

Date of despatch: Wednesday, 9 May 2018

To the Members of Slough Borough Council

Dear Councillor,

You are summoned to attend the Annual Meeting of the Council of this Borough which will be held in the The Curve - William Street, Slough, Berkshire, SL1 1XY on **Thursday, 17th May, 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. To Elect the Mayor for the 2018/19 Municipal Year
2. To Elect the Deputy Mayor for the 2018/19 Municipal Year
3. 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 have regard to the provisions of the Councillors' Code of Conduct.

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.

		<u>PAGE</u>
4.	To approve as a correct record the Minutes of the Council held on 24th April 2018	1 - 8
5.	To receive the Mayor's Communications.	
6.	Report of the Returning Officer - Local Election 3rd May 2018	9 - 10
7.	Appointment of Committees and Allocation of Political Officer Support	11 - 14

Officer Reports

8.	Appointments to Outside Bodies 2018/19	15 - 22
9.	Community Governance Review of Parish Council Arrangements in the Borough	23 - 26
10.	Localism Act 2011 - Dispensations	27 - 28

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, 24th April, 2018 at 7.00 pm

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

Apologies for Absence:- Councillor R Sandhu.

73. Declarations of Interest

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

Councillor Pantelic declared that she was appointed as a stakeholder Governor for Frimley Health Foundation NHS Trust.

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

74. To approve as a correct record the Minutes of the Council held on 30 January 2018 and 22 February 2018

Resolved – That the minutes of the meetings held on 30th January 2018 and 22nd February 2018 be approved as a correct record.

75. To receive the Mayor's Communications.

This was the last full Council Meeting at which the Mayor would preside and she conveyed her thanks to her Chaplain, the Reverend Linda Hillier who had attended Council meetings during the year. It was noted that Reverend Hillier had taken up her duties as the Mayor's Chaplain in 2009. The Mayor expressed her thanks for her help and support, particularly when she was so busy helping the community.

The Mayor also expressed her appreciation to the Mayor's Executive Assistant, Suzanne Mason, for her professionalism and efficiency; which had contributed towards her carrying out her Mayoral duties effectively and ensured that it had been a successful year.

The Mayor conveyed her best wishes to those members seeking re-election in the forthcoming local elections and thanked those members who were standing down for their commitment and service to Slough Borough Council and to the people of Slough.

76. Questions from Electors under Procedure Rule 9.

Two questions had been received from residents and tabled on blue paper. Both the electors were in attendance and asked supplementary questions following a response to their original question. Copies of the questions and replies would be forwarded to the questioners.

77. Recommendations of the Overview & Scrutiny Committee from its meeting held on 12th April 2018

A) Annual Scrutiny Report 2017/18

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

“That the Annual Scrutiny Report 2017/18 be endorsed.”

The recommendation was put to the vote and carried unanimously.

Resolved - That the Annual Scrutiny Report 2017/18 be endorsed.

B) Votes at 16

It was moved by Councillor Chohan,
Seconded by Councillor Sadiq,

“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.”

The recommendation was put to the vote and carried unanimously.

Resolved - That the Council supports 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.

78. Shared Legal Service with London Borough of Harrow

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

“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 (b) below.

Council - 24.04.18

- 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.
- 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.
- g) The delegation in (a) 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.”

The recommendations were put to the vote and carried unanimously.

Resolved -

- 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 (b) 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.
- 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

Council - 24.04.18

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.
- g) The delegation in (a) 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.

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

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

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

The recommendations were put to the vote and carried unanimously.

Resolved -

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

80. Establishment of Trustee Committee

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

- "(a) That a Committee of the Council comprising seven members be established to discharge the Council's duties as a corporate trustee of its charitable assets in accordance with the contents of this Report

Council - 24.04.18

- (b) That allocation of seats, receipt of nominations of Members to serve on the Committee and appointments to the Committee be effected pursuant to Rule 1.2 of the Council Procedure Rules in Part 4.1 of the Constitution at the Council's Annual Meeting in accordance with the contents of this Report.
- (c) That Councillor Parmar be appointed in the meanwhile to prepare for the work of the Committee and the settling of any enabling documents in consultation with the Head of Democratic Services and the Service Lead Governance
- (d) That the Service Lead Governance be instructed to arrange for any necessary changes to the Constitution to be presented to Council for adoption at the Annual Meeting, following approval by the Monitoring Officer, to enable the work of the committee to begin as soon as possible; and
- (e) That induction be arranged for the members of the Committee in accordance with the contents of this Report following their appointment."

It was moved by Councillor Amarpreet Dhaliwal,
Seconded by Councillor Bains,

- "(c) That Councillor Strutton be appointed in the meanwhile to prepare for the work of the Committee and the settling of any enabling documents in consultation with the Head of Democratic Services and the Service Lead Governance"

Recommendations (a), (b), (d) and (e) were put to the vote and agreed unanimously.

Recommendation (c) Councillor Parmar was put to the vote and carried by 31 votes for, 8 votes against and 1 abstention.

Resolved -

- (a) That a Committee of the Council comprising seven members be established to discharge the Council's duties as a corporate trustee of its charitable assets in accordance with the contents of this Report
- (b) That allocation of seats, receipt of nominations of Members to serve on the Committee and appointments to the Committee be effected pursuant to Rule 1.2 of the Council Procedure Rules in Part 4.1 of the Constitution at the Council's Annual Meeting in accordance with the contents of this Report.
- (c) That Councillor Parmar be appointed in the meanwhile to prepare for the work of the Committee and the settling of any enabling documents in consultation with the Head of Democratic Services and the Service Lead Governance
- (d) That the Service Lead Governance be instructed to arrange for any necessary changes to the Constitution to be presented to Council for

Council - 24.04.18

adoption at the Annual Meeting, following approval by the Monitoring Officer, to enable the work of the committee to begin as soon as possible; and

- (e) That induction be arranged for the members of the Committee in accordance with the contents of this Report following their appointment.

81. To consider Motions submitted under procedure Rule 14.

A) Sponsorship and Donations

It was 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.”

The motion was put to the vote and lost by 7 votes for, 30 against and 2 abstentions.

Resolved – The motion was lost.

B) Funding of health services

It was 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.”

It was moved by Councillor Bains, as an amendment,
Seconded by Councillor Strutton,

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

Council - 24.04.18

This Council therefore calls upon the Government to;

- **Support Conservative MP for Harlow, Robert Halfon's 'Hospital Car Parking Charges (Abolition) Bill - 2nd reading' in the House of Commons on 11th May 2018 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."**

The amendment was put to the vote with 8 votes for, 31 against and 1 abstention. The amendment to the motion was lost.

The original motion was put to the vote and carried unanimously.

Resolved –

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.

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

Three Member questions had been received, copies of which and replies had been tabled at the meeting.

83. Vote of Thanks

The Mayor thanked all who had provided her with help and support throughout the year, including the Deputy Mayor, Councillor Sohal, the Mayor's Chaplain, the Reverend Linda Hillier and his wife and family for their encouragement and support throughout the year.

The Mayor also thanked all staff in the Mayoral Office, Facilities and other council departments who had supported her.

Councillor Rana moved and Councillor Matloob seconded a vote of thanks to the retiring Mayor for her service during the past municipal year. A number of other Members added their thanks to the Mayor.

The Deputy Mayor was also thanked for his services during the municipal year.

Chair

(Note: The Meeting opened at 6.30 pm and closed at 9.41 pm)

SLOUGH BOROUGH COUNCIL
ANNUAL MEETING OF THE COUNCIL
BOROUGH ELECTIONS – 3 MAY 2018
REPORT BY RETURNING OFFICER

The following persons were elected as Councillors at the Slough Borough Council elections held on 3 May 2018:

NAME	WARD
Fiza Ahmed Matloob	Baylis and Stoke
Robert Anderson	Britwell & Northborough
Safdar Ali	Central
Mohammed Sharif	Chalvey
Roger Davis	Cippenham Green
Dilbagh Parmar	Cippenham Meadows
Avtar Cheema	Colnbrook with Poyle
Arvind Dhaliwal	Elliman
Waqas Sabah	Farnham
Anna Wright	Haymill & Lynch Hill
Preston Brooker	Langley Kedermister
Harjinder Minhas	Langley St Mary's
Balvinder Bains	Upton
Haqeeq Dar	Wexham Lea

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council **DATE:** 17th May 2018

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

WARD(S): All

PART I
FOR DECISION

APPOINTMENT OF COMMITTEES, QUASI-JUDICIAL AND OTHER BODIES
AND ALLOCATION OF POLITICAL GROUP OFFICER SUPPORT

1 **Purpose of Report**

To appoint the Committees, quasi-judicial and other bodies as set out in the Constitution, to review the representation of different political groups on those bodies, agree the allocation of seats and appoint to those seats in accordance with Group wishes.

To agree the allocation of Political Group officer political support to Political Groups.

To receive the report of the Leader on the appointment of the Deputy Leader and the Cabinet.

2. **Recommendations**

The Council is requested to resolve:

- (a) That Committees be appointed and seats thereon allocated to political groups in accordance with the rules of proportionality (**Appendix 1**)
- (b) That appointments be made to Committees in accordance with the nominations received from political groups (To Follow-**Appendix 2**).
- (c) That the report of the Leader on appointment of the Deputy Leader and Commissioners (the Cabinet) and their portfolios be received. (To Follow-**Appendix 2**).
- (d) That the Chairs and Vice-Chairs of Committees be appointed as submitted (To Follow-**Appendix 2**).
- (e) The allocation of Political Officer support to Political Groups
- (f) To note that, in accordance with Article 7 of the Constitution, the Leader holds office until 28th November 2021 subject to his re-election as a councillor in May 2019.

- (g) That appointments be made to quasi-judicial and other bodies as set out in **Appendix 3**, in accordance with the requirements of proportionality (where applicable) and group nominations (To Follow).
- (h) That Dr Louis Lee be appointed as the Council's Independent Person with effect from 18th May 2018 until the Annual meeting of the Council in 2022.

3. **Community Strategy Priorities**

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

4. **Other Implications**

(a) Legal Implications

The recommendations within this report meet legal requirements (primarily the Local Government & Housing Act 1989 and associated Regulations) and the Local Government and Public Involvement in Health Act 2007. The proposals have no workforce implications and any financial implications have been reflected within the approved budget. There are no Human Rights Act implications.

Section 15 of the Local Government and Housing Act 1989 imposes a duty on Council's to review the representation of different political groups on bodies to which the Council makes appointments. The Act requires that the review should be undertaken at the annual meeting or as soon as practicable after that meeting.

The Council operates a 'strong leader' model which requires the Leader to be a Member elected to the position of Leader by the Council. At the meeting of Council in November 2017, Councillor Swindlehurst was appointed as Leader of the Council for a period of four years. In accordance with Article 7 of the Constitution the Leader holds office for a period of up to four years from the date of appointment by the Council or for such lesser period of time as the Leader holds office as a Councillor. Councillor Swindlehurst's term of office as a Councillor ends in May 2019.

(b) Financial Implications

The Independent Person will receive an allowance of £1,263 per annum.

5. **Supporting Information**

- 5.1 It is a requirement to appoint to the Committees, quasi-judicial and other bodies as set out in the Constitution.

Allocation of Seats on Committees, Quasi-judicial and other Bodies

- 5.2 Memorials confirming the establishment of political groups following the local elections are awaited. Following receipt of this information a revised 'basket' of seats will be circulated to the Council.

- 5.3 The Council is asked to agree the allocation of seats on Committees, quasi-judicial and other bodies and to appoint to those seats. The allocation of seats on those Committees where proportionality applies has been calculated and is set out in **Appendix 1** (To Follow).
- 5.4 Nominations from political groups for appointments to seats on Committees, etc have been sought and will be circulated when received.

Independent Person

- 5.5 The Localism Act 2011 established a new position of Independent Person for the Council, who must be consulted at various stages of the Member Complaints process. At a meeting of the Council in September 2014, Dr Louis Lee was appointed as the Council's Independent Person until May 2018.
- 5.7 Details of the post were advertised online and Dr Louis Lee was interviewed by Group Leaders in March 2018. Group Leaders recommended the appointment of Dr Louis Lee as Independent Person for a four year term of office.

Allocation of Political Group Officer Support

- 5.8 Under the Local Government & Housing Act 1989 a political group qualifies for a post if it comprises at least one-tenth of the membership of the Authority. A political group cannot have more than one political assistant and the total number of political assistants is limited to three. Group Memorials are currently awaited and will be reported to the Council. The Council will need to take a decision on how the Political Group Officer provision will be allocated between Groups.

Dates of Council Meetings – 2018/19

- 5.9 The Constitution requires the timetable of ordinary meetings of the Council for the forthcoming year to be approved at the Annual Meeting. The dates of Council meetings (all at 7.00pm) for 2018/19 were previously agreed at the Council meeting on 22nd February 2018 and are as follows:

24th July 2018
27th September 2018
27th November 2018
29th January 2019
21st February 2019 (Budget)
23rd April 2019
14th May 2019 (Annual Meeting)

6. Appendices

Appendix 1 – Allocation of Seats – Proportionality (To Follow)
Appendix 2 - Cabinet and Committee appointments in accordance with proportionality rules (To Follow)
Appendix 3 - Quasi-judicial and other bodies: appointments/nominations (To Follow)

7. Background Papers

None

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council

DATE: 17th May, 2018

CONTACT OFFICER: Shabana Kauser, Senior Democratic Services Officer
(For all enquiries) (01753) 875018

WARD(S): All

PART I
FOR DECISION

APPOINTMENTS TO OUTSIDE BODIES 2018/19

1. Purpose of Report

To appoint/nominate representatives to serve on outside bodies.

2. Recommendations

The Council is requested to resolve the appointments and nominations to the outside bodies set out in Appendices A and B, for the Municipal year 2018/19.

3. Slough Joint Wellbeing Strategy Priorities

- 3.1 The Council works with a range of partners and outside bodies that either provide or assist in providing services which contribute to the Council's priorities. Many outside bodies utilise volunteers from the local community to assist them with organising fund-raising activities and assisting in the delivery of their services. The Council provides financial assistance to those outside bodies which it sees as essential to delivering its priorities. The Council fully appreciates the assistance and role which many of the volunteers play in delivering services to the local community.

4. Other Implications

4.1 Legal & Human Rights Implications

There are, on the whole, neither legal nor human rights implications relating to the appointment of representatives to outside bodies. Some outside bodies have been established by statute.

Members will be indemnified in their appointments to outside bodies/organisations.

4.2 Financial

The Council provides financial assistance to those outside bodies which are considered essential in implementing its key priorities. Out of Borough travel expenses are payable to Council representatives. This cost is met from the budget for Members' Allowances.

4.3 Workforce

Officers from the Council are involved in monitoring/supporting the Council's representatives and in some cases are required to attend the meetings of the key organisations

5. Supporting Information

5.1 At the start of each municipal year the Council considers appointments and nominations to outside bodies.

5.2 The Council has agreed to adopt a two level approach to its representation on outside bodies:

Level 1 - Corporate Bodies where Members have significant liability and/or the body has significant responsibility for service delivery.

Level 2 - Outside bodies where members have no significant liability/responsibility for service delivery.

Members appointed to outside bodies are appointed with full voting rights and as such any liability is covered by the Council.

5.3 The Council will note that a number of Members are appointed to outside bodies by virtue of the office they hold (e.g. Lead Members or Committee Chairs). In such cases, Members are required to stand down from any such outside body to which they were appointed as soon as they cease to hold the office in question.

5.4 The Council has emphasised the importance of appointees to outside bodies reporting back at least annually and agreed that failure to do so could be taken into account when consideration was given to future appointments and nominations.

Local Authorities Aircraft Noise Council (LAANC)

5.5 The Environmental Quality Team Manager, in liaison with the Lead Member for Environment and Leisure, reviewed membership of LAANC. Aircraft noise nuisance is not enforceable by local authorities and noise management sits with the CAA (Civil Aviation Authority). A decision was taken that membership of LAANC not be renewed.

5.5 Nominations have been sought from the political groups and will be circulated prior to the meeting. Appendices 'A' and 'B' set out the appointments required for consideration by the Council.

6. Appendices

Appendix A - Level 1 - Corporate Bodies where Members have significant liability and/or the body has significant responsibility for service delivery.

Appendix B - Level 2 - Outside bodies where members have no significant liability/responsibility for service delivery.

7. Background Papers

Correspondence file relating to Outside Bodies.

OUTSIDE BODIES
APPPOINTMENTS TO OUTSIDE BODIES / PARTNERSHIPS 2018 / 2019

Level 1 – (Corporate Bodies where Members have significant liability and/or the body has significant responsibility for service delivery)

Outside Body	Total Reps (Member/Officer)	Purpose of Outside Body	Whether a Statutory (S), Best Practice (BP) or Other (O) Appointment & Meeting Arrangements	Representative(s) appointed 2017/2018 or other period as stated	Status (Director / Trustee / Councillor)	Nominations required 2018/19
1. Berkshire Healthcare NHS Foundation Trust – Council of Governors	1 Member (preferably Lead Member for Health & Social Care)	Provision of Mental Health services to the Slough area	BP	Councillor Hussain	Governor Observer	1
2. Berkshire Local Transport Body	1 Member (preferably Lead Member for Planning and Transport) and 1 named Deputy)	From 2015 funding for major transport schemes will be devolved to the BLTB which is a voluntary partnership between Local Enterprise Partnerships and the LA. Slough BC is the Accountable Body that will provide Section 151 Officer, legal and secretariat support to the LTB. The main purpose of BLTB will be to prioritise infrastructure schemes to receive the funding allocated.	S Three times a year	Councillor Matloob (until November 2017) Councillor Carter from December 2017 (Deputy, Councillor A Sandhu)	Councillor	1 Plus Deputy
3. Board of Development Initiative Slough Housing Ltd (DISH)	3 Members and Chief Executive	DISH was established in the late 1980s in response to the Government's requirement that more homes for rent be built by bodies other than local councils, with rents at economic levels.	(O) Annually unless other business to attend to	Councillors Ajaib, Munawar (until November 2017) Councillors Nazir and Swindlehurst (from December 2017), A Sandhu 2017/18	Director	3
4. Frimley Health NHS Foundation Trust	1 Member (preferably Lead Member for Health & Social Care)	Provision of acute hospital services to the Slough area. Observer Status 16/17	BP	Councillor Hussain (until November 2017) Councillor Pantelic (from December 2017)	Governor	1

Outside Body	Total Reps (Member/Officer)	Purpose of Outside Body	Whether a Statutory (S), Best Practice (BP) or Other (O) Appointment & Meeting Arrangements	Representative(s) appointed 2017/2018 or other period as stated	Status (Director / Trustee / Councillor)	Nominations required 2018/19
5. Slough Local Asset Backed Vehicle (LABV) Board	One elected Member plus one named Deputy (nominated by Cabinet) and: The Director of Regeneration, or substitute; Service Lead for Regeneration Delivery or substitute.	LABV was established in September 2012 to maximise the value of the disposal of Council assets for the benefit of the local community.	O	Cllr Ajaib Cllr A Sandhu	Board Member	1 Plus Deputy
6. Royal Berkshire Fire Authority *Allowance payable 2017/18 was £2266 per annum	3 Members including Lead Members for Children and Education and Social and Economic Inclusion_ + 1 other	To provide a fire service for Berkshire	S 4 times a year Rotates 6.30 p.m.	Councillors Cheema, Rasib and A.Sandhu	Members	3
7. Safer Slough Partnership	1 Member	Requirement for the police, local authorities and other key agencies to work together to tackle crime and disorder. Safer Slough Partnership seeks to reduce crime, anti-social behaviour and the fear of crime.	BP	Councillor Arvind Dhaliwal	Member	1
8. Slough Children's Partnership Board	1 Member (Lead member for Children and Education)	Children's Trusts bring together all services for children and young people in an area, underpinned by the Children Act 2004 duty to cooperate, to focus on improving outcomes for all children and young people.	S Six times a year. Daytime – usually St Martins Place.	Councillor Bedi (until November 2017) Councillor Sadiq (from December 2017)	Board Member	1
9. Slough Local Safeguarding Children Board	1 Member (Lead Member for Children and Education)	The objective of LSCBs is to coordinate and to ensure the effectiveness of their member agencies in safeguarding and promoting the welfare of children. Membership includes local authorities, health bodies, the police and others.	S 4 times a year. Daytime at St Martins Place	Councillor Bedi (until November 2017) Councillor Sadiq (from December 2017)	Board Member	1

Outside Body	Total Reps (Member/Officer)	Purpose of Outside Body	Whether a Statutory (S), Best Practice (BP) or Other (O) Appointment & Meeting Arrangements	Representative(s) appointed 2017/2018 or other period as stated	Status (Director / Trustee / Councillor)	Nominations required 2018/19
10. Slough Safeguarding Adults Partnership Board	2 (including the Lead Member for Health & Social Care)	National guidance requires each local authority to establish a Safeguarding Adults Partnership. Members are from across health and social care agencies and service user groups.	S 4 times a year. Daytime-venue varies.	Cllrs Hussain and Coad	Board Members	2
11. Thames Valley Athletics Centre Management Committee	1 (Lead Member for Environment and Leisure) 1 Deputy required	Supervision and monitoring of the management contractor and acting to dispense the daily business in short-term planning in operation of the facility (including financial matters) except where either the trust or the Committee are of the opinion that the matter should be referred to the trust.	S (Joint Arrangement) At least four times per annum. Eton. Evening	Councillor Bal Councillor Parmar – Deputy	Member	1 Plus deputy
12. Thames Valley Athletics Centre Trust	1 (Lead Member for Environment and Leisure) 1 Deputy required	The provision of facilities for recreation or other leisure time occupation for the benefit of the public in the interests of social welfare, particularly in the Royal Borough of Windsor & Maidenhead and the Borough of Slough. The advancement of education (particularly physical education) for the benefit of pupils at Eton College and any other schools or other places of education in the Boroughs of Windsor & Maidenhead and Slough.	S (Joint Arrangement) At least twice per year. Eton. Evening.	Councillor Bal Councillor Parmar – Deputy	Trustee	1 Plus deputy
13. Slough Children's Services Trust Board Remuneration Rate of £200 per day.	1 Member	Delivering agreed Children's and Young People's Services	O As and When Required. Time Commitment of between 15-20 days per year.	Cllr Usmani	Non Executive Director	1 Member

Level 2 – (Bodies/Organisations – No significant Liability/responsibility for service delivery)

Outside Body	Total Reps (Member/Officer)	Purpose of Outside Body	Whether a Statutory (S), Best Practice (BP) or Other (O) Appointment & Meeting Arrangements	Representative(s) appointed 2017/2018 or other period as stated	Status of Appointment (Director / Trustee / Councillor)	Nominations required 2018/19
1. Heathrow Airport Consultative Committee	1 (Member or Officer) (Suggested Lead member for Regeneration and Strategy plus deputy)	The Committee is an advisory body constituted by Heathrow Airport Limited in accordance with Section 35 of the Civil Aviation Act 1982. Provides a means of consultation with regard to any matter concerning the management of the administration of the airport which affects the interests of nearby local authorities.	O At six weekly intervals at Heathrow. Daytime	Councillor Swindlehurst and Councillor Ajaib (Deputy)	Councillor/ Member	1 (plus deputy)
2. James Elliman Trust. (Charitable Trust)	7 (Trustees appointed for a term of 4 years by the Council).	Application of income from the charity in the provision or in assisting in the provision of facilities for the inhabitants of Slough for recreation, or any other leisure-time occupation, in the interests of social welfare with the object of improving the conditions of life for said inhabitants.	O Meetings arranged as and when required. Subject to sufficient income from capital to distribute. Evening.	Councillor Parmar (2015-2019) Councillors Mann, Rasib and Swindlehurst (2014- 2018) Councillors Davis, A Sandhu, Sarfraz (2016-2020)	Trustee	3
3. Parking & Traffic Regulation Outside London Joint Committee (PATROLJC)	1 Member	To oversee the operation of the National Parking Adjudication Service which hears appeals against penalty tickets issued under Decriminalised Parking Enforcement.	S Twice yearly Venue varies Day time	Councillor Matloob (until November 2017) Councillor Carter from December 2017	Councillor	1
4. Slough Local Access Forum	2 Members	A statutory advisory forum providing advice and guidance to the Council and the Countryside Agency on ways in which the area can be made more accessible and enjoyable for open-air recreation while having	S Quarterly. Evening at SMP.	Councillors Parmar & Rasib	Councillor	2

5.	Berkshire Community Foundation	1 (Member or Officer)	regard to social, economic and environmental interests. Encourages companies and individuals in Berkshire to put something back into the community in which they live and work. Support for a wide range of local causes given by the Trust from donated funds by various contacts within the Community.	O At least twice per year at Reading, evening.	Councillor Sadiq (Deputy -Hussain)	Councillor	1
6.	Groundwork South (formerly Groundwork Thames Valley)	1 (Member or Officer)	Promotes environmental regeneration in and around the Colne and Thames Valley.	O Meets four times a year. Denham Country Park daytime.	Councillor Sarfraz	Councillor	1
7.	South East Employers	2 Members plus 2 deputies (Lead Member and Chair of Employment & Appeals Cttee) (Should not be employee of another LA or an employee or official of any of the LG unions)	To be an active and influential employers' organisation for local government in the South-East of England.	BP Twice per annum, in London during the daytime.	Councillors Sharif and Sarfraz (2 Vacancies for Deputies)	Councillors	2 Plus 2 deputies
8.	St Mary's School Charity. (Charitable Trust)	2 Members	Enhancement of education of children and young persons in Slough.	O Meets at least twice per year in Slough. Evening meetings.	Councillors Brooker and Plenty	Trustee	2

9.	Standing Conference on Archives	1 (Member) and 1 (Officer)	To act as a channel of communication with the major users and depositors of documents; to be a means of consultation to identify their views and expectations; and to serve as a forum for debate regarding the future direction of the Record Office.	Twice a year- (usually in October)	Councillor Rasib	Councillor	1
10.	Strategic Aviation Special Interest Group (SASIG)	1 Member plus deputy	SASIG seeks to ensure that any national aviation strategy for the UK is implemented through regional planning guidance and other planning processes so as to reconcile economic, social and environmental issues in a sustainable way.	O	Councillor Matloob Councillor Bedi (Deputy)	Councillor	1 plus deputy
11.	Slough Council for Voluntary Service. (Unincorporated Association and Registered Charity)	1 Member plus Deputy. 1 Officer	Provides forum where voluntary and statutory bodies can discuss local issues relating to advancement of education, furtherance of health and relief of poverty and sickness.	BP At least monthly in Slough. Evening meetings.	Councillor Sadiq Councillor Sohal (Deputy)	Councillor	1 Member plus deputy
12.	Local Government Association	3 Members	LGA is the national voice of local government. Aim to influence and set the political agenda on the issues that matter to councils.	Twice a year Daytime	Councillors Hussain, Munawar and Sharif	Councillor	3 Members

consulted during a CGR, that representations received in connection with the review are taken into account and that decisions taken are publicised. The terms of reference of the CGR are for the Council to determine, but must specify the area under review. In undertaking the review the Council should ensure that community governance in the identified area will be reflective of the identities and interests of the communities in that area, and is effective and convenient. It can take into account any other arrangements that have or could be made for the purposes of community representation or engagement.

Government Guidance advises that any recommendations arising from the review should bring about improved community engagement, better local democracy and result in more effective and convenient service delivery.

(c) Equalities Impact Assessment

An Equalities Impact Assessment of any recommendations arising from the Review will be undertaken and published.

5 Supporting Information

5.1 The last CGR for Slough was completed in 2013. There are currently 3 parish councils within the borough – Britwell, Colnbrook with Poyle and Wexham Court.

5.2 The 2013 Review resulted in:

- changes to the Boundary of **Britwell Parish Council** and a consequent reduction in the number of Councillors from 13 to 7;
- the Council noting that the advisory poll (undertaken as part of the CGR) returned a majority in favour of abolition of the Parish Council and agreed that public opinion be tested again in a further four years' time.
- the Council noting that the advisory poll (undertaken as part of the CGR) returned a majority in favour of the retention of **Wexham Court Parish Council** and reserving the right to test public opinion again in the future if it still has concerns about the Parish Council's governance arrangements.
- the Council reserving the right to test public opinion in an advisory postal poll at or after the next parish council elections in 2015 if it is not satisfied that **Colnbrook with Poyle Parish Council** is engaging more widely with local people.

Next Actions

5.3 The Council committed to undertaking a further advisory poll to test public opinion on the future of Britwell Parish Council and reserved the right to test public opinion by way of an advisory poll in Colnbrook with Poyle Parish Council and Wexham Court Parish Council as outlined above. The Council will need to decide what action it wishes to take and consider whether it wishes to take an opportunity to commence a further CGR.

Guidance on Community Governance Reviews

5.4 It is good practice for a council to undertake CGRs every 10-15 years. The CGR is a review of the whole or part of the Council area to consider one or more of the following:

- creating, merging, altering or abolishing
- the naming of parishes and style of new parishes
- the electoral arrangements for parishes, such as the ordinary year of election, council size, number of councillors to be elected to the council and parish warding
- grouping parishes under a common parish council or de-grouping parishes.

5.5 The Council is required to ensure that the CGR within the area under review will be reflective of the identities and interests of the community in that area; and is effective and convenient. The CGR is required to take into account the impact of existing community governance arrangements on community cohesion and the size, population and boundaries of any local community or proposed parish or town council. Reviews must be completed within a year starting with the Council publishing its Terms of Reference for the review

5.6 If the Council is minded to undertake a further CGR it is proposed that a Working Group be appointed comprising the Cabinet Member for Transformation and Performance, three further Labour Group Members and two members of the opposition (none of whom are on an existing parish council) to work with the Head of Democratic Services to agree the timetable and terms of reference of the Review for report to Council on 7th June 2018.

The Review

5.7 As part of the Review the Council must consult with local people and take into account any representations made in connection with the review.

Terms of Reference

5.8 Once approved by the Council the terms of reference for the review must be published. If any modifications are subsequently made to the terms of reference, these must also be published.

5.9 Parish Councils are fully consulted as part of the Review.

6 Appendices Attached

None

7 Background Papers

None

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 17th May 2018
CONTACT OFFICER: Catherine Meek, Head of Democratic Services
(For all Enquiries) (01753) 875011
WARD(S): All

PART I
FOR DECISION

LOCALISM ACT 2011 - DISPENSATIONS

1. **Purpose of Report**

That a general dispensation is granted to all Members to be present, speak and vote where they would otherwise have a Disclosable Pecuniary Interest (DPI).

2. **Recommendation**

The Council is requested to resolve that the grant of general dispensations, as set out in paragraph 5.1 of the report, be approved.

3. **Slough Joint Wellbeing Strategy Priorities**

The report indirectly supports all of the strategic priorities and cross cutting themes by maintaining strong governance across the Council.

The Code of Conduct forms the basis of the conduct regime for Members and aims to ensure that ethical behaviour and governance of the highest order is maintained as this contributes to open, transparent and fair decision making.

4. **Other Implications**

The Constitution meets the Council's requirements and incorporates all necessary legal requirements.

5. **Supporting Information**

5.1 In order to protect Members it is recommended that a general dispensation is granted to all Members to be present, speak and vote where they would otherwise have a DPI on the grounds that it is appropriate to grant a dispensation to allow all Members to participate fully in the following matters:

(a) Housing: where the member (or spouse or partner) holds a tenancy or lease with the Council as long as the matter does not only relate to the member's particular tenancy or lease*.

- (b) school meals or school transport and travelling expenses where the member is a parent or guardian of a child in full time education, or is a parent governor of a school, provided that the matter does not only relate to the particular school which the child attends;
- (c) Housing Benefit: where the member (or spouse or partner) directly receives housing benefit in relation to their own circumstances
- (d) Allowances, travelling expenses, payments or indemnity for members; [looked as though it could be one payment to one]
- (e) Setting the Council Tax or a Precept; and
- (f) Decisions in relation to Council Tax Benefit.

*Any general housing related dispensations afforded to members will not negate the need for members to declare a personal or prejudicial interest; particularly where the member or spouse holds a tenancy or lease with the Council and a matter requiring a decision may/will impact their own Council tenancy.

For example in cases where the matter particularly affected their local neighbourhood and was considered to affect their own tenancy more than other people in the Authority's area, the Member should consider whether it is appropriate to participate in the decision making process.

For the avoidance of doubt and to ensure adherence to the member code of conduct, members should seek guidance from the Council's Monitoring Officer.

Members' allowances are included in this general dispensation for the avoidance of doubt and for completeness even though they are not a DPI.

It is recommended that the Council considers granting general dispensations each year at its annual meeting.

Dispensations for Council Tax relate to Members' DPIs, and do not affect a Member's obligation under Section 106 of the Local Government Finance Act 1992 to declare and not vote if they are two months or more in arrears with their Council Tax when voting on setting the Council's budget.

6. **Comments of other Committees**

None.

7. **Conclusion**

The Council is required to have dispensations in place in order to allow all Members to participate fully in matters as set out in the report.

8. **Background Papers**

A full copy of the Constitution can be accessed on the Council's website.