

Date of issue: Wednesday, 6 June 2018

MEETING:	OVERVIEW & SCRUTINY COMMITTEE (Councillors Arvind Dhaliwal (Chair), R Sandhu (Vice Chair), R Bains, Minhas, D Parmar, S Parmar, Rana, Sarfraz and Sharif)
DATE AND TIME:	THURSDAY, 14TH JUNE, 2018 AT 8.00 PM
VENUE:	VENUS SUITE 2, ST MARTINS PLACE, 51 BATH ROAD, SLOUGH, BERKSHIRE, SL1 3UF
DEMOCRATIC SERVICES OFFICER: (for all enquiries)	SHABANA KAUSER 01753 787503

NOTICE OF MEETING

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



NIGEL PALLACE
Interim Chief Executive

MEMBERS ARE ASKED TO NOTE THAT PRIOR TO THE MEETING, A MEMBER DEVELOPMENT TRAINING SESSION REGARDING THE OVERVIEW AND SCRUTINY PROCESS WILL BE HELD AT 6.30PM.
(This session is not open to the Press and Public)

AGENDA

PART I

AGENDA
ITEM

REPORT TITLE

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Apologies for absence.

AGENDA
ITEM

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CONSTITUTIONAL MATTERS

1. Declarations of Interest

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

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

2. Minutes of the Last Meeting held on 12th April 2018 1 - 4

3. Appointment of Scrutiny Panels 5 - 8 All

SCRUTINY ISSUES

4. Member Questions - -

(An opportunity for Committee Members to ask questions of the relevant Director/ Assistant Director, relating to pertinent, topical issues affecting their Directorate – maximum of 10 minutes allocated).

5. Voting Task and Finish Group 9 - 12 All

6. Forward Work Programme 2018/19 13 - 18 All

7. Date of Next Meeting - 12th July 2018 - -

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.

Overview & Scrutiny Committee – Meeting held on Thursday, 12th April, 2018.

Present:- Councillors Chohan (Chair), Chahal (Vice-Chair), N Holledge, S Parmar, A Sandhu, R Sandhu and Sarfraz (from 6.36pm)

Also present under Rule 30:- Councillors Nazir, Pantelic, Sadiq and Strutton

Apologies for Absence:- Councillors Chaudhry and Rana

PART I

80. Declarations of Interest

None were declared.

81. Minutes of the Last Meeting held on 15th March 2018

Resolved – That the minutes of the meeting held on 15th March 2018 be approved as a correct record.

82. Action Progress Report

Details on the current status of actions agreed were outlined for Members consideration.

Resolved – That details of the Action Progress Report be noted.

83. Member Questions

None received.

84. Five Year Plan - Outcome 5 Update

The Committee considered a report that updated on the progress being made in delivering against Outcome 5 of the Council's Five Year Plan: 'Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents.' The update was focused on key actions 1, 3, 5 and 6 relating to promoting inward investment, skills, the town centre and opportunities from Heathrow expansion. The Outcome included a wide range of activities across Council departments and the role of the newly established Regeneration Directorate was noted.

(Councillor Sarfraz joined the meeting)

Members had a detailed discussion about the work the Council was doing to maximise the opportunities for Slough arising from the expansion of Heathrow airport, and the steps being taken to mitigate some of the negative impacts. The Director of Regeneration commented that the Cabinet had recently agreed the Council's response to a consultation Heathrow was conducting

Overview & Scrutiny Committee - 12.04.18

and that had emphasised the importance of retaining a 'green envelope' around Colnbrook and ensuring the road and rail links to the airport were improved. The Council was working proactively through the Heathrow Strategic Planning Group to try to secure the best possible package of measures for Slough and was also working with partners on skills and employability issues to help local residents access job opportunities. A Member asked whether the Council's public support for expansion had reduced its influence in securing the best deal. In response, it was noted that a range of specific local benefits had been secured through a Memorandum of Understanding between the Council and Heathrow airport, which was being reviewed again to secure the best possible package. The Committee was assured that the Council was being ambitious in its 'asks' of Heathrow and was also working to maximise the wider investment and employment opportunities that an expanded airport would provide.

The Committee discussed the measures being taken to increase the vibrancy of the town centre following the concerns raised by Members about the loss of several key retailers in recent years. The redevelopment of the former Thames Valley University site and major investment plans of Catalyst Capital was part of the long term regeneration of the town centre and the Council was also taking more immediate measures such as the proposal for a Business Improvement District and a programme of events to attract people into the town centre. Members emphasised the importance of having a clear plan and timescales to coordinate this interim activity and it was noted that the Town Centre Partnership was leading this plan.

In view of the major investment and economic development likely to take place in and around Slough in the coming years, the Committee agreed the importance of ensuring that the Council and partners had the investment, training and skills programme in place so that local people could benefit. It was agreed that the Committee would receive a report on how the investment and skills opportunities could be secured in the new municipal year after the expected House of Commons vote on Heathrow expansion.

At the conclusion of the discussion, the report was noted.

Resolved –

- (a) That details of the report be noted.
- (b) That the Committee receive a report on the detailed plans to maximise the skills and investment opportunities arising from Heathrow expansion and other major economic development schemes at a future meeting.

85. Votes at 16

The Committee discussed a report on the current national proposals to reduce the age of the national franchise to sixteen. The devolved administrations in Scotland and Wales had or would consider lowering the voting age for some

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electoral events and this had reopened a similar debate in England. It was noted that the Council had passed a motion on 21st April 2015 that supported the principle of votes for 16 and 17 year olds.

Councillors Strutton, Pantelic and Sadiq addressed the Committee under Rule 30 and Members had a wide ranging discussion during which a number of different points of view were expressed. There was strong support from most Members for a reduction to the voting age in principle, however, some Members also felt the changes should be part of a wider package of reform which included the use of voter identification and measures to improve engagement in the democratic process. The excellent work of the Slough Youth Parliament was highlighted and Members specifically noted the very high levels of turnout in their elections which was evidence of a high level of engagement and interest of young people. It was recognised that the voting age could only be lowered if there was a change in legislation and it was noted that there were campaigns to this end and a Private Member's Bill currently in the House of Commons.

At the conclusion of the discussion, the Committee agreed to make a recommendation that full Council debate the matter on 24th April 2018. The Committee would recommend that the principle of lowering the national voting age be supported with the Council taking a proactive role in supporting appropriate campaigns on this matter. It was also proposed and agreed that a scrutiny task and finish group be established to take forward the practical measures associated and that this would also examine and make proposals on the practical steps that could be taken to increase the security of the electoral process, which would potentially include the use of voter identification at polling stations. The task and finish group would also be asked to consider what could be done to promote youth participation in any campaign, local consultation and/or the democratic process more widely if the voting age was lowered.

Recommended – 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 request 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.

86. Annual Scrutiny Report 2017/18

The Scrutiny Officer outlined details of the Annual Scrutiny Report 2017/18 for Members consideration. The annual report included a review of the scrutiny work programme for the past year and assessed the impact scrutiny had had on influencing policy and holding the Executive to account. In particular, the work the Committee and panels had done to scrutinise the Council's Five Year Plan and the ongoing review of a range of housing issues were noted.

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The Chair thanked the Vice-Chair of the Committee and all Chairs and Vice-Chairs of the panels for their support and leadership throughout the year. Officers were also thanked for their contributions to the Overview and Scrutiny function. At the conclusion of the discussion it was agreed to request that full Council endorse the Annual Scrutiny Report at its meeting on 24th April 2018.

Recommended – That the Annual Scrutiny Report 2017/18 be endorsed.

87. Annual Petitions Report 2017/18

The Committee received the Annual Petitions Report 2017/18. A total of 27 petitions had been received for the period April 2017 to March 2018, which was an increase from the 23 in the previous year. A summary of the subject matter and response to the petitions was noted.

Resolved – That details of the Annual Petitions Report 2017/18 be noted.

88. Members' Attendance Record 2017/18

Resolved – That the Members' Attendance Record be noted.

Chair

(Note: The Meeting opened at 6.30 pm and closed at 7.49 pm)

SLOUGH BOROUGH COUNCIL

REPORT TO: Overview & Scrutiny Committee

DATE: 14th June 2018

CONTACT OFFICER: Dave Gordon
(For all enquiries) Scrutiny Officer
(01753) 875411

WARD(S): All

PART I
FOR DECISION

APPOINTMENT OF SCRUTINY PANELS

1 **Purpose of Report**

This report seeks approval to the establishment of a number of Scrutiny Panels and the nomination of Members to serve on them.

2 **Recommendations**

- 2.1 That the Panels set out in paragraph 5.1 of this report be appointed for the 2018/19 Municipal Year.
- 2.2 That the Committee note the allocation of seats to the Panels (paragraph 5.2).
- 2.3 That the Committee agree the allocation of Chairs and Vice-Chairs of Panels on the basis set out in paragraph 5.3 and that each Panel be invited to appoint a Chair and Vice-Chair at its first meeting.
- 2.4 That Members be appointed to serve on each of the Panels in accordance with the wishes expressed by Political Groups in respect of seats allocated to them as set out in paragraph 5.4 – 5.6 below.
- 2.5 That the co-opted Members listed in paragraphs 5.4 – 5.6 below be appointed to the Education & Children's Services, Health Scrutiny and Neighbourhoods & Community Services Panels.

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 (OSC), 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, as follows:

- Slough children will grow up to be happy, healthy and successful
- Our people will be healthier and manage their own care needs
- Slough will be an attractive place where people choose to live, work and stay
- Our residents will live in good quality homes
- Slough will attract, retain and grow businesses and investment to provide opportunities for our residents

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 **Legal, Human Rights and Other Implications**

The recommendations meet the requirements of political proportionality as set out in Local Government and Housing Act 1989 and associated Regulations. There are no other implications arising from this report.

5. **Supporting Information**

5.1 The Committee is being recommended to appoint members to the three Scrutiny Panels for the 2018/19 municipal year.

5.2 Scrutiny Panel seat allocations have been calculated to reflect actual group membership and statutory proportionality entitlements as follows:

Panel	Total Seats	Labour	Conservative
Education & Children's Services Panel	9	7	2
Health Panel	9	7	2
Neighbourhoods & Community Services Scrutiny Panel	9	7	2

5.3 The Council's Constitution states that each Panel will consider electing a Chair and Vice-Chair at its first meeting. The Chairs of the Panels will be offered to a member of the Administration. The Vice-Chairs will be offered to a member of the Opposition. A Panel may appoint any of its voting members if the offer is not accepted.

- 5.4 The political groups have been requested to nominate Members to sit on the Panels. Nominations received are set out below:-

Education & Children's Services Scrutiny Panel – Cllrs Brooker, N Holledge, Kelly, Matloob, Minhas, D Parmar, A Sandhu, Shah and Strutton

Health Scrutiny Panel – Cllrs Ali, Chaudhry, M Holledge, Matloob, Qaseem, Rana, Shah, Smith and Strutton

Neighbourhoods & Community Services Scrutiny Panel – Cllrs N Holledge, Kelly, Minhas, S Parmar, Rasib, Sabah, A Sandhu, Sharif and Wright.

Education & Children's Services Scrutiny Panel

The Committee is asked to approve the appointment of the following education co-opted Members to the Education & Children's Services Panel:-

Voting Co-opted Members

Church of England - Nomination awaited from the Diocese of Oxford
Roman Catholic Church – Nomination awaited from the Diocese of Northampton
Parent Governor Representatives – Two nominations awaited from the Chairs of governing bodies.

Non-Voting Co-opted Members

Head Teacher Representative – Nomination awaited
Secondary School Teacher Representative – Mercedes Estrada Hernandez
Primary School Teacher Representative – Nomination awaited
Slough Youth Parliament – Alla Farwaz

- 5.5 Health Scrutiny Panel

Non-Voting Co-opted Members

The Committee is asked to approve the appointment of the following health co-opted Member to the Health Scrutiny Panel:-

Healthwatch Representative – Colin Pill
Member from the Buckinghamshire Health and Adult Social Care Select Committee – Nomination Awaited

- 5.6 Neighbourhoods & Community Services Scrutiny Panel

The Committee is also asked to approve the following 2 appointments as non-voting co-opted members of the Neighbourhoods & Community Services Panel to speak on matters relating to housing:-

Residents Board Panel – Morris Sless and Trevor Pollard

6. **Background Papers**

None.

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SLOUGH BOROUGH COUNCIL

REPORT TO: Overview and Scrutiny Committee
DATE: 14th June 2018
CONTACT OFFICER: David Gordon – Scrutiny Officer
(For all Enquiries) (01753) 875411
WARD(S): All

PART I
FOR DECISION

VOTING TASK AND FINISH GROUP

1. **Purpose of Report**

To seek the Overview and Scrutiny Committee’s (OSC) approval for commissioning a Task & Finish Group to examine security of voting and youth participation.

2. **Recommendation**

The Committee is requested to decide whether to commission a Task & Finish Group examining security of the ballot and the promotion of youth participation.

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

3a. **Slough Joint Wellbeing Strategy Priorities**

The proposed Task and Finish Group will encourage local young people to become more active in public life.

3b. **Five Year Plan Outcomes**

The proposed Task and Finish Group would support the following Five Year Plan outcome:

- Slough children will grow up to be happy, healthy and successful

4. **Other Implications**

(a) **Financial**

There are no financial implications to the establishment of a Task and Finish Group.

(b) **Risk Management**

Recommendation from section 2	Risks/Threats/ Opportunities	Current Controls	Using the Risk	Future Controls
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above			Management Matrix Score the risk	
Task & Finish group to be commissioned, examining security of voting and youth participation	Recommendations arising from Task and Finish Group could lead to changes in requirements for voters in subsequent elections	Slough Borough Council elections team currently controls electoral register	Dependent on work of Task and Finish Group	These will be featured in any subsequent report should Task and Finish Group be commissioned

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act implications to the commissioning of the Task and Finish Group. Such implications would be considered during the work of such a review.

(d) Equalities Impact Assessment

An Equality Impact Assessment will be completed for any recommendations arising.

(e) Workforce

Establishing a Task and Finish group will require officer time and commitment and agreement from line managers.

5. Supporting Information

Initial Discussion Regarding a Possible Task & Finish Group

5.1 At its meeting on 12th April 2018, OSC took an item on lowering the voting age to 16. During the subsequent discussion, OSC recommended that Council should support a change in the voting age (as specified in the agenda paper's proposed recommendations). This recommendation was then taken to Council at its meeting on 24th April 2018.

5.2 In addition to this, OSC also discussed other matters relating to public participation and voting. Firstly, members asked that Council be asked to consider how it could support efforts to alter the electoral franchise, and more widely how young people could be encouraged to take an active role in public life. In addition, the issue of the security of the ballot was raised. As a result, both of these matters were also taken to Council on 24th April 2018.

Council – 24th April 2018

5.3 Given the above discussions, the following recommendation was made to Council:

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.

- 5.4 This recommendation was put to the vote and carried unanimously. As a result, OSC is now being asked to decide whether to commission this Task and Finish Group.

Potential Next Steps

- 5.5 Should the Task and Finish Group be commissioned, the next phase of the procedure would be:
- a) Scrutiny Officer to request nominations for membership of the Task and Finish Group (these individuals need not be confined to members of OSC);
 - b) Meeting to be held with Task and Finish Group to draft terms of reference for the review;
 - c) OSC to be asked to approve, amend or reject these terms of reference (either electronically or at its next meeting); and
 - d) Once terms of reference agreed, Task and Finish Group to undertake its review. Once this is completed, it will then report back to OSC with its final report and any recommendations arising.

6. **Comments of Other Committees**

The discussions of OSC and Council at previous meetings are outlined in section 5 of this report.

7. **Conclusion**

OSC is requested to make a decision as to whether to commission the Task & Finish Group outlined in the previous sections of this report.

8. **Appendices Attached**

None

9. **Background Papers**

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SLOUGH BOROUGH COUNCIL

REPORT TO: Overview and Scrutiny Committee

DATE: 14th June 2018

CONTACT OFFICER: Dave Gordon – Scrutiny Officer
(For all Enquiries) (01753) 875411

WARDS: All

PART I
FOR CONSIDERATION & COMMENT

OVERVIEW AND SCRUTINY COMMITTEE – FORWARD WORK PROGRAMME
2018/19

1. **Purpose of Report**

For the Overview and Scrutiny Committee (OSC) to identify priorities and topics for its Work Programme for the 2018/19 municipal year.

2. **Recommendations/Proposed Action**

2.1 That the OSC:

- 1) identify the major issues it would like to cover in the 2018/19 municipal year;
- 2) agree, where possible, timing for specific agenda items during the 2018/19 municipal year; and
- 3) consider whether there are any items which it would like to request one of the Scrutiny Panels add to their Work Programmes for the municipal year.

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 OSC, 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, as follows:

- Slough children will grow up to be happy, healthy and successful
- Our people will be healthier and manage their own care needs
- Slough will be an attractive place where people choose to live, work and stay
- Our residents will live in good quality homes
- Slough will attract, retain and grow businesses and investment to provide opportunities for our residents

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 The purpose of Overview and Scrutiny is to hold those that make decisions to account and help Slough's residents by suggesting improvements that the Council or its partners could make.

4.2 Prioritising issues is difficult. The Scrutiny function has limited support resources, and therefore it is important that the work scrutiny chooses to do adds value.

4.3 There are three key elements that make up the responsibilities of the Overview and Scrutiny Committee:

- provide transparency and public accountability for key documents relating to the financial management and performance of the Council;
- scrutinise significant proposals which are scheduled for, or have been taken as, a Cabinet/Officer delegated decision; and
- strategic shaping of service improvements relating to the Cabinet Portfolios of Finance & Strategy and Performance & Accountability

4.4 In considering what the OSC should look at under points two and three above, Members are invited to consider the following questions:

- *To what extent does this issue impact on the lives of Slough's residents?*
- *Is this issue strategic and pertinent across the Borough?*
- *What difference will it make if O&S looks at this issue?*

5. **Suggested Topics**

5.1 It is generally recommended that a Scrutiny Committee should aim to look at no more than 3 or 4 items in any one meeting. This limited number can prove challenging, but does allow the Committee to delve down into specific subject areas and fully scrutinise the work that is being undertaken.

5.2 This will be a continuous process, and flexibility and responsiveness vital to success. It is important not to over-pack the Committee's agenda at the start of the year, which will not allow the flexibility for the Committee to adapt to take into consideration issues that have arisen during the year.

6. **Resource Implications**

6.1 Overview and Scrutiny is supported by 1 FTE member of staff. This officer is responsible for support the O&S Committee and three Scrutiny Panels. Therefore, this is a finite resource and consideration must be given, in conjunction with the work programmes for the three Scrutiny Panels, as to how the resource is used during the year.

7. **Conclusion**

- 7.1 The Overview and Scrutiny Committee plays a key role in ensuring the transparency and accountability of the Council's financial and performance management, and strategic direction. The proposals contained within this report highlight some of the key elements which the Committee must or may wish to scrutinise over the coming municipal year.
- 7.2 This report is intended to provide the Committee with information and guidance on how best to organise its work programme for the 2018/19 municipal year. As previously stated, this is an ongoing process and there will be flexibility to amend the programme as the year progresses, however, it is important that the Committee organises its priorities at the start of the year.

8. **Appendices Attached**

A - Draft Work Programme for 2018/19 Municipal Year

9. **Background Papers**

None.

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OVERVIEW AND SCRUTINY COMMITTEE
WORK PROGRAMME 2018/2019

Meeting Date
12 July 2018
<ul style="list-style-type: none"> • Transactional Services - Annual Report • Housing Strategy – Themes 2 (Private Sector) and 3 (Council Homes) • Financial Update • Performance and Projects
13 September 2018
15 November 2018
<ul style="list-style-type: none"> • Arbour Park Stadium – update from call-in • Adult Social Care update • Police and Crime Commissioner and Chief Constable • Performance and Projects
10 January 2019
<ul style="list-style-type: none"> • Transactional Services – Half Year Update • Performance and Projects
31 January 2019
<ul style="list-style-type: none"> • BUDGET MEETING

Meeting Date
14 March 2019
<ul style="list-style-type: none"> • Financial Update • Performance and Projects
11 April 2019
<ul style="list-style-type: none"> • Scrutiny – Annual Report • Petitions – Annual Summary

To be programmed:

- Obesity in secondary schools
- Five Year Plan – Outcome 3 (Slough will be an attractive place where people choose to live, work and stay)
- Five Year Plan – Outcome 5 (Slough will attract, retain and grow businesses and investment to provide opportunities for our residents)