proportion of males and females in each quartile band

Males and females in the quartile pay bands; upper (U), upper middle (UM), lower middle (LM), lower (L)	Bands	Total no. employees in band	Females (%)	Males (%)
	U	232	59.5	40.5
	UM	233	68.7	31.3
	LM	232	79.3	20.7
	L	233	69.5	30.5

Initial analysis would point to several structural reasons for the pay gap: these include more men in more senior positions, more women in lower paid positions and women making up the majority of the part-time workforce (part time work tending to be in the lower salary bands). The broad nature of job roles within the council also means there is some obvious occupational segregation – some higher paid professional roles (engineers, surveyors etc.) tending to be male dominated and other lower paid roles (care assistant etc.) tending to be female dominated.

The council will be conducting a fuller analysis of these results and will develop an action plan to look at ways to further reduce the gender pay gap. These will include :

- reviewing our recruitment practices to remove any barriers that might be affecting the applications of women especially for more senior positions,
- addressing gender imbalance in particular roles and encouraging a wider applicant pool

- implementing flexible and SMART working for all aspects of business, where the needs of the service can be met
- mentoring and development schemes.

SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Paul Stimpson
 Planning Policy Lead Officer
(For all enquiries) (01753) 875820

WARD(S): Colnbrook with Poyle

PORTFOLIO: Cllr James Swindlehurst – Regeneration and Strategy
 Cllr Martin Carter – Planning and Transport

PART I
NON-KEY DECISION

RESPONSE TO HEATHROW AIRPORT CONSULTATION DOCUMENT**1 Purpose of Report**

- 1.1 The purpose of the report is to obtain Member's approval for the proposed response to the public consultation exercise for the expansion of Heathrow Airport with a third runway and associated development.

2 Recommendations

The Cabinet is requested to resolve that the responses to the questions raised in the Airport Expansion Consultation Document, which are set out in Appendix, 1 be agreed.

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

Actively responding to the consultation by seeking to address health, amenity and environmental issues will support the Slough Joint Wellbeing Strategy (SJWS) priorities of:

2. *Increasing life expectancy by focusing on inequalities*
3. *Improving mental health and wellbeing*

3b Five Year Plan Outcomes

Actively responding to the consultation by seeking to resolve outstanding issues so that the proposed development can go ahead in an acceptable way, will help to deliver the Five Year Plan outcome whereby:

Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents

3 Other Implications

- (a) Financial

There are no financial implications of the proposed action

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
That the responses to the questions raised in the Airport Expansion consultation Document be agreed.	Failure to engage in the consultation process would reduce the Council's ability to ensure that the proposed expansion of the airport is properly planned and proper mitigation is in place.	The Council is in close dialogue with Heathrow Airport Ltd. It has incorporated the expansion of Heathrow. with proper mitigation, into the emerging Local Plan. It is a member of the Heathrow Strategic Planning Group.	N/A	Continue to fully engage with Heathrow about expansion plans and keep current controls in place.

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act implications as a result of this report.

(d) Equalities Impact Assessment

There are no equalities implications as a result of this report.

5 Supporting Information
Introduction

5.1 The Government published a draft Airports National Policy Statement (NPS) in February 2017 which set out it's preference for a new northwest runway at Heathrow. The Cabinet at it's meeting on 18th April 2017 welcomed this, but set out a number of requirements for any proposal to meet and sought some clarification to ensure future decision making is made on a sound basis.

5.2 A second consultation on the NPS was carried out in September 2017 to allow updated evidence to be taken into account. A final version will now be produced this year which is expected to be the subject to a vote in Parliament in the first half of this year. Once approved this will provide the policy support for the third runway and set out the policy tests that the project must meet.

- 5.3 In the meantime Heathrow Airport has produced its consultation on its emerging proposals for what the expanded airport and necessary new infrastructure could look like and be operated. This is the subject of a 10 week public consultation exercise until 28th March.
- 5.4 Heathrow are then intending to carry out a second consultation on the proposed scheme which it intends to submit for planning approval through the Development Consent Order (DCO) process. This involves submitting the proposal to the Planning Inspectorate for a six month public examination period. At the end of this the Inspector will make a recommendation to the Secretary of State who will make the final decision.
- 5.5 Officers been heavily involved in discussions about the third runway, both through the Heathrow Strategic Planning Group (HSPG) and directly with Heathrow Airport. Whilst we have seen much of the supporting information, we did not see the contents of the public consultation documentation until the process began.

Lack of a Coherent Strategy

- 5.6 One of the problems with the current consultation is that the options are not presented as part of coherent strategies. The public is being asked to comment on a series of alternative uses for parcels of land, or elements of the new road layouts, without being able to understand how these fit together.

Lack of Options

- 5.7 The background papers set out an extensive range of options for all items but in many cases only a few of these are being presented to the public for consultation. In some cases there are no options at all.
- 5.8 The alignment of the proposed runway is, for example, fixed but there are options to move it east or west. There are no options for where the proposed runway apron and taxi ways should go which appear to be fixed and as a result have significant implications for where other pieces of infrastructure and roads can go. The route of the diverted M25 appears to be fixed.

New Implications

- 5.9 The publication of all of the information in the consultation document means that we now have the opportunity to assess some of the potentially serious implications of elements of the proposed design for the first time.
- 5.10 It has now become clear that it is proposed to raise the level of the new runway and taxi ways between 3 and 5 metres above ground level as they cross the M25. This could have serious impacts upon nearby residential property and upon Pippins School in terms of visual impact, increased noise and worsening air pollution.

5.11 It can be now seen that the diversion of the M25 by 150 metres to the west could involve the loss of residential properties at Elbow Meadow and part of the Galleymead Trading Estate.

5.12 It now appears that there could be demolitions of properties in Poyle Trading Estate for new roads which will add to the loss of employment and business rates in Slough.

5.13 The consultation document shows that proposed location of the runway would mean that the Public Safety Zone would extend over residential properties in Brands Hill which ever option is selected. This would seriously blight these properties.

5.14 Concerns about all of these issues have been included in the proposed responses to specific questions in Appendix 1.

Planning Issues

5.15 This Council's broad support for the expansion of Heathrow has been incorporating into the review of the Local Plan for Slough. One of the key elements of the "emerging" Preferred Spatial Strategy is to "*accommodate the proposed third runway at Heathrow and mitigate the Impact.*"

5.16 As part of this, it was agreed that the following planning principles should apply to any development at Heathrow which should:

- Protect Colnbrook and Poyle villages in a "Green Envelope"
- Enhance the Conservation Area and built realm.
- Prevent all through traffic but provided good public transport and cycle routes to the airport
- Provide for the replacement of Grundons energy from waste plant and the rail depot north of the new runway
- Ensure that there are good public transport links into Heathrow from Slough.
- Enlarge the Poyle Trading Estate for airport related development but with access only from the M25.
- Provide mitigation for the Colne Valley Park and ensure that existing connectivity is maintained through Crown Meadow.
- Develop tangible measures to improve air quality in the Heathrow area
- Ensure that all homes in the Borough that are eligible for noise insulation are provided for under the Quieter Homes Scheme.

5.17 Elements of the proposed consultation are in direct conflict with these principles.

5.18 For example new infrastructure and multiple forms of new development are proposed within the "Green Envelope" around the villages.

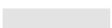





5.18 A major new road is proposed through Colnbrook and Poyle area which would increase traffic and have serious impacts upon the environment and amenities of residents. The 4 options for this road are shown in Figure 1 below.

Figure 1: Options for the relocation of the A 3044 through Colnbrook & Poyle



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Key

-  Current Heathrow boundary
-  Illustrative airport expansion boundary
-  Proposed north west runway
-  Potential A3044 alignment
-  Potential A3044 underpass
-  Existing A3044 alignment

- 5.19 All of these options would replace the existing A3044 Stanwell Moor Road and the Western Perimeter Road, which form part of two ring roads around the airport, with a new road through or around Colnbrook and Poyle. In addition to taking all of the diverted traffic it would provide a rat run between the M4 and M25. All of this traffic would pass through the Brands Hill Air Quality Management Area.
- 5.20 It is proposed that a strong objection is made to all of these 4 options and the option of an alternative route to the east of the M25 motorway be brought forward.
- 5.21 There are no proposed public transport or cycling routes from Colnbrook and Poyle to the airport to compensate for the closure of the Old Bath Road. This means that residents will have much worse access to jobs and flights.
- 5.22 At the same time none of the proposed new road networks will provide as direct access for buses from Langley and Slough as there is at present. There are no dedicated public transport links proposed and all routes will take much longer to get to the terminals. As a result it is not clear how Heathrow will be able to meet the modal shift targets that it has been set.
- 5.23 No provision has been made to replace Grundons energy from waste plant.
- 5.24 There could be the loss of existing business premises in Poyle in order to accommodate new roads and new junctions. This, along with the potential land take for other infrastructure and non employment generating uses, could limit the Council's ambitions to expand the Poyle Trading Estate for airport related employment uses.
- 5.25 It is considered that all of these issues demonstrate a disregard for this Council's objectives and proposals for mitigating the impact of the expanded airport in a way that will allow it to successfully go ahead.

Detailed Response to the Consultation Document

- 5.26 The Consultation Document sets out a series of specific questions. It is important that we answer all of these at this stage in order to influence future decisions and show that we have participated fully in the consultation process.
- 5.27 A short analysis of each question and a proposed response is set out in Appendix 1 for approval.

6 Comments of Other Committees

- 6.1 There are no comments from other Committees about this specific consultation. It should be noted that the "planning principles" for Heathrow, which are set out in paragraph 5.16 above, were approved by the Planning Committee as part of the emerging Preferred Spatial Strategy for Slough.

7 Conclusion

- 7.1 The current consultation on the expansion of Heathrow is an important early stage in developing the proposals for the third runway and its associated uses. This has identified a number of elements which could have an unacceptable impact upon Colnbrook and Poyle. As a result it is proposed that the Council raises appropriate objections to some of the options being proposed.
- 7.2 This does not affect the Councils overall position of seeking to accommodate the expansion of Heathrow subject to all of the necessary mitigation measures being put in place.

8 Appendices

Appendix 1 – Proposed Responses to the Detailed Questions in the Airport Expansion Consultation Document

9 Background Papers

Airport Expansion Consultation Document – HAL – January 2018
UK Airspace Change Consultation – January 2018

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PROPOSED RESPONSE TO THE SPECIFIC QUESTIONS IN THE AIRPORT EXPANSION CONSULTATION DOCUMENT

Introduction

This sets out a short analysis and Slough Borough Council's proposed response to the specific questions that are set out in the Airport Expansion Consultation Document (January 2018).

The response to Questions is in the same order in which they appear in the consultation Document.

2.1 Runway Location

The draft National Policy Statement specified that the runway has to be to the northwest of Heathrow.

As a result there is limited scope as to where it can go. HAL have fixed the alignment just over 1,000 metres north of the existing runway which is the required separation distance to enable independent flight operations i.e. two runways can be used simultaneously for landing and takeover.

They are, however, consulting on how long the runway should be and whether it could be moved to the east or west. Although the preference (as stated in the draft NPS) is for a 3,500 metre long runway, in order to give maximum flexibility (i.e. allows the largest commercial aircraft to take-off and land on the runway and allows for steeper decent and take off pathways (land and take off further down the runway (called displaced thresholds) which may reduce noise to wider communities), there is the option of having a 3,200 metre runway.

Two of the options would mean that the Public Safety Zone would extend to some residential properties in Brands Hill.

A new factor that has been introduced in this consultation is the proposal to raise the runway on an embankment of 3 to 5 metres high as it crosses the M25 before coming down close to ground level near Colnbrook. This will potentially increase the impact of the new runway upon the surrounding area in terms of its visibility, noise and potentially impact upon air quality.

Because of the need for taxi ways, all of the options involve substantial additional land take to the south of the runway which would bring the airport south of the Colnbrook bypass. This would eat into the "green envelope" that we would want to see preserved around Colnbrook village.

In fact the proposals also include additional airport supporting operations (fuel depots and de-icing equipment and vehicles) using land south of the airport boundary as outlined in the information leaflet for Poyle, Colnbrook, Brands Hill. This encroachment is significant within green envelope and estimated airport operations are only located only 150m from residential properties on Coleridge Crescent and 300m from Pippins School.

Question:

Please tell us what you think about the options for the new runway.

What factors do you think should be important in fixing the precise location and length of the runway?

It is considered that Option A2, for a 3,200m runway located to the east, is the preferred option for Slough. The key factors for fixing the location and the length of the runway should be:

- the proximity of runway and taxiways and supporting airport operations to residential property and the Pippins school in Poyle village;
- The need to reduce the environmental and visual impacts on the residents and schools within Poyle and Colnbrook Village and Brands Hill; and
- and the need to reduce the amount of residential development that will be within the Public Safety Zone at Brands Hill.

Details of the proposed elevation of the runway should be provided in three dimensional form so that the visual impact can be assessed as the runway is to be located on an embankment over the M25 at a height of 3 to 5 metres. The runway way will level off either side towards Colnbrook and Simpson

Details of the amount of land raising needed for the runway and how this will be imported into the area needs to be provided.

Clarification should be sought as to how the area affected by the proposed Public Safety Zone can be safeguarded against inappropriate development in the short term and what effect the designation of a new zone will have upon existing residential property within it.

Consideration should be given to whether residential development located within the Public Safety Zone should fall within the Compulsory Purchase Zone.

Details of the specific environmental impacts and their mitigation of the proposed runway and taxiway and associated airport operations on residential, schools and other sensitive receptors in Slough shall be provided.

2.2 Terminals, Satellites and Aprons

The consultation document has identified three areas for possible new terminals although it is possible that all three may be needed.

These are:

- Area 1 – East: Expansion of Terminal 2 and the eastern apron
- Area 2 – West: Expansion of Terminal 5 and the western apron
- Area 3 – North: A new satellite and apron between the new north west runway and what will become the central runway

Question:

What factors do you think should be important in locating new terminal and apron space?

The new terminal should be located where direct, easy access can be provided for public transport.

The new terminal should be located and integrated into the airport in a way that gives access to taxi ways and runways in a way which reduces the need for surface aircraft runs and reduces emissions.

Rerouting roads to new terminals using tunnels as necessary for coaches, buses and taxis

A focus to the west may enable direct access points to be developed off the M25 and A0344 (if located in the east side of the M25) thus reducing need to travel around the airport.

The north zone should not prevent the potential to connect the re-routed A3044 to the A4 Option 6C on the east side of the M25, an option which Heathrow are currently not pursuing.

2.3 Taxiways

Three new taxiways may be needed to link the new runway and make aircraft movements more efficient. These are:

- Area 1 – West of T5 and existing southern runway
- Area 2 - West of what will become the central area (existing northern runway)
- Area 3 – North and south of what will become the central area.

The first two proposals will bring the operational area of the airport closer to the M25 and Poyle Village (within 500m of residents and school).

It is not clear how they relate to the options for the terminals. There is a need for a composite plan to understand how the various options for the runway, terminals and taxiways could operate. It is also unclear why Area 1 and 2 need to extend so far west of the current airport boundary and existing runways taking so much potential land take that could instead be used to reposition the A3044 east of the M25 (our preferred option not included in the consultation).

The proposal to provide the taxiways south of the third runway will involve substantial additional land take to the south of the runway which would bring the airport south of the Colnbrook bypass. This would eat into the “green envelope” that we would want to see preserved around Colnbrook village.

It would also bring aircraft very close to existing residential and a school (within 300m of the school and 200m to nearest residential properties in Poyle Village which could be significantly affected by the visual intrusion of the planes, noise, air quality and the smell of aviation fuel. **Question:**

What factors do you think should be important in deciding the location of new taxiways?

The further expansion of the operational area of the airport for uses such as new taxiways cannot be considered in isolation from the need to make decisions about other infrastructure requirements such as roads.

The need to replace the Western Perimeter Road for example, which isn't currently planned for, could have a significant impact upon the ability to provide space for new taxiways to the west of the airport.

The location of the taxiways should not be the prime consideration which dictates the layout of the expanded airport and supporting infrastructure.

The amount of land taken for the proposed taxiway south of the third runway should be reduced in order to retain a “green envelope” around Colnbrook village and protect the environment and amenities of existing residential properties and the school which could be affected by the visual intrusion of the planes, noise, air quality and the smell of aviation fuel.

Area 1 and Areas 2 new taxiways should be relocated much closer to the existing airport boundary to reduce the impact on residents of Poyle and to allow for more local road options and re-routing options.

Roads

Expanding Heathrow will result in changes to the road network and existing traffic flows. It will be necessary to realign the M25 so that it can go in a tunnel under the new roundabout. There will also have to be changes to the junctions on the M25. The A4 will have to be realigned and it is proposed to replace the

A3044 Stanwell Moor Road and the Western and Northern Perimeter Roads to provide north south connectivity.

2.4 M25 Alignment

The proposed construction of the third runway will extend over the M25 motorway. Options have been considered which would involve bridging the runway over the Motorway or diverting it to the west of the runway. The current proposal is to move the M25 150 metres to the west and lower it by 7 metres into a tunnel under the runway. This would enable the M25 to remain open.

It would also require the runway to be raised by between 3 and 5 metres as it crosses the M25.

The option of diverting the M25 to the east is presented for public consultation because the land is needed for the new taxiways.

The only option being consulted upon is whether to have collector/distributor roads alongside the M25 through the tunnel in order to provide journey times for traffic. This would be a more expensive option.

Question:

Please tell us what you think about the re positioning of the M25.

The consultation raises two major issues that had not previously been made clear. The first is the proposed realignment of the M25 is much further to the west than had been assumed and now appears to be potentially affecting residential property at Elbow Meadow as well as the Galleymead Trading Estate. It will also bring the new motorway closer to existing residential property in Poyle and Pippins School. By taking up this space it will also have a knock on effect in terms of where other potential new roads and infrastructure can go.

The other major issues is the proposal to raise the runway and taxi ways up to 5 metres above ground level as they cross the M25. This will make the impact upon nearby residential property and upon Pippins School even more serious in terms of visual impact, increased noise and worsening air pollution.

As a result the council does not support this proposal in its entirety and would request that further consideration should be given to a realignment which reduces land take to the west, reduces the need to demolish so much property and avoids the need to raise the runway by 3 to 5 metres in close proximity to the residential properties and school.

The Council would prefer the option that included collector distributor roads provided this did not inhibit also having a new perimeter road to the east.

2.5 M25 Junctions

The proposed westward expansion of the airport to accommodate the taxi ways means that Junction 14a of the M25, which currently gives direct access to Terminal 5, would have to be closed. In order to accommodate the additional traffic, major changes to Junction 14 would be required which would require the demolition of some property at Poyle Trading Estate.

Even without the loss of J14a there would need to be some improvements to Junction 14.

The consultation groups the proposals into Family 1 (in which both Junction 14 and 14a are retained) and Family 2 (in which Junction 14a is closed)

Question:

Please tell us which family of options you prefer for the alterations to Junctions 14 and 14a and reasons why.

The Council would need to see more detail of the Family 1 option before providing full support. It appears to be the better option because it provides better connectivity to the airport. It also reduces the need for further land take to expand Junction 14.

The Family 2 Option would have the disadvantage of removing the existing direct access into Terminal 5 from the M25 and put more traffic onto local roads and local road junctions.

The need for the extensive remodelling of Junction 14 would be expensive and result in a significant land take. It is not clear whether this would improve access to the Poyle Trading estate or make it worse. It is not clear how this would fit with Option 2a, Option 2ai and Option 3d for the A3044 replacement.

The Council does not therefore support Family 2 option because it will reduce connectivity to the airport.

Even if Junction 14a is not retained to provide access to terminal 5 for general traffic from the M25, it is considered that it should be retained to provide public transport links into the terminal from a replacement Western Perimeter Road which would run east of the M25. It should also be retained to provide direct public transport and cycling access from Colnbrook and Poyle into Terminal 5 as a replacement for the Old Bath Road. Consideration should also be given to whether the junction could be retained and modified to provide direct access from Poyle Trading Estate without having to go through Junction 14.

1.6 Local Roads

A4 Diversion

As a result of the construction of the third runway the section of the A4 between Colnbrook and Sipson will be removed. This will affect both the locality and the airport.

As a result the consultation document contains three options for diverting the A4.

Option 2E involves diverting the A4 north of the new runway, bypassing both Harmondsworth and Sipson before connecting through a short tunnel under the runway back onto the existing route of the A4

Option 3A is similar to 2E except that instead of tunnelling south the new road would continue eastwards to meet the M4 spur road at a new junction just south of Junction 4 of the M4

Option 6C involves diverting the A4 to the south of the new runway, north of Colnbrook and Poyle, before it would cross the M25 and then tunnel under the airport before re-joining the A4 to the west of the M4 Spur Road. This would be the most complex and costly option.

All of these options need to be considered in conjunction with the options for the A3044 which are discussed below.

Question:

Please tell us which option you prefer for the diversion of the A4 and the reasons why.

The A4 currently provides a number of functions. It provides access to local property, an important bus route, a secondary route from the M4 into the central terminals and forms part of the outer "ring road" for the Airport.

It should be noted that all traffic on the A4 to the west of the airport has to pass through the Brands Hill Air Quality Management Area and so this needs to be considered as a factor in terms of the amount of traffic that will be attracted to the diverted route.

The stated main purpose of the proposed options appears to be to provide easy access for those making local journeys. It is considered that this is the basis upon which the proposed options should be judged with particular emphasis upon the need to provide improved bus routes.

Option 2E increases journey time for those travelling to the airport. This route does not improve public transport links and will result in the modal shift target not being met. This route also cuts accessibility to public transport which is already constrained and therefore provides no options for residents/passengers/employees to access bus services to the airport.

Option 3A also significantly increases journey time for those wishing to travel by public transport to the airport. This options also increases the need for connections for passengers and employees using the airport.

Option 6C which diverts the A4 south of the new runway does not appear to meet the basic criteria of providing access to properties to the north of the runway. The proposed rail depot and any remaining parts of the Lakeside Road industrial area plus the sewage works will require an access road and so the diverted A4 should provide this function.

Option 6C would also bring a new road through the Conlbook village “Green Envelope” and add to the adverse environmental impacts upon residential property and Pippins School.

In general the Council does not support any of the proposed A4 diversions because they fail to provide direct or dedicated routes for public transport into the airport.

The three options provide no improved capacity for traffic in an already congested location furthermore and more importantly the lack of capacity indicates that the road network has not allowed for improving public transport to meet the modal shift target of 55% by 2040. Options 2E and 3A isolate the community from connecting to the airport when approximately 30% of the population work at the airport.

A3044 Replacement

The consultation document acknowledges that:

“Heathrow currently benefits from two ring roads that surround the airport, routes for through traffic and routes to and from local communities. The inner ring is formed by the airport Perimeter Road (Northern, Western, Eastern and Southern) and the outer ring by the A4, A312, A30 and A3044.”

The consultation states that “We are proposing a replacement route to re provide *local* connections”. This is not, however, what the new road through Colnbrook and Poyle is proposed to do. This is effectively intended to replace the two “ring roads” around the airport and will create a potential short cut for traffic going to and from the M4 and M25 avoiding junction 14.

At the same time accessibility to the airport for local residents will be lost as a result of the closure of the Old Bath Road.

Option 2a involves a north-south route that would connect from the newly re aligned A4 north of the new runway in a tunnel under the runway, through Galley Mead Trading Estate and the south east corner of Poyle Trading Estate

to the Horton Road. This would be complex and costly to deliver and would result in the loss of some commercial property.

Option 2ai would be similar to Option 2a but connect to the realigned A4 south of the new runway therefore avoiding the need for a tunnel. . It also assumes that there would be a road through the Colnbrook village “Green Envelope” with the resultant harm that this would bring.

Option 3d would be exactly the same as Option 3ai except that it would connect onto a purpose built east west road which would not form part of the A4 replacement.

Option 3g would involve building a new road from the A4 through the Crown Meadow public open space and then going along the Horton Road which would then link up with Junction 14 of the M25. This would avoid property loss but bring through traffic closed to existing communities.

The consultation is therefore proposing four options for the replacement of the A3044 to the west of the M25 through the Colnbrook and Poyle area which will create a new though route where one does not exist.

The only through route is currently along the A4 Colnbrook bypass. There is no other through route because of the ban on through traffic in Colnbrook High Street. Local people can access Heathrow via the Old Bath Road. HGV traffic serving the Poyle Trading Estate is proposed to be restricted to using Junction 14 of the M25 and so there is no through route for HGV traffic.

Question:

Please tell us which option you prefer for the diversion of the A4 and the reasons why.

All of these options would replace the existing A3044 Stanwell Moor Road and the Western Perimeter Road, which form part of two ring roads around the airport, with a new road through or around Colnbrook and Poyle. In addition to taking all of the diverted traffic it would provide a rat run between the M4 and M25. All of this traffic would pass through the Brands Hill Air Quality Management Area.

None of the options are acceptable to Slough due to loss of industrial and residential land and the environmental impact on residents and the school.

All options would increase congestion in the area without improving accessibility for local people or improving public transport access to the airport.

The Council therefore strongly objects to all 4 options on traffic, environmental, amenity and air quality grounds.

It is recommended that Heathrow should explore the option of replacing the A3044 to the east of the M25 with a new Perimeter Road which connect with the realigned A4 to the north of the runway through a tunnel in a similar way to Option 2a.

This would replace some of the accessibility to the airport, including public transport accessibility, that will be lost as a result of the closure of the A3044 Stanwell Moor Road and Western Perimeter Road. It would avoid the unacceptable impacts upon the Colnbrook and Poyle area.

Stanwell Moor Junction

Changes to the road network, including the closure of the A3044 Stanwell Moor Road and Western could result in the need to upgrade the Stanwell Moor junction on the A3113 Airport Way.

Four options have been proposed, all of which are quite complex.

Question:

Please tell us which option you prefer for the Stanwell Moor junction and the reasons why.

The council has no specific view on this option however Option 2 maintains the connectivity with junction 14 and results in less impact for those accessing the airport.

It is suggested, however, that if Junction 14a on the M25 was retained and a new perimeter road provided to the east of the M25, as suggested above, the proposals for the reconstruction of Stanwell Moor junction would have to be reconsidered.

Central Terminal Access

The consultation states that it will be important to improve access to the Central Terminal Area.

Two options are proposed, both of which involve a new tunnel.

Option S5 involves re-using the existing airside cargo tunnel and building a new one for cargo elsewhere.

Option S6 involves building a purpose built new tunnel.

Please tell us what you think of the options to improve access to the central Terminal Area.

The council does not have a strong view on these options however it is important that the new tunnels are dedicated for public transport only and not for through traffic as this goes against the principle of making the airport more sustainable.

2.7 River Diversions

The Longford river and Duke of Northumberland's river were previously diverted when T5 was built. The only viable option is to divert both of these rivers in a tunnel under the third runway.

The Colne river and Wraysbury river could be diverted around the third runway in an open channel but this would involve complex construction and the need to cross the M4 and M25 motorways. As all of the options involve diverting both of these rivers in a tunnel under the third runway.

The Colne Brook is the only river where there is the option to divert it in an open channel around the airport or further west through Crown Meadow. It is considered that the latter option should be supported as the best way of helping to provide habitat connectivity and enhancing the landscape. It would also enhance the amenity of the Colne Valley Way footpath cycleway which should also be diverted through Crown Meadow.

Flood Storage

The new runway will be built partly in the flood plain and so will require replacement flood storage to be provided elsewhere in order to ensure that there is no increased risk of flooding.

The consultation is proposing two options for dealing with this. The first is to provide on airport flood storage. This would involve building expensive complex structures under the runway.

The second would involve new upstream storage in locations as far north as Denham.

One of the sites that has been identified for this is the land north of the A4 Colnbrook bypass which will be required for the proposed rail depot and as a possible location for the replacement of the Grundons energy from waste plant.

Question:

Please tell us what you think about the options for the diversion of rivers and the approaches to replacement flood storage.

It is considered that in principle, the maximum amount of river courses should be maintained in natural open channels in order to maintain habitat connectivity and maximise the quality of the landscape and amenity value of the area. The routing of the Colne Brook should be planned in conjunction with proposals to improve the connectivity of the Colne Valley Park in this location and replace the Colne Valley Way.

As a result Option C1E is preferred which would involve the more extensive western diversion of the channel around Colnbrook village.

It is considered that new upstream flood storage is the preferred option because it will provide the opportunity to improve the landscape within the Colne Valley Park.

The Council objects to the use of the site West of Orlits Lake being used for flood storage because this area should be used for the proposed rail depot and the potential replacement of the Grundons energy from waste plant.

The new replacement flood storage should be sufficient to reduce the risk of flooding on all sites that may be developed for airport related infrastructure and employment. It should be sufficient to reduce the risk of flooding within the existing built up areas of Colnbrook and Poyle.

2.8 Airport Supporting Facilities and Airport Related Development

Airport support services include cargo facilities, truck parking, fuel depots, water and waste water treatment facilities, energy generation, on site airport vehicles and plant, aircraft maintenance and repair and testing and car parking. The main issue with these facilities are their proximity to residential and sensitive receptors due to noise impact and air quality, dust, and odours.

The consultation identifies a number of sites in Brands Hills, Colnbrook and Poyle to support airport operations and airport related development these are illustrated in the Heathrow Expansion – Information for Poyle, Colnbrook and Brands Hill communities note.

Question:

Please tell us what you think about the locations and sites that we have identified as being potentially suitable for airport supporting facilities.

It is considered that all of the sites to the north of the proposed runway and A4 should be retained for the proposed rail depot and possible relocation of Grundons.

It is considered that the two sites south of the new runway should form part of the Colnbrook village “Green Envelope” and so should not be developed.

The site south of Poyle Trading Estate could be used for a range of airport related employment uses.

Car Parking

The construction of the new runway would result in the loss of a lot of existing car parking. As a result it is proposed to re provide this using a smaller number of sites in multilevel sites close to the main local access routes.

One of the potential new parking sites is to the west of Poyle Trading Estate.

Question:

Please tell us what you think about our approach to providing car parking and the potential site options we have identified.

It is considered that car parking should be included within the airport where possible. All parking provision should be included within the car parking cap of 42,000 whether it is within the airport or not. All car parking should be counted when considering whether the airport has met its modal shift targets. Bus trips from off site car parks should not count as being by non car mode.

Area 2 Only one site within Slough has been identified as a potential car park which is the area west of the Poyle Trading Estate. It is not considered that this is a suitable location for a car park because it would take traffic away from the airport and add to congestion. If this site is to be developed it should be for airport related employment uses.

The Council objects to the proposal to have a car parking area west of Poyle which would add to congestion in the area and prevent the site from being used for other airport related employment uses.

2.9 Land Uses Affected by Expansion

The consultation identifies a number of major facilities which could be affected by the expansion of the airport.

The Immigration Removal Centres to the north of the A4 would be demolished to make way for the runway. Five possible locations to replace these have been identified but none of them are in Slough.

The Grondon's Lakeside energy from waste facility will also be demolished and the Total Fuel Depot at Poyle would be cut off.

Question:

Do you have any comments on the land uses that will be affected by Heathrow's expansion.

Please tell us what you think about the sites identified for the relocation of the Immigration Removal Centres, and if you have a preference please tell us why.

With regards to Grondon' the consultation document says that studies are underway to identify suitable relocation sites in the local area and further afield. It is considered that the simplest solution is to relocate it on a like for like basis north of the third runway next to the M4.

The consultation document has identified two alternative locations for the Total Fuel Depot which is currently in Poyle. These are to the north east and south west of the M4/M25 interchange. It is considered that priority should be given to the provision of a multi purpose rail depot south of the M4 which means that the north east location would be preferred for the Total Fuel Depot.

The consultation document states that HAL are working with British Airways to identify a suitable replacement site for their offices but does not give any further details.

It is considered that the new BA Headquarters could be built in Slough town centre.

The Council has no comments on the alternative locations for the Immigration Removal Centres.

2.10 Airport Related Development The development of Heathrow will increase the demand for airport related developments such as hotels and commercial facilities including offices and warehousing.

The consultation document identifies a large number of sites for airport related developments in Colnbrook and Poyle. Many of these overlap with proposals for other uses such as Airport Supporting Facilities.

Question:

Please tell us what you think about the locations and sites that we have identified as being potentially suitable for airport related development.

It is considered that all of the sites to the north of the proposed runway and A4 should be retained for the proposed rail depot and possible relocation of Grundons.

It is considered that the sites which form part of the Colnbrook village “Green Envelope” and so should not be developed.

The sites to the west, east and south of Poyle Trading Estate could be used for a range of airport related employment uses.

Question:

Do you have any views on how the demand for additional airport related development such as hotels and offices might be best delivered?

Some airport related development such as hotels and offices can be accommodated in places like Slough town centre which will have very good access to Heathrow once the Western Rail Connection has been built.

Question:

Please tell us how you think we should best bring the various components together to build our masterplan for the expansion of the airport and what factors you think should be most important in our decision making.

One of the problems with the current consultation is that the options are not presented as part of coherent strategies. The public is being asked to comment on a series of alternative uses for parcels of land, or elements of the new road layouts, without being able to understand how these fit together.

It is considered that within the Colnbrook and Poyle area the proposed masterplan should take account of the following planning principles in that any development should:

- Protect Colnbrook and Poyle villages in a “Green Envelope”
- Enhance the Conservation Area and built realm.
- Prevent all through traffic but provided good public transport and cycle routes to the airport
- Provide for the replacement of Grundons energy from waste plant and the rail depot north of the new runway

- Ensure that there are good public transport links into Heathrow from Slough.
- Enlarge the Poyle Trading Estate for airport related development but with access only from the M25.
- Provide mitigation for the Colne Valley Park and ensure that existing connectivity is maintained through Crown Meadow.
- Develop tangible measures to improve air quality in the Heathrow area
- Ensure that all homes in the Borough that are eligible for noise insulation are provided for under the Quieter Homes Scheme.

In addition CAZ Emission standards should be required on all airport related development and dedicated ULEV corridors provided for public transport and shuttle services.

2.11 Construction

The consultation identifies an large number of possible sites that could be used in the construction along with the approach that is proposed for managing the effects of construction.

Question:

Please tell us what you think about the sites we have identified as potential construction sites and the approaches we are considering to manage the effects.

It is considered that the area north of the runway and A4 should be one of the primary areas for construction activity focused upon the rail head.

The area south of the A4 within the Colnbrook “Green Envelope” should not be used for construction purposes because of the need to protect existing residents and the school and carry out appropriate planning and mitigation measures as soon as possible.

The area south of Poyle Trading Estate could be used as a temporary construction site provided there is no traffic routed from here through Colnbrook and Poyle.

The overall approach to construction is supported which includes the use of rail freight, low emission vehicles, pre-booked slots, pre-assembly off site, dedicated bus services for construction workers, just in time deliveries, code of construction practice, and local skills development and apprenticeships.

As significant land take is needed in Slough to enable the airport expansion to proceed, including temporary construction site around the 3rd runway it is important the environmental impacts are carefully managed and mitigated.

Slough should benefit from the majority of apprenticeship schemes that will be run by construction companies awarded contracts.

A dedicated low emission bus service shall be implemented to transport construction workers along the A4 – and it shall be linked to the Slough MRT A4. It should be accessible to the whole community during the day and weekend.

Detailed air quality impact assessments shall be carried out including for HGV movements on the public highway.

All construction vehicles must meet CAZ standards as they will need to travel through the M4 AQMA and Brands Hill AQMA.

Construction HGV Routes shall be agreed and legally binding and enforceable though ANPR cameras they shall avoid Colnbrook, Poyle and Langley Villages

All plant and equipment above 37kW shall meet NRMM London Standards on site.

All Cement batching works shall take place a minimum of 400m from residential properties to avoid dust impacts.

Dust and Particulate monitoring shall be carried out on construction site boundaries and beyond if necessary within residents gardens.

A clear, logical, detailed Construction Environmental Management Plan must be developed and consulted on with Slough and other neighbouring authorities to ensure all practicable measures to minimise environmental harm are taken.

Noise impact assessment, shall also include enforceable noise limits that cannot be breached during the construction phase.

Consideration to temporary housing and compensation shall be given for residents who are significantly impacted by the construction work.

Construction operating hours shall be legally binding, night time works shall only be permitted for special operational circumstances (i.e. wide loads) and emergencies.

Careful siting of floodlights to avoid glare and nuisance impacts to residents.

It is important that adequate provision is made for temporary accommodation for construction workers as part of the overall strategy in order to avoid existing residential areas becoming swamped with Houses in Multiple Occupation.

4. Managing the Effects of Expansion

4.1 Property Compensation, Property Hardship, Land Acquisition

Question:

Please tell us what you think about our property policies?

- It is too simplistic a policy to assume only properties within the Heathrow airport expansion boundary will be fall within the Compulsory Purchase Zone – it is clear that works on re-routeing roads, and associated development to enable to expansion will also need to be compulsory purchased.
- These need to be identified and clearly labelled on the maps – it is important that Slough has access to this information at the earliest opportunity.
- The policy does not include for the loss of community buildings and schools and it should be updated and adopted to allow for purchase of these buildings where they are likely to be significantly impacted.
- From our initial view of the Heathrow Consultation we have identified Pippins School as a site that may need to be CPO and re-provided for in a more sustainable location, and we require dialogue with Heathrow to consider the re-provision of the school and to rebuild it in another more suitable location and compensate for the loss of this important community educational facility.
- The re-alignment of the M25 and re-routeing of the A3044 will potentially results in the loss of residential properties in Elbow Meadows, these need to be identified within the CPO map.

4.2 Noise

Heathrow approach to noise is based on the International Civil Aviation Organisation balanced approach of reducing noise at source (quieter planes); land use planning and management (quieter airport design and noise insulation); noise abatement operating procedures (quieter operations) and operating restrictions (i.e. ban on night flights). Heathrow considers community engagement to be a significant element of our approach.

The revised ANPS (*final policy still to be published*) set outs mitigation measures that Heathrow should deliver. The noise measures are summarised as follows:

- Noise Envelope (framework for noise management)
- Respite through runway alternation
- Quieter airport design and layout
- Airspace design (see comments on airspace consultation below)

- Noise insulation Scheme
- Minimising the effects of noise from night flights and ban on Scheduled Night Flights

Noise Envelope: is a framework for the sustainable management and control of the effects of noise that balances growth and noise reduction and provides certainty about how noise will be addressed for the long term:

Heathrow are proposing to form a Noise Envelope Design Group (NEDG) which will include community and stakeholder representatives who are on the Community Noise Forum, along with recognised noise experts. The NEDG will provide a forum for exploring ideas, developing plans and where possible reach agreement amongst stakeholders for defining and implementing a noise envelope. The NEDG will need to work alongside the Community Engagement Board (CEB).

It is expected that the Independent Commission on Civil Aviation Noise as proposed by the revised draft ANPS will provide independent guidance on our noise envelope proposals.

Question:

A noise envelope is a package of measures that can be used to reduce noise. Please tell us your views on the objectives of the noise envelope and the timeline for its development?

- We agree with the package of six noise measures proposed by Heathrow. The framework approach by Heathrow is acceptable. The focus
- The main emphasis should be a sustained reduction of the noise exposure to local communities and reducing the 57 $L_{Aeq, 16 \text{ hour}}$ noise footprint and population exposed.
- Slough would expect to have representation at Parish Council level (Parish Councillor) and Borough Council level (Councillor) at the NEDG as well as potentially at officer level.
- We expect independent noise experts to site on the NEDG funded by the airport but representing the community interests.
- Our concern is that the NEDG must have influence in Heathrow airport design with respect to noise, and operational needs of the airport must be balanced with interests of the community.
- There is concern that as the NEDG has not yet been established and it will play an important role in the DCO process. It needs to be set up soon or it may not be able to clearly set out the noise management direction Heathrow will be taking to mitigate noise from an expanded airport.

Question:

Is there anything further we should be considering to reduce noise?

- To ensure that ground borne noise associated with the expansion of the airport is properly assessed and mitigated as this can be a source of noise that can give rise to significant noise impacts to local communities (particularly early in the morning and at night).
- To ensure construction noise is also properly assessed and mitigated.
- Road traffic noise will a significant source of environmental noise and requires careful assessment and mitigation.
- The insulation, compensation and relocation criteria should take account of the impact from construction, road traffic and ground borne noise.
- To ensure health impact assessments with respect to noise exposure from aircraft uses the latest peer review evidence
- The scoping of noise impacts needs to be agreed with local authorities through the Heathrow Strategic Planning Group (HSPG).
- To identify, clarify and agree the SOAEL (significant observed adverse effect level) – in Slough view this level should be set at 63 dB $L_{Aeq, 16 \text{ hours}}$.
- To identify community buildings and schools that will be significantly impacted by noise (experience SOAEL levels above 63 dB $L_{Aeq, 16 \text{ hours}}$) from airport operations early within the assessment.
- To consider relocating such community facilities into quieter areas of the village as well providing noise insulation and ventilation.
- To reconsider the LOAEL (lowest observed adverse effect level) in line with CAA airspace consultation these start at 51 dB $L_{Aeq, 16 \text{ hours}}$.
- To consider compensation for residents who are impacted by airport expansions and its operations above the LOAEL levels.
- Heathrow should be locating the taxiways as far as practicable from residents in Slough, and should be scaling back in the taxiways runs shown in the consultation known as Area 1 and Area 2 that service the current runways.

Question:

Please tell us what you think about our suggested approach to the provision of respite?

- It order for airport to deliver the significant increase in ATMs expanded three-runway airport, a minimum of two runways need to be available at any time for landings and two runways for departures. One of the runways must operate on mixed mode (take offs and landings take place on the

same runway). This means that two areas, one to the east and one to the west will experience noise relief (respite). The centre runway cannot operate on mixed mode due to operational conflicts.

- This means the communities most affected by the southern runway and northern (3rd runway) will be offered less respite than communities affected by the central runway.
- During the 4 operating modes there would be one period of predictable respite for communities of Slough.
- Slough is supportive of the approach to provide known respite periods to its residents.
- However there is currently no detail how and when these respite periods will operate and how they will be equitably balanced?
- The approach to the provision of respite is critically important and must be fairly balanced to ensure communities are not adversely affected by the operation of a 3rd runway.
- It is noted the airport operates with a westerly preference to aircraft movements will be retained due to wind direction. However, with technological advance in aircraft can there be a more equitable balance between westerly and easterly operations. The wind blows predominately from south west.
- This means the majority of landings are over London and take offs over Berkshire.
- An example of how respite will work for Slough residents should be presented at the earliest opportunity and prior to Consultation 2.

Question:

Please tell us what you think of our proposals for noise insulation and phasing of delivery?

The approach to insulation considers two zones for residential properties and a community building scheme:

Inner Zone – following a third party assessment, to provide full acoustic insulation for residential property within 60 dB $L_{Aeq, 16 \text{ hours}}$ expanded airport noise contour. These will include residential properties already within the WPOZ (all residential properties in Brands Hill, Colnbrook and Poyle villages).

Outer Zone – contribution of up to £3000 for noise insulation residential properties within the 57dB $L_{Aeq, 16 \text{ hours}}$ or the annual average 55 dB L_{den} noise contour of an expanded airport.

Community buildings – noise insulation and ventilation for community buildings within the average 60 dB $L_{Aeq, 16 \text{ hours}}$ noise contour

- Slough has raised some additional points in the question about community buildings and school in areas that experience the SOAEL and LOAEL.
- What is meant by a third party assessment?
- Why are two noise parameters used for the outer zone this is confusing?
- There are different definitions being used within..... noise contour, and within the average noise contour? Why this is confusing?
- It is not clear where the noise contours for a 3rd runway will lie, therefore we do not know which residents in Slough will be eligible for noise insulation.
- The airspace design changes will not be finalised and so indicative airspace designs are required to be developed, these indicative airspace designs should be published during the next consultation in 2019 so that Slough has some clarity of the noise impacts on our residents.
- The Inner and Outer Zones need to be identified by the next consultation.
- A noise relocation scheme has been considered for villages around the airport this should be targeted areas where the SOAEL is predicted to be exceeded. This will include area within the CPZ and WPOZ. Confirmation is sought the SOAEL will not be exceeded outside these zones?
- The phasing of the programme is acceptable. Phase 1 inner Zone following grant of DCO. Phase 2 Outer Zone at the point the airport becomes operational. There maybe a number of hardship cases brought forward these need to be considered on their merits. Community building should also be included in Phase 1.

Question:

A 6.5 hour night flight ban on scheduled flights is required between 11pm and 7am. Our current preferred option for this is from 11pm to 5.30am. Please tell us when you think the night-flight ban should be scheduled and why?

Slough position is that the night flight ban on scheduled flights should be for the full 8 hours (11pm to 7am) in order to protect our residents from significant noise disturbance from aircraft noise and prevent sleep disturbance.

The Government ANPS expects a ban on scheduled night flights for a period of six and half hours between the hours of 11pm and 7am. Slough view is the ban should take place between 11.30pm and 6am to protect elderly and children being adversely impacted (sleep disturbed) from aircraft movements at night.

Slough supports that all the approaches outside these hours Heathrow incentivises the use of the quietest aircraft at night. In fact it should be conditional requirement to DCO consent.

4.3 Surface Access

Question:

Please tell us what you think about the priorities and initiatives we propose to use to develop our surface access strategy?

- The council supports the broad principles in the Surface Access Strategy and options for using new technology to make travel to the airport more sustainable.
- The council has been asking for a while for the extension of the free travel zone to help employees switch to PT and would expect as part of the expansion proposal for this to be included for residents working at the airport. The council also wants to see affordable public transport extended to Slough residents to help them move to more sustainable transport.
- It is important that the sustainable travel targets are met (exceeded) to take pressure of the public highway - it is imperative that Heathrow start this work prior to completion of the third runway.
- There needs to be absolute clarity how and where these modal shift targets will be monitored and assessed and reported.
- The connection between Slough and Heathrow is only a few miles yet the journey time and the cost prohibit residents and employees from using this. Heathrow will need to improve the links and journey time by helping to fund/support mass rapid low emission transport schemes to the airport. Accessibility to bus stops is a concern for Slough as many stops are not within easy reach of populated areas therefore it is essential to not just provide rapid services but locate them where the demand is. The council will also expect where practicable to limit the number of shuttles operating from hotels and to use MRT facilities access the airport cutting down on un-necessary trips.
- Cycleway's to the airport are also essential for those living on the cusp of the airport as bus routes will not be easily accessible for all residents. It is import that these routes are in place as part of the road network and are provided through dedicated cycleways and not on road facilities.
- Western Rail Link to Heathrow: the council fully supports this project and welcomes Heathrow's commitment to contribute to it. However, it is key to Slough that this project is delivered prior to expansion being completed to help with modal shift and to contribute to the economy. It is therefore vital that Heathrow Airport Ltd agree as a matter of urgency the contribution to provide a level of certainty on the delivery timescales.
- It is clear that the surface strategy provides a range of options which is welcomed but it is unclear how this connects with the road network as there is no clear indication that capacity will be provided for public transport.

Question:

Please tell us what you think about the options to user road-user charging to reduce emissions and to manage vehicular access to the airport?

- The council is not supportive of this option unless all other options are exhausted. It is clear that in order to meet the sustainable travel targets by 2030 and 2040 that Heathrow and Slough will need to work together to provide suitable alternatives that are not only affordable to the user but punctual and reliable. If these are not provided in the first instance then the council could not support road-user charging. It is also important that to meet the emissions targets that both Heathrow and Slough will need to work together to bring in a wider low emission zone (CAZ) that helps address the AQMA's surrounding the expanded airport rather than it being an extension of the TfL LEZ causing more polluting vehicles to travel in the surrounding Slough borough.

4.4 Air Quality and Emissions

Question:

Please tell us what you think about the measures proposed to manage emissions?

- The Council are supportive 'triple lock' approach. We are surface access emissions followed by ground-based sources contribute to the largest impacts on local air quality.
- The surface access is integral to compliance with UK's compliance with EU air quality limits.
- The operation of the expanded airport should also contribute towards sustained compliance with the National Air Quality Objectives which are more important at a local level than EU limits and which are more relevant with respect to local resident exposure.
- The principal concern relates to displaced airport and non airport traffic related traffic into the Slough Road network (through road alterations, re-routing and realignment required to expand the airport) that may give rise to air pollution hot spots in Slough as these will prove very difficult to resolve.
- The scoping of the air quality assessments will need to be agreed with the HSPG.
- Brands AQMA will need to be included with the airports air quality model and study area.
- Construction emissions will need to be very carefully managed close to residential and other sensitive receptors (this includes for particulate emissions)
- The requirement for detail pre and post air quality monitoring is critical to the approach to improve air quality.

Question:

Are there any other measures that should be considered?

- A focus on improving sustainable public transport from Slough to the airport is critical as is designing low emission corridors along the A4.
- The A4 will need to be declared a CAZ and aligned with the airports LEZ.
- Airport related freight routes that use the strategic road network (motorway), and our CAZ compliant.
- Implementation of EV infrastructure within and outside the airport to encourage the acceleration of low emission vehicles.
- Work with Slough to enable all taxis to be ULEV by 2025.

4.5 Carbon and Climate Change

Question:

Do you have any comments on our approach to limiting carbon emissions from the design, construction and operation of an expanded Heathrow?

The Council is supportive of Heathrow's approach to limit the carbon emissions from construction and operational phases of an expanded Heathrow.

4.6 Natural Environment

Question:

Please tell us what you think about our approach to natural environment issues?

The general approach is supported.

The Council is particularly concerned that the overall strategy retains the integrity and connectivity of the Colne Valley park as far as is possible and provides adequate off site compensation and mitigation.

4.7 Historic Environment

The consultation recognises that the development will impact the settings of historic assets such as the Colnbrook Conservation Area.

It states that Heathrow wishes to work with others to help provide assistance and support to existing conservation activities and encourage new activities that help to sustain and enhance heritage assets as important parts of the local community.

Question

Please tell us what you think about our approach to historic environment issues?

The Council welcomes the identification of Colnbrook as a Potential Historic Enhancement Area. It would like to see enhancements to the Conservation Area and the general urban realm. It would also like to see the appropriate parts of the Colnbrook and Poyle “Green Envelope” managed and enhanced in a way which reflects the historic importance of the area, including its horticultural heritage.

HEATHROW AIRSPACE DESIGN PRINCIPLES CONSULTATION

Airspace change is required to accommodate significant uptake of aircraft movements and travel, and to allow a shift away from traditional ground based beacon system designed in the 1950s to Performance Based Navigation (PBN) using satellite navigation.

PBN is being introduced across the world. The new technology allows for more flexible positioning on routes and enable aircraft to fly them more accurately. This will help with operational performance, fuel economy, and reduction in delays.

The downside is that the enabling aircraft to follow specific routes using this technology will potentially lead to routes becoming more narrower and concentrated, and this is a concern for communities that are currently overflowed or will be overflowed (with a third runway operation) and the prospect of significant increase in aircraft noise.

Heathrow is consulting on approaches to manage its airspace, and this consultation relation to the design principles. The review considers airspace up to 9000ft. This is an increase in the airspace that will come under Heathrow's control which is currently set at 4000ft by NATS (National Air Traffic Service). Changes to airspace above this ceiling are the responsibility of the National Air Traffic Service providers and not Heathrow.

Changes to Heathrow's flight paths required for expansion are subject to a separate process to the expansion of the airport on the ground. These flight path changes are approved by the Civil Aviation Authority (CAA), following their airspace design guidance. It requires Heathrow to carry out consultation on the airspace proposals with a wide range of stakeholders, including potentially affected communities.

Heathrow is responsible for developing proposals for any changes to flight paths into and out of the airport. To ensure that all stakeholders are engaged and can influence the design of future flight paths, Heathrow will be carrying out consultation over the next few years. This means that future flight path options to consult on at this early stage.

The consultation process will follow 3 stages (year consultation take place) as follows:

- Consultation 1 - Design Principles (2018)
- Consultation 2 - Design Envelopes (2019)
- Consultation 3 – Flight Path Options (2021)

Consultation 1 – Design Principles

This consultation is the first stage and focuses on ‘design principles’. In this consultation Heathrow are seeking feedback on a key set of principles that could be used to guide the design and structure of Heathrow’s future airspace. These ‘design principles’ will be included in a set of rules, Heathrow will use to help Heathrow to redesign its airspace.

Consultation 2 – Design Envelopes

In the second consultation, Heathrow will present the geographic areas within which flight paths could be positioned. Heathrow will ask what local factors should be taken into account when developing new flight paths within these geographically defined areas known as ‘design envelopes’.

Consultation 3 – Flight Path Options

The feedback Heathrow receive will help to inform the design of ‘flight path options’ (i.e. the actual routes aircraft will fly), which will be presented in a third and final stage of consultation.

Heathrow Expansion

There is clearly an alignment issue with the DCO process required for Heathrow to obtain planning permission to expand the airport. The airspace consultation process will not be completed prior to this determination. This means Heathrow will produce indicative flightpaths as part of the DCO proceed to enable the assessment of environmental noise impacts from the operation of a third runway in combination with the existing two runways.

However, the formal consultation 3 on flight path options is currently planned to take place after the DCO decision for the expansion of Heathrow. Therefore the final decision on flight paths will rest with the Civil Aviation Authority.

Airport National Policy Statement (2nd Draft)

The Government’s Airport National Policy Statement sets down requirements airport operators must meet in order to reduce noise impacts. There are:

- a) Avoid significant adverse impacts on health and quality of life from noise;
 - b) Mitigate and minimise adverse impacts on health and quality of life from noise;
- and

c) Where possible, contribute to improvements to health and quality of life.

Heathrow Six Key Principles to Airspace Design

The prioritisation of one of these principles will compromise the ability to use another. For example, designing routes that reduce the total number of people overflown by aircraft might mean more concentrated flight paths over less populated areas, increasing the frequency of overflight for those affected but impacting fewer people.

The recommended responses are in purple enclosed and Cabinet are advised to approve this response to Heathrow Airspace Design Consultation

Principle 1: Flight Paths

There are three options for the design principle Heathrow could apply when deciding where we choose to put our flight paths in relation to where they are today. A trade-off exists between these three options so we want your views on which should be given priority

Option A: Minimise the total number of people overflown, with routes designed to impact as few as people as possible.

This option would minimise the total number of people overflown by directing flights over the areas of lowest population. This is likely to result in some routes over areas that don't currently experience overflight from aircraft using Heathrow. In addition, aircraft will be more concentrated on a route than they are today, meaning those affected people are likely to experience more aircraft overhead than those experienced by people overflown by aircraft today.

Option B: Minimise the number of people newly overflown, keeping routes close to where they are today, where possible.

This option would minimise the number of people newly overflown by keeping routes as close to today's flight paths as possible. This is likely to result in a concentration of aircraft over the areas overflown by aircraft using Heathrow today, meaning that these areas are likely to experience more aircraft overhead than they do currently.

Option C: Share routes over a wider area, which might increase the total number of people overflown but would reduce the total number of people most affected by the routes as the noise will be shared more equally.

This option would spread the routes over a wider area to share the impact of overflight. This would result in a larger number of people being overflown, but each route would be flown less frequently than under option (a) or (b).

The recommended option is B. Whilst Option C would be more equitable, option B would benefit Slough residents the most as the majority of current flight paths do not impact on Slough and thus would keep the number of people newly overflown to a minimum. It should be noted this principle relates to take offs designated flight paths. Landing aircraft will be concentrated and in line with the runway from 10km out hence Slough residents in Cippenham, Chalvey, Upton Court, Langley, Brand Hill will be significantly impacted when the new north-west runway is operating on Easterly operations.

Principle 2: Urban and Rural Area

Heathrow are seeking views on about whether they should be prioritising flights over urban or rural areas. Urban areas are more populated than rural areas so airspace designs that seek to minimise the number of people overflown are likely to position routes over rural areas or less densely populated urban areas. However, urban areas have higher general noise levels than rural areas and therefore the presence of aircraft noise might be less noticeable than in rural locations. Heathrow also recognise that rural locations are often valued for their tranquillity by both residents and visitors, who could include residents of neighbouring densely populated urban areas.

Option A: When designing airspace, Heathrow could prioritise routing aircraft over urban areas, recognising that urban areas have higher general noise levels; or

Option B: Prioritise routing aircraft over rural areas where fewer people live.

Option B is recommended for Slough as the majority of the Authority is urban and the parks are also located within the urban conurbation and so there tranquillity should be protected, where possible. Whilst it is recognised that residents will currently enjoy the amenities and tranquillity of surrounding Country Parks (i.e. Burnham Beeches, Black Country Park etc) surrounding Slough they would benefit more from less aircraft noise impacting on their homes and parks. Whilst the Town Centre and residential properties close to 'A' roads and motorways will experience high level of ambient noise where the impact of aircraft noise would be minimised the majority of Slough's urban areas are relatively quiet and aircraft noise could give rise to significant impacts.

Principle 3: Urban Areas

Not all urban areas have the same general noise level, and parks and open spaces within urban areas may be especially valued for their tranquillity. When

overflying urban areas, Heathrow could seek to avoid overflight of parks and open spaces by positioning routes over residential and commercial areas, or we could seek to reduce the number of people affected by overflight by positioning routes over parks and open spaces where possible.

When designing airspace in urban areas, Heathrow could:

Option A: Design flight paths over parks and open spaces rather than residential areas; or

Option B: Design flight paths over residential areas, avoiding aircraft overflight of parks and open spaces.

Option B for Slough is recommended in order to protect and enhance the Borough's parks and to ensure residents can enjoy these amenities. It is recommended that a hybrid approach is taken to flight paths whereby Heathrow focuses flight paths over houses during the day and parks in the evening, night-time and early morning to give respite to residents. As routes will be much more defined this could strike a reasonable balance. It is acknowledged most of the parks in Slough are bordered by residential properties. It is recommended on take-off over Slough the M4, Ditton Park, Eton Wick avoiding the more densely populated parts of Slough.

Principle 4: Noise and Emissions

Avoiding overflight of local communities could result in a longer route, with aircraft burning more fuel and producing more emissions.

When designing airspace in urban areas, Heathrow could:

Option A: Design flight paths that prioritise the reduction of aircraft noise for local communities over those that reduce fuel burn and emissions; or

Option B: Design flight paths that prioritise a reduction in fuel burn and emissions over those that reduce noise for local communities.

Option A is our preferred option. We recognise that carbon emissions are very important and relevant to climate change. The health and wellbeing of our local residents takes priority if this means designing flight paths that minimise noise impact, given the fact Slough will be significantly impacted by Heathrow expansion it is important to meet the needs of our residents. Further, there are International standards and obligations aimed at sustaining reductions in airport operations and airline carbon emissions. Newer aircraft are cleaner, more efficient, and release less emissions. Finally, due to the proximity and small size of Slough the flight paths would not need to be significantly altered to minimise noise exposure whilst ensuring fuel efficiency of aircraft. As advised a flight path south of Slough that avoids the heaviest populated areas is recommended.

Principle 5: Technology and Innovation

This airspace redesign is a once in a generation opportunity to modernise the way our airspace is used. The airspace Heathrow designs now needs to be efficient for the foreseeable future. Heathrow intends to base its airspace on the latest navigation technology.

Heathrow approach is as follows:

- We are working in partnership with our airlines to ensure they invest in some of the older aircraft at Heathrow to bring them up to these more modern capabilities.
- This technology will also be an important factor in how well we can meet the design principles set out previously, because it will give us more flexibility to position routes than is possible with older navigation technologies.
- We are intending to design routes to a minimum Performance Based Navigation standard, and there may be parts of the design where aircraft with a higher specification of navigation technology have an advantage.
- If this design principle is accepted it means that we will not design routes to accommodate aircraft with older navigation technologies.
- We don't offer an alternative to this principle, but we do ask for you to comment on aircraft technology and airline investment as part of this consultation.

Slough is supportive of the approach of improved navigation using the latest technology and defining flight paths that avoid the heaviest urban areas (i.e. highest populations). Slough is supportive too of defined respite periods for our communities based on balanced runway alteration approach. Slough believes significant investment in newer and quieter aircraft is **required now** and should be made a conditional requirement to operate at Heathrow.

The noisiest aircraft shall be phased out by the time a third runway becomes operational; a sustainable airport noise operational plan shall require phasing out of older noise polluting aircraft as well. We expect minimum noise standards for aircraft to operate at Heathrow and robust penalties for any breaches of noise limits imposed with money being redistributed into the local communities around the airport.

Principle 6: Night Flights

Reducing the noise impacts of Heathrow, particularly at night, is a key focus for us – now and in the future. Heathrow has made good progress over the last few years in reducing the number of late running flights that operate from the airport and, with expansion we have committed to extend the ban on scheduled night flights from five hours today to six and a half hours (sometime between 11pm and 7am) with the exact timings to be decided by the Development Consent Order process.

Heathrow will encourage only the newest and quietest planes to fly in and out of the airport, particularly during the night period. The majority of Heathrow's flights in the future will be between the hours of 7am and 11pm, so the set of design principles we apply to flight paths in the future will mainly apply to flights during the day.

However, for the small number of flights that will operate late at night or early in the morning, Heathrow would like Slough to consider whether we should apply the same principles as we do during the rest of the day, or whether we should seek to apply them differently during these times.

Slough's view is the health (mental and physical) and wellbeing of its residents is a priority with respect to an expanded Heathrow Airport. Therefore, it will pursue with vigour policies and principles that minimise the noise impact on its residents. With particular focus on school children and the elderly who are more vulnerable to health impacts associated with noise exposure from aircraft.

Slough will expect robust peer reviewed health impact assessment when it comes to assessing the noise impacts from the airport. Night-time aircraft noise is particularly a concern given the proximity of our residents to the airport and under the flightpath for the new 3rd runway. Our position is that we continue to stress and campaign for the need for a full 8-hour ban on night flights at Heathrow.

With respect to the airspace design principles we expect that flight paths at night are designed to avoid our urban areas and routed through rural, country parks away from our residents even if this means the flight path is slightly longer.

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Neil Wilcox; Director of Finance and Resources
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WARD(S): All

PORTFOLIO: Cllr Mohammed Nazir, Cabinet Member for Corporate Finance & Housing

PART I
KEY DECISION**DISCRETIONARY HOUSING PAYMENTS 2018-19****1 Purpose of Report**

To provide a revised Council policy for the financial year 2018-19 in respect of

- Discretionary Housing Payments (DHP)

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve that the policy for Discretionary Housing Payments as set out in Appendix A be approved.

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

This report supports the 5 Year Plan through support to housing outcome and adults outcome through the use of the Discretionary Housing Payments funding stream.

3a Slough Joint Wellbeing Strategy Priorities

This report sets out the policies to ensure that residents of Slough can maintain their tenancies in the wake of continuing welfare reforms and thereby ensuring that children remain in a stable environment. It will help reduce the number of families who declare themselves homeless as paying DHP should help maintain their tenancies and help them back into a work environment. ,

3b Five Year Plan Outcomes

This report will primarily have implications for Outcomes 1, 2 and 4, as it will assist customers to remain in their own homes within the borough, it

will support tenants both in the private rented sector and council tenancies to become more independent financially.

4 Other Implications

(a) Financial

The Council proposes to maintain spend within the grant allocation for DHP so as not to put any additional pressure on the Council's general fund budget.

The grant awarded by the Department of Work and Pensions (DWP) for 2018-19 for Slough Borough Council is £649,394.

The overall limit that can be spent on DHP is 2.5 x the grant awarded to each individual Local Authority and for Slough this would be up to £1,623,484.

In order to achieve this, the Council would need to contribute £974,090 to the DHP fund.

In previous years the Council has spent up to the grant awarded and this is the intention for 2018-19.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
To approve the following policy Discretionary Housing Payments.	The aim of the policy is to support customers in the main affected by the Welfare Reform changes, helping those to maintain their home and to ensure that they are helped into work or to find cheaper alternative accommodation.	The policy is very specific on the criteria for award. The policy is also very specific on the time periods for the award and no payment will be made beyond the end of the 2018-19 financial year The income and expenditure	6 (Risk of overall increase in expenditure is low as this is monitored on a monthly basis but information is available on a daily basis should it be needed. The severity should this happen will be marginal as the amount of loss would be	Policies will be reviewed annually.

		will be monitored on a monthly basis throughout the 2018-19 financial year.	only a small payment in relation to the overall grant	
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(c) Human Rights Act and Other Legal Implications

There are no direct legal implications.

(d) Equalities Impact Assessment

A completed EIA is attached at Appendix B.

5 Supporting Information

5.1 The Discretionary Hardship Payments (DHP) policy is included in appendix A.

5.2 Discretionary Hardship Payments within Housing Benefits have been available for a number of years but have been at a reasonably low level, however with the introduction of the Welfare Reform agenda they have taken a much higher profile and government has awarded higher grants

5.3 The grant for 2018-19 is £649,394 which is £111,177 lower than 2017-18.

5.4 Previous years grants are listed below

Year	Amount
2014-15	£672,479
2015-16	£429,112
2016-17	£580,935
2017-18	£760,571
2018-19	£649,394

5.5 The intention by Government was for this to assist in respect of the welfare reforms such as the bedroom tax, benefit cap etc.

5.6 The Welfare Reform agenda has continued to grow; the benefit cap was reduced again in December 2016 for household in Slough and around the country. The government increased the DHP grant in 2016-17 and produced a five year plan for the budgeting of these grants in line with the changes.

- 5.7 The five year plan saw an increase in budget in 2016-17, and a further increase in 2017-18 due to the introduction of a lower HB Cap, but the grant has now begun to reduce year on year.
- 5.8 The Department of work and Pensions suggests that the award of the DHP grant to customers should in the following region for 2018-19, though this is not mandatory.

Allocation	% Amount
Core Funding*	12%
Local Housing Allowance shortfall	18%
Spare Room Subsidy Shortfall	35%
Benefit Cap Shortfall	35%

*Core funding is the amount awarded before welfare reform to council's for exception circumstances not listed

- 5.8 The government grant allocation allows Council's to "top-up" the amount of spend available from their own funds and this is limited to Slough to a total £1,623,484, however it is not our intention to make any additional payments . It is intended that spend will remain in line with the government grant allocation.
- 5.9 The Council has spent in line with the grant allocation in previous years
- 5.10 In 2017-18 to the end of February 2018 the Council is on track to spend the whole of the 2017-18 grant of £760, 571
- 5.11 The awards in 2017-18 to date are broken down as follows – all figures are to 20th February 2018.

Applications 838
Awards 551

Reason for Award	Number of Awards	Total Amount of Awards	% of spend
Local Housing Allowance Shortfall	98	£157,796	22%
Spare Room Subsidy Shortfall	61	£74,188	10%
Benefit Cap Shortfall	291	£349,579	48%

Core funding Shortfall	75	£109,535	15%
Rent Deposits	26	£40,033	5%
Total*	551	£731,131*	100%

*Figures to 20th February 2018

5.12 The reduction in the Benefits Cap in December 2016 has seen spend in this area increase from 20% of the budget in 2015-16 to 48% of the budget in 2017-18 which has meant corresponding reductions in other area.

5.13 Core Funding shortfall includes, those who are under 35 and are restricted to a single room rent, those whose income would be below the means test and other similar situations.

5.14 The changes for the financial year 2018-19 are to ensure that the policy remains in line with the legislation, new caselaw that has come into being and clarifications which have been identified throughout the year, changes to reflect the reduction in grant as well as the core principals adopted by the Welfare Reform agenda and Slough Borough Council.

5.15 The changes relate to

- The introduction of Full Service Universal Credit in Slough in from April 2018.
- The introduction of the Homeless Reduction Act from April 2018

In addition because of the reduction in the grant award changes have been made to the policy which will reduce the spend in line with the grant – these include:

- Reduction in the amount of backdated award from up to 1 year to 2 months only
- Stricter criteria for people to provide evidence of the activities that Customers have undertaken to reduce the effect of the benefits cap e.g. finding work, moving to cheaper alternative accommodation,
- Stricter criteria for those getting DHP because of the removal of the Spare Room Subsidy e.g. ensuring they are on the Housing transfer list etc

5.16 The Council aim is to support customers to maintain their home and where this is not possible to support customers to move to cheaper alternative accommodation.

5.17 The policy also aims to support homeless families or those threatened with homeless by helping with rent deposits for alternative accommodation.

6 **Comments of Other Committees**

This report has not been considered by any other committees.

7 **Conclusion**

That Members are requested to review and approve this policy.

8 **Appendices Attached**

'A' - DHP policy

'B' - EIA DHP

9 **Background Papers**

- "1" - Welfare Reform Act 2012
- "2" - Discretionary Financial Assistance Regulations 2001 (and amendments)
- "3" - Council Tax Benefit abolition (consequential amendments) regulations 2013
- "4" - Universal Credit consequential amendments regulations 2013.
- "5" - Discretionary Housing Payments Guidance Manual December 2016
- "6" - Discretionary Housing Payments Good Practice Manual December 2016

Slough's Discretionary Housing Payments Policy 2018-19

1. Introduction

- 1.1 Discretionary Housing Payments (DHPs), are awarded by the Council to provide further financial assistance (outside of the Housing Benefit and Universal Credit regulations) to help customers meet their housing costs.
- 1.2 The regulations covering DHPs are the Discretionary Financial Assistance Regulations 2001, and amendments included in the Council Tax Benefit abolition (consequential amendments) regulations 2013 and the Universal Credit consequential amendments regulations 2013.
- 1.3 In addition the Secretary of State has also released a Guidance Manual and a Good Practice Manual originally in April 2014 and has made regular updates the most recent being in November 2017 to reflect that the guidance stopped being applicable in Scotland.
- 1.4 Local Authorities have broad discretion and this policy covers that discretion, however in conjunction decisions have to be made in line with “ordinary principals of good decision making” e.g. administrative law. All Local Authorities have to act fairly, reasonably and consistently, in addition each case must be decided on its own merits and the decision making should be consistent throughout the year.
- 1.5 SBC has taken into consideration the above, as well as the the DWP Guidance Manual and Good Practice Guide when developing the DHP policy.
- 1.6 This policy overrides the DWP Guidance Manual for the borough of Slough.
- 1.7 DHPs can play an important role in sustaining tenancies, preventing homelessness and, where needed, enabling customers to move to more affordable accommodation.
- 1.8 DHPs may cover all or part of a shortfall in a customer's eligible rent if they are on Housing Benefit or provide the damage deposit or other assistance a tenant may need in order to secure a tenancy. DHPs may be awarded as a one-off payment and/or as a series of payments.
- 1.9 If the customer is in receipt of housing element of Universal Credit the DHP may cover the whole housing costs element as determined by the Universal Credit calculation, as long as they are not an owner occupier.
- 1.10 To qualify for a DHP, the customer must have a rent liability, require further financial assistance with their housing costs and have been entitled (defined as in receipt of) to Housing Benefit or the housing element of Universal Credit

throughout the period for which they are claiming assistance.

2. Amount of funding available

- 2.1 The Department for Work and Pensions (DWP) makes grants available to local authorities for DHP purposes. In 2018/19, the total DHP grant budget (shared between all local authorities in England and Wales) is £153 million, a decrease of 17.3% compared to 2017/18.
- 2.2 The £153 million consists of funding for four separate areas of support; Core Funding, Local Housing Allowance (LHA), Removal of the Spare Room Subsidy (RSRS) and benefit cap.
- 2.3 The Core Funding, Local Housing Allowance and Removal of Spare Room Subsidy elements of the overall funding have remained the same as in 2017/18 but the element in relation to the benefits cap has reduced by just over 20%.
- 2.4 The distribution of the DHP funding is based on the effect of each element on individual LAs.
- 2.5 Slough's share of this £153 million grant is **£649,394** which is a decrease on 2017/18 of 14.7%
- 2.6 The Council needs to consider how to allocate this limited DHP resource in a way that is not only fair but also supports those that are in most need of assistance.

3 Slough's DHP scheme

- 3.1 Welfare reform is aimed at encouraging people to move into work, increase their hours and/or move to more affordable accommodation.
- 3.2 Although it is hoped that many people will be able to address and resolve their difficulties without the need for a DHP, the Council recognises that DHP's have an important role to play in providing customers with short term assistance to ease transitions and allow households time to find a way to resolve their difficulties.
- 3.3 The overriding principles of Slough's DHP scheme are as follows:
 - All customers will be treated fairly;
 - All DHP applications will be assessed on their individual merits (which includes, where relevant, considerations of equality);
 - All of the options available to the customer (including, for example, reducing household expenditure, maximising income, securing employment and/or moving to alternative, less expensive accommodation) will be taken into account when the Council assesses the merits of each application; and
 - In order to be awarded a DHP, customers must be able to show that their circumstances are exceptional.

3.4 In addition and in line with advice from the DWP Slough Borough Council will assess DHP applications from families who have been temporarily rehoused outside of the borough of Slough (out of borough placements) and will expect neighbouring boroughs to support their own out of borough placements who are temporarily residing in Slough.

3.5 Examples of the shortfalls that DHPs may cover

3.6 The Council is not required to spend its overall grant allocation in any particular way; it is a matter for its discretion.

3.7 The types of shortfall that a DHP may cover include the following:

- Reductions in Housing Benefit or Universal Credit, resulting from the application of the benefit cap;
- Reductions in Housing Benefit or Universal Credit, resulting from the under-occupation of social rented housing;
- Reductions in Housing Benefit or Universal Credit, resulting from Local Housing Allowance restrictions, including the Shared Accommodation Rate; or Local Reference Rent
- Reductions in Housing Benefit or Universal Credit, resulting from non-dependant deductions and the use of income tapers;
- Rent shortfalls to prevent a household becoming homeless whilst alternative options are explored up to a maximum of three months, this may be extended in exceptional circumstances as outlined below..
- Income taper reductions
- Any other legislative changes which limits the amount of Housing Benefit payable e.g. the removal of family premium
- Slough Borough Council also wants to support Care Leavers and their status will be considered when assessing a DHP award.

3.8 What DHP cannot cover

3.9 For the purposes of a DHP, the following elements of a customer's rent cannot be included in their claim for housing costs because the regulations exclude them:

- Ineligible service charges
- Increases in rent that are due to outstanding rent arrears;
- Sanctions and reductions in Benefit
- Benefit suspensions

- Where there is no rent liability or they are not receiving Housing Benefit or Universal Credit for rent costs i.e. if they are only receiving Council Tax Support.
- Shortfalls caused by recovery of overpaid Housing Benefit or Universal Credit

3.10 Objectives of this DHP policy

3.11 The Council will consider making a DHP award to customers who meet the qualifying criteria. Assessing all applications on their individual merits, it will consider the extent to which the financial assistance requested will meet the Council's objectives of:

- Encouraging and sustaining people in employment;
- Sustaining tenancies and preventing homelessness;
- Safeguarding Slough residents in their own homes;
- Helping people who are trying to help themselves;
- Keeping families together;
- Supporting victims of domestic violence to move to a place of safety
- Supporting the vulnerable and elderly in the local community;
- Helping customers through personal and difficult events;
- Supporting young people in the transition to adult life;
- Promoting good educational outcomes for children and young people.
- Avoidance of unlawful discrimination

3.12 Support for households affected by welfare reform

3.13 DHPs are not generally intended to be used as a long term solution to the customer's financial difficulties. Instead, they should be used to provide short term assistance to ease transitions and allow households time to find a way of resolving their difficulties.

3.14 The exceptions being cases which will be determined under caselaw already in place at the time of this policy or caselaw that comes into being during the life of this policy.

3.15 All applications will be assessed on their individual merits. However, when considering applications, the Council will take into account not just the cash limitations of what remains in the DHP budget but also the extent to which a DHP can help the customer to overcome temporary difficulties and, if possible, enable them to secure paid employment and/or move to alternative

accommodation that they can afford.

- 3.16 The expectation is that DHPs will be awarded in unusual or exceptional circumstances (unless already determined by caselaw) where additional help with the current rent will have a significant effect in alleviating hardship, reducing the risk of homelessness or alleviating difficulties that may be experienced in the transition from long term benefit dependence into work. The Council must see evidence that the Customer is working to reduce their rental liability or increase their income in the longer term for DHP awards to continue.
- 3.17 At the discretion of the Council, conditions may be attached to a DHP award.

3.18 Households affected by the Benefit Cap

- 3.19 The purpose of the DHP funding is to provide short-term, temporary relief except where the customer is disabled and affected by recent caselaw to mitigate the most severe effects of the benefit cap until a more sustainable solution is found.
- 3.20 Examples of the groups that are likely to be particularly affected by the benefit cap include (but are not limited to) the following:
- Families living in private rented accommodation
 - Families living in temporary accommodation;
 - Individuals or families fleeing domestic violence;
 - Those with kinship responsibilities;
 - Individuals or families who cannot move immediately for reasons of health, education or child protection;
 - Households that are moving to or are having difficulty moving to more appropriate accommodation.
 - Families who are affected by the benefit cap and have a disabled member of the family
- 3.21 The intention of the DWP is that the majority of these customers affected by the benefits cap will move into work and therefore become exempt from the cap. Some may chose to move whist others may consider other means by which they might be able to meet any short fall such as trying to negotiate a reduction in their rent or meeting the shortfall from other sources.
- 3.22 Given the limitations of the DHP budget, it is necessary that priority is given to benefit cap customers in order to assist them achieve the above aims.
- 3.23 The Council is unable to provide a prioritised list as it will treat each claim on its own merits and take into consideration the individual circumstances of the customer – the following are the areas where the Council will consider a priority, but other cases depending on the circumstances will not be excluded.

- Households that need to move to alternative, lower cost accommodation but are unable to do so immediately (for reasons of health, education or child protection) and the provision of short-term financial assistance will contribute to the achievement of one or more of the Council's DHP policy objectives
- Households that need to move to alternative, lower cost accommodation but are working proactively to resolve their situation and the short-term award of a DHP will, prevent the household from becoming homeless or delay homelessness for long enough to enable them to complete a planned move to more affordable accommodation;
- Households that are, working proactively with Jobcentre Plus and advice / support providers to secure paid employment, claim Working Tax Credit and become exempt from the benefit cap.
- Homeless households that are residing in temporary accommodation (provided by, or on behalf of, Slough Council) and have been assessed, by the Council, as being particularly vulnerable, and needing to remain in the area or they are awaiting an offer of alternative temporary accommodation, procured at a lower cost; or are awaiting a decision on their Homeless application
- Households that have a disabled member of the family where they are unable or unwilling to move due to proximity to healthcare professional etc or to support the disabled family member or where they require an additional room to support their disability.
- Customers who are newly affected by the benefits cap during 2017-18 and 2018-19 will be given priority over those that have received DHP for a number of years and were affected by the original benefits cap.
- Care Leavers

3.24 All DHP applications will be assessed on their individual merits.

3.25 Households affected by the Benefits Cap where it cannot be evidenced that steps have been taken to alleviate the effects of the cap or are not classed as vulnerable (as above) will not be eligible for indefinite DHP awards. Where this is the case awards will be reduced by a taper over a specified period depending on the circumstances of the customer. This will be relayed in the notification letter to the customer.

3.26 Households affected by the Benefit Cap that will not be entitled to DHP

3.27 Any household that has taken on a new tenancy, apart from where that accommodation is TA, (as there is limited choice in this accommodation) who does not fulfil the vulnerable criteria outlined above will not be considered eligible for DHP as the Council expects households to consider their income and expenditure when sourcing new accommodation.

3.28 Households affected by the Social Rented Sector Size Criteria

3.29 The purpose of the DHP funding is to help those customers who are unlikely to be able to meet the shortfall in the rent payments and for whom moving to

- a smaller property may be inappropriate or avoidable.
- 3.30 For customers living in significantly adapted accommodation it will be more cost-effective to allow them to live in their current accommodation rather than moving them into smaller accommodation which then needs to be adapted.
- 3.31 In addition, customers who are living in properties which have been significantly adapted for other household members such as for a disabled child or non-dependants the same will apply.
- 3.32 There is no definition of significantly adapted accommodation in the regulations or guidance. This is to be determined on an individual basis taking into account the adaptations that would have to be carried out should the customer be required to move to alternative accommodation.
- 3.33 In addition where there has been no significant adaptation of the property but a member of the household has a long term medical condition that creates difficulties in sharing a bedroom and which has been substantiated as part of their application then a DHP would be appropriate.
- 3.34 The above group will be proactively encouraged to claim DHP.
- 3.35 **Support for disabled children or non-dependants who need an additional bedroom for an overnight carer**
- 3.36 Customers or their partners who require frequent care from a non-resident overnight carer or team of carers are allowed an additional bedroom for that carer under the maximum rent (social sector) size criteria.
- 3.37 This provision does not apply to other members of the household. Therefore, where an additional bedroom is needed for a non-resident carer who is providing overnight care to a disabled child or non-dependant SBC will consider favourably an award of DHP and due consideration will be given as to whether this should be a long term award
- 3.38 **Support for approved or prospective adoptive parents**
- 3.39 Customers who have been approved as adopters are required to have a bedroom for an adopted child. Until the child forms part of the household, removal of the spare room subsidy may apply and DHPs can be used to provide support in the interim period.
- 3.40 Similarly, people going through the approval process to become adoptive parents will need to show that they have a spare room for a child. If a DHP is paid on this basis it will be the responsibility of the customer to inform the LA of any change of circumstances if, for example, they were not subsequently approved.
- 3.41 In some cases the LA will specify that an adopted child should have their own room, and not share with another child. DHPs may be used on an on-going basis to provide support where an additional bedroom is not allowed for housing benefit purposes.
- 3.42 **Support for approved or prospective foster carers**

- 3.43 Foster Carers are allowed **one** extra bedroom under the size criteria rules providing they have fostered a child or became an approved foster carer within the last 52 weeks.
- 3.44 Some customers may be caring for siblings, or for two or more unrelated foster children, and require additional bedrooms. National minimum standards for Fostering Services state that a foster child over the age of 3 should generally have their own room. However, the size criteria rules only allow foster carers to have one extra bedroom; therefore a DHP will be awarded to help cover any reduction in housing benefit due the additional rooms that are required.
- 3.45 People going through the approval process to become foster carers will need to show that they have a spare room to be approved. If a DHP is paid on this basis it would be up to the customer to inform the LA of any change of circumstances if, for example, they were not subsequently approved.
- 3.46 **Support for disabled children**
- 3.47 The Government has amended legislation to allow an extra bedroom for a severely disabled child eligible for the middle or highest rates of Disability Living Allowance (DLA) care who would normally be expected to share a room under the size criteria rules, but is not reasonably able to do so due to severe disability. If the child meets the DLA criteria then the SBC will assess whether or not the child's impairment makes it unreasonable for them to share a bedroom, taking the full facts of the case into consideration.
- 3.48 In cases where a child is not entitled to DLA care at either the middle or highest rate but the customer advises that their child is unable to share, consideration will be given to whether awarding DHP is appropriate.
- 3.49 In addition given the limitations of the DHP budget – and on the understanding that the Council and its housing association partners will do everything they can to support customers and prevent them from becoming homeless – the Council will give priority to DHP applications received from the following households:
- Households that contain a person with a disability and are living in 'significantly adapted' accommodation;
 - Households that contain a disabled child who is unable to share a bedroom because of their severe disabilities, where regulations do not allow for the extra bedroom;
 - Households that contain a disabled child and are living in accommodation that has been adapted to meet the child's needs, where regulations do not allow for the extra bedroom; and
 - Households containing someone who has a severe and persisting disability which means that they are dependent on the care and support of relatives and friends who are living in the local community and there is no suitable accommodation available, within the local area, to which they are able to transfer.
 - Households where an additional room is needed because of a person or persons disability, which precludes a couple sharing a room or where an additional room is needed to store equipment essential because of a persons disability.

- Households who have been approved as adopters or prospective foster parents within the last 52 weeks or are going through the approval process and need a spare room(s) in order to qualify.
- 3.50 Depending on the level of demand for DHPs, the Council may also give priority (albeit slightly less priority than is given to the households affected by the Size Criteria listed above) to DHP applications from the following households:
- Households whose Housing Benefit is restricted by the Size Criteria but that restriction will soon be lifted because the customer (and their partner, if they have one) will reach the age at which they will be able to claim Pension Credit;
 - Households whose Housing Benefit is restricted by the Size Criteria but that restriction will soon be lifted because one or more of their children will soon reach an age when they are not expected to share a bedroom;
 - Single women who are pregnant (and childless couples containing a pregnancy) who are living in a two-bedroom home but whose Housing Benefit is restricted by the Size Criteria to a one-bedroom home but that restriction will soon be lifted when the baby is born; and
 - Households with exceptional need, which are actively and consistently engaging in seeking to downsize to accommodation that matches their need.
- 3.51 Households affected by the Social Rented Sector Size Criteria will be encouraged (where they are not an exempt or vulnerable category as outlined above) to move to smaller accommodation to reduce the effect of the Social Rented Sector Size Criteria.
- 3.52 Households who would be expected to move will be informed in their original DHP award letter and will be expected to make all efforts to achieve this.
- 3.53 The Council accepts that the availability of smaller accommodation is limited and will not reduce or remove DHP payments where the Customer can evidence that they have made attempts to move e.g. joined the Housing Transfer list, made a mutual exchange application or on the home swapper list etc
- 3.54 However where no attempt to move has been made, where a customer has refused a reasonable offer to move or the Customers wishes to remain in their existing property DHP will not be awarded, unless they fall under the vulnerable criteria above. (A reasonable offer will be defined in conjunction with the Council's Letting service).
- 3.55 Households affected by the Social Rented Sector Size Criteria that will not be entitled to DHP**
- 3.56 Any household that has taken on a new tenancy who does not fulfil the vulnerable criteria outlined above will not be considered eligible for DHP as the Council expects households to consider their rental liability, income and expenditure when sourcing new accommodation.
- 3.57 The Council will only consider a DHP for a limited period (generally between 6 and 12 months) for customers who do not fall into one of the vulnerable

categories outlined above and have made no attempt to find alternative accommodation or to comply with the requirements of the Welfare Reform legislation in looking for work or working towards looking for work.

3.58 Customers who have refused a reasonable offer of a move, who have made no attempt to go on the Housing transfer list, home swapper etc or have no wish to move.

3.59 Other households requesting a DHP, including those that are affected by the Local Housing Allowance Reforms

3.60 The purpose of the DHP funding is to provide short-term, temporary relief to families and vulnerable people whose Housing Benefit or Universal Credit has been reduced, due to Local Housing Allowance restrictions (including the LHA caps, the Shared Accommodation Rate and changes to the way in which LHA is calculated), income tapers and non-dependant deductions.

3.61 DHPs cannot assist with the council tax liabilities that residents incur under the 2013 Council Tax Reduction scheme, known as Local Council Tax Support in Slough.

3.62 All DHP applications will be considered on their individual merits. However, the Council will give priority to applications from households that have children and need to move to alternative, lower cost accommodation but are unable to do so immediately (for reasons of health, education or child protection).

3.63 Where a customer, remaining in the same property becomes affected by the LHA reforms due to a rent increase 3.61 will also apply, and advice will be provided on moving to cheaper alternative accommodation and or discussions with the Landlord regarding the increase. In this instance the original assessment period will be for no more than 3 months and the claim will be reviewed after this time.

3.64 Rent-in-advance, damage deposits, admin fee and removals

3.65 The DHP budget is insufficient to meet the rent shortfalls of the thousands of customers whose Housing Benefit and Universal Credit no longer cover their full rent.

3.66 In order to provide long term solutions, the Council will help and encourage customers to move to alternative accommodation that they can afford.

3.67 Instead of providing customers with short term assistance to enable them to maintain the rent payments on a home that they will never be able to afford without a DHP, the Council has decided that it would be better to help those customers to move to somewhere they can afford, at a much earlier stage, by providing them with the help they require to pay the damage deposit. LHA rates will be used in the majority of cases as the ceiling for damage deposits.

3.68 The Council wishes to support customers to move to cheaper alternative accommodation and considers a damage deposit equivalent to four weeks rent at LHA rate a reasonable deposit but accepts that there will be instances where the deposit is in excess of 4 weeks. The Council will consider each case on its individual merits up to a maximum of the equivalent of 8 weeks rent at LHA rates.

- 3.69 The Council will consider damage deposit for a property outside of the borough where the customer is currently entitled to Housing Benefits or Universal Credit within the borough and is being supported by the Housing Demand Team due to Homelessness or potential Homelessness and where the Deposit Guarantee Scheme (DGS) cannot be used the Council will consider favourably the application made.
- 3.70 Where the customer is requesting a damage deposit for a property outside of the borough of Slough and is currently entitled to Housing Benefits or Universal Credit within the borough and the move will ensure they are moving to cheaper alternative accommodation or will facilitate the objectives in the Welfare Reform bill this too will be considered favourably
- 3.71 When considering DHP requests for such a purpose, the Council will take into account any damage deposit that is due to be returned to the customers. The Council will also check that the customer's new home will be affordable.
- 3.72 The Council understands that in some instances (mainly because of vulnerability issues) the Customer will have limited choice in the accommodation that they can move to and that the amount of damage deposit may be in excess of the LHA rates, in these instances the Council will take the evidenced reasons into account when making a decision.
- 3.73 The Council will not normally pay rent-in-advance or removal costs.
- 3.74 Customer may make an application for Local Welfare Provision, where assistance with removal costs is required.
- 3.75 Rent in advance payments will not generally be paid as Housing Benefit is available for any period of rent liability, though in line with the Housing Benefits' regulations it is paid in arrears. Customers may make an application for Housing Benefit where assistance with rental liability is required.
- 3.76 The Council will consider rent in advance only in exceptional circumstances which include:
- where it is necessary to make such a payment to comply with the authority's legal obligations e.g. to avoid unlawful discrimination
 - where the Customer is vulnerable (see above)
 - the Council will also consider rent in advance if this discharges any future obligation.
- 3.77 The guidance from the Secretary of State's issued in December 2016 by the DWP has been taken into consideration.
- 3.78 The Council would not normally pay an Admin Fee for the Letting Agent to carry out the administrative actions of letting the property, however in the Autumn statement 2016 the Chancellor has announced that he will as soon as legislatively possible remove the Admin fee charged by Letting Agents.
- 3.79 In order to support the customers in Slough the Council will consider an application to pay an Admin fee up to a maximum of £150 until the legislation is in place which is expected to be Spring 2019..

3.80 DHPs and two homes

- 3.81 The regulations allow an authority to award DHPs on two homes when someone is treated as temporarily absent from their main home, for example because of domestic violence.
- 3.82 The regulations in Housing Benefit and Universal Credit also allow for these benefits to be paid on two homes in exceptional circumstances e.g. Domestic Violence
- 3.83 Where the customer is in receipt of Housing Benefit or Universal Credit it is expected that they will apply for a “two homes payment” via these benefits.
- 3.84 If the customer is of working age the benefit cap will come into operation, the benefits service will consider if the customer is treated eligible for benefits on both properties and if there is a total shortfall. If there is a total shortfall DHP may be awarded up to the weekly or monthly eligible rent on both properties.
- 3.85 If the customer is not of working age (or other qualifying circumstances) and therefore the cap does not apply the customer will be treated as liable for rent on both properties and benefit awarded appropriately and there is a shortfall, it is acceptable to award DHP in respect of both properties subject to the weekly or monthly limit on each property.
- 3.86 If the customer is only treated as liable for Housing Benefit or Universal Credit on one home, but is having to pay rent on two homes, a weekly DHP could be considered though the maximum award would be up to the eligible rent for the main home.
- 3.87 Where the customer is in receipt of Housing Benefit or Universal Credit and is liable for rent on both properties but does not fall under the criteria above, then consideration will be given by SBC for the reason that they are liable for rent on two homes. If this is due to extenuating circumstances an award will be made and an exception will be made to pay up to the full rent on the properties for a limited period.

4 Assessment of applications

- 4.1 When deciding whether or not to award a DHP, the Council will assess each application on its merits (including considerations of equality) and take into account its objectives and such things as:
- The size of any shortfall that exists between what the customer is receiving in housing costs (from Housing Benefit or Universal Credit) and the eligible housing costs for which they are liable, together with the reasons for this shortfall;
 - The legislation allows for customers in receipt of Universal Credit to have the whole of their Housing costs paid by DHP, however taking into account the limited budget SBC will only pay the difference in the shortfall between Housing Costs element of the Universal Credit award and the total eligible rent as determined by SBC apart from very exceptional circumstances.
 - The financial circumstances (income and expenditure, savings, capital and indebtedness) of the customer, their partner and anyone else living in their home;

- Any special needs or health and social problems that the customer and/or their family have, and what impact these have on their housing and financial situation;
- Income from disability-related benefits such as Disability Living Allowance or the Personal Independence Payment, SBC will have regard to the decision of the High Court in R v. Sandwell MBC, ex parte Hardy. In particular, SBC will consider each DHP claim on a case by case basis having regard to the purpose of those benefits and whether the money from those benefits has been committed to other liabilities associated with disability. Where the money from these benefits has been committed to liabilities associated with disability they will be excluded from the calculation.
- The impact that moving home and/or changing schools is likely to have on the family and the educational outcomes of any young people in the household;
- Young people leaving LA care until they reach the age of 25;
- Families with kinship care arrangements.
- Families with a child temporarily in care but who is expected to return home
- The reasons why, compared to other people, the circumstances of the customer and their family should be considered 'exceptional'
- The impact that not awarding a DHP is likely to have on the Council's finances and services, especially homelessness, social care, family support and health;
- The length of time for which a DHP is being sought;
- Any steps the customer has taken to reduce their rental liability;
- Any steps that the customer has taken to increase their income;
- Any steps the customer has taken to be removed from the Benefit Cap
- Whether the customer has made attempts to move to cheaper alternative accommodation;
- The amount of money remaining in the DHP budget; and
- Any other factors that the Council and/or customer consider appropriate.

4.2 The Council will not normally make allowance for any financial loss resulting from the customer's failure to claim any benefits in a timely manner. No allowance will be made, either, for any debt relating to an overpayment of Housing Benefit or Universal Credit.

- 4.3 When the Council has considered the customer's needs and circumstances, it will decide how much to award. This may be any amount below the difference between the rental liability and payment for Housing Benefit / Universal Credit. The DHP award cannot exceed the weekly eligible rent for the customer's home.
- 4.4 The award of a DHP does not guarantee that a further award will be made at a later date, even if the customer's circumstances remain unchanged.

5 Claiming a DHP

- 5.1 The regulations require a DHP to be claimed.
- 5.2 In most cases, the person who claims a DHP will be the person who is receiving Housing Benefit or Universal Credit, or their partner. However, the Council may also accept a claim from someone who is acting on behalf of that person (such as an appointee or advocate) if the person is vulnerable and requires support.
- 5.3 The Council accepts DHP claims in writing and provides an application form for this purpose. The Council will also accept a DHP claim made on-line and in certain circumstances via the telephone.
- 5.4 A claim for a DHP will be considered from the date a DHP is requested, but on condition that all supporting information and documentation is received by the Council within one month of that request.
- 5.5 The application form prescribes the information necessary to support a claim for DHP, for the avoidance of doubt this must include income and expenditure and both must be evidenced. A claim will not be determined without the evidence provided.
- 5.5 If the Council requires additional information and evidence to assess the claim, it will request this from the customer in writing, electronically or verbally (over the telephone, face to face or by visit). The customer must provide this information and documentation within one month of the date of the request.
- 5.6 If the customer fails to provide the information and documentation on time, the Council will make a decision based on any information it already holds, including the information held on its Housing Benefit computer system. More time may be allowed for some individuals, however, if the Council thinks it is reasonable to do so.
- 5.7 Information must be supplied to support the DHP application and Customers must not assume that because information has been supplied to other council departments it will be available to support the DHP application.

6 Period of award

- 6.1 The Council will decide on the length of time for which a DHP is to be

awarded.

- 6.2 The start date for an award will normally be the Monday following receipt of the claim. However, the Council does have the discretion to backdate an award for DHP if it considers that the customer's circumstances merit this.
- 6.3 DHPs will normally be paid for a minimum of one week. The length of each award will be based on the individual circumstances of each customer; no award will be made past the end date of the tenancy agreement.
- 6.4 As an award can only be made for the current financial year, any award that is made for the remainder of 2018/19 will have to be followed by a new application for the next financial year even if the customer's circumstances remain unchanged.
- 6.5 Although all customers are entitled to make a fresh claim (for a further DHP) when their existing award comes to an end, the Council will not automatically invite customers to apply for another DHP.
- 6.6 As DHPs will not usually be regarded as offering a long term solution to a customer's financial situation, the maximum length of a DHP award (or a series of consecutive awards) will not normally exceed 12 months. Exceptions may be made, in particular for certain customers affected by the Social Rented Sector Size Criteria and where the Council continues to regard it as inappropriate for the customer to have to move, and the relevant caselaw that is operation at the time of this policy and new caselaw that comes into operation during the life of this policy
- 6.7 Exceptions will also be made in line with recent caselaw, where an award is made to a disabled customer who lives in significantly adapted accommodation in the social rented sector but who is subject to the removal of the spare room subsidy, the award will be made on a longer-term basis, including an indefinite award subject to a relevant change in their circumstances.
- 6.8 DHPs will also be considered on a longer term basis for customers who have a medical condition that makes it difficult to share a bedroom and for disabled children or non-dependants who need an additional bedroom for a non-resident overnight carer or team of carers.
- 6.9 Long term awards will also be made in cases where a disabled child who would normally be expected to share a bedroom under size criteria rules requires a separate room, and provides evidence that this is the case but does not meet the HB criterion of being in receipt of the Middle and Higher rates of DLA Care.
- 6.10 Failure to meet the conditions stated in the award notification may lead to an initial reduction or the complete withdrawal of the award.

7 Request for backdating

- 7.1 The Council will consider any reasonable request for backdating a DHP award. However, these will be limited to the period in which the customer has

been receiving Housing Benefit or Universal Credit they will also be limited to a maximum of 2 months and within the current financial year, unless exceptional reasons for a late claim are accepted. Backdating cannot be awarded prior to 2nd July 2001 when the regulations came into effect.

8 Making a claim in advance

- 8.1 A DHP can only be considered for a period when the customer is entitled to Housing Benefit or Universal Credit.
- 8.2 However, claims can be made in advance, where the customer is anticipating a change in their situation, such as the forthcoming imposition of the benefit cap and the Social Rented Housing Size Criteria.

9 Notification of decisions

- 9.1 The customer will be notified, in writing, of the outcome of the DHP claim within 14 days of receipt of the claim and all supporting documentation, or as soon as possible after that.
- 9.2 If a claim is unsuccessful, the Council's decision letter will include an explanation of how the decision has been reached and details of the right of review.
- 9.3 If the claim is successful, the Council's decision letter will include the following:
 - The reason for the award;
 - The amount awarded;
 - The period of the award;
 - To whom the DHP will be paid;
 - The customer's duty to report any changes in circumstances and
 - Any conditions associated with the award
 - Details of the right of review

10. Changes in circumstances

- 10.1 The customer must tell the Council if their circumstances change after a DHP is awarded. This is made clear to customers in the award letter and application form.
- 10.2 Customers must report all changes of circumstances that may be relevant to the DHP award to the Housing Benefits service even if they have been reported to other services or departments for example Job Centre Plus because a Universal Credit claim is in payment.
- 10.3 The Council may revise a DHP award if the customer's circumstances have

changed.

- 10.4 The Council reserves the right to recover any overpayments relating to DHP (see Section 13)

11. Payment arrangements

- 11.1 The Council will decide whether the DHP should be paid to the tenant, the landlord or a third party.
- 11.2 The payment will be made within 5 days of the award being assessed once all the information is received.
- 11.3 The Council will give priority to assessing an award from a Damage Deposit.

12. Right to request a review

- 12.1 As a DHP is not a payment of Housing Benefit or Universal Credit, it is not subject to the appeals mechanism that operates under those schemes.
- 12.2 Customers can request a review of a decision to refuse to award a DHP, a decision to award a reduced amount, a decision not to backdate an award for DHP or a decision to seek recovery of an overpayment of a DHP as follows:
- A customer (or their representative) who disagrees with a DHP decision may request a review. This request must be made in writing, within one month of when the notification was issued, and set out the reasons for requesting a review. (The time limit for requesting a review may be extended if the Council considers it reasonable to do so).
 - The appeal will be reviewed by an independent officer(s) to those that made the original decision.
 - The customer will be notified in writing once the decision has been reviewed, including the outcome of the review and a new decision notification if appropriate.
- 12.3 This decision will be final. In cases of alleged maladministration by the Council, the customer should follow the Council's complaints process. If a customer is still unhappy, they have a right to contact the Local Government Ombudsman.

13. Overpayments

- 13.1 The Council will make every effort to minimise overpayments of DHP.
- 13.2 If an overpayment does occur, the Council will decide whether or not it is appropriate to recover it. If recovery action is appropriate, the Council will send an invoice to the customer (or the person to whom the DHP was made) and a written explanation of how the overpayment occurred and the periods and amounts to which it relates.
- 13.3 Where the overpayment is a result of an error made by the Council, recovery

will not normally be sought, unless the customer or person who received the payment could have reasonably known they were being overpaid.

- 13.4 DHP overpayments will not be recovered from payments of Housing Benefit and Universal Credit that are due to the customer, but may be recovered from any future awards of DHP.

14 Fraud

- 14.1 The Council is committed to tackling and preventing fraud in all its forms.
- 14.2 If a customer, Landlord or Agent attempts to claim a DHP by making a false declaration or providing false evidence or statements, they may have committed an offence under the Theft Act 1968. Where the Council suspects that fraud may have occurred, it will investigate the matter as appropriate and this may lead to criminal proceedings.

15 Homeless Reduction Act

- 15.1 The Homeless Reduction Act comes into effect in April 2018 and the Act imposes a duty to assess, prevent and relieve homelessness.
- 15.2 The new duties under the Act include
- A duty to assess and agree a plan to secure and retain suitable accommodation with all eligible applicants who are homeless or threatened with homelessness is imposed.
 - A duty on the LA to prevent homelessness through taking reasonable steps to secure accommodation
 - A duty to take reasonable steps to help applicants, regardless of whether they are in 'priority need', to secure accommodation.
 - For homeless applicants who have a 'priority need' there is a duty to provide interim accommodation whilst the relief duties are carried out.
 - A duty for all public authorities to notify a local housing authority of the homelessness or threatened homelessness of a person (with their consent) and to provide the contact details of the person
- 15.3 The DHP Policy will support the new duties in the Act.

16 Publicity

- 16.1 The Council has a responsibility to ensure that it does not limit the legal discretions it may apply, and it is committed to applying this policy fairly and consistently.
- 16.2 It will take steps to maximise take up to make sure that the funds are targeted towards those who are most in need. This policy will be made available on request and via the Council's website: www.slough.gov.uk

17 Debt advice

- 17.1 Anyone experiencing debt problems will be signposted to local debt advice agencies for free, confidential, impartial advice.

18 Policy review

- 18.1 This policy will be reviewed on a regular basis and in light of any legislative changes, trends or other factors that impact on its effectiveness.
- 18.2 The Council may also, during the course of any year, review and reconsider whether it should allocate any of its own resources towards the overall DHP budget.

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Equality Impact Assessment

Directorate: RHR	
Service: Finance & Audit	
Name of Officer/s completing assessment: Jackie Adams	
Date of Assessment: 22.02.2018	
Name of service/function or policy being assessed: Discretionary Housing Payments 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 Discretionary Housing Payment scheme for 2018-19</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, analysis them, request such supporting information as they see fit and assess how much local Discretionary Housing Payment a person will be entitled to within the bounds of the scheme. If the Customer disagrees with the assessment they have the right to appeal the decision to an Independent Officer employed by Slough Borough Council, if the reason for an appeal is that the Customer has provided additional information this will be classed as a review and passed back to Arvato to reassess, if no additional information is received the assessment will be reviewed by a SBC employee and the customer will be made aware of the outcome. The scheme is a discretionary scheme and thought the overall circumstances are stated in each instance as each person circumstances are difference there can be no statement for every single circumstance hence the Assessor will make the determination based on the principals of the scheme. The Customer has a right to appeal to the ombudsman as the next stage as this is a discretionary scheme and does not have another independent review body.</p>
3.	<p>Who will be affected by this proposal? For example who are the external/internal customers, communities, partners, stakeholders, the workforce etc. Please consider all of the Protected Characteristics listed (more information is available in the background information). Bear in mind that people affected by the proposals may well have more than one protected characteristic.</p> <p>All those who live in the borough and pay rent to a Private or Social Landlord could potentially be affected by this proposal, the only people entitled to a payment under the legislation will be those in receipt of Housing Benefit or the housing element of Universal Credit, though Housing Benefit and Universal Credit is open to anyone on a low income.</p>

The scheme is a discretionary scheme set up to assist those people who are having difficulty paying their rent but they must be in receipt of Housing Benefits or the housing element of Universal Credit to be eligible. DHP can give assistance to those suffering financial hardship where additional help over and above their Housing Benefit or Universal Credit is available to assist with their rent costs for a limited period of time – the budget is cash limited.

The funding was initially increased three years ago when the Welfare Reform changes were first introduced in order to give people support while they became accustomed to the changes. The amount of grant has gradually reduced year on year as the changes have become embedded.

There was additional funding available from central government for 2016-17 and 2017-18 in order to support those customers affected by the further Welfare Reform changes. (Implementation of a lower benefits cap – implemented in Slough 19th December 2016), but for 2018-19 the grant has reduced by £111,177

o Age – the policy is generic and will help people of all ages, though certain aspects of the welfare reform legislation (e.g. Spare room Subsidy and benefits cap) does not affect people over the age of 60, so they will not be disadvantaged and therefore will not need to take advantage of this scheme.

o Disability – there are a number of changes under Welfare Reform that affects people with a disability, the DHP policy aims where possible to protect people with a disability and to protect their homes especially if they have been adapted for disabled living. In addition there has been some caselaw recently which means that those who have their homes adapted for a disabled member of the family must have DHP assessed if their Housing Benefit or the housing element of Universal Credit does not cover their full housing costs especially if there is a room used in the home for an overnight carer. SBC has prioritised in the policy support for households where there is a disabled member of the family.

o Pregnancy and maternity - where a house hold who has an additional bedroom and may be subject to the spare room subsidy but is expecting a child and the spare room subsidy will be removed or reduced on the birth of the child the DHP policy aims to protect these households until the birth of the child.

There is no specific changes to the following under the Welfare Reform Act, the changes are generic and affect all groups, the policy is therefore generic in the need to able to provide support to all parts of the community affected by Welfare Reform and to assist them into

	<p>work or to fund cheaper alternative accommodation if appropriate therefore cash limited help will be available to all groups and they will be treated based on their circumstances as defined in the policy</p> <ul style="list-style-type: none"> o Race o Religion and Belief o Sex o Sexual orientation o Gender Reassignment o Marriage and Civil Partnership o Other <p>This policy aims to assist some of the most vulnerable people in the community and needs to be simple and easily implemented and understood. This is why each claim is considered individually and customers are given all of the support they need to access the scheme. Officers in Revenues, Customers Service, and Housing are fully aware of DHP's and the process of claiming.</p>
4.	<p>What are any likely positive impacts for the group/s identified in (3) above? You may wish to refer to the Equalities Duties detailed in the background information.</p> <p>None from the changes to the scheme</p>
5.	<p>What are the likely negative impacts for the group/s identified in (3) above? If so then are any particular groups affected more than others and why?</p> <p>None from the changes to the scheme</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>n/a</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>

	n/a
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 scheme has been developed in conjunction with the our partners Arvato and other interested parties, including Strategic Housing in order to ensure that we are treating Customers fairly and providing support to those who need it the most. As the budget is cash limited and the call on the DHP's during 2017-18 was higher than ever in SBC, regular liaison has been maintained and agreement with the above parties where we needed to limit payments in order that those most in need received the payments and that customers maintained their home. It is intended that this liaison continues as required during 2018-19</p> <p>In addition we monitor the Customers that apply for DHP by race and disability and have analysed these results taking into account the make up of the borough. We have not analysed the results by gender as one member of the household applies on behalf of the household for Housing benefits, Universal Credit and DHP</p> <p>We note that there may come a time where DHP's have to be reduced or suspended if the grant is spent, we have worked to avoid this in 2017-18 and will continue to do the same in 2018-19 by reducing payments if necessary rather than stopping payments so those in need receive some assistance.</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>The DHP spend is currently monitored on a monthly basis to ensure that the spend remains within budget, the details of the customers that receive DHP are available to the Partnership Development and Client Monitoring Team including protected characteristic's listed above and all payments are who regularly monitored. If it appears that the spend is increasing / decreasing or as we come to the end of the financial year the spend is monitored on a daily basis.</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: 22nd Feb 2018

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Colin Moone, Service Lead – Strategic Housing Services
(For all enquiries) (01753) 474 057

WARD(S): Baylis and Stoke

PORTFOLIO: Housing – Cllr Mohammed Nazir

PART I
NON-KEY DECISION**UPDATE ON 50 AND 52 STOKE ROAD – CONSERVATIVE GROUP MOTION ON 30TH JANUARY 2018****1 Purpose of Report**

The purpose of this report is to update Cabinet on progress in relation to the agreed Conservative Group Motion. The Motion requested that the Council enter into negotiations with London & Quadrant (L&Q) to explore the possibility of L&Q redeveloping part of the site at 50 and 52 Stoke Road, particularly the car park to provide some additional specialist supported, half way house type accommodation for needy and vulnerable clients in Slough. Also to rename the resultant complex of buildings and facilities the Darren Morris Centre, in memory of the late Councillor Darren Morris.

2 Recommendation(s)/Proposed Action

- 2.1 The Cabinet is requested to note L&Q's response to the points raised in the Motion and
- 2.2 The Cabinet is also requested to agree that the Covenant, which governs the site, be lifted, as outlined in sections 5.2.3 to 5.2.6 in order for London & Quadrant to progress their proposed development.

3. The 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 a key priority 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 housing supply.
- The supply of new high quality homes has been recognised by all of our partners as fundamental in delivering their own objectives, which have wider health and economic benefits for the residents of Slough.

3b Five Year Plan Outcomes

The proposal also makes the following contributions to corporate objectives:

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

- The proposed scheme at 50 and 52 Stoke Road of 102 properties will provide Slough residents with the opportunity to buy, part-own and rent. The proposed compliant scheme of 40% affordable homes will be increased subject to negotiation of the release of the existing Covenant.

4 Other Implications

(a) Financial

The site is owned by London & Quadrant Housing Association (L&Q) and was used as a Foyer to accommodate young, vulnerable people. There is an existing covenant on the land, which reads:-

'Not to use the property for any purpose other than as a residential foyer comprising of 64 bedsits, two warden flats and ancillary, office reception, training, conference, restaurant, bar and retail areas plus a three storey headquarters office building.'

L&Q have asked Slough to lift the Covenant, which has now been valued by the District Valuer. The result of the valuation is that the site has a higher value in its existing condition than it does as a policy compliant scheme. In short it is worth more now than it would do once developed. As there is no uplift in value, a consideration based on uplift is not required.

At the present time, it is assumed that L&Q will fully fund any costs associated with the development of this site and there are no direct funding implications for the Council.

(b) Risk Management

Risk	Mitigating action	Opportunities
Legal	None	
Property	The property on the site is empty (currently occupied by Guardians) and L&Q are proposing a residential scheme.	The scheme will provide much needed housing accommodation for households in need.
Human Rights	None	
Health and Safety	None	
Employment Issues	None	
Equalities Issues	None	
Community Support	None	
Communications	None	
Community Safety	None	
Financial	None	

Timetable for delivery	None	
Project Capacity	None	
Other	None	

(c) Human Rights Act and Other Legal Implications

There are no human rights implications arising from this report.

Under Section 270 of the Local Government Act 1972 “land” is defined as including “any interest in land or any easement or right in, to or over land”.

Accordingly, any release by the Council of the restrictive covenant in its favour over the property at 50 and 52 Stoke Road would constitute a disposal of land.

Under Section 123 of the Local Government Act 1972 the Council cannot dispose of land for a consideration less than the best that can reasonably be obtained without the consent of the Secretary of State.

The Secretary of State has issued a General Consent under Circular 06/03 (Local Government Act 1972 general disposal consent (England) 2003 disposal of land for less than the best consideration that can reasonably be obtained) which permits local authorities to dispose of land for an undervalue of up to £2,000,000 if the local authority considers that the purpose for which the land is to be disposed of is likely to contribute to the achievement to one or more of the promotion or improvement of the social well-being, the promotion of improvement of the economic well-being or the promotion or the improvement of the environmental well-being of the whole or any part of its area or of all or any persons present or residing in their area.

(d) Equalities Impact Assessment

There are no equality issues arising from this report.

(e) Property

The property and site at 50 and 52 Stoke Road are owned by London & Quadrant Housing Association and therefore there are no property implications for Slough Borough Council.

5 Supporting Information

Detail

5.1 Background

5.1.1 The site at 50 and 52 Stoke Road is owned by London & Quadrant Housing Association (L&Q) and is where the Foyer was based. This was used for young, vulnerable people.

5.1.2 Officers of Slough Borough Council, in consultation with L&Q and also the relevant Lead Member, closed the Foyer because it was half empty for a considerable period of time. As a result the age range was changed from young people to those up to 35 years old, but this had minimal impact.

5.1.3 Other approaches were considered, including a possible reconfiguration of the interior to turn the rooms into self-contained units but the cost was prohibitive. Slough used the building on an ad hoc basis for its severe weather provision but has not used the building for over two years.

5.2 The proposed housing development on the site

5.2.1 In October 2017, L&Q officers met with the Council to discuss proposals for a 102 unit development, comprising of 61 units for sale, 16 for shared ownership and 25 for rent. L&Q confirmed that they were proposing a planning compliant scheme but that they required the existing Covenant to be lifted.

5.2.2 The Council indicated that a compliant housing development would be welcomed in the borough and undertook to review the Covenant issue.

5.2.3 As stated above in 4 (a) the Covenant has been valued and the site has a higher value in its existing condition than it does as a policy compliant scheme. The council has four options: -

- (a) refuse to lift the Covenant – this will likely result in no development coming forward and the site/buildings remaining empty. L&Q will also challenge this decision;
- (b) ask for a consideration (money) for releasing the Covenant, although the valuation determined no monetary uplift. This will be subject to negotiation and would likely result in a viability issue resulting in less affordable housing;
- (c) lift the Covenant based on a compliant scheme coming forward or
- (d) lift the Covenant on the condition that L&Q increase the affordable housing element of the scheme to an agreed level (at least 10%).

5.2.4 It is the view of officers that the Council should opt for option d above. L&Q have already indicated that they will be bringing forward a compliant scheme, which will deliver 40% affordable housing to this borough. Negotiating on at least a 10% uplift of this figure is realistic.

5.2.5 Although this is one less provision in the borough for single vulnerable households, Strategic Housing are discussing these issues with the Commissioning Team, responsible for this type of provision, who are currently reviewing the needs of this cohort. The Homelessness Strategy will also be addressing the gaps in provision, which currently exist.

5.2.6 Officers in Asset Management have indicated that the Council could be challenged for imposing 'unreasonable' consideration and conditions. Any of the options chosen would be subject to the agreement of L&Q's Board.

5.3 The Conservative Group Motion on 30th January 2018

5.3.1 At Full Council on 30th January 2018, the Conservative Group Motion was agreed. This can be found at Appendix A to this report.

5.3.2 Based on this resolution, the Council met with L&Q on 6th February 2018 to discuss the issues and to request that the Motion agreed at Full Council be considered.

5.3.3 Whilst L&Q indicated that any negotiated position would have to be agreed at their Board, they confirmed that they intend to move to pre-application stage for planning permission of the 102 unit scheme that they had discussed with the Council at the

meeting in October 2017. They did point out however, that the affordable housing units, whilst available for general needs purposes, are also likely to assist vulnerable households.

5.3.4 L&Q indicated that they are amenable to naming the development or part of it, at least, after the late Councillor Darren Morris.

5.3.5 L&Q, however, stated that this proposal would not be presented to their Board until they had a viable scheme, which they are currently working on. They must therefore arrange a pre-application meeting with Planning and this is estimated to take place in May 2018 with a Planning Application in November 2018. This can be all subject to change. However, understanding the Covenant position will enable the ball to start rolling.

6 Comments of Other Committees

6.1 Officers are not currently planning to consult other committees on this matter. Once the issues discussed in this report are resolved, L&Q will take this through the formal planning process.

7 Conclusion

7.1 Officers have discussed with L&Q the Motion agreed at Full Council and have requested that the two issues are considered by them. L&Q have been in discussion with the Council since October 2017 about bringing forward a Planning Policy Complaint Scheme but in order for the development to go ahead a restrictive Covenant has been requested to be lifted.

7.2 The Council will receive a formal response from L&Q after pre-application stage when they know if their proposed scheme is viable and once their Board is consulted.

Appendices Attached

'A' - The Conservative Group Motion – 30th January 2018

Background Papers

'1' - Transfer – Land Known as 42 – 64 Stoke Road, Slough. HM Land Registry: 8th December 1995

'2' - Beacon House & The Foyer, Slough – Concept. MEPK architects: 21st July 2017 (confidential)

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**Full Council
30th January 2018
Council Motion**

After discussions between the two Group Leaders and in order to ensure both motions can be passed unanimously by Full Council the below text has been agreed.

Conservative Group Motion

'This Council resolves to:

Enter into negotiations with London and Quadrant Housing Trust (L&Q) to:

- Explore the possibility of L&Q redeveloping part of the shared site of 50 and 52 Stoke Road, particularly the carpark area, to provide some additional specialist supported half-way-house type accommodation for needy and vulnerable clients in Slough on the path toward independent living.
- Rename the resultant complex of buildings and facilities the Darren Morris Centre, in memory of the work and commitment of a councillor who died in-service a year ago striving in a non-partisan manner to help citizens such as these.'

Labour Group Motion

'The Council believes more action is required to prevent homelessness, the Council therefore calls upon the Government to:

- Provide adequate funding to enable councils to successfully implement the Homelessness Reduction Act;
- Ensure that changes to the way supported housing is funded meet the needs that councils have identified;
- Reform the legal framework for assured shorthold tenancies to give those renting privately greater security and certainty.

Further this Council urgently resolves to step up our efforts locally to help prevent homelessness in Slough, support action to help people stay in their homes and provide additional funding to boost the supply of temporary accommodation in Slough.'

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Cate Duffy, Director of Children, Learning & Skills / Nick Pontone, Senior Democratic Services Officer
(For all enquiries) (01753) 875120

WARD(S): All

PORTFOLIO: Councillor Sadiq – Children & Education

PART I
NON-KEY DECISION

SCHOOLS FUNDING FORMULA UPDATE**1 Purpose of Report**

To notify the Cabinet of a decision taken under delegated authority in relation to changes to the schools funding formula. The Cabinet gave delegated authority to the Director of Children, Learning & Skills at its meeting held on 20th November 2017.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve that the decision of 8th February 2018 on the schools funding formula taken by the Director of Children, Learning & Skills under delegated authority granted by the Cabinet on 20th November 2017 be noted.

3 Slough Joint Wellbeing Strategy Priorities

This report notifying the Cabinet is entirely administrative in nature does not directly contribute to the SJWS priorities.

4 Other Implications**(a) Financial**

There are no direct implications from noting this report.

(b) Risk Management

There are no specific issues arising directly from this report.

(c) Human Rights Act and Other Legal Implications

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

(d) Equalities Impact Assessment

This report being entirely administrative in nature and is not therefore applicable to the Equalities Impact Assessment (EIA).

(e) Workforce

None.

5 **Supporting Information**

5.1 The Cabinet considered a report on the 'Revenue Financial Report - 2017-18 (Quarter 2)' at its meeting on 20th November 2017 and resolved:

(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.

5.2 It was stated that "Any decisions taken under delegated action will be reported to the next Cabinet meeting."

5.3 The Director of Children, Learning & Skills made a Significant Officer Decision under the delegated authority on 8th February 2018 and this report notifies the Cabinet of the decision taken as at Appendix A.

6 **Comments of Other Committees**

None.

7 **Conclusion**

The Cabinet is note the decision of the Director of Children, Learning & Skills as at Appendix A.

8 **Appendices**

'A' Significant Officer Decision – Approval of Changes to the Schools Funding Formula 2017-18

'B' Report to Schools Forum 17th January 2018 - Schools National Funding Formula 2018-19

Slough Borough Council Record of Significant Officer Decision

Title of decision	Authorisation of the School Block Budgets 2018.19
Date decision taken	8/02/2017
Decision maker	Cate Duffy - DCS
Portfolio	DSG
Details of decision taken	The process to agree the new formula used to set the budgets for local schools in the borough for the next financial year 2018/19 is underway. The timetable to agree the changes to the funding formula is very tight. Detailed discussions will be taking place with the Schools' Forum followed by full consultations with all affected schools and finally a submission to the Department of Education of the agreed position by January 19 th 2018.
Reasons for taking decision	Specific decisions that have been delegated to a particular officer by resolution at a Cabinet meeting to be taken following consultation with the relevant Commissioner
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	N/A
Reports considered	Attached

SCHEDULE OF 'SIGNIFICANT' OFFICER DECISIONS – To be circulated monthly to all Members and published on the website

1. Tenders/Contracts over £50,000 or 'sensitive' excluding individual social services care packages and school placements.
2. Exemptions to Competitive Tendering.
3. Redundancies/Early Retirements above 5 in Service area*
4. Decision to commence formal organisational restructuring/consultation.
5. Consultation responses other than technical responses where officers asked for Member views.
6. Write-off of individual debts between £5,000 and £15,000.
7. Decisions arising from external report on significant Health and Safety at Work Act risk.
8. Compulsory Purchase Orders.
9. Action with regard to Petitions in accordance with the Council's Petition Scheme
10. Any exceptions made to the Council's agreed tender procedure as set out in Financial Procedure Rules
11. Consultancies over £5,000 (excluding cover for established posts) or any consultancy/employment offered to former Senior Officers of the Council of 3rd tier and above.
12. Other decisions such as those with political, media or industrial relations implications that Directors consider Members should be aware of.
13. Appointments to casual vacancies on committees, sub committees, Panels, Working Parties and outside bodies
14. Specific decisions that have been delegated to a particular officer by resolution at a Cabinet meeting to be taken following consultation with the relevant Commissioner

*Decisions taken on the Redundancy/Early Retirement of a senior level officer to be reported to Group Leaders, Cabinet and Employment and Appeals Committee.

**Slough Borough Council
CHILDREN, LEARNING SKILLS**

**Approval of Changes to the Schools Funding Formula 2017-2018
(Under Delegated Authority)**

1. A report to Cabinet on 20th November 2017 considered the following request:

Delegated Authority to Approve Changes to Schools National Funding Formula

The process to agree the new formula used to set the budgets for local schools in the borough for the next financial year 2018/19 is underway. The timetable to agree the changes to the funding formula is very tight. Detailed discussions will be taking place with the Schools' Forum followed by full consultations with all affected schools and finally a submission to the Department of Education of the agreed position by January 19th 2018.

The quick turnaround required means that decisions about the composition of or changes to the formula will not fit into the current Cabinet cycle. Consequently Cabinet is requested to delegate authority to agree any changes to the national formula for 2018-19 financial year to the Director of Children, Learning and Skills, following consultation with the Cabinet Member for Children, Education & Families. Any decisions taken under delegated action will be reported to the next Cabinet meeting.

The full copy of the report to Cabinet can be accessed here: [Agenda for Cabinet on Monday, 20th November, 2017, 6.30 pm](#)

2. The minutes of that Cabinet meeting confirmed that this request was approved (an extract reproduced below).

Resolved

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.

A copy of the minutes can be accessed here:

www.slough.gov.uk/moderngov/mgChooseDocPack.aspx?ID=5765

3. A report on this matter was considered by School's Forum on January 17th 2018 and followed a consultation with all schools who were invited to give a view on 3 options put forward by the forum in conjunction with the Council. This report included the following recommendation:

That Schools' Forum:

- a) Notes the outcome from the consultation with all 44 maintained schools in that responses were received from 18 schools (41%), and
- 1 school (6%) selected option 1
 - 14 schools (78%) selected option 2
 - 3 schools (16%) selected option 3.
- b) Recommends option 2 as the preferred revenue funding option for 2018-19 to be agreed by the Council's Cabinet.

A copy of the full report can be accessed here:

<http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=130&MId=6107&Ver=4>

4. Schools' Forum agreed this recommendation and the Council now needs to approve this decision using the delegated authority obtained in paragraph 2 above.

Formal Approval:

.....
Cate Dunny
Strategic Director
Children, Learning & Skills

.....
Date

8-February 2018.

Lead Commissioner **Cllr Shabnum Sadiq** consulted on

SLOUGH SCHOOLS' FORUM
17th January 2018
Directorate of Children Learning and Skills

Schools National Funding Formula 2018-19

1 PURPOSE OF THE REPORT

This report provides Schools Forum (SF) with the outcomes from the consultation with maintained schools on the 2018-19 revenue funding options agreed at the December 2017 meeting.

Background

- 1.1 The December SF received the final deliberations of the 5 – 16 Task Group (the Task Group) in developing the 2018-19 budget as part of the two year transition to the 'hard' NFF from April 2020. It was decided that schools would be consulted on three funding options namely:

- Option 1: Retain the status quo
- Option 2: Move half-way towards the National Funding Formula (NFF)
- Option 3: Implement the NFF in full from 2018-19.

2 RECOMMENDATIONS

- 2.1 That Schools' Forum:

- Notes the outcome from the consultation with all 44 maintained schools in that

Responses were received from 18 schools (41%)

- 1 school (6%) selected option 1
 - 14 schools (78%) selected option 2
 - 3 schools (16%) selected option 3.
- Recommends option 2 as the preferred revenue funding option for 2018-19 to be agreed by the council's Cabinet.

3 REASONS FOR RECOMMENDATION

- 3.1 The next two financial years offer the opportunity to plan and prepare for the 'journey' towards the implementation of the 'hard' NFF in 2020-21. Accordingly through their meetings the Task Group considered in

detail the impact of a number of options leading to a consultation with schools on the final three agreed at the December SF meeting.

- 3.2 This report presents the responses from the consultation that ended on 9th January.

SUPPORTING INFORMATION

- 4.1 SF is reminded of the revised budget preparation timetable presented to the December meeting and this report provides an update on the final stages for January as set out below:

Activity	Target Date/Completion
Build 2018-19 financial model	November
Schools Task Group meetings to consider consultation options	17 th , 23 rd November, 1 st December, 15 th January 2018
Consult schools	Week commencing 4 th December, ends 9 th January
ESFA publish initial 2018-19 DSG block	19 th December (2016)
Collate consultation responses, enter agreed option into APT and check affordability	16 th January
SF consulted on consultation outcome	17 th January
Submit final APT to DfE with agreed political ratification date if not already obtained	19 th January

As indicated in the above table the ESFA published the initial DSG blocks on 19th December for all local authorities and the Slough allocations are set out below.

- 4.2 The final DSG allocation released by the DfE is shown in the table below.

DSG Block	2018-19 £m
Schools	127.487*
Central Services	0.625
High Needs	22.724*
Early Years	15.304
Total	166.140

* Figures are before academy recoupment

- 4.3 Appendix A sets out the individual school budgets (ISB) reflecting the most recent APT issued to the council following the December DSG announcement.
- 4.4 It also shows that there is a sum of £342k still to be allocated to schools based on the updated APT and the schools DSG shown in para 4.2 as notified by the DfE/ESFA.
- 4.5 The Schools Task group met on 15th January to review financial modelling options to allocate the additional funding of £342k and the preferred option will be presented to this meeting.

5 ALTERNATIVE OPTIONS CONSIDERED

- 5.1 Not applicable.

6 ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

- 6.1 Monitoring Officer
The relevant legal provisions are contained within the main body of this report.
- 6.2 Section 151 Officer – Strategic Director of Resources
The financial implications of the report are outlined in the supporting information.
- 6.3 Access Implications
There are no access implications.

7 CONSULTATION

- 7.1 See paragraphs 1.1, 2 and 3 above.

Contact for further information

Domenico Barani
Group Accountant - Children and Schools
Domenico.barani@slough.gov.uk

Appendix A: ISB from December APT

Baylis Court School	4,368,490
Beechwood School	4,775,381
Castleview Primary School	1,923,935
Cippenham Infant School	1,090,351
Cippenham Primary School	3,144,949
Claycots School	6,353,894
Colnbrook Church of England Primary School	970,966
Ditton Park Academy	4,080,079
Eden Girls' School, Slough	2,664,804
Foxborough Primary School	1,444,390
Godolphin Infant School	1,369,820
Grove Academy	786,588
Herschel Grammar School	3,376,168
Holy Family Catholic Primary School	1,674,686
Iqra Slough Islamic Primary School	2,577,786
James Elliman Academy	2,804,048
Khalsa Primary School	1,615,411
Langley Grammar School	3,804,793
Langley Hall Primary Academy	2,860,344
Lynch Hill Enterprise Academy	3,038,547
Lynch Hill School Primary Academy	3,423,777
Marish Primary School	2,832,602
Montem Academy	3,763,916
Our Lady of Peace Catholic Primary and Nursery School	2,421,553
Parlaunt Park Primary Academy	2,426,636
Penn Wood Primary and Nursery School	3,170,927
Pippins School	746,235
Priory School	3,284,141
Ryvers School	2,499,262
Slough and Eton Church of England Business and Enterprise College	5,828,188
St Anthony's Catholic Primary School	2,277,268
St Bernard's Catholic Grammar School	2,836,807
St Ethelbert's Catholic Primary School	1,756,567
St Joseph's Catholic High School	3,965,495
St Mary's Church of England Primary School	2,360,184
The Godolphin Junior Academy	2,045,932
The Langley Academy	5,027,137
The Langley Academy Primary	1,301,460
The Westgate School	4,792,300
Upton Court Grammar School	3,687,037
Western House Academy	2,447,620
Wexham Court Primary School	2,601,696
Wexham School	4,256,472
Willow Primary School	1,765,839
Subtotal	126,244,483
Gap	342,085
Growth Fund	900,000
Total DSG Allocation	127,486,568

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

CONTACT OFFICER: Catherine Meek
(For all enquiries) (01753) 875120

WARD(S): All

PORTFOLIO: Councillor Sadiq – Children & Education

PART I
NON-KEY DECISION

CONTRACT IN EXCESS OF £250,000 – SCHOOL TRANSPORT**1 Purpose of Report**

To advise the Cabinet of an additional contract of an estimated value of over £250,000, that is proposed to commence tendering prior to the next meeting of the Cabinet. This is in addition to those that were notified to Cabinet in April 2017.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve that the commencement of tendering for the home to school transport contracts be approved.

3 Slough Joint Wellbeing Strategy Priorities

This report being entirely administrative in nature does not directly contribute to the SJWS priorities. However the contracts listed in the appendix will contribute to all of the priorities.

4 Joint Strategic Needs Assessment (JSNA)

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

5 Other Implications**(a) Financial**

The contracts set out are included in approved budgets. Officer delegations authorise Directors to approve expenditure within approved capital budgets and decisions on work programmes within those budgets. Authority to approve additional expenditure up to either 10% or £25,000, whichever is the lower of the total cost of the capital scheme subject to the annual capital payments of the additional expenditure not exceeding the annual amounts included within the capital programme by more than either 10% or £25,000 whichever is the lowest.

(b) Risk Management

There are no specific issues arising directly from this report.

(c) Human Rights Act and Other Legal Implications

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

(d) Equalities Impact Assessment

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

(e) Workforce

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

6 Supporting Information

Council's Constitution

Subject to consultations with the Director of Finance & Resources in respect of the acceptance of any tender exceeding £100,000, Directors are authorised to make all decisions on the approval of the select lists of tendered, the invitation, evaluation and acceptance of quotations and tenders and the entering into contracts or agreements for the supply of goods, equipments, materials or services subject to:-

- (a) The intention to tender or enter into a contract of a value exceeding £250,000 having been previously reported and approved by the Cabinet or the appropriate Committee of the Council.
- (b) Exemptions to competitive tendering being reported for information to the Cabinet or the appropriate Committee of the Council.
- (c) Any special requirements or directions given by the Council, its Committees or the Cabinet.

School Transport Tender

The current home to school transport contracts started on 1st September 2013. There are over 100 individual contracts providing transport for pupils with SEN. The contracts awarded in 2013 were initially for 3 years ending on the 31st August 2016. An extension of up to 2 years was allowed and one year extensions were agreed in 2016 and 2017. Existing contracts will end in July 2018 and no further extensions are permitted.

Community Transport Services manage the procurement process and the contracts themselves on behalf of Children, Learning and Skills under an SLA. The CLS department has a school transport budget of £1,872,000 which is mainly for pupils with SEN. Cabinet approval is sought to retender the contracts as the annual value is more than £250,000. The tendering process will start in April 2018 and contracts will be awarded in July 2018 for three years starting in September 2018. There will be an option to extend the contracts for 2 years from September 2021.

7 **Comments of Other Committees**

None.

8 **Conclusion**

The Cabinet is requested to approve the commencement of tendering for home to school transport contracts with an estimated value of over £250,000, that is proposed to begin prior to the next meeting of the Cabinet at which the full list of contracts to be let in the 2018/19 financial year will be considered.

9 **Appendices**

None

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19 March 2018
CONTACT OFFICER: Neil Wilcox – Director for Finance and Resources
(For all enquiries) (01753) 875036
WARD(S): All.
PORTFOLIO: Sabia Hussain – Transformation and Performance

PART I
KEY DECISION**SHARED LEGAL SERVICES WITH LONDON BOROUGH HARROW****1 Purpose of Report**

This report sets out proposals for the integration of Slough Borough Council (SBC) Legal Services with HB Public Law, the shared legal service hosted by the London Borough of Harrow (LBH) and providing legal services to Harrow, Barnet, Hounslow, Buckinghamshire, Aylesbury Vale and the London Waste Authority. The case builds on successful work to date between the two Authorities.

Part II of this report contains information relating to the business or financial affairs of the Council or others or relating to consultations in connection with labour relations matters affecting employees and is thus exempt information under the Access to Information Rules contained in part 4.2 of the Constitution.

2 Recommendation(s)/Proposed Action

The Cabinet is requested to resolve:

- (a) That delivery of the Council's Legal Services through HB Public Law for a period to be set out in an Inter-Authority agreement be agreed.
- (b) That the delegation be agreed to the London Borough of Harrow of the discharge of the Council's function in respect of the delivery of legal services in accordance with s101 and s113 of the Local Government Act 1972 and the Local Government (Arrangements for the Discharge of Functions) (England) Regulations 2012.
- (c) That the Head of Legal, London Borough of Harrow be authorised to institute, defend or participate in any legal proceedings and sign documents on behalf of the Council.
- (d) That authority be delegated to the Director of Finance Resources, following consultation with the Cabinet Member for Transformation and Performance, to execute an Inter Authority Agreement with London Borough of Harrow and take any other necessary actions to give effect to the proposals for a new shared Legal service detailed in the report.

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

3a. Slough Joint Wellbeing Strategy Priorities –

In order to meet the priorities agreed with partners organisations the Council needs back office services, including legal services, which are able to support the following priorities:

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

3b. Five Year Plan Outcomes

This Council is committed to meeting the outcomes of its Five Year Plan and ambitions for its residents. In order to achieve this, the Council needs back office services, including legal services, which are able to support these ambitions. It has been apparent for some time that the significant reductions in central government funding demand a fresh look at how the Council might continue to receive the legal advice that supports its needs.

The proposal provides for a legal service which is able to offer increased resilience and improved quality of service at a lower overall cost to the Council which will enable all of the following five year plan ambitions to be achieved

- *Our children and young people will have the best start in life and opportunities to give them positive lives.*
- *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. Other Implications

(a) Financial

Due to a progressive depletion in the Council's in house legal services capacity, considerable reliance has needed to be placed on external legal services providers to meet the Council's legal services needs, on an ad hoc basis, at considerable cost.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
Delivery of the Council's legal	Without the implementation	purchase of legal services	Economic / Financial	Delivery of the Legal Services

<p>services needs via HB Public Law though delegation of its legal services function pursuant to the Local Government Act 1972 under an inter-authority agreement</p>	<p>of robust and resilient arrangements to meet the Council's needs for legal services there is a risk of decisions being made or actions taken which increase financial or reputational risk. In addition extensive reliance is placed on the Service Lead for this area delaying timely progress on matters.</p>	<p>from external providers and reliance on Service Lead for this area.</p>	<p>6 Risk: Low Impact: Marginal Legal / Regulatory 9 Risk: Low Impact: Critical</p>	<p>function by a joint service through an inter-authority agreement overseen by the Service Lead for this area.</p>
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(c) Human Rights Act and Other Legal Implications

The shared services arrangements will be documented in an Inter Authority Agreement to be entered into by SBC and LBH. Under s101 of the Local Government Act 1972 SBC can arrange for the discharge of its functions by another local authority and there is also a legal basis for the sale and purchase of services between local authorities using s1 of the Local Authorities (Goods and Services) Act 1970. It is not considered that there are any Human Rights Act implications arising from this report.

(d) Equalities Impact Assessment

There is no identified need for an EIA arising from this Report.

(e) *Property*

An on-site presence in the form of HBPL desks will remain in SBC. The desks will be reserved for use by HBPL staff working in SBC offices with full HBPL ICT functionality.

5 Supporting Information

5.1 Background

5.1.1 In a continuing climate of financial austerity SBC's internal legal services face a number of challenges including:

- Repeated budget cuts resulting in an in-house legal department that lacks critical mass, resilience and long term viability.
- Recruitment of suitably qualified, specialist staff;
- Retaining the in depth of specialist knowledge and experience to support SBC when demand in some areas is not consistent;
- The increasing complexity and vulnerability to challenge of decisions it advises on;
- Predicted increased demand in some specialist areas including a national focus on regeneration;
- The increasingly complex local government landscape as multi-agency partnerships and new commercial arrangements proliferate; and
- A large amount of Slough's legal work being outsourced to private law firms with the increasing costs implications.

5.1.2 HBPL has been supporting SBC by the provision of legal services on an 'as and when' basis since March 2017.

5.2 The Proposals

This report makes the case for the integration of SBC Legal Service with HBPL. The project's critical success factors are to:

1. Deliver savings, minimising the need to reduce front-line services to residents.
2. Improve efficiency, quality and capacity of the legal service;
3. Enhanced career opportunities for SBC's legal staff.
4. Provide resilience to the service offering and improve customer experience/satisfaction.

5.3 Our objectives are to:

- Have access to a legal service which has the capacity and specialisms to be able to provide quality advice in a timely way to clients in services across the Council;
- Reduce the overall cost of the legal support we use, both by outsourcing less to private sector firms and reducing overall demand;
- Reduce our dependency on and the pressure on our senior lawyers who provide excellent service but with little back-up when they are extremely busy or away;
- Benefit from legal practice management tools which ensure high levels of lawyer utilisation;
- Provide better career development opportunities for our lawyers;
- Preserve the best of our current in-house arrangements, specifically close, productive and flexible working between clients in our services and lawyers;
- Achieve as smooth a transition as soon as possible to the new arrangements with a view to commencing the same by 01/06/2018.

5.4 The arrangement under which HBPL is set up allows new councils to be admitted. An important aspect to note is that the partnership is based on cost recovery only with any surpluses being reinvested into the business to support continued development.

6 Comments of Other Committees

This report has not been considered by any other committees.

7 **Conclusion**

- 7.1 The detailed governance and service arrangements for the shared Legal Service will be set out in an Inter Authority Agreements (IAA), which will delegate authority to LBH to deliver the shared Legal Service.
- 7.2 The implementation process is overseen by a Programme Board and the implementation and transition process will be monitored against a project plan. The progress of the shared service will be monitored through the Governance structure of the shared service set out in the Inter Authority Agreement.
- 7.3 Joining HBPL, a shared Legal Service, will support SBC in the development of a resilient and cost effective Legal Service, providing SBC with high quality legal advice to meet the needs of the Council.

8 **Appendices Attached**

'A' - Legal Services Review 2017/18 dated 15 September 2017 prepared by RSM Risk Assurance Services LLP which is appended to Part 2 of this Report as it comprises exempt information

Background Papers

None

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SLOUGH BOROUGH COUNCIL

REPORT TO: Cabinet **DATE:** 19th March 2018

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

WARD(S): All

PORTFOLIO: Leader, Regeneration & 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 15th February 2018.

7. Background Papers

None.

NOTIFICATION OF DECISIONS

1 MARCH 2018 TO 31 MAY 2018

Date of Publication: 15th February 2018

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.

Page 194 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 - Regeneration & Strategy | Councillor Swindlehurst |
| • Deputy Leader - Transformation & Performance | Councillor Hussain |
| • Environment & Leisure | Councillor Anderson |
| • Planning & Transport | Councillor Carter |
| • Regulation and Consumer Protection | Councillor Mann |
| • Corporate Finance & Housing | Councillor Nazir |
| • Health & Social Care | Councillor Pantelic |
| • Children & Education | Councillor Sadiq |

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.

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.

Page 17 of 19

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 - 19th March 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><u>Performance & Projects Report: Q3 2017-18</u></p> <p><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></p>	T&P	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S	None		
<p><u>Community Investment Fund Update and Priorities for 2018/19</u></p> <p>To receive an update on the projects benefitting from support from the Community Investment Fund in 2017/18 and to determine the priorities for 2018/19.</p>	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None	√	
<p><u>Discretionary Housing Payments Policy</u></p> <p>To consider the Council's Discretionary Housing Payment Policy for the forthcoming year.</p>	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><u>Gender Pay Gap Reporting and Equalities</u></p> <p>To consider a report updating the Cabinet on the position regarding the gender pay gap and equalities issues.</p>	H&S	All	All	Christine Ford, Equality and Diversity Manager Tel: 01753 875069	-	None		

Portfolio Key – R&S = Regeneration and Strategy, T&P = Transformation & Performance, E & L = Environment and Leisure, C&E = Children & Education, P & T = Planning & Transport, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, F&H = Corporate Finance & Housing

Bold – Key Decision

Non-Bold – Non-Key Decision

Italics – Performance/Monitoring Report

<p><u>Reference from Council, 30th January 2018 - Accommodation Facilities for Homelessness</u></p> <p>To receive a report on the matters for the Executive arising from the Motion passed by Council on 30th January 2018 relating to Accommodation Facilities for Homelessness:</p> <p><i>“This Council resolves to enter into negotiations with London and Quadrant Housing Trust (L&Q) to:</i></p> <ul style="list-style-type: none"> • <i>Explore the possibility of L&Q redeveloping part of the shared site of 50 and 52 Stoke Road, particularly the carpark area, to provide some additional specialist supported half-way-house type accommodation for needy and vulnerable clients in Slough on the path toward independent living.</i> • <i>Rename the resultant complex of buildings and facilities the Darren Morris Centre, in memory of the work and commitment of a councillor who died in-service a year ago striving in a non-partisan manner to help citizens such as these.”</i> 	F&H	All	All	Mike England, Interim Director of Place & Development Tel: 01753 875301	-	None	√	
<p><u>Legal Support</u></p> <p>To consider a report on the future arrangements for the provision of legal support to the Council from the Finance & Resources Directorate.</p>	T&P	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None	√	Yes, p 1&3 LGA

Schools Funding Formula Update The receive notification of the decision of the Director of Children, Learning & Skills in relation to the schools funding formula for 2018-19, made under the authority delegated by the Cabinet at its meeting held on 20 th November 2017.	C&E	All	All	Cate Duffy, Director of Children, Learning and Skills Services Tel: 01753 875751	-	None	√	
Contract in Excess of £250,000 - School Transport To consider a request to commence tendering for a contract in excess of £250,000 for school transport.	F&H	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	
References from Overview & Scrutiny <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	T&P	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		
Notification of Forthcoming Decisions <i>To endorse the published Notification of Decisions.</i>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

Portfolio Key – R&S = Regeneration and Strategy, T&P = Transformation & Performance, E & L = Environment and Leisure, C&E = Children & Education, P & T = Planning & Transport, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, F&H = Corporate Finance & Housing

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

Cabinet - 16th April 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><u>Housing Revenue Account Business Plan 2018-48</u></p> <p>To consider the Housing Revenue Account (HRA) Business Plan 2018-48 for approval setting out the financial commitments and spend priorities for the following 30 years.</p>	F&H	All	Housing	Mike England, Interim Director of Place & Development Tel: 01753 875301	-	None	√	
<p><u>Contaminated Land Strategy</u></p> <p>To consider the Council's updated draft Contaminated Land Strategy in accordance with the Contaminated Land Regulations (Part 2A Environmental Protection Act 1990).</p>	E&L	All	All	Jason Newman, Environmental Quality Team Manager Tel: 01753 875219	-	None	√	
<p><u>Contracts in Excess of £250,000 in 2018-19</u></p> <p>To report those contracts in excess of £250k likely to be awarded in 2018-19.</p>	F&H, T&P	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
<p><u>References from Overview & Scrutiny</u></p> <p><i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i></p>	T&P	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		

Portfolio Key – R&S = Regeneration and Strategy, T&P = Transformation & Performance, E & L = Environment and Leisure, C&E = Children & Education, P & T = Planning & Transport, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, F&H = Corporate Finance & Housing

Bold – Key Decision

Non-Bold – Non-Key Decision

Italics – Performance/Monitoring Report

<p><u>Notification of Forthcoming Decisions</u></p> <p><i>To endorse the published Notification of Decisions.</i></p>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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