

Date of despatch: Monday, 16 April 2018

To the Members of Slough Borough Council

Dear Councillor,

You are summoned to attend a Meeting of the Council of this Borough which will be held in the The Curve - William Street, Slough, Berkshire, SL1 1XY on **Tuesday, 24th April, 2018 at 7.00 pm**, when the business in the Agenda below is proposed to be transacted.

Yours faithfully



NIGEL PALLACE
Interim Chief Executive

PRAYERS

AGENDA

Apologies for Absence

PAGE

1. Declarations of Interest

All Members who believe they have a Disclosable Pecuniary or other Pecuniary or non pecuniary Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 4 paragraph 4.6 of the Councillors' Code of Conduct, leave the meeting while the matter is discussed.

The Mayor will ask Members to confirm that they do not have a declarable interest. All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

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|----|--|--------|
| 2. | To approve as a correct record the Minutes of the Council held on 30 January 2018 and 22 February 2018 | 1 - 22 |
| 3. | To receive the Mayor's Communications. | |

Public Questions

4. Questions from Electors under Procedure Rule 9.

Recommendations of Cabinet and Committees

[Notification of Amendments required by 10 a.m. on Monday 23rd April 2018]

5. Recommendations of the Overview & Scrutiny Committee 23 - 54
from its meeting held on 12th April 2018
- A. Annual Scrutiny Report 2017/18
B. Votes at 16

Officer Reports

6. Shared Legal Service with London Borough of Harrow 55 - 58
7. Proposed Amendments to Terms of Reference of the Joint Parenting Panel and the Constitution of the Schools Forum 59 - 74
8. Establishment of Trustee Committee REPORT TO FOLLOW

Motions

9. To consider Motions submitted under procedure Rule 14. 75 - 76

Member Questions

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

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before 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.

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at The Curve - William Street, Slough, Berkshire, SL1 1XY on Tuesday, 30th January, 2018 at 7.00 pm

Present:- The Worshipful the Mayor (Shah), in the chair; Councillors Ajaib, Anderson, Bains (from 7.27pm), Bedi, Brooker, Carter, Chahal, Chaudhry, Cheema, Chohan, Coad, Dar, Davis, Amarpreet Dhaliwal, Arvind Dhaliwal, M Holledge, N Holledge, Hussain, Kelly, Mann, Matloob, Munawar, Nazir, Pantelic, Parmar, Plenty, Qaseem, Rana, Rasib, Sadiq, A Sandhu, R Sandhu, Sarfraz, Shah, Sharif, Smith, Sohal, Strutton, Swindlehurst, Usmani and Wright

Apologies for Absence:- Councillor Bal

51. Declarations of Interest

Councillor Munawar declared that his son worked for arvato.

52. To approve as a correct record the Minutes of the Council meetings held on 28th November 2017 and 19th December 2017

Resolved – That the Part I minutes of the meetings held on 28th November 2017 and 19th December 2017 be approved as a correct record.

53. To receive the Mayor's Communications.

None.

54. Questions from Electors under Procedure Rule 9.

The Mayor advised that three questions had been received from residents, copies of which had been tabled. Two of the electors were in attendance and asked supplementary questions following the response to their original question. Copies of the questions and replies would be forwarded to the questioners.

55. Recommendations of the Cabinet from its meeting held on 22nd January 2018

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

- “ (a) That Council house dwelling rents for 2018/19 **decrease by 1%** over the 2017/18 rent with effect from Monday 2nd April 2018. This is in line with current government guidelines and legislation.

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- (b) That Garage rents, heating, utility and ancillary charges **increase by 3.0%** with effect from Monday 2nd April 2018. This is based upon the September CPI figure.
- (c) That Service charges **increase by 3.0%** with effect from Monday 2nd April 2018. This is based upon the September CPI figure.
- (d) That 'Other committee' property rents increase by an average of 3.0% from Monday 2nd April 2018 in line with the September CPI figure."

The recommendations were put to the vote and agreed unanimously.

Resolved –

- (a) That Council house dwelling rents for 2018/19 **decrease by 1%** over the 2017/18 rent with effect from Monday 2nd April 2018. This was in line with current government guidelines and legislation.
- (b) That Garage rents, heating, utility and ancillary charges **increase by 3.0%** with effect from Monday 2nd April 2018. This was based upon the September CPI figure.
- (c) That Service charges **increase by 3.0%** with effect from Monday 2nd April 2018. This was based upon the September CPI figure.
- (d) That 'Other committee' property rents increase by an average of 3.0% from Monday 2nd April 2018 in line with the September CPI figure.

56. Appointment of Interim Chief Executive (Head of Paid Service)

Item Withdrawn.

57. Appointment Process for Chief Executive (Head of Paid Service)

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

- “ (a) That the outcome of the independent review conducted by the CIPD attached at Appendix 1 to the report be noted;
- (b) That the job description, person specification, terms and conditions (as attached at Appendices to the report) as set out at Appendix 2 and 3 be approved; and
 - (c) That the appointment process set out in paragraph 5.7 of the report be noted.”

The recommendations were put to the vote and agreed unanimously.

Resolved –

- (a) That the outcome of the independent review conducted by the CIPD attached at Appendix 1 to the report be noted;
- (b) That the job description, person specification, terms and conditions (as attached at Appendices to the report) as set out at Appendix 2 and 3 be approved; and
- (c) That the appointment process set out in paragraph 5.7 of the report be noted.

58. Appointment to Committees, Panels and Outside Bodies.

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

- (a) “That Councillors Bedi, Amarpreet Dhaliwal, Arvind Dhaliwal, Pantelic and Sharif be appointed to the Investigating and Disciplinary Committee; and Councillors Brooker, Davis, Mann, Plenty and Smith be appointed to the Appeals Committee.
- (b) That appointments of Louis Lee, David Comben and Murray Litvak to the Independent Panel be noted.
- (c) That the requirement for political proportionality, as set out in the Local Government and Housing Act 1989, be waived with regard to the Joint Parenting Panel and that Councillor Coad be appointed to the vacancy on the Panel.
- (d) That the appointment of Councillor Swindlehurst to the Employment & Appeals Committee, made under Council Procedure Rules Part 4.1, Paragraph 1.2 (vi), be noted.
- (e) That the Lead Member for Health & Social Care, Councillor Pantelic, be appointed as the Council’s Outside Body representative on Berkshire Healthcare Foundation Trust.
- (f) That the revised proportionality and entitlement to committee seats as set out in Appendix 1 to the report be noted and Councillor Coad be appointed to the Audit and Corporate Governance Committee and Councillor Munawar be appointed to the Licensing Committee.”

The recommendations were put to the vote and agreed unanimously.

Resolved -

- (a) That Councillors Bedi, Amarpreet Dhaliwal, Arvind Dhaliwal, Pantelic and Sharif be appointed to the Investigating and Disciplinary Committee; and Councillors Brooker, Davis, Mann, Plenty and Smith be appointed to the Appeals Committee.

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- (b) That appointments of Louis Lee, David Comben and Murray Litvak to the Independent Panel be noted.
- (c) That the requirement for political proportionality, as set out in the Local Government and Housing Act 1989, be waived with regard to the Joint Parenting Panel and that Councillor Coad be appointed to the vacancy on the Panel.

(Note: No Member voted against recommendation C)
- (d) That the appointment of Councillor Swindlehurst to the Employment & Appeals Committee, made under Council Procedure Rules Part 4.1, Paragraph 1.2 (vi), be noted.
- (e) That the Lead Member for Health & Social Care, Councillor Pantelic, be appointed as the Council's Outside Body representative on Berkshire Healthcare Foundation Trust.
- (f) That the revised proportionality and entitlement to committee seats as set out in Appendix 1 to the report be noted and Councillor Coad be appointed to the Audit and Corporate Governance Committee and Councillor Munawar be appointed to the Licensing Committee.

59. **Consent for Alterations - Kashmiri Karahi Restaurant, Salt Hill Park, Slough**

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

“That the Council enter into a Licence for Alterations with Kashmiri Karahi Restaurant (KKR) for the construction of a conservatory at KKR, Salt Hill Park.”

The recommendation was put to the vote and carried by 31 votes for, 8 votes against and 2 abstentions.

Resolved - That the Council enter into a Licence for Alterations with Kashmiri Karahi Restaurant (KKR) for the construction of a conservatory at KKR, Salt Hill Park.

60. **To consider Motions submitted under procedure Rule 14.**

Accommodation Facilities for Homelessness

Councillor Smith sought the consent of the meeting to Alter Motion A, a copy of which had been tabled. The Council's general assent was noted.

It was moved by Councillor Smith,
Seconded by Councillor Wright,

“This Council resolves to:

Enter into negotiations with London and Quadrant Housing Trust (L&Q) to:

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- 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.”

The motion was put to the vote and carried unanimously.

Resolved –

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.

Homelessness

Councillor Swindlehurst sought the consent of the meeting to Alter Motion B, a copy of which had been tabled. The Council’s general assent was noted.

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

“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 successful implement the Homelessness Reduction Act;
- Ensure that changes to the way supported housing is funding 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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The motion was put to the vote and carried unanimously.

Resolved –

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.

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

A Member question had been received, copy of which and reply, was tabled at the meeting.

62. Exclusion of the Press and Public

The Leader of the Council sought the meeting's agreement not to exclude the Press and Public, if Members were minded to approve the Part II minutes of the meetings held on 28th November 2017 and 19th December 2017. Members agreed to approve the minutes and the meeting remained in Part I.

63. Part II Minutes - 28th November and 19th December 2017

Resolved – That the Part II minutes of the meetings held on 28th November 2017 and 19th December 2017 be approved as a correct record.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 8.05 pm)

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at The Curve - William Street, Slough, Berkshire, SL1 1XY on Thursday, 22nd February, 2018 at 7.00 pm

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

Apologies for Absence:- Councillors Coad, Amarpreet Dhaliwal, Arvind Dhaliwal, N Holledge, Kelly, Munawar and Wright

64. Declarations of Interest

Councillor Dar declared that a family member worked at Slough Borough Council.

Councillor Rasib declared that his daughter worked at Slough Borough Council.

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

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

“That the Five Year Plan attached as at Appendix A to the report be agreed.”

The recommendation was put to the vote and agreed unanimously.

Resolved - That the Five Year Plan attached as at Appendix A to the report be agreed.

66. Meeting Procedure

A suggested procedure for debating the item on the Revenue Budget 2018/19 had been circulated to all Members of the Council.

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

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

- Members of the Leadership speaking for up to 50 minutes in total on the Revenue Budget 2018/19;

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- Members of the Opposition speaking for up to 20 minutes in total on the same item;
- Independent Members speaking for up to 5 minutes in total, and
- All subsequent speeches in the debate being limited to 3 minutes, other than the winding up speech by the Leader of the Council which shall not exceed 10 minutes.”

The procedural motion was put and carried.

Resolved – That the proposed procedure for the debate on the Revenue Budget 2018/19 be approved and adopted.

67. Revenue Budget 2018/19

The Leader of the Council and Lead Members for Transformation and Performance, Children and Education, Environment and Leisure, Corporate Finance and Housing, Health and Social Care, Planning and Transport and Regulation and Consumer Protection presented the Leadership Proposals for the Revenue Budget 2018/19. On completion of the presentation:

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

“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

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- (c) That the following amounts be now calculated for the year 2018/19 in accordance with sections 31A to 36 of the Act:
- (i) £368,409,162 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) £312,614,128 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	1,183.91	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	364.56

- (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	42.90
B	50.05
C	57.21
D	64.36
E	78.66

F	92.96
G	107.26
H	128.72

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

Band	Slough	Office of the Police and Crime Commissioner (OPCC) for Thames Valley	Royal Berkshire Fire Authority	TOTAL
	£	£	£	£
A	887.93	121.52	42.90	1,052.35
B	1,035.91	141.77	50.05	1,227.73
C	1,183.91	162.03	57.21	1,403.15
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	107.26	2,630.88
H	2,663.78	364.56	128.72	3,157.06

- (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 was agreed at the Employment and Appeals Committee on 25th January 2018.

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) The final Local Government Finance Settlement 2018/19 has been agreed and the implications are included within this report. The final settlement identified some additional grant money and these sums are included in the tables shown in the report.
- (j) That the Appendices (as attached to the report be noted and approved):

'A'	-	Savings proposals
'B'	-	Growth
'C'	-	Reserves position
'D'	-	Collection Fund
'E'	-	Fees & Charges
'F'	-	Council Tax Resolution
'G'	-	Section 151 officer statement
'H'	-	Specific Grants
'I'	-	HRA Rents and Service Charges
'J'	-	Equality Impact Assessments
'K'	-	Flexible use of Capital Receipts Strategy
'L'	-	Pay Policy Statement

No amendments were put.

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

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There voted for the recommendations:-

Councillors Ajaib, Anderson, Bains, Bedi, Brooker, Carter, Chaudhry, Cheema, Chohan, Dar, Davis, M Holledge, Hussain, Mann, Matloob, Nazir, Pantelic, Parmar, Plenty, Qaseem, Rana, Rasib, Sadiq, A.Sandhu, Sarfraz, Sharif, Sohal, Strutton, Swindlehurst and Usmani

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There abstained from voting:

Councillors Chahal, R.S. Sandhu, Smith and The Worshipful The Mayor,
Councillor Shah

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Resolved –

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) £368,409,162 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.

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(Gross Expenditure);

- (ii) £312,614,128 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	1,183.91	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	364.56

- (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	42.90
B	50.05
C	57.21
D	64.36
E	78.66
F	92.96
G	107.26
H	128.72

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

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

Band	Slough	Office of the Police and Crime Commissioner (OPCC) for Thames Valley	Royal Berkshire Fire Authority	TOTAL
	£	£	£	£
A	887.93	121.52	42.90	1,052.35
B	1,035.91	141.77	50.05	1,227.73
C	1,183.91	162.03	57.21	1,403.15
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	107.26	2,630.88
H	2,663.78	364.56	128.72	3,157.06

- (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 was agreed at the Employment and Appeals Committee on 25th January 2018.

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) The final Local Government Finance Settlement 2018/19 has been agreed and the implications are included within this report. The final settlement identified some additional grant money and these sums are included in the tables shown in the report.

- (j) That the Appendices (as attached to the report be noted and approved):

'A'	-	Savings proposals
'B'	-	Growth
'C'	-	Reserves position
'D'	-	Collection Fund
'E'	-	Fees & Charges
'F'	-	Council Tax Resolution
'G'	-	Section 151 officer statement
'H'	-	Specific Grants
'I'	-	HRA Rents and Service Charges
'J'	-	Equality Impact Assessments
'K'	-	Flexible use of Capital Receipts Strategy
'L'	-	Pay Policy Statement

68. Treasury Management Strategy 2018/19

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

“That the Treasury Management Strategy for 2018/19, as at Appendix A to the report, be approved.”

No amendments were put.

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

Council - 22.02.18

There voted for the recommendation:-

Councillors Ajaib, Anderson, Bains, Carter, Chahal, Chaudhry, Cheema, Chohan, Dar, Davis, M Holledge, Hussain, Mann, Matloob, Nazir, Pantelic, Plenty, Qaseem, Rana, Rasib, Sadiq, A.Sandhu, R.S Sandhu, Sarfraz, Sharif, Smith, Sohal, Strutton, Swindlehurst and Usmani

..... 30

There abstained from voting:

The Worshipful The Mayor, Councillor Shah

..... 1

Resolved – That the Treasury Management Strategy for 2018/19, as at Appendix A to the report, be approved.

69. Capital Strategy 2018/24

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

“ (a) That the capital strategy of **£285.0m** and the Minimum Revenue Provision is approved.

(b) That the Council notes the notional costs of borrowing for the capital programme to the revenue budget will 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 in paragraph 5.1.2 and the Minimum Revenue Provision principles in Section 6 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.”

No amendments were put.

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

There voted for the recommendations:-

Councillors Ajaib, Anderson, Bains, Brooker, Carter, Chahal, Chaudhry, Cheema, Chohan, Dar, Davis, M Holledge, Hussain, Mann, Matloob, Nazir, Pantelic, Parmar, Plenty, Rana, Rasib, Sadiq, A.Sandhu, R.S Sandhu, Sarfraz, Smith, Sohal, Strutton, Swindlehurst and Usmani

..... 30

There abstained from voting:

The Worshipful The Mayor, Councillor Shah

..... 1

Resolved –

- (a) That the capital strategy of **£285.0m** and the Minimum Revenue Provision is approved.
- (b) That the Council notes the notional costs of borrowing for the capital programme to the revenue budget will 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 in paragraph 5.1.2 and the Minimum Revenue Provision principles in Section 6 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.

70. Appointment of Interim Chief Executive and Head of Paid Service

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

“ The Council is requested to resolve that Nigel Pallace be appointed as the Council’s Interim Chief Executive and Head of Paid Service with effect from Monday 19th February 2018 for a period of six months.”

The recommendation was put to the vote and carried unanimously.

Resolved - That Nigel Pallace be appointed as the Council’s Interim Chief Executive and Head of Paid Service with effect from Monday 19th February 2018 for a period of six months.

71. Electoral Matters - Polling District HLA, Designation of Polling Places and Update on Arrangements for Postal Voting Pilot

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

“ (a) That Priory Heights (76 flats), Buckingham Avenue, Slough, be moved from Polling District HLB to Polling District HLA.

(b) That the following changes to polling places for the local elections on 3rd May 2018 be agreed:

Polling District	Designated Polling Place
Baylis and Stoke BSA	Manor Park Community Centre, Villiers Road, SL2 1NP

Council - 22.02.18

Elliman ELA	Portacabin on Lismore Park green space area (Shackleton road main entrance)
Farnham FAC	Methodist Church, Hampshire Avenue, Slough SL1 3AQ
Langley St Mary's LMC	Portacabin on green space area off the corner of Tamar Way.

- (c) That the arrangements for the Postal Pilot to be undertaken for the 3rd May 2018 election be noted."

The recommendations were put to the vote and carried unanimously.

Resolved –

- (a) That Priory Heights (76 flats), Buckingham Avenue, Slough, be moved from Polling District HLB to Polling District HLA.
- (b) That the following changes to polling places for the local elections on 3rd May 2018 be agreed:

Polling District	Designated Polling Place
Baylis and Stoke BSA	Manor Park Community Centre, Villiers Road, SL2 1NP
Elliman ELA	Portacabin on Lismore Park green space area (Shackleton road main entrance)
Farnham FAC	Methodist Church, Hampshire Avenue, Slough SL1 3AQ
Langley St Mary's LMC	Portacabin on green space area off the corner of Tamar Way.

- (c) That the arrangements for the Postal Pilot to be undertaken for the 3rd May 2018 election be noted.

72. Calendar of Meetings 2018/19

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

- (a) "That the calendar of meetings for the period December 2018 to May 2019 attached as Appendix A be approved.
- (b) That the date for Annual Council meeting be agreed as Thursday 17th May, 2018.
- (c) That the Head of Democratic Services be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution."

The recommendations were put to the vote and carried unanimously.

Council - 22.02.18

Resolved -

- (a) That the calendar of meetings for the period December 2018 to May 2019 attached as Appendix A be approved.
- (b) That the date for Annual Council meeting be agreed as Thursday 17th May, 2018.
- (c) That the Head of Democratic Services be authorised to make amendments to the calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 9.06 pm)

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SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th April 2018
CONTACT OFFICER: Nick Pontone – Senior Democratic Services Officer
(For all Enquiries) (01753) 875120
WARDS: All

PART I
FOR ENDORSEMENT

RECOMMENDATION OF THE OVERVIEW AND SCRUTINY COMMITTEE - ANNUAL SCRUTINY REPORT 2017/18

1. **Purpose of Report**

That Council receives details of the Annual Scrutiny report 2017/18.

2. **Recommendation**

That the Annual Scrutiny Report 2017/18 be endorsed.

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

3.1 The Council's decision-making and the effective scrutiny of it underpins the delivery of all the Joint Slough Wellbeing Strategy priorities. The Overview and Scrutiny Committee, alongside the 3 Scrutiny Panels combine to meet the local authority's statutory requirement to provide public transparency and accountability, ensuring the best outcomes for the residents of Slough.

3.2 The work of scrutiny also reflects the priorities of the Five Year Plan, which for 2017/18 were as follows:

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

3.3 Overview and Scrutiny is a process by which decision-makers are accountable to local people, via their elected representatives for improving outcomes relating to all priorities for the Borough and its residents. Scrutiny seeks to influence those who make decisions by considering the major issues affecting the Borough and making recommendations about how services can be improved.

4. **Supporting Information**

- 4.1 Annual reports are an opportunity to review the scrutiny work programme for the past year and assess the impact of scrutiny has had on influencing policy and holding the Executive to account. Looking at an Annual Report can help us to understand the nature of the work undertaken by Overview and Scrutiny and to assess its effectiveness. It also gives an opportunity to reflect on any lessons learned during the year to help guide future work.
- 4.2 The production of an Annual Report is a statutory requirement of the Constitution and in addition the Committee “must report annually to the full Council on future work programmes and amended working methods if appropriate.”
- 4.3 This Annual Scrutiny Report highlights some key achievements from the year where Scrutiny has made a difference.
- 4.4 There is scope to build on and develop different methods of scrutiny next year; particular attention needs to be given on evidencing how Scrutiny actually makes a difference and forward planning.
- 4.5 The Committee considered the Annual Scrutiny report at its meeting on 12th April 2018 and agreed to recommend that it be endorsed.

5. **Conclusion**

- 5.1 The Local Authority, through its Overview and Scrutiny Function, has an influential, as well as statutory, role in scrutinising the activities and performance of the Cabinet and External Bodies. The Annual Scrutiny Report provides an opportunity to communicate the work the Committee and its Panels have undertaken, challenges faced and the improvements made as a result of scrutiny.

6. **Appendices Attached**

A - Annual Scrutiny Report 2017/18

7. **Background Papers**

None.

Annual Scrutiny Report

2017/2018



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Foreword

It gives me great pleasure to introduce the 2017-2018 Annual Scrutiny Report. The report highlights the key areas of work that each panel and the main committee have concentrated on during the past municipal year.

In particular, the scrutiny committees have undertaken vital work on the following crucial issues:

- All four committees and panels have been involved with scrutinising the Five Year Plan. Having divided the plan into its five outcomes and allocated these as is appropriate to the remits of each committee; they have now commenced work on scrutinising specific themes and actions. In 2018-19, it is intended to use the Five Year Plan as a key document in driving the work of scrutiny; which has already been undertaken by the Neighbourhoods and Community Services Panel with positive effect.
- The point above has driven the commendable work of the Neighbourhoods and Community Services Scrutiny Panel on housing. This has also been supported by the Overview and Scrutiny Committee (who have examined the Housing Strategy on a theme-by-theme basis) and ensured that members have had constructive input into one of the council's most important and dynamic areas of work during 2017-18. Through taking this approach, both committees have been able to examine the totality of the work taking place and make valuable contributions to the overall strategy.
- The Overview and Scrutiny Committee commissioned a Task and Finish Group to investigate how to make Slough Borough Council 'an exemplar council' in reducing obesity. This review considered a wide range of information from internal and external sources (as well as receiving research on the area in preparation for their work) and its recommendations are outlined in the Overview and Scrutiny Committee section.
- The Health Scrutiny Panel has taken a particular interest in the area of mental health. Slough Borough Council's work in establishing Recovery Colleges, where previous service users mentor those currently receiving support, has been commended and saw the panel engaging directly with those who had benefitted from this innovation.
- The Health Scrutiny Panel has also continued to monitor the Transformation Programme for Adult Social Care. This has provided members with sight of the significant changes being made in provision, and provided corporate assurance that the decisions being made are in the interest of local residents. This has also applied to our offer to those with learning disabilities, where members have ensured that service users can access a new range of options with a greater emphasis on social interaction.
- Given the importance of the matter, the Overview and Scrutiny Committee and Neighbourhoods and Community Services Scrutiny Panels undertook a joint discussion on the local plan. While the broad objectives regarding increasing housing in Slough were welcomed, a series of priorities (mostly in the area of quality and diversity of the physical environment) were stressed for consideration in the compilation of the final Plan. Further details on this are available in the section on the Neighbourhoods and Community Services Scrutiny Panel.
- The Education and Children's Services Scrutiny Panel have continued to work in collaboration with the Children's Services Trust. This will continue to be a key element of the panel's work in 2018-19.
- The Overview and Scrutiny Committee have continued to finesse reporting on finance and performance. This has allowed members to engage more meaningfully at a strategic level, with the reporting structured to focus on areas of concern and provide clear guidance as to the issues being faced and the mitigation carried out to improve future performance.
- The Overview and Scrutiny Committee also received two call-ins regarding Cabinet decisions; the acquisition of Nova House and the council's agreement with Slough Town FC regarding Arbour Park Community Stadium. By debating these matters in-depth, OSC was able to provide appropriate assurance to the Council that no further action was required.

- Scrutiny also received assurance on fire safety in the aftermath of Grenfell. This included the fact that the cladding in Slough Borough Council properties was not the type used at Grenfell, regular meetings of a Task Force were being held to monitor progress and a Mutual Aid Agreement provided Slough with external support in case of emergency.

I hope the report does justice to the quality of the work carried out by the panels this year and gives an insight into the diverse nature of the areas which have been scrutinised.

I would like to thank my own vice chair as well as the chairs and vice chairs of all the panels for their support and leadership throughout the year. On behalf of all the chairs and vice chairs I would also like to thank sincerely all members, officers and partners who have contributed to the work of the overview and scrutiny function over the past year.



Councillor Nimrit Chohan
Chair, Overview and Scrutiny Committee

Introduction

In 2002, the Office of the Deputy Prime Minister set out the role of overview and scrutiny in local authorities, its powers and work.

“Overview and scrutiny is potentially the most exciting and powerful element of the entire local government modernisation process. It places members at the heart of the way in which councils respond to the demands of modernisation. In addition, overview and scrutiny is the mechanism by which councils can achieve community leadership, good governance and by which councillors can become powerful and influential politicians.”

In order to do this, Scrutiny Committees have three key roles:

- holding the cabinet to account
- policy development and review
- external scrutiny.

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



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

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

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

- be independent
- be robust, rigorous and challenging
- fully engage all non-executive members
- come from a positive culture that supports and promotes the process
- involve local citizens and service users
- ensure that its purpose is clear and widely understood
- demonstrate the value added
- be creative in its ways of monitoring service performance
- have dedicated resources
- bring the conclusions of its reviews to the attention of full council
- have a comprehensive member development programme.

The questions an overview and scrutiny function must ask itself in terms of its own effectiveness are:

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

The annual report looks to assess the effectiveness of the work done by the overview and scrutiny function at Slough Borough Council in the 2017-18 municipal year.

Overview and Scrutiny at Slough Borough Council

The overview and scrutiny function at Slough Borough Council is made up of the Overview and Scrutiny Committee and three standing panels: Health Scrutiny Panel, Neighbourhoods and Community Services Scrutiny Panel and Education and Children's Services Scrutiny Panel.

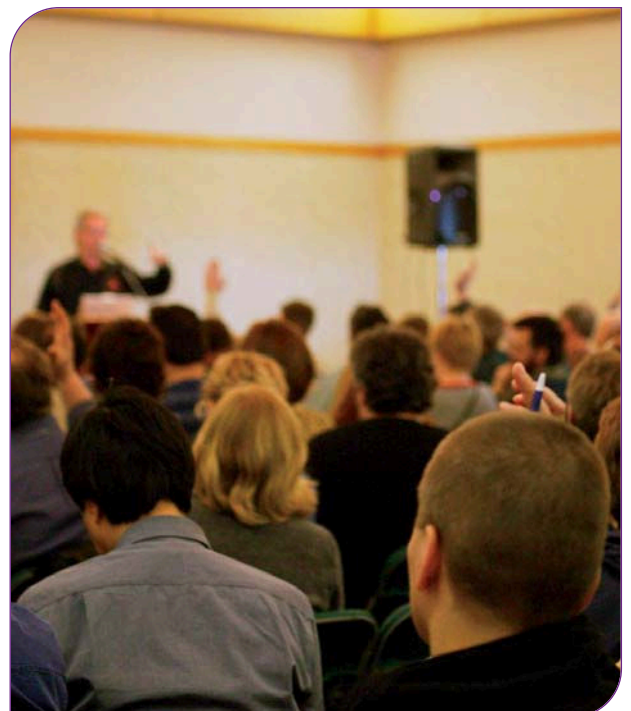
The panels enable greater focus on specific subject matter, while the overarching Overview and Scrutiny Committee focuses on cross-cutting issues, corporate, financial and performance management of the council. The committee and panels look to work closely together, using joint meetings where appropriate,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

Members on the Overview and Scrutiny Committee and three panels receive research and administrative support from a dedicated scrutiny officer; with democratic services also providing committee administration to the main committee and Health Scrutiny Panel.

Getting involved

The Overview and Scrutiny Committee and all three panels meet in public, and welcome members of the public who wish to observe proceedings.

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



Overview and Scrutiny Committee

Membership

Councillor Sadiq (chair until 19 Dec 2017)
Councillor Chohan (chair from 19 Dec 2017)
Councillor Chahal (vice chair)
Councillor Chaudhry
Councillor N Holledge
Councillor Parmar
Councillor Rana
Councillor Sarfraz
Councillor A Sandhu
Councillor R Sandhu

Constitutionally, the Overview and Scrutiny Committee will undertake the following:

- review and scrutinise the decisions made by and performance of the executive, committees and council officers both in relation to individual decisions and over time
- review and scrutinise the performance of the council in relation to its policy objectives, performance targets, data quality and/or particular service areas
- question members of the executive, committees and directors about their decisions and performance, whether generally in comparison with service plans and targets over a period of time or in relation to particular decisions, initiatives or projects
- make recommendations to the executive and/or appropriate committee and/or council arising from the outcome of the scrutiny process
- review and scrutinise the performance of other public bodies in the area and invite reports from them by requesting them to address the Committee and local people about their activities and performance
- question and gather evidence from any person (with their consent).

In order to undertake this work, the Overview and Scrutiny Committee has appointed three standing panels to cover specific remits of works:

- Health Scrutiny Panel - undertaking the council's statutory responsibility to scrutinise provision of healthcare in the local area, as well as the cabinet portfolio for health and social care

- Education and Children's Services Scrutiny Panel - scrutinising the cabinet portfolio for education and children's services
- Neighbourhoods and Community Services Scrutiny Panel - scrutinising the cabinet portfolios for housing and urban renewal, environment and leisure and transport and highways.

This delegation of work allows the Overview and Scrutiny Committee to take an overarching view of the work of the council and its partners, as well as specifically focusing on the cabinet portfolios of regeneration and strategy, transformation and performance and regulation and consumer protection.

Specific focuses of work

Budget pressures

Recent financial settlements for the local authority sector have prioritised budget management in all councils. Given its overarching remit, the committee has maintained its strategic overview of this area. This has taken the form of the work on the budget for all areas (conducted every February), regular monitoring of financial and performance information and specific investigations into areas such as adult social care and housing.

The Committee has continued to finesse the reporting it receives, to allow a clear narrative to emerge on the key themes faced by Slough Borough Council. Reporting has been amended to include more detailed information regarding the financial impact of measures taken to rectify issues. For example, key projects are reported and where these are rated as 'red', further scrutiny is undertaken. The Committee has also pursued further details on key projects, such as The Curve, and the transfer of education services in-house from Cambridge Education to ensure that 'lessons learned' are absorbed by the council and used to support continual improvement in service delivery. The benefits of these improvements have allowed for a greater focus to be placed on the areas that matter, as opposed to reporting all areas, regardless of the need for greater scrutiny on progress.

The budget was taken by the committee on 1 February 2018. Members supported the use of the new flexibilities for councils to use capital receipts, while questioning the fee levels for some services (e.g. burials and cremations). The committee will also track the progress being made on achieving planned savings by reducing agency staff. However, members were supportive of the council being able to keep the proposed increase in Council Tax at a level lower than the other five authorities in Berkshire.

The Housing Strategy

While the Neighbourhoods and Community Services Scrutiny Panel have provided the scrutiny of the Five Year Plan outcome for housing (detailed later in this report), the overall strategy has been scrutinised by the committee. The supply of new housing was the first to be examined, with the need for 20,000 new homes by 2036 making this the main priority. The committee has provided clear views as to the need for such housing to avoid an over-reliance on high-rise flats and to ensure that such developments need to support social cohesion and allow families to settle in Slough (rather than building solely for young professionals).

The committee has also addressed homelessness and housing for vulnerable groups. Emphasis was placed on the potential for the use of modular homes to provide temporary accommodation, while members also prioritised the re-housing of domestic abuse victims. However, given the growing prevalence of homelessness in Slough (and across the South East in general) this matter is likely to remain an area of interest to the committee in 2018-19.

The Housing Allocations Scheme has also been taken by the committee. Given the pressure on local housing, the committee has represented its views on the need to ensure that looked after children, key workers and long-term residents (defined as five years or more of residency) are supported in their applications for social housing. They have also supported Neighbourhoods and Community Services Scrutiny Panel's request that anyone offering to downsize be given incentives (e.g. more than one offer for a new home).

Obesity

The committee discussed a review of the progress being made on recommendations included in the 2013 review into childhood obesity. While the progress on these was noted and welcomed, the need for an overarching obesity strategy remained and the committee established a Task and Finish Group to support one of the areas this would study; making SBC 'an exemplar council'.

The work of this group has now been completed, and is available as part of the agenda papers for the committee's meeting on 15 March 2018. The background research for the final report included the circulation of a briefing paper, a workplace survey (with over 230 respondents), discussions with key departments and stakeholders at Slough Borough Council and a site visit to Mars Foods. The review made the following recommendations:

- a) that the current food offer at Slough Borough Council be reviewed, to include canteen provision (e.g. traffic light labelling of food) and vending machines
- b) that methods for increasing levels of physical activity and reducing levels of sedentary behaviour within work and outside work be implemented through behaviour change



- c) that the incentivising of activity through outsourced services be supported (e.g. reduced cost for use of the Montem Leisure Centre)
- d) that engagement with senior leadership and councillors be undertaken to establish a wellbeing ethos across the council which will include team / departmental 'Health Champions'.

Progress on these recommendations will be reviewed by the committee in 2019. The committee will also be retaining responsibility for scrutinising childhood obesity in Slough.

Digital transformation

As Slough Borough Council's relationship with Arvato (provider of transactional services) continues to develop, Arvato's role in supporting easier online access to services is becoming increasingly prominent. With the handover of key contracts (e.g. environmental services returning in-house, Osbornes becoming the provider of the repairs, maintenance and improvements service for tenants) having seen Arvato undertake projects to support these, the committee has monitored this crucial work and provided feedback on progress ahead of the 'go live' dates for these online services in November 2017.

Police and crime commissioner

In conjunction with the Chief Constable for Thames Valley Police, the Police and Crime Commissioner Anthony Stansfeld attended the committee meeting on 16 November 2017. The recent assessment of policing across the Thames Valley as 'outstanding' in all areas (effectiveness, efficiency and legitimacy) were welcomed, while it was also noted that crime levels were rising at a level below the national average. Members offered continued endorsement for the productive relationship between the police and the Safer Slough Partnership and offered to assist neighbourhood action teams in addressing anti-social behaviour. It was also welcome that, despite the overall reduction in Thames Valley Police's budget, the number of officers in Slough had increased. The committee will continue to be part of the positive relationship between the police, the police and crime commissioner, the Safer Slough Partnership and Slough Borough Council.

Corporate Strategy - The Five Year Plan

The committee has also ensured that the priorities of the cabinet, as set out in the new Five Year Plan, will be monitored effectively and regularly. The outcomes assigned to the committee are as follows:

- Slough will be an attractive place where people choose to live, work and visit.

The committee has received a report outlining the progress made on understanding residents' perceptions, promoting the town as a safe and vibrant place and social cohesion. While concerns remain regarding the perception of the town centre, the committee has recommended that the charges for events be reviewed to encourage greater take up. The committee is also keen to see progress on the Business Improvement District. In addition, safeguarding measures for taxi drivers and hotels have been evaluated and monitored. The committee also recommends that a residents' survey be undertaken to map local perceptions.

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

This will be the subject of a report to be taken on 12 April 2018 covering inward investment, developing residents' skills to meet the needs of employers, opportunities from Heathrow Airport expansion and the town centre.

Note: The full work programme for the Overview and Scrutiny Committee for the 2017-18 municipal year is attached as Appendix A.

Health Scrutiny Panel

Membership

Councillor Rana (chair)
 Councillor Smith (vice chair)
 Councillor Ajaib (from 19 Dec 2017)
 Councillor Chaudhry
 Councillor M Holledge
 Councillor Pantelic (until 19 Dec 2017)
 Councillor Qaseem
 Councillor A Sandhu
 Councillor Sarfraz
 Councillor Strutton
 Colin Pill (Healthwatch Slough)

The Overview and Scrutiny Committee appoints the Health Scrutiny Panel to undertake its constitutional role looking at the specific cabinet portfolio for health and social care. In addition, the Health Scrutiny Panel also undertakes the statutory council responsibility to scrutinise the provision for healthcare in the local area.

Specific focuses of work

Adult social care

The Adult Social Care Transformation Programme continues to be a key corporate priority. The Health Scrutiny Panel has monitored and supported the work of the adult social care team, which has been delivering the required changes to services and funding whilst ensuring the move from council control of provision to one where service users have more control.

The panel have scrutinised data on the 25 projects included in this programme, and offered views on the progress being made. In particular, members have raised some concerns that the proportion of Slough Borough Council's budget spent on adult social care was lower than that of neighbouring authorities. Despite this, they are supportive of the programme's progress and are assured that this is caused by the young local demographic and that the transformation programme is delivering the necessary savings while maintaining the quality of service provision. As noted in the section below on services for those with learning disabilities, they are also satisfied with the work being undertaken to address last year's questions regarding individualised care and the need to ensure that loneliness or social isolation are not caused.

Members will also be involved in the development of the communications and engagement strategy currently being developed by the adult social care team as a result of a request by the panel.

Members have also signalled their support for the Quality Assurance Framework for Adult Social Care. In particular, the focus on the needs of local residents, the relevant governance structures and the proactive approach taken to complaints were supported.

Frimley Park NHS Foundation Trust and the Sustainability and Transformation Partnership

The panel have continued to have oversight on the Sustainability and Transformation Partnership, which has moved towards being an accountable care system during the course of the municipal year. The issue of governance and maintaining the role of local members in the new set up has been raised through the panel, and has also helped shape reporting on the partnership to ensure that the focus is on the seven work streams which form the programme. As part of this, the three East Berkshire CCGs will be merging in 2018 and the panel will ensure that progress on this is scrutinised in 2018-19.



The panel have also raised concerns over the impact of the partnership on the health and social care model. Recent reduction in access to GP surgeries had led to increased pressure on accident and emergency units. Members have requested that analysis of local geography and populations be undertaken to compile a model for service provision. This will then be open to public consultation for feedback on any proposals.

With regards to the Frimley Park NHS Foundation Trust, the panel has maintained its positive working relationship with the organisation. Prior to the meeting on 22 November 2017, the panel undertook a tour of Wexham Park Hospital, noting the radical transformation which had taken place both in terms of the physical environment and working practices. Subsequent to this, the panel was updated on the continued investment being made by the trust and were very supportive of the plans. The panel also wished Sir Andrew Morris (Frimley Park NHS Foundation Trust Chief Executive) well in his retirement, noted the extensive preparations which had been made to hand over to his successor, and looked forward to working with him in his new role within the Sustainability and Transformation Partnership.



Mental health

The panel have taken a particular interest in mental health in 2017-18. The panel supported Slough Borough Council's work to raise the profile of the service, with members attending the World Mental Health Day event at the Curve on 10 October 2017. The panel have also sought to support moves to bolster preventative care, with the work of Recovery Colleges receiving specific attention in January 2018.

The item on Recovery Colleges featured input from service users, who highlighted the importance of these institutions, in terms of working with the community, reducing isolation and providing support. On the last point here, the panel particularly commended the work of peer advisers who supported those facing issues they themselves had previously encountered. The panel has clearly signalled its intention to support this work and build a relationship with the service, with the matter to return to the panel for an update in 2019.

Services for users with learning disabilities

As Slough Borough Council has maintained its aim of improving community-based opportunities for activity, the panel has offered support and guidance on the proposals being made. With the closure of the Elliman Centre in 2017, work on the Phoenix and Priors buildings has been monitored by the panel. Extra investment in the refurbishment of these buildings was recommended, and the quality of the redesigned offer has been investigated by the panel. The panel were satisfied with the approach to quality assurance and the corporate response to any concerns raised about the quality of the service.

The panel have also scrutinised the results of a survey carried out in October 2017 regarding the revised service offer. The panel have supported the work, which respondents stated had improved the social opportunities for service users and the increased access to teaching on skills. However, they have also recommended that transport to and from these centres needs further improvement given the impact on access this was having for some in the community. The panel will monitor this aspect of the service in 2018-19.

Public health

The panel discussed the overall picture regarding public health in Slough; while some indicators remain less favourable than national averages, recent improvements in childhood obesity were welcomed and the impact of the council's work since the 2013 review was recognised. The forthcoming work of the Wellbeing Board on obesity was also addressed, and may be an area for collaboration between the two bodies in 2018-19.

The panel have also commented on the levels of smoking and drinking in Slough. As a result, they have recommended that the public health team give further consideration to the actions that could be taken to reduce the levels of public alcohol consumption and smoking in Slough's parks and open spaces.

Adult safeguarding

The panel have been keen to ensure that previous concerns around safeguarding have been addressed. In particular, the Slough Safeguarding Adults Board Annual Report generated discussion on the need for all parties to provide the necessary 'critical friend' challenge to drive service improvement. As part of this, the panel welcomed the appointment of a chair who would also be responsible for the equivalent children's body. They also sought details as to the mechanisms to protect the board's independence, and the performance management of the chair. The panel were satisfied that these had improved after discussion.

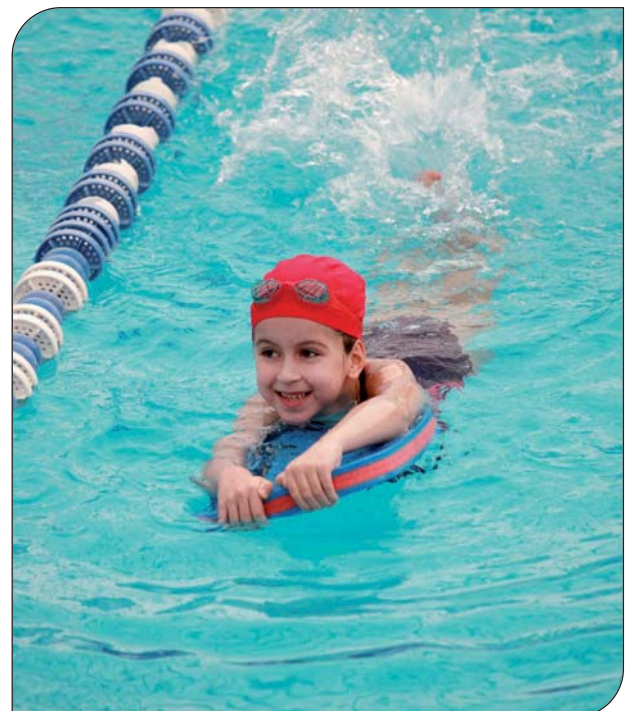
Corporate Strategy-The Five Year Plan

The panel has responsibility for the following outcome:

- our people will become healthier and will manage their own health, care and support needs.

The panel took an overview of the outcome in August 2017. The resulting debate recommended that work be undertaken to ensure that all local communities were accessing health checks with equal frequency (although it was recognised that overall take up levels exceeded national averages). The panel have also prioritised work on adult safeguarding within this outcome, as discussed above in this section, as well as discussing the 'speaking up' model which provided service users with a suitable platform to raise their views and concerns.

Note: The full work programme for the Health Scrutiny Panel for the 2017/18 municipal year is attached as Appendix B.



Neighbourhoods' and Community Services Scrutiny Panel

Membership

Councillor Plenty (chair)
 Councillor Kelly (vice chair)
 Councillor Anderson (until 19 Dec 2017)
 Councillor Bal (from 19 Dec 2017)
 Councillor Davis
 Councillor N Holledge
 Councillor Mann (until 19 Dec 2017)
 Councillor Parmar (from 19 Dec 2017)
 Councillor Rasib
 Councillor Sharif (from 19 Dec 2017)
 Councillor Swindlehurst (until 19 Dec 2017)
 Councillor Wright

The Overview and Scrutiny Committee appoints the Neighbourhoods and Community Services Scrutiny Panel (NCS Scrutiny Panel) to undertake its constitutional role looking at the specific cabinet portfolios for corporate finance and housing, planning and transport and environment and leisure.

Specific focuses of work

Fire safety and emergency planning

The first panel meeting of the municipal year was held in the shadow of the Grenfell Tower disaster. Given the importance of the matter and the need for assurance, a written question was taken which was discussed in depth by officers and members. The panel was informed as to the establishment of a task force which (amongst other responsibilities) was analysing cladding. This allowed officers to confirm that no Slough Borough Council blocks were using the cladding which was present at Grenfell; despite this, the quality of cladding would continue to be monitored. Members also received confirmation that Slough Borough Council was part of a Mutual Aid Agreement which covered Berkshire, Oxfordshire and Buckinghamshire.

The importance of the issue also led to an update being taken in the autumn. Broom and Poplar Houses were undergoing improvement works to bolster their fire safety, with the compartmentalisation of apartments the focus (rather than cladding). Sprinkler systems for the Council's two high rise blocks were also being prioritised.

On a related matter, the council's Emergency Plan was checked by the panel in January 2018. This provided assurance that the plan had been recently updated (late 2017), contacts were regularly checked as being up to date and that the existing Memorandum of Understanding which was part of the Mutual Aid Agreement avoided the co-ordination issues which had hampered emergency efforts at Grenfell.

Housing

The panel's main focus, resulting from its allotted outcome from the Five Year Plan, has been the council's housing service. Using the overview report on the outcome taken in June 2017, the panel has scrutinised the following three key actions in depth:

- housing allocations policy
- regulation of the private rented sector
- making best use of existing public housing stock.

The Housing Allocations Policy was taken in September 2017. While the panel noted the pressure on the housing stock (and the backdrop of rising homelessness), they raised the possibility that the reduction in offers of housing to tenants from two choices to one meant that a wider range of factors should be considered when making the offer (e.g. schooling arrangements). The panel also noted the different priorities of key workers to the majority of other applicants for Slough housing and raised the possibility of making mortgage-based offers rather than ones solely related to a specific property. However, they supported the proposed changes to the policy, with the exception that tenants offering to downsize should receive more than one offer for a new property. This will now be included in the final policy to be proposed to cabinet in April 2018.

Regarding regulation of the private rented sector, the panel focused on the council's attempts to resolve the issue of rogue landlords. Given the complexity of the situation in Slough (e.g. a number of these cases related to competence as opposed to malice) the panel recommended that resources be targeted on this rather than universal registration. The panel also welcomed the work undertaken in Chalvey to pilot licensing of homes under multiple occupation and supported its extension across Slough. The panel reinforced its views on downsizing in discussions of existing public housing stock, recommending that incentivising it be prioritised in future policy.

Services for tenants

The municipal year saw the handover of the pivotal Repairs, Maintenance and Improvements (RMI) contract to Osborne Property Services Limited (OPSL). The panel received updates in the build up to the transfer, providing security to members that the process had been robust and would lead to an improved service. In particular, the panel sought specific details as to how the management of void properties and the time taken to hand over from one tenant to another would improve. This was taken in November 2017 and was welcomed by members, but the matter will continue to be scrutinised (as will OPSL's performance overall).

The panel also examined the work undertaken on garages. Members reflected their concerns that, previously, garages were in poor condition; undertakings were given but not fulfilled and there had been a lack of engagement with residents and councillors. However, they were satisfied that the work by OPSL had addressed these issues and would lead to future improvements. Given this, they endorsed the proposed programme of redevelopment and refurbishment for garages, and will monitor progress on the matter.

Local plan

The overarching nature of this document saw it taken as a joint agenda item with the Overview and Scrutiny Committee. Members stressed the need for housing to be sympathetic to the diverse areas of Slough (e.g. high rise living may be more suited to the town centre than outlining districts). Members also supported the plans to ensure that the period between the demolition of existing buildings in the town centre and the opening of new facilities provided alternative amenities (e.g. 'Pop Up' attractions). Given the dynamic nature of change in Slough at present, members will continue to take an interest in developments in future.

In its final consideration, the panel recommended that the following matters be considered in the compilation of the final version of the Local Plan:

- space for infrastructure and playing fields
- the need for high quality design
- suitable transport facilities
- a mixture of types of housing

- a variety of retail options
- landscaping and the creation of a 'tree rich' environment.

The panel will also return to the Local Plan in 2018-19.

Performance management

The panel has worked on ensuring that the information it receives can be examined in a meaningful and productive fashion. Throughout the municipal year they have worked with the neighbourhoods and housing teams to refine the bank of information presented to them, which has led to a series of scrutiny overview indicators being taken by the panel on a regular basis. They have also used it to highlight areas to report to the panel by exception (e.g. performance on voids) where issues have arisen. The chair of the panel will be meeting with officers in April 2018 to complete this and ensure that the panel can monitor the work of the teams effectively throughout 2018-19.



Safer Slough partnership

Following on from the discussions at the last Crime and Disorder Reduction Panel, the NCS Scrutiny Panel evaluated the work of the Safer Slough Partnership. The panel were keen to provide their support for the continued work of the partnership in relation to the safety of Slough's public spaces. In particular, the dedicated focus of the Parks and Open Spaces Task and Finish Group was commended, as was the focus on long-term mitigation (e.g. work with schools) as well as short-term solutions (e.g. reducing the number of 'blind spots' in parks). This has led to a decrease in sexual offences that was above the national average rate of decline, and the panel's satisfaction with progress was reported back to full council on 28 November 2017.

Air quality

Members raised the issue in light of statistics regarding health problems and mortality caused by local air quality. While the panel recognised the limits of the council's powers on the matter (e.g. Air Quality Management Zones are undermined by high levels of traffic) it was keen to support and prioritise work being done. The panel indicated its interest in innovations such as Clean Air Zones, but also understood the cost of setting one up (£100,000) and the radical implications of such measures.

However, the panel recommended that all council decisions in future consider the impact on air quality and incorporate measures in the Low Emission Strategy. This strategy is due to come before full council in the summer of 2018; at this stage, the panel may wish to discuss environmental policy in more depth.

Corporate strategy-The Five Year Plan

The panel has responsibility for the following outcome:

- our residents will have access to good quality homes.

The work done on this is detailed earlier in this section.

Note: The full work programme for the Neighbourhoods and Community Services Scrutiny Panel for the 2017/18 municipal year is attached as Appendix C.



Education and Children's Services Scrutiny Panel

Membership

Councillor Brooker (chair)
 Councillor Kelly (vice chair)
 Councillor Anderson (until 19 Dec 2017)
 Councillor Carter (until 19 Dec 2017)
 Councillor Chahal
 Councillor Chohan
 Councillor A Dhaliwal (from 19 Dec 2017)
 Councillor N Holledge
 Councillor Matloob (from 19 Dec 2017)
 Councillor Pantelic (until 19 Dec 2017)
 Councillor Qaseem
 Councillor Sharif (from 19 Dec 2017)
 Jo Rockall (secondary teacher representative)
 Maggie Stacey (head teacher representative)
 Hamzah Ahmed (Slough Youth Parliament)

The Overview and Scrutiny Committee appoints the Education and Children's Services Scrutiny Panel (ECS Scrutiny Panel) to undertake its constitutional role looking at the specific cabinet portfolios for children and education.

Specific focuses of work

Slough Children's Services Trust

Having now completed its second full year of operation, the trust continues to be a key area for member engagement. With co-operation now established through bodies such as the Joint Parenting Panel, the ECS Scrutiny Panel has a vital role to play in supporting this partnership working to secure the best outcomes for local children. The panel have welcomed the establishment of a permanent leadership team at the trust and the successful proposal to launch a programme for victims of domestic abuse ('Inspiring Families') which received an Innovation Grant from the government of £1.4 million.

However, the panel have also expressed their concerns that some Ofsted feedback from recent monitoring visits had highlighted a slower pace in improvement than was desired. Assurance was provided that this was being raised with the trust's mentor organisation (Essex County Council) and that subsequent visits had been more positive on the matter.

The trust's use of the Public Law Outline system (which was designed to make progress in cases which were not moving on as desired) was also noted as improving. As a result, the panel have been assured that the aim of achieving a 'Good' Ofsted rating within three years of the Trust's inception remained on track.

Safeguarding

The last Ofsted report had highlighted Section 11 Audits as a weak area for Slough Borough Council. These audits ensure that council services which are not directly linked to children's services are still aware of their responsibilities for safeguarding. In 2016-17, the panel had noted that Section 11 Audits were now in place but did not have the desired analytical rigour. The panel therefore welcomed the appointment of 'champions' within service areas to promote the importance of safeguarding, whilst taxi drivers have also now received training on the matter. Finally, the panel sought and received assurance that the new service providers for the repairs, maintenance and improvements contract for housing and Environmental Services would also receive training and guidance on safeguarding.



School standards and improvement

The high proportion of local schools which are academies or free schools have seen Slough Borough Council adopt innovative strategies to support education. The panel have expressed their support for the work of the Slough Teaching School Alliance, which liaised with local schools and also encouraged them to co-operate in submitting joint proposals to receive additional funding. The panel had also backed the moves for partnership working between schools (e.g. Upton Court Grammar assisting Ditton Park School with teaching higher achieving students) and the arrangement between Beechwood and Herschel Grammar Schools.

The results of these efforts by Slough Borough Council since the education service returned in-house have also been commended by the panel. In particular, the work to improve outcomes at early years foundation stage and to close the gender gap between boys and girls (who have achieved better outcomes, both in Slough and nationally) while maintaining the levels of attainment in the female intake, have been welcomed. The panel will continue to take an interest in ensuring that disadvantaged children close the gap with their peers, and that white British children do not lag in terms of the 'Progress 8' measure, which measures the value added by schools (a national as well as local trend').



Joint Parenting Panel

The Joint Parenting Panel (jointly run by Slough Borough Council and the Children's Services Trust) is a key element of the council's corporate parenting role. Given its pivotal nature, it has started to report to the panel on a quarterly basis. The panel will continue to work alongside the Joint Parenting Panel to support its strategic focus and welcomed the tone of recent meetings, which had emphasised a co-operative approach.

The Education and Children's Services Scrutiny Panel have also pledged to ensure that the need for the councillors on the Joint Parenting Panel to have greater continuity of membership will be reinforced. This will continue to be monitored by the panel in 2018-19 with a view to getting councillors to support the work of the body as effectively as possible.

Adult education

While the work on 16-18 year olds has been welcomed (covered in section below) the panel has continued to express concern regarding adult education. While aspects of the 2018 Ofsted inspection had improved (in particular safeguarding), the overall rating remained 'requires improvement'. The issue of the standard of teaching and its ability to motivate learners remained an area which the panel concluded had hampered progress. The panel requested details as to how upcoming teacher recruitment, training and monitoring would improve the service; this will return to the panel in 2018-19 for a progress update.

Corporate strategy - The Five Year Plan

The panel has responsibility for the following outcome:

- our children and young people will have the best start in life and opportunities to give them positive lives.

The panel have taken the following three key actions as agenda items:

- ensure children and young people are supported to be safe, secure and successful
- enable children and young people to enjoy life and learning, to feel confident about their futures and aspire to achieve to their individual potential
- support young people into employment, education and training.

On the first of these, the panel raised waiting times for access to Children's and Adolescents' Mental Health Services (CAMHS) as an area for further information and received an update on the statistics for Slough as a result. They also received assurance that cases of neglect were being resolved through child protection conferences.

With regards to enjoying life and achieving potential, the panel were satisfied that recent improvements in early years foundation stage provision had moved Slough from below national averages, to above them in the past year. They also recommended that teachers be prioritised as 'key workers' in the allocation of housing.

On the last matter, the panel were very happy to provide their backing to the numerous strands to the council's efforts to limit the number of 16-18 year olds not in employment, education and training. This was recognised as a regional leader and put the number of such young people in Slough well below national and local averages.

Note: The full work programme for the Education and Children's Services Scrutiny Panel for the 2017/18 municipal year is attached as Appendix D.



Looking Forward

In terms of ensuring that scrutiny has a strategic focus, members will be supported in using the Five Year Plan to map their priorities and work for 2018-19. The Five Year Plan is refreshed each year and the new Five Year Plan has now been approved by full council. The five outcomes have been slightly reworded and each has a series of priorities for the year ahead and the longer term which will be used to develop the work programme for scrutiny.

It is no coincidence that the best work undertaken by scrutiny in the past year has been based on Neighbourhoods and Community Services Scrutiny Panel's series of 'deep dives' into their allocated outcome. This has seen the panel engage at the appropriate level, offering considered and specific feedback on the council's proposals.

Where there are matters for more in-depth reviews, members are reminded of the opportunities offered by task and finish groups. With the one conducted this year (obesity) having allowed members to receive diverse input from workplace surveys, site visits and detailed conversations with council departments, a series of detailed recommendations emerged with a clear plan on measuring progress in 2019. Some commentators have suggested that committee meeting may not be the most productive environment for in-depth scrutiny of the impact of policies. By conducting an investigation into a specific area, and using methods that are not constrained by the procedures of committee meetings (e.g. site visits, bespoke research, questionnaires for service users) a sense of the realities for service provision can be gained. It also allows for members to make a number of highly specific recommendations, based on input from a wide range of individuals or external organisations that may rarely attend our committees.

The scrutiny function is also a key element in engaging with the public. While task and finish groups offer one route of organising public outreach events, methods by which the committees can face outwards to local residents may also need consideration. While the number of co-opted members has increased (with the Education and Children's Services Scrutiny Panel appointing a representative of the Slough Youth Parliament and the Neighbourhoods and Community Services Scrutiny Panel appointing three local residents), each committee can appoint up to six.

Ensuring that meetings gain greater publicity (especially where specific agenda items attract particular local interest) could also raise the public prominence of the function.

With the current climate of austerity now well established across local authorities, councillors have become well accustomed to operating within constraints. However, the financial year 2018-19 promises to be one of particular hardship, and preparations for the required changes will be a central element of our work. In terms of specific areas, adult social care has become an area in need of transformative change; members are well apprised of this and have placed the matter at the centre of their plans. However, members are reminded of their responsibilities in this area. Given recent events regarding local authorities finding themselves in difficult financial positions (and the National Audit Office's recent report suggesting the situation may become tougher), members are asked to ensure that budgets, reserves and spending plans are suited for the difficult decisions that they may be asked to make.

Scrutiny committees in 2018-19 should also give consideration as to how it can engage more effectively with cabinet. The constitution currently stipulates that attendance by lead members is at the invitation of the chair; this has been used sparingly in 2017-18. In addition, while members have commented and made recommendations on policy proposals, these have not been fed directly to cabinet with the frequency that would give the function the desired prominence. Members may wish to consider how they can ensure that decision makers are being held to account with sufficient rigour.

Members are also reminded that the scrutiny officer will be receptive to any fresh ideas, skills or ideas which enhance the process of effective scrutiny. Whether the members for 2018-19 are long established or participating in these bodies for the first time, all can contribute fully to the process.

Appendix A: Overview and Scrutiny Committee Work Programme 2017/18

Meeting Date	Meeting Date
13 June 2017	11 January 2018
Administrative Items <ul style="list-style-type: none"> • Appointment of panels • Work programme 	Scrutiny Items <ul style="list-style-type: none"> • Transactional Services - Half Year Report • Housing Strategy - Themes 4 (homelessness and housing need) and 5 (special needs and vulnerable groups) • Five Year Plan - Refresh for 2018-19/2022-23 • Five Year Plan - Outcome 3 (Slough will be an attractive place) Key Actions 1, 4, 5, 7 and 8 • Performance and Projects Report - Quarter 2 • Transport Strategy
13 July 2017	1 February 2018
Scrutiny Items <ul style="list-style-type: none"> • Thames Valley Transactional Service - Annual Report • Performance and Project Report - Quarter 4 • Financial Report - Final Outturn 2016-17 • Five Year Plan - Outcome 3 (Slough will be an attractive place) Overview 	Scrutiny Items <ul style="list-style-type: none"> • Budget Papers: <ul style="list-style-type: none"> o Revenue Budget 2018-19 o Treasury Management Strategy 2018-19 o Capital Strategy 2017-2023
14 September 2017	15 March 2018
Scrutiny Items <ul style="list-style-type: none"> • Implementation and Delivery of Key IT Projects • Housing Strategy - Theme 1 (New Housing Supply) • Five Year Plan - Outcome 5 (Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents) 	Scrutiny Items <ul style="list-style-type: none"> • Adult Social Care Transformation 2018 - Annual Update • Review of Housing Allocations Scheme • Obesity Task and Finish Group - Final Report and Recommendations
Overview <ul style="list-style-type: none"> • Obesity in Slough • Performance and Project Report - Quarter 1 	
30 October 2017 (Extraordinary Meeting)	12 April 2018
Call In <ul style="list-style-type: none"> • Strategic Acquisition of Town Centre Site (Nova House) 	Scrutiny Items <ul style="list-style-type: none"> • Five Year Plan - Outcome 5 (Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents) Key actions 1, 3, 5 and 6 • Slough Urban Renewal • Votes at 16
16 November 2017	Information Items <ul style="list-style-type: none"> • Petitions - annual review
Scrutiny Items <ul style="list-style-type: none"> • Call in: Arbour Park Community Stadium - Slough Town Football Club Agreement With Slough Borough Council • Thames Valley Police and crime commissioner • Obesity Task and Finish Group - Terms of Reference • Housing - future scrutiny approach 	Endorsement Item <ul style="list-style-type: none"> • Scrutiny Annual Report

Appendix B: Health Scrutiny Panel Work Programme 2017/18

Meeting Date	Meeting Date
10 July 2017	22 November 2017
Administrative Items <ul style="list-style-type: none"> Election of chair Election of vice chair Scrutiny Items <ul style="list-style-type: none"> Reconfiguration of the Borough's activity offer for people with learning disabilities Progress update on the Adult Social Care Transformation Programme 2015-19 Frimley Health and Care Sustainability and Transformation Programme 	Scrutiny Items <ul style="list-style-type: none"> NHS Frimley Health Foundation Trust CCG Operational Plan 2017-19 Berkshire Healthcare NHS Foundation Trust - Annual Report Frimley Health and Care System
31 August 2017	18 January 2018
Scrutiny Items <ul style="list-style-type: none"> Preventative Mental Health Services in Slough Five Year Plan - Outcome 2 (Our people will become healthier and will manage their own health, care and support needs) Overview Frimley Health and Care Sustainability and Transformation Programme 	Scrutiny Items <ul style="list-style-type: none"> Update on Public Health Care Programme Adult Social Care - Local Account 2016-17 Recovery Colleges
10 October 2017	26 March 2018
Scrutiny Items <ul style="list-style-type: none"> Slough Safeguarding Adults Board Annual Report Involvement of residents in shaping adult social care services Quality management of adult social care services 	Scrutiny Items <ul style="list-style-type: none"> STP Update Learning disabilities - Programme Update Five Year Plan - Outcome 2 (Our people will become healthier and will manage their own health, care and support needs) - key actions 1, 3 and 5 Autism Strategy Disabled access to health centres

Appendix C: Neighbourhood and Community Services Scrutiny Panel Work Programme 2017/18

Meeting Date	Meeting Date
26 June 2017	16 January 2018
<p>Administrative Items</p> <ul style="list-style-type: none"> • Election of chair • Election of vice chair <p>Scrutiny Items</p> <ul style="list-style-type: none"> • Safer Slough Partnership - update • Vehicle actuated signs • Five Year Plan - Outcome 4 (Access to Good Quality Homes) Overview • Neighbourhood and Housing Scrutiny Overview Indicators 	<p>Scrutiny Items</p> <ul style="list-style-type: none"> • Neighbourhood and Housing Scrutiny Overview indicators • Five Year Plan - Outcome 4 (Access to Good Quality Homes) - Make Best Use of Existing Housing Stock • Emergency Plan • Development initiative Slough housing • 2018-19 Housing rents and service charges
7 September 2017	4 April 2018
<p>Scrutiny Items</p> <ul style="list-style-type: none"> • Review of Housing Allocations Scheme 2013 - 18 • Repairs, maintenance and improvements contract • Neighbourhood services garage licences and review of garage sites • CCTV in the local community • Slough local air quality and Low Emissions Strategy 	<p>Including Crime And Disorder Reduction Panel</p> <p>Constitutional Item</p> <ul style="list-style-type: none"> • New co-opted members: residents' panel <p>Scrutiny Items</p> <ul style="list-style-type: none"> • Thames Valley Police - overview • Prevent programme • Fly tipping • Neighbourhood and Housing Scrutiny Overview indicators
2 November 2017	
<p>Scrutiny Items</p> <ul style="list-style-type: none"> • Local Plan (NOTE: this item was held jointly with Overview and Scrutiny Committee) • Resident involvement • Voids process and performance relating to council homes • Five Year Plan - Outcome 4 (Access to Good Quality Homes) - Robust regulation of the rented sector • Fire safety 	

Appendix D: Education and Children's Services Scrutiny Panel Work Programme 2017/18

Meeting Date	Meeting Date
18 July 2017	8 February 2018
Administrative Items <ul style="list-style-type: none"> • Election of chair • Election of vice chair Scrutiny Items <ul style="list-style-type: none"> • Five Year Plan - Outcome 1 (Our children and young people will have the best start in life and opportunities to give them positive lives) Overview • School improvement partnership • Soulsbury pay scale 	Scrutiny Items <ul style="list-style-type: none"> • Slough Children's Services Trust - second year achievements • Ofsted 4th Monitoring Visit • Five Year Plan - Outcome 1 (Our children and young people will have the best start in life and opportunities to give them positive lives) 'Enjoy and Achieve''
25 October 2017	14 March 2018
Scrutiny Items <ul style="list-style-type: none"> • Ofsted third monitoring visit • Five Year Plan - Outcome 1 (Our children and young people will have the best start in life and opportunities to give them positive lives) 'Stay Safe' • Section 11 audits • Childhood obesity 	Scrutiny Items <ul style="list-style-type: none"> • Five Year Plan - Outcome 1 (Our children and young people will have the best start in life and opportunities to give them positive lives) 'Achieve Economic Wellbeing' • 14-19 Provision • Ofsted inspection adult education • School standards and effectiveness • Joint Parenting Panel - quarterly update
7 December 2017	18 April 2018
Scrutiny Items <ul style="list-style-type: none"> • Elective home education • Joint Parenting Panel - quarterly update 	Scrutiny Items <ul style="list-style-type: none"> • School to school support in Slough • Progress with SEND reforms • School place planning

This document can be made available on audio tape, braille or in large print, and is also available on the website where it can easily be viewed in large print.

Annual Scrutiny Report 2017/2018

If you would like assistance with the translation of the information in this document, please ask an English speaking person to request this by calling 01753 875657.

यदि आप इस दस्तावेज़ में दी गई जानकारी के अनुवाद कए जाने की सहायता चाहते हैं तो कृपया किसी अंग्रेजी भाषी व्यक्ति से यह अनुरोध करने के लिए 01753 875657 पर बात करके कहें.

ਜੇ ਤੁਸੀਂ ਇਸ ਦਸਤਾਵੇਜ਼ ਵਿਚਲੀ ਜਾਣਕਾਰੀ ਦਾ ਅਨੁਵਾਦ ਕਰਨ ਲਈ ਸਹਾਇਤਾ ਚਾਹੁੰਦੇ ਹੋ, ਤਾਂ ਕਿਸੇ ਅੰਗਰੇਜ਼ੀ ਬੋਲਣ ਵਾਲੇ ਵਿਅਕਤੀ ਨੂੰ 01753 875657 ਉੱਤੇ ਕਾਲ ਕਰਕੇ ਇਸ ਬਾਰੇ ਬੇਨਤੀ ਕਰਨ ਲਈ ਕਹੋ।

Aby uzyskać pomoc odnośnie tłumaczenia instrukcji zawartych w niniejszym dokumencie, należy zwrócić się do osoby mówiącej po angielsku, aby zadzwoniła w tej sprawie pod numer 01753 875657.

Haddii aad doonayso caawinaad ah in lagu turjibaano warbixinta dukumeentigaan ku qoran, fadlan weydiiso in qof ku hadla Inriis uu ku Waco 01753 875657 si uu kugu codsado.

اگر آپ کو اس دستاویز میں دی گئی معلومات کے ترجمے کے سلسلے میں مدد چاہئے تو، براہ کرم ایک انگریزی بولنے والے شخص سے 01753 875657 پر کال کر کے اس کی درخواست کرنے کے لئے کہیں۔

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th April 2018

CONTACT OFFICER: Nick Pontone, Senior Democratic Services Officer
(For all Enquiries) (01753) 875120

WARDS: All

PART I FOR DECISION

RECOMMENDATIONS OF THE OVERVIEW & SCRUTINY COMMITTEE FROM ITS MEETING HELD ON 12TH APRIL 2018 – B VOTES AT 16

1. **Purpose of Report**

- 1.1 To consider a recommendation from the Overview and Scrutiny Committee meeting held on 12th April 2018 on a proposal to reduce the age for the national franchise to 16.

2. **Recommendations**

The Committee recommends that the Council resolve to support the principle of reducing the national voting age to 16; take an active leadership role in any appropriate campaign(s) to further this objective; and requests scrutiny to establish a task and finish group to examine and propose practical measures to improve the security of the ballot, including potentially voter identification, and promote youth participation.

3. **Other Implications**

(a) **Financial**

There are no financial implications of this report.

(b) **Risk Management**

Recommendation	Risk/Threat/Opportunity	Mitigation(s)
To support the principle of reducing the voting age to 16 and exploring other practical measures to improve the security of elections and increase youth participation.	If the national campaign is successful, there are opportunities to increase the engagement of young people in the democratic process and identify practical measures to address concerns about electoral fraud.	The establishment of a task and finish group will ensure that the specific risks and opportunities are carefully considered.

(c) Human Rights Act and Other Legal Implications

The Representation of the People Act 1969 stipulates that the voting age in national elections is 18. Any variation to this would require national legislation; progress on this is discussed in sections 4.1 – 4.3.

(d) Equalities Impact Assessment

This report does not require an Equality Impact Assessment.

4. **Supporting Information**

- 4.1 At present, the law in the United Kingdom stipulates that the voting age is 18. Whilst there have been variations to this (particularly since the Scottish Referendum of 2014, where 16 years olds were given the vote and are now allowed to participate in elections for local government and the Scottish Parliament), none of these have been effective in England.
- 4.2 However, there have been some moves to widen the Scottish policy. The Wales Act 2017 has been effective for over a year, and devolves the decision on the voting age to the Welsh National Assembly. Given the Welsh Government's support for a change in the age to 16, the Assembly is being asked to vote on this change later in 2018. This would allow 16 and 17 year olds to vote in Council elections, although would not apply to the Welsh Assembly or the General Election.
- 4.3 Meanwhile, the House of Commons received a Private Member's Bill (led by Jim McMahon, MP for Oldham West and Royton) on the matter. Entitled The Representation of the People (Young People's Enfranchisement and Education) Bill 2017 – 19, it was introduced to the House in November 2017 and will resume debate on its second reading on 11th May 2018. The Slough Youth Parliament has also signalled its support for a change in the voting age, launching a campaign on the issue in February 2018.
- 4.4 As a result, members requested that the Overview and Scrutiny Committee set aside time to clarify its views on the matter. It was recognised that the Committee did not have the capability to determine Slough Borough Council's stance on the franchise and it decided to make a recommendation to Council to agree the authority's position on this matter.
- 4.5 A national debate on this has also been requested by the Public Administration and Constitutional Affairs Committee. This is a Select Committee of the House of Commons, and has requested that a national discussion of the issue of voting age be held.
- 4.6 In terms of statistics, the number of 16 – 17 year olds in the United Kingdom at present was estimated to be 1,490,000 in 2016. However, the proportion of these who would be able to vote given the qualifications on voting rights is not entirely apparent.
- 4.7 The potential impact on overall voter turnout is also not predictable. Whilst it has traditionally been the case that younger voters are less likely to vote than their older counterparts, some (although not all) studies of the 2017 General Election indicated that this trend did not apply to last summer's vote. Equally, youth

participation in the 2016 Referendum had been higher than historical trends had suggested (although still lagged behind other age groups). Evidence from Scottish votes involving 16 and 17 year olds has not indicated a major impact on turnout. However, this evidence is limited given the small number of elections involved.

5. **Comments of other Committees**

- 5.1 At its meeting on 12th April 2018, the Overview and Scrutiny Committee discussed the possibility of supporting a reduction in the voting age to 16. This is in the context of the various developments discussed elsewhere in this report. In broad terms, the Committee was supportive of such a change in the franchise. They stated that it would encourage youth participation in public life and ensure that work of bodies such as the Slough Youth Parliament was supported by allowing 16 and 17 year olds the chance to take part in local and national elections.
- 5.2 However, the Committee did ask for other matters to be considered alongside this. Issues such as voter ID and security, possible use of parental pressure to point young people towards voting for specified candidates and the involvement of the Slough Youth Parliament on matters beyond turning out for elections were raised as matters to consider. Given this, the Committee requested that a Working Group be established to consider a range of key questions and Slough's response to them.
- 5.2 Members are also reminded of the decision of the Council on 21st April 2015, at which the following motion was taken:

This Council resolves to:

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

This motion was passed by 31 votes to 6 (with 2 abstentions). As a result of this, a letter was sent to Fiona Mactaggart MP supporting the proposals and asking for her support.

6. **Conclusion**

- 6.1 The Council is being asked to consider the recommendation of the Overview & Scrutiny Committee in relation to the voting age and its views on extending the franchise to 16 and 17 year olds.

7. **Appendices Attached**

None.

8. **Background Papers**

None.

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th April 2018
CONTACT OFFICER: Sushil Thobhani, Service Lead Governance & Deputy Monitoring Officer
(For all enquiries) (01753) 875036
WARD(S): All

PART I
FOR DECISION

SHARED LEGAL SERVICE WITH LONDON BOROUGH OF HARROW

1 **Purpose of Report**

On 19 March 2018 the Cabinet made a decision to implement a shared legal service with the London Borough of Harrow to be defined in an agreement between the London Borough of Harrow and the Council ('the agreement'). In order to implement that decision, it is necessary for the Council to make the following delegations to the London Borough of Harrow and to the Head of Legal, London Borough of Harrow.

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

Council is asked to make the following delegations:

- a) From 01 June 2018 until expiry or termination of the agreement to delegate to the London Borough of Harrow 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, such discharge of function to include the duties set out in Recommendation 2 below.
- b) From 01 June 2018 until expiry or termination of the agreement to authorise the Head of Legal, London Borough of Harrow to institute, defend or participate in any legal proceedings in accordance with s222 and s223 of the Local Government Act 1972 and sign documents on behalf of the Council.

To further agree that:

- c) That the Constitution be revised in Article 14(3); Article 14(4); Part 3.6 Scheme of Delegation to Officers Section 1 paragraphs 1.3 and 1.4 and Section 2 paragraph 2e; Part 4.6 Financial Procedure Rules paragraphs 16.7, 16.68 and 16.81(d); to give authority to the London Borough of Harrow Head of Legal to act on behalf of Slough Borough Council as specified therein.
- d) That the Constitution be revised in Article 14(5); Part 4.6 Financial Procedure Rules paragraphs 16.39, 16.45 (b), 16.45(d), 16.46, 16.49, 16.76, 16.81(a) and 16.81(c); and Part 5.4 Member and Officer Relations Code paragraph

16(b) and Appendix 1 paragraph 8 by the deletion of reference to Head of Legal Services to be substituted by Service Lead Governance;

- e) That the constitution be revised to remove any further references within it to the Head of Legal Services by substituting these with the Service Lead Governance.
- f) That the Service Lead Governance be instructed to make the necessary changes to the Constitution.

That it be noted that:

- g) The delegation in 1 above shall not prevent the Council from continuing to discharge those legal services functions that have been identified as being excluded from the terms of the Agreement and/or where it is not desirable for any reason for such functions to be discharged by the London Borough of Harrow.

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**

A fortified Legal Services Function for the Council will enhance all the outcomes of the Five Year Plan.

4 **Other Implications**

(a) Financial

There are no financial implications for the proposed actions.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
Grant of necessary delegations and Revisions to	Governance arrangements are implemented	The existing provisions of the Constitution	Legal/ Regulatory Probability:	Properly revised Constitution and

officer post descriptions in the Constitution.	and operated without proper constitutional authority.		Almost Impossible Impact: Critical Score: 3	delegations authorised.
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(c) Human Rights Act and Other Legal Implications

These are set out below in paragraph 5 of this Report.

(d) Equalities Impact Assessment

There is no need identified for an Equalities Impact Assessment in connections with this Report.

5 Supporting Information

5.1 On 19 March 2017 Cabinet resolved to implement a shared legal service with the London Borough of Harrow as follows:

(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.

5.2. It is anticipated that the inter authority agreement with London Borough of Harrow ('Harrow') will take effect from 01 June 2018 and the Council's legal team will transfer to Harrow by virtue of the Transfer of Undertakings (Protection of Employment) Regulations 2006 as amended, on the same date.

5.3. In order for Harrow to undertake the legal services function for the Council it is necessary to delegate to it the authority to do so under section 101 and 113 of the Local Government Act 1972 and the Local Government (Arrangements for the Discharge of Functions) (England) Regulations 2012. This report seeks approval to delegate the Borough Council legal service functions from 01 June 2018.

- 5.4. The recommendations seek authority to delegate to Harrow all functions to be included in the agreement to enable legal services to be delivered through HB Public Law, to include (but not limited to) the authority to institute, defend or participate in any legal proceedings, to authenticate any document necessary to any legal procedure or proceedings on behalf of the Council and to undertake land and property transactions and other associated functions.
- 5.5. The Council's constitution vests certain powers in what was the Head of Legal Services role which are presently being exercised under the new role of Service Lead Governance
- 5.6. The Council is therefore asked to agree that the constitution is amended to reflect the changes necessary to give effect to the shared services and for the Service Lead Governance to be authorised to make the changes required to reflect changes to posts and also to incorporate within it the delegations in this report.
- 5.7. The recommendations preserve the ability for the Council to undertake these functions itself through the Service Lead Governance in circumstances where legal services functions have been excluded from the agreement and/or it is not desirable for any reason for those functions to be discharged by Harrow.

6 **Comments of Other Committees**

- 6.1 The general need to change the descriptions of Officer roles in the Constitution has been discussed at the Member Panel on the Constitution.
- 6.2 Under paragraph 3 of Article 15 of the Constitution changes to the Constitution will only be approved by the Council after consideration of the proposal by the Monitoring Officer. This Report has been submitted to the Monitoring Officer and the proposed changes have been approved by him.

7 **Conclusion**

The recommendations outlined in this report will ensure that the Council's legal function can be undertaken by the London Borough of Harrow from 01 June 2018 in accordance with the decision of Cabinet of 19 March 2018.

8 **Background Papers**

The Council's Constitution and the Report to Cabinet on 19 March 2018 regarding the shared legal service with Harrow both of which are available on the Council's website.

9 **Appendices**

None

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th April 2018

CONTACT OFFICER: Member Panel on the Constitution
Catherine Meek, Head of Democratic Services
(For all Enquiries) (01753) 875011

WARD(S): All

PART I
FOR DECISION

Proposed Amendments to Terms of Reference of Joint Parenting Panel and Constitution of the Schools Forum

1. **Purpose of Report**

To report the recommendation of the Member Panel on the Constitution regarding proposed updated terms of reference of the Joint Parenting Panel and updated Schools Forum Constitution.

2. **Recommendation**

The Council is requested to resolve:

- (a) That the updated Terms of Reference of the Joint Parenting Panel as set out at Appendix A be approved.
- (b) That the Constitution of the Schools Forum as set out at Appendix B be approved.

3. **Supporting information**

Joint Parenting Panel

- 3.1 This report sets out the Joint Parenting Panel's revised Terms of Reference following consideration by the Joint Panel at its meeting in December 2017.
- 3.2 The JPP held a workshop on 5 October 2017 to review (amongst other things) the Panel's current TOR and agree its ways of working.
- 3.3 The Panel's current TOR were agreed by full council in September 2016 and include the requirement for the council's Director of Children, Learning and Skills and the Chief Executive of the Slough Children's Services Trust (SCST) to review the TOR document annually.
- 3.4 Members reviewed the current TOR and considered what was working well and what needed to change. The following suggestions were noted:
 - Update the Panel's list of responsibilities
 - Update the list of non voting members on the Panel

- Reflect the change in title of the Cabinet member for children & education
- Include two appendices, one summarising the six priorities of the Corporate Parenting strategy 2016 – 2018 and another setting out our pledge: our promises to our looked after children in Slough
- Tidy up a number of grammatical errors in the document.

3.5 The feedback from this discussion was used to develop revised TOR for the Panel which were considered and endorsed by the JPP.

Schools Forum

3.6 This report sets out the updated Constitution of the Schools Forum following consideration by the Forum on 9th November 2017.

3.7 The Constitution had been amended in the light of updated DfE guidance documents, namely: Schools Forums Operational and Good Practice Guide and Schools Forums Powers and Responsibilities.

3.8 The Schools Forum Constitution was last updated in 2015 when a number of changes were made. Much of the Constitution remains in place in the version presented with this report.

3.9 The main changes are:

- to update weblinks to ensure that the latest information is readily available
- to remove old appendices
- to clarify wording

3.10 There are no significant changes within the document and the revised Constitution is set out at Appendix B.

Recommendation of the Member Panel on the Constitution

3.11 The Member Panel on the Constitution considered the revised terms of reference of the JPP and School Forum at its meeting on 10th April 2018 and recommended to the Council that they be approved and the Constitution be updated accordingly.

4 **Appendices**

Appendix A - Draft Terms of Reference – Joint Parenting Panel
Appendix B – Constitution – Schools Forum

5 **Background Papers**

None

Appendix A

Joint Parenting Panel

Slough Borough Council & Slough Children's Services Trust

Terms of Reference 2017/18

1. Purpose of the Joint Parenting Panel

- 1.1 The Joint Parenting Panel (JPP) is a private meeting of Slough Borough Council (SBC), and is the primary vehicle for the council's councillors and Non – Executive Directors of Slough Children's Services Trust (SCST) to demonstrate their commitment to deliver better outcomes for children and young people in care and care leavers.
- 1.2 The Panel is a key mechanism by which both councillors and Non Executive Directors of SCST can ensure that services meet the needs of children and young people in care and care leavers.
- 1.3 In particular this includes:
- High quality care, nurturing supportive and meaningful relationships that encourage their growth of self-esteem, confidence and resilience; enabling young people to cope with change and difficult times
 - The highest standard of education which is consistent with the needs and abilities of the child
 - Opportunities and encouragement for self-development and keeping fit and healthy
 - Encouragement to take up hobbies, acquiring life skills and being a good citizen
 - Opportunities for education, employment and training, including open days and work placements, apprenticeships
 - Assistance with the transition from care to looking after themselves, including the provision of suitable accommodation.

2. Responsibilities of the Joint Parenting Panel

- 2.1 The Panel should:
- Provide clear strategic and political direction in relation to corporate parenting
 - Ensure that councillors and non-executive directors undertake their annual programme of visits to children's homes
 - Ensure that the needs of children and young people in care and their carers are prioritised and these are reflected in the pledge to slough's children in care
 - Receive regular reports on the level, range and quality of services provided to children and young people in care and care leavers, and identify areas for improvement

- Receive regular reports of key performance and quality indicators (as set out in the corporate parenting scorecard) relating to children and young people in care, and identify areas for improvement
- Engage with, and support the work of the reach out (children in care council) groups
- Listen to the views of children, young people and their carers and involve them in the assessment and development of services
- Champion the provision of dedicated, specialist council-based work placements and apprenticeships for young people in care
- Promote achievement and acknowledge the aspirations of children and young people in care by supporting celebration events and activity days
- Meet with Ofsted inspectors (where appropriate) for their input into inspections
- Encourage members to participate in the slough fostering panel
- Agree an annual work plan for the panel, based on the corporate parenting strategy priorities/pledge to looked after children
- Review membership of the panel and the impact that the panel has had on the experiences and progress of children in care and care leavers
- Report formally to the education and children's services scrutiny panel and cabinet/council where appropriate.

3. Membership & operation of the Panel

3.1 Membership will be reviewed annually as follows:

- (a) For the council by the relevant political groups, at the commencement of each municipal year.
- (b) SCST Board nominations to the Panel will be received annually at the commencement of each municipal year.

3.2 In order to avoid any potential conflicts of interests, the Chair of the Education and Children's Services Scrutiny Panel and the council's representatives on the SCST Board shall be prohibited from sitting on the Panel as a member.

Chairing the Panel

3.3 The Panel shall be co-chaired by the council's Cabinet member for children, education and families and a nominated Non-Executive Director of the SCST.

3.4 The Chair of the Panel shall alternate at each subsequent meeting, with an equal number of meetings chaired by the council's Cabinet member for children, education and families and the Non-Executive Director of the SCST.

3.5 Vice chairs shall be confirmed at the commencement of the municipal year, and must include one council member of the Panel, and one Non-Executive Director of the SCST.

Voting Members

3.6 The Panel will be made up of voting and non voting members.

- 3.7 The members of the Panel that can cast a vote on any matter shall be as follows:
- The council's Cabinet member for children & education SBC (Co-Chair)
 - Non Executive Director of SCST (Co-Chair)
 - Six councillors, including the council's Vice Chair (*All seven elected member appointments to the Panel will be made on a politically proportionate basis)
 - One SCST non-executive director (SCST Vice Chair)
- 3.8 The quorum of the Panel shall be a minimum of three voting members of the Panel.
- 3.9 If a vote is called, and there are equal numbers of votes for and against, the relevant Chair will have a second or casting vote.
- 3.10 In the absence of the Chair, the relevant Vice-Chair shall preside over the meeting and will retain the Chair's casting vote.

Non voting members

- 3.11 Non voting members are required to attend all meetings, or to nominate a substitute in the event of their absence.
- 3.12 The non voting members of the Panel shall be as follows:
- The council's Director of Children, Learning and Skills
 - Chief Executive, SCST
 - Foster carer
 - Reach Out! Group representative
 - Housing representative
 - Thames Valley Police representative
 - LAC Nurse (BHFT) or designated Slough Clinical Commissioning Group (CCG) representative
 - Virtual School Head
- The council's Service lead for Communities and Leisure

Meetings

- 3.13 The Panel will meet a minimum of four times a year.
- 3.14 Each meeting of the Panel will be based on one of the key themes within the Corporate Parenting Strategy (based on the Pledge), as agreed at the first meeting of each municipal year (see appendices 1 and 2).

Accountability/Governance

- 3.15 The Panel will provide a quarterly report to the Education and Children's Services Scrutiny Panel setting out work to deliver the Corporate Parenting Strategy. This report will be presented by the council's Chair of the Panel.

- 3.16 The Panel will provide an annual report on its work to deliver the Corporate Parenting Strategy to Cabinet and the council. The report will be presented by the councils Chair of the Panel.
- 3.17 The SCST Chair will present the annual report to the SCST Board.

Administration

- 3.18 The agenda for each meeting shall be agreed by the Council's Director of Children, Learning and Skills as part of the Panels ongoing Forward Work Plan for the municipal year.
- 3.19 Administrative support will be provided by the council's Democratic Services Division, who will arrange the meetings of the Panel; maintain its Forward Work Plan and publish its agendas. The agreed agenda will be despatched by Democratic Services, at least five working days in advance of the meeting.
- 3.20 An officer from the council's Democratic Services Division will be responsible for the minutes of the meeting and their subsequent circulation.
- 3.21 Attendance at meetings and access to the minutes will be restricted to members of the Panel and those listed under voting and non voting members, as set out above.
- 3.22 Requests from non-members to view the minutes will be considered based on the request fulfilling a valid 'need-to-know' requirement.
- 3.23 These terms of reference will be reviewed annually by the council's Director of Children, Learning and Skills and the Chief Executive of the SCST.
- 3.24 Any revisions must be endorsed by the Panel and the Member Panel on the Constitution Committee before being approved by full council.

Appendix 1: Slough Corporate Parenting Strategy 2016 – 2018

Priorities

Slough's Corporate Parenting Strategy 2016 – 2018 includes six priorities, which are based on Our Pledge: our promises to our looked after children (see Appendix 2)

Our looked after children and young people will be:

- 1) Supported by strong and effective corporate parenting
- 2) Enabled to reach their educational attainment
- 3) Encouraged to keep safe
- 4) Encouraged to develop positive relationships
- 5) Respected and engaged in planning for their future, and supported as they move into adulthood
- 6) Supported to have good health and wellbeing

Appendix 2: Our Pledge: our promises to our looked after children in Slough

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

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SLOUGH SCHOOLS FORUM CONSTITUTION 2017

1.	Introduction
	<p>The Government requires that each Local Authority (LA) maintains a Schools Forum.</p> <p>Slough Borough Council established a Schools Forum in accordance with the requirements of the Education Act 2002 and subsequent regulations and in line with the Schools Forums (England) Regulations 2012 (S.I. 2012/2261) (as amended): http://www.legislation.gov.uk/ukxi/2012/2261/contents/made</p> <p>It complies with the Department for Education (DfE) Schools Forum Structure March 2015: https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/417331/Schools_forums_structure.pdf</p> <p>It also complies with the Schools Forum Operational and good practice guide as updated September 2017: https://www.gov.uk/government/publications/schools-forums-operational-and-good-practice-guide-2015</p> <p>The Constitution will be reviewed every three years, or sooner should there be changes to the relevant regulations or DfE guidance which warrant this.</p> <p>The Forum shall be called the 'Slough Schools Forum' referred to in this Constitution as 'the Forum'.</p> <p>A brief guide to the operation of Schools Forums can be found here: https://www.gov.uk/guidance/schools-forum-a-guide-for-schools-and-academies</p> <p>Appendix A is a local framework for decision making and Schools Forum process.</p>
2.	Membership
2.1	<p>A written record of the membership of the Forum is maintained and is available on request from the Clerk to the Forum.</p> <p>A Forum must comprise:</p> <ul style="list-style-type: none"> ➤ schools members ➤ academies members ➤ non-schools members <p>Maintained schools members and academies members must together make up at least two thirds of the membership of the Forum.</p>

	<p>Academies and maintained primary and secondary schools must be broadly proportionately represented on the Forum, having regard to the total numbers of pupils registered at them.</p> <p>Vacancies will not be filled until it has been confirmed that the correct proportionality will be maintained by such a replacement.</p>
<p>2.1.1</p>	<p>Schools Members (maintained schools)</p> <p>Schools members have voting rights.</p> <p>At least one member must be a representative of the governing bodies of maintained schools and at least one member must be a representative of the Headteachers of such schools. Governors can include interim executive members of an Interim Executive Board (IEB).</p> <p>Where the LA maintains one or more primary school at least one schools member must be a representative of a primary school. If the LA maintains one or more secondary schools, at least one schools member must be a representative of a secondary school.</p> <p>This also applies to where the LA maintains one or more special schools, nursery schools or Pupil Referral Units.</p> <p>When elections take place, these are in line with maintaining broadly proportionate phase balance in the membership of the Forum (having regard to the total numbers of pupils in each phase). In addition, electing groups should be mindful of the types of school i.e. Community, Foundation and Voluntary Aided and to seek to maintain representation across these groups.</p> <p>The aim will also be to achieve a balance in the numbers of Headteacher members* and Governor members wherever possible.</p> <p>* Headteachers can be represented by other senior members of staff within their school.</p> <p>Schools members are elected by the relevant Headteacher groups or relevant Governing Bodies as appropriate.</p>
<p>2.1.2</p>	<p>Academies Members</p> <p>Academies members have voting rights.</p> <p>Academies members must be elected to the Forum by the proprietors of the academies in the LA's area.</p> <p>There are three sub-groups for academy members: mainstream academies, special academies and alternative provision academies and it is for the proprietors of academies within each of these sub-groups to elect their representatives.</p> <p>In the interest of proportionality, the Forum would wish to seek to maintain a balance in numbers between phases and when a vacancy arises, academy proprietors will be encouraged to take account of phase balance (primary and secondary) in electing members.</p> <p>Academies representation is not necessarily restricted to Principals, senior staff or Governors.</p>

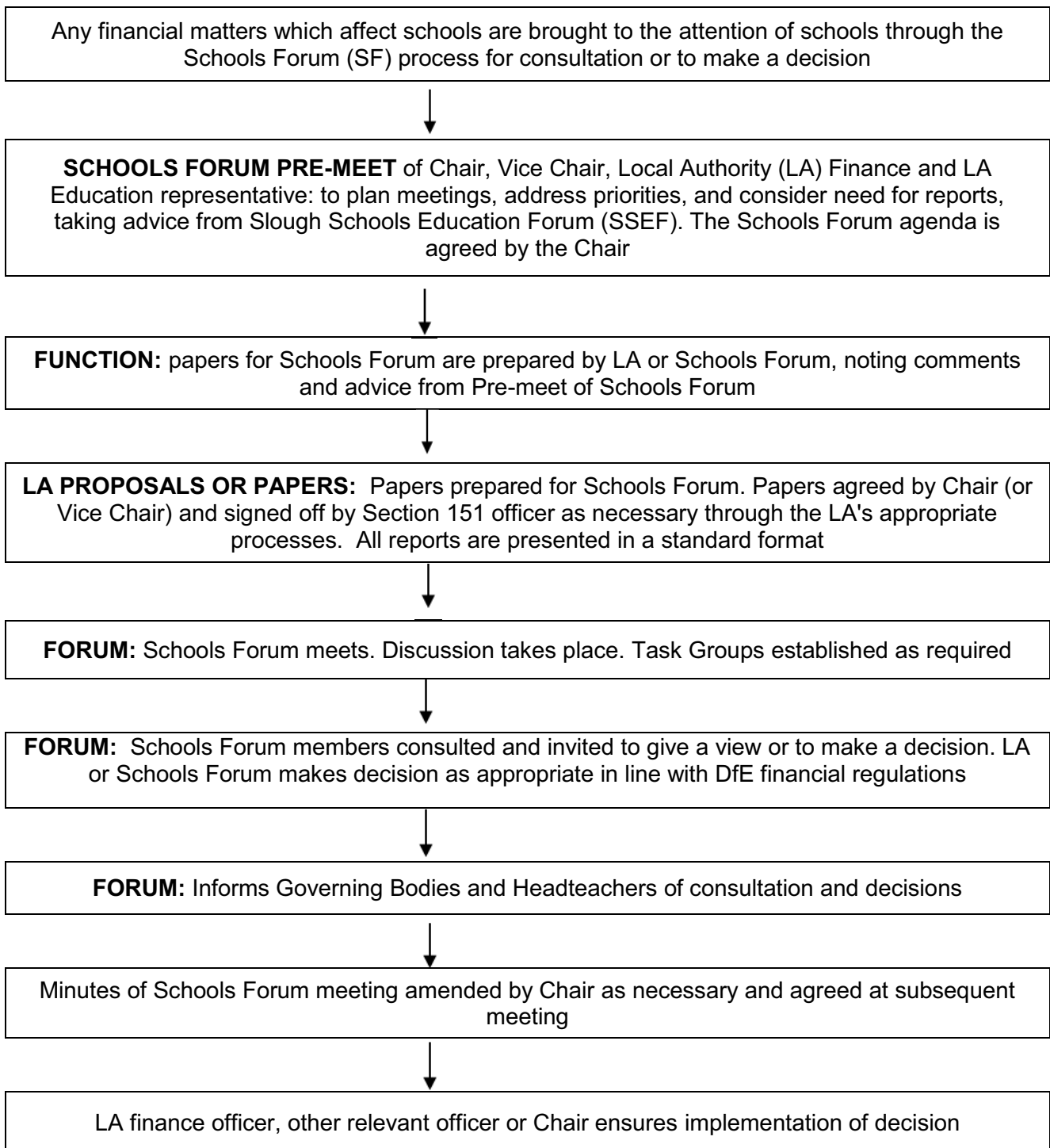
2.1.3	<p>Non Schools – Members</p> <p>Non Schools Members have voting rights with some restrictions in place.</p> <p>Non-schools members must not number more than a third of the Forum’s total membership.</p> <p>The purpose of non-schools members is to bring greater breadth of discussion to Forum meetings and ensure that stakeholders and partners other than schools are represented.</p> <p>There must be representatives for 16-19 providers and the early years’ Private, Voluntary and Independent (PVI) sector.</p>
2.1.4	<p>Observers</p> <p>Observers do not have voting rights</p> <p>The Secretary of State can appoint an observer to attend and speak at Forum meetings, for example a representative from the Education and Skills Funding Agency.</p> <p>Other Attendees</p> <p>Attendees have no voting rights.</p> <p>The Lead Commissioner for Education and Children’s Services will be invited to attend all meetings.</p> <p>LA Officers will attend to present to the Forum and to provide advice and information. Regulations restrict attendance to the Director of Children’s Services (or their representative), Chief Finance Officer (or their representative) or other officers providing specific financial or technical advice (including presenting a paper to the Forum).</p>
2.2	<p>Substitutes</p> <p>Each member of the Forum may have one substitute from the same group. Substitutes will only be permitted where they have been nominated formally and approved by the Forum prior to attendance.</p>
2.3	<p>Attendance</p> <p>Where a member has not been in attendance for four consecutive meetings, the Clerk to the Forum shall write to the member seeking an explanation.</p> <p>The Forum reserves the right, with the LA, to recommend replacing that member where it is felt that it is not possible for the member to provide consistent attendance.</p>
2.4	<p>Period of Membership</p> <p>Each term of office for each member shall be a maximum of three years and shall be agreed with each new member, seeking to ensure that terms of office end at staggered intervals to maintain continuity of experience.</p> <p>Membership may be terminated by the LA in advance of the full term if the member ceases to act in the capacity for which s/he was appointed (e.g. ceases to be a Governor or Headteacher) or,</p>

	<p>if the member communicates in writing to the Clerk a wish to resign.</p> <p>For non- schools members the member may be replaced by the LA, at the request of the body the member represents, by another person nominated by that body.</p> <p>Vacancies will be filled as soon as practicable through the appropriate group.</p>
<p>2.5</p>	<p>Proportionality and elections</p> <p>There will be an annual review of proportionality of pupil numbers in maintained schools and academies and within each phase, based on verified census pupil data (usually the October census), to take account of schools converting to academy status. Where this review shows an imbalance this will be addressed through the appropriate election procedures.</p> <p>In addition, where practicable, where a vacancy arises, the Chair will confirm the proportionality of pupil numbers in maintained schools and academies and within each phase and recommend filling the vacancy/ies.</p> <p>Representatives will be elected by their constituent groups.</p> <p>Maintained schools: For the election of Headteachers or their representatives this will be the maintained school Headteachers in the appropriate Headteachers’ phase group</p> <p>For Governors, the Clerk will write to all Chairs of Governors of the relevant phase/s seeking nominations. Once nominations are received the Clerk will write again with nominations and the Clerk will manage the election process on behalf of the schools.</p> <p>For Academies: The Clerk will write to academy proprietors seeking nominations. Once nominations are received the Clerk will write again with nominations and the Clerk will manage the election process on behalf of the academies.</p>
<p>2.6</p>	<p>Election by the Local Authority</p> <p>If, for any reason, an election for a schools member or an academies member representative does not take place by any date set by the LA or any such election results in a tie, the LA must appoint the schools member or academies member to the Forum instead.</p>
<p>2.7</p>	<p>The Chair and Vice-Chair of the Forum</p> <p>The Chair and Vice-Chair will be elected from among the voting members of the Forum.</p> <p>Elections will take place as required at the first meeting of the academic year and the Chair and Vice-Chair will serve for a two-year term.</p> <p>The Chair may not make decisions on behalf of the Forum though s/he can give a view to the LA on an urgent issue.</p>
<p>2.8</p>	<p>Number required for Quorum</p> <p>The Forum shall be quorate if at least forty percent (40%) of the current membership (excluding vacancies) is present at a meeting. A meeting may proceed if inquorate but cannot take decisions legally.</p>

2.9	<p>Voting Procedures</p> <p>Maintained Schools: Only primary representatives can vote on primary school de-delegation. Only secondary representatives can vote on secondary school de-delegation. Voting on retaining funding for statutory duties relating to maintained schools only is limited to maintained primary, secondary, special and PRU members. All schools members can vote on the Scheme for Financing Schools. All schools members can vote on any other Schools Forum business, including the consultation on the funding formula.</p> <p>Academies: Academy members may not vote on de-delegation, the Scheme for Financing Schools or retaining funding for statutory duties relating to maintained schools only. Academy members may vote on any other Schools Forum business, including the consultation on the funding formula.</p> <p>Non-school members: Non-school members may not vote on de-delegation or the Scheme for Financing Schools. Only PVI representatives can vote on the consultation on the funding formula. All non-school members can vote on any other Schools Forum business.</p> <p>Any matter will be decided by a simple majority of those members voting and present in the room at the same time the question was put.</p> <p>If there are equal numbers for and against, the Chair will have a second or casting vote.</p> <p>Unless a recorded vote is requested, the Chair will take the vote by a show of hands, or if there is no dissent, by the general affirmation of the meeting.</p>
3.	<p>Powers and Responsibilities of the Schools Forum</p>
3.1	<p>The Forum is both a consultative and decision-making body. Decision making responsibilities include: de-delegation from mainstream schools' budgets; creating and agreeing the criteria for any fund for significant pupil growth and /or falling rolls; agreeing other centrally retained budgets, including for LA statutory responsibilities</p> <p>Areas where the LA must consult the Schools Forum include: amendments to the school funding formula; arrangements for pupils with special educational needs in particular the places to be commissioned by the LA and schools and the arrangements for paying top-up funding; arrangements for early years provision.</p> <p>The Department for Education (DfE) table which provides an overview guide to the current main powers and responsibilities of the Forum as at September 2017 can be found at: https://www.gov.uk/government/publications/schools-forums-operational-and-good-practice-guide-2015</p> <p>The Forum has a duty to report to school governing bodies on the consultation in which it has been involved.</p>

4.	Conduct of Meetings/Expenses
4.1	<p>Meeting Schedule</p> <p>Meetings of the Forum will be scheduled for the academic year and agreed by the Forum in advance.</p> <p>The Forum must meet at least four times a year. Frequency and timing of meetings will take into account statutory requirements and the annual financial cycle. It is likely that there will be five or six meetings per year.</p> <p>A Work Programme will be determined for the year and updated throughout the year as necessary.</p> <p>These arrangements may be changed by a quorate meeting of the Forum.</p>
4.2	<p>Public Access to Meetings and Confidentiality</p> <p>Meetings of the Forum shall be open to the public. Any member of the public may attend but may only ask questions or join in the discussion if specifically asked to do so by the Chair.</p> <p>The Chair may require that an item of business is considered by the Forum in private and may therefore exclude the press and public. Any such items will normally be taken at the end of the agenda.</p> <p>Agendas, reports and minutes will be made available to the public by being published promptly on the Slough Borough Council website.</p>
4.3	<p>Task Groups</p> <p>The Forum will agree to establish, as and when appropriate, task related sub-groups to discuss specific issues, and to produce draft advice and decisions for the Forum itself to consider. These groups can, where it is considered appropriate, include wider representation to ensure that the necessary expertise is included in the group.</p>
4.4	<p>Declarations of Interest</p> <p>Forum members must declare an interest in any agenda items where the outcome may give them a personal advantage or avoid disadvantage (pecuniary or non-pecuniary).</p>
4.5	<p>Expenses and Budget</p> <p>The Forum maintains a budget which is used, for example, to commission research and to provide training; provide agreed and reasonable expenses for members attending meetings, the costs of producing and distributing papers; room hire and refreshments and for clerking of meetings.</p>
4.6	<p>Feedback:</p> <p>Members will commit to feeding back to and from their constituent groups. After each meeting a brief report will be circulated by the Chair and Vice Chair to all Schools Forum members and to all schools and academies. This will include key decisions and will draw attention to relevant minutes.</p>
4.7	<p>Minutes of meetings</p> <p>Agendas, reports and minutes (once approved by a meeting of the Forum) will be placed on the Slough Borough Council website.</p>

PROCESS CHART FOR SBC SCHOOLS FORUM



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SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th April, 2018

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

WARD(S): All

PART I
FOR DECISION

MOTIONS SUBMITTED TO COUNCIL UNDER PROCEDURE RULE 14

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

A) Sponsorship and donations

(Moved by Councillor Strutton, seconded by Councillor Bains)

“This Council resolves to:

Ensure that all sponsorships for products, events and services are fully transparent to elected members and the public so that all donations are accountable, thereby, this Council will no longer accept blind donations.”

B) Funding of health services

(Moved by Councillor Swindlehurst, seconded by Councillor Sadiq)

“This Council believes that Government thinking is misplaced in trying to pass on the costs of funding health services to Councils, service users and local taxpayers.

This Council therefore calls upon the Government to;

- Scrap NHS hospital car parking charges which are onerous and ever more costly for sick and vulnerable patients and their visiting friends and relatives.
- Provide adequate national funding for Adult Social Care as this Council believes the 3% Health and Social Care precept, levied at a local level, is nothing more than a cost shunting exercise.”

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