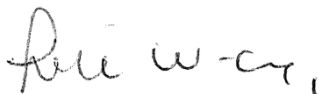


Date of issue: Wednesday, 4 September 2019

|  |  |
|--|--|
| <b>MEETING:</b>  | <b>OVERVIEW &amp; SCRUTINY COMMITTEE</b><br>(Councillors Dhaliwal (Chair), Sarfraz (Vice Chair), Basra, Gahir, Hulme, D Parmar, S Parmar, R Sandhu and Sharif) |
| <b>DATE AND TIME:</b>                                      | THURSDAY, 12TH SEPTEMBER, 2019 AT 6.30 PM  |
| <b>VENUE:</b>  | COUNCIL CHAMBER - OBSERVATORY HOUSE, 25 WINDSOR ROAD, SL1 2EJ  |
| <b>DEMOCRATIC SERVICES OFFICER:</b><br>(for all enquiries) | JANINE JENKINSON<br>01753 875018   |

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.



**JOSIE WRAGG**  
Chief Executive

AGENDA

PART I

| <u>AGENDA ITEM</u>            | <u>REPORT TITLE</u>      | <u>PAGE</u> | <u>WARD</u> |
|-------------------------------|--------------------------|-------------|-------------|
| <b>APOLOGIES FOR ABSENCE</b>  |                          |             |             |
| <b>CONSTITUTIONAL MATTERS</b> |                          |             |             |
| 1.                            | Declarations of Interest | -           | -           |

*All Members who believe they have a Disclosable Pecuniary or other Interest in any matter to be considered*



**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

*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.*

- |    |  |       |   |
|----|--|-------|---|
| 2. | Minutes of the Last Meeting held on 11th July 2019 | 1 - 8 | - |
|----|--|-------|---|

**SCRUTINY ISSUES**

- |    |                  |   |   |
|----|------------------|---|---|
| 3. | 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).*

- |    |                        |         |     |
|----|------------------------|---------|-----|
| 4. | Slough Gymnastics Club | 9 - 12  | All |
| 5. | Heathrow Expansion     | 13 - 16 | All |

**MATTERS FOR INFORMATION**

- |    |   |         |   |
|----|---|---------|---|
| 6. | Forward Work Programme 2019/20            | 17 - 32 | - |
| 7. | Members' Attendance Record 2019/20        | 33 - 34 | - |
| 8. | Date of Next Meeting - 14th November 2019 |         |   |

**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, 11th July, 2019.**

**Present:-** Councillors Dhaliwal (Chair), Sarfraz (Vice-Chair), Gahir, Hulme, D Parmar, S Parmar and R Sandhu.

**Also present under Rule 30:-** None.

**Apologies for Absence:-** Councillor Basra

**PART I**

**7. Declarations of Interest**

In relation to Minute No.11 (agenda item 5 – Bus Fares and Accessibility) Councillor Gahir declared that he was a Hackney Carriage Driver. He remained in the room and took part in the discussion relating to the report.

In relation to Minute No.11 (agenda item 5 - Bus Fares and Accessibility) Councillor Hulme declared that she was a frequent bus user. She remained in the room and took part in the discussion relating to the report.

**8. Minutes of the Last Meeting held on 13th June 2019**

In response to a request at the previous meeting a list of the Council's major contracts was circulated to the Committee.

**Resolved –**

(a) That the major contracts list be noted.

(b) That the minutes of the meeting held on 13<sup>th</sup> June 2019 be approved as a correct record.

**9. Member Questions**

None had been received.

**10. Section 106 Money Unspent**

The Special Projects Planner presented a report detailing the Council's unspent Section 106 monies, how the income was allocated and the time limits for spending the funds.

Members were informed that as at June 2019, the current balance of S106 planning obligation financial contributions held and unspent was £10.2 million. It was explained that £8.7 million was a more accurate figure, as this excluded money held for longer term maintenance of open spaces transferred to the Council by some developers.

## Overview & Scrutiny Committee - 11.07.19

93% of the £8.7 million had already been committed to specific works, projects or tasks. The majority of the £8.7 million sum related to proposed capital works, the remaining was collected for non-capital items. Non-capital items included Travel Plan monitoring and funding for bus passes. Consequently, £7 million was the current balance held for capital works, most of which was for proposed highway and transport works.

Members were advised that there were several reasons for the current balance, including: if funding was a contribution towards part of a project, time was needed to gather additional money before committing to spend, and budget holders required flexibility to spend money held for investment.

In most cases the S106 planning obligation specified how the financial contribution must be spent and on what project. Sometimes this was very specific and at other times it was more general and allowed flexibility. Each contribution had a designated budget holder who was informed when a S106 was signed, when income was expected and any restrictions about how it could be spent, in particular the time limits for it to be spent. Precisely how and when money was spent was the responsibility of the budget holder. The time limit for spending S106 money was normally fixed at five, eight or ten years from receipt. Five years was the accepted guideline in most circumstances, but officers were able to seek a longer period if necessary.

It was confirmed that the Council had never returned S106 funds to a developer or landowner due to it being unspent within the set time frame. Occasionally, developers or agents contacted officers to ask if the money was being spent correctly within the required time limit.

A discussion ensued, during which the following issues were raised:

- Housing schemes in Slough Town Centre often did not include social housing as developers did not consider it financially viable to incorporate this provision. Members asked for further information about the number of new housing schemes that provided social housing to be circulated to the Committee.
- Members asked for the details of any outstanding S106 money that had not yet been collected to be circulated to the Committee.
- In response to a query about how the Council pursued developers for unpaid S106 money, Members were informed that a S106 was a legally binding agreement and ultimately if an agreed contribution was not provided to the Council the matter could be settled in court.

## **Overview & Scrutiny Committee - 11.07.19**

- Planning officers considered the viability of a scheme and the S106 contribution offered and assessed these considerations as part of the decision-making process.
- It was confirmed that a S106 obligation remained attached to the land, therefore if a developer become insolvent and unable to complete a scheme, the S106 obligation remained and transferred to the next land owner.
- Members asked how common it was for developers to declare a scheme unviable and subsequently negotiate a lower S106 contribution. In response, the Special Projects Planner advised that this situation was uncommon and had only occurred on a few occasions.
- New regulations coming into force in September 2019 required the Council from 2020 to publish an infrastructure funding statement listing Section 106 money received and spent. It was expected that a national standardised format for categorising and listing contributions to be available for local authorities to use. Members requested a copy of the statement before it was published.
- It was noted that the Government currently limited S106 pooling to five contributions for any one infrastructure project. This meant that any large project requiring more than five contributions had to wait until other funding sources were available. This restriction would be relaxed in September 2019. The restriction did not and would not apply to affordable housing.
- Members noted that the Council's policy required an affordable housing contribution for any new scheme above 15 units.

### **Resolved –**

- (a) That the report be noted.
- (b) The information requested by Members as detailed above be circulated to the Committee.

## Overview & Scrutiny Committee - 11.07.19

### 11. Bus Fares and Accessibility

The Transport Strategy Team Leader introduced a report that provided a summary of local authority powers and considerations relating to bus fares and accessibility.

Members were informed that bus services in Slough were provided by a number of companies and most of these operated commercially, which meant there was no contract with the local authority. Consequently, bus companies ran routes they could make a commercial return from. The Council subsidised a limited number of services. Analysis set out in the report showed that the fares in Slough were generally comparable with other neighbouring authorities.

Members had a wide ranging discussion during which the following points were raised:

- In relation to fares, concern was raised that some operator's tickets were not valid on other operator's services. For example, a journey between Chippenham and Wexham Park Hospital required a passenger to purchase two separate tickets to complete their journey.
- Members felt that fare prices were overly complicated and services did not meet the needs of residents. It was highlighted that if residents were to be encouraged to use public transport rather than car travel, service provision needed to be improved.
- Bus service provision needed to support Slough's long-term redevelopment plans and the creation of a vibrant night-time economy.
- It was suggested that Slough Council establish its own bus company, similar to Reading Transport Limited, a bus operator owned by Reading Borough Council.
- Equalities issues relating to bus use were discussed. It was noted that the majority of bus users were women, older people and people on low incomes.
- Concerns were raised about the removal of bus stops, wide kerbs and buses causing traffic congestion.
- A Member asked if the Council was able to influence the bus routes operated and subsidise some fares.

The Transport Strategy Team Leader informed Members that the Council would be looking to procure a Real Time Passenger Information System (RTPI) in due course. The Council would fund the RTPI infrastructure and bus operators would provide the data to support the system.

**Resolved** – That the report be noted.

## Overview & Scrutiny Committee - 11.07.19

### 12. Performance and Projects Report Quarter 4 2018/19

Consideration was given to a report that provided the latest performance information for the 2018-19 financial year, including the Corporate Balanced Scorecard, an update on the progress of 26 key Council projects and the delivery of current manifesto commitments.

The Corporate Balanced Scorecards showed there had been improved performance in adult care direct payments, the uptake of health checks, households in temporary accommodation and Business Rate income.

Progress continued to be made on all major schemes and projects. Key improvements in Quarter 4 included the commencement of works on Grove Academy, the opening of a new leisure centre, and the securing of funding from the Ministry of Housing Communities and Local Government to provide private rented housing in Slough.

With regards to manifesto commitments, it was reported that at the end of Quarter 4, 95% of pledges were rated overall as 'Green' (achieved or on schedule), 5% 'Amber' (working towards) and none rated as 'Red'. It was noted that the following pledges had been delivered during the quarter: continued provision of flagship parks, allotments and public spaces; planting of one million bulbs and 200 trees across Slough, and the completion of a new leisure centre on Farnham Road.

Members discussed the report and highlighted the following:

- Manifesto Pledge 12 – *Take action against fly-tipping by seeking prosecutions against serious and prolific offender.* Members queried why the target was showing as 'Amber'. It was explained that the implementation of the 'Love Clean Streets' mobile app had been delayed while it was determined if the Council's planned new website and IT solution as part of the Transformation Programme could provide a more effective mechanism.
- Members noted that the number of adults managing their care via a direct payment had increased. Some concern was raised about the quality of care and how the service was monitored. It was suggested that the Health Scrutiny Panel or Slough Wellbeing Board could consider this issue.

**Resolved** – That the report be noted.

### 13. Slough Borough Council - Annual Report 2018/19

The Committee gave consideration to the Council's draft Annual Report, detailing the progress and achievements made against the Five Year Plan for 2018-19.

## Overview & Scrutiny Committee - 11.07.19

The Five Year Plan defined the Council's ambition, the opportunities and challenges faced, the role of the Council in meeting these and the priority outcomes against which resources would be allocated.

Members discussed the report and highlighted the following:

- Fly-Tipping - Members asked if the Council had any plans to install CCTV cameras to deter and catch offenders and that any details be included in the report.
- With regard to Outcome 1: *Slough children will grow up to be happy, healthy and successful* – It was noted that Slough schools had outperformed national and neighbouring authorities averages for educational attainment in 2018/19. Members felt more emphasis should be placed on this success and that it be widely publicised. The Committee requested that further information and context be included in this section of the report.
- Outcome 4: *Our residents will live in good quality homes* – Members asked if the Council was on target to meet its long-term housing strategy. In relation to Houses in Multiple Occupation (HMO), it was noted that 'the numbers of both Licensed HMOs and applications made were far lower than expected'. Members queried how many applications for licenced HMOs were anticipated. In relation to Homelessness, Members asked how many households were housed in temporary accommodation on a monthly basis.

### Resolved –

- (a) That the achievements of Slough Borough Council set out in the draft Annual Report 2018-19 be noted.
- (b) That the comments raised by Members, as set out above, be taken into consideration prior to the finalisation of the Annual Report 2018-19.

## 14. Forward Work Programme 2019/20

The Committee considered the Forward Work Programme and agreed to add the following items:

12 September 2019

Localities Strategy Update

A briefing note regarding the disposal of Land North of Norway Drive

The Senior Democratic Services Officer was requested to confirm that a Heathrow representative would be available to attend the next meeting. If it was not possible for a representative to attend, it was agreed that an Adult



## **Overview & Scrutiny Committee - 11.07.19**

Social Care Transformation Programme report would be provided to the Committee.

14 November 2019

Revenue Budget and Treasury Management Strategy

**Resolved** – That the Forward Work Programme be noted and amended as set out above.

### **15. Members' Attendance Record 2019/20**

**Resolved** – That details of the Members' Attendance Record be noted.

### **16. Date of Next Meeting - 12th September 2019**

**Resolved** – The date of the next meeting was confirmed as 12<sup>th</sup> September 2019.

Chair

(Note: The meeting opened at 6.30 pm and closed at 8.40 pm)

This page is intentionally left blank

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Overview and Scrutiny Committee **DATE:** 12th September 2019

**CONTACT OFFICER:** Alison Hibbert  
**(For all enquiries)** Leisure Services Manager  
 (01753) 875896

**WARD(S):** All

**PART I**

**FOR COMMENT AND CONSIDERATION**

**SLOUGH GYMNASTICS CLUB**

1 **Purpose of Report**

To update the Overview and Scrutiny Committee of the current situation in regard to Slough Gymnastics Club finding suitable accommodation in the town to host their activities.

2. **Recommendation**

Overview and Scrutiny Committee are requested to note the assistance offered by council officers to date in finding suitable facilities for the gymnastics club.

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

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

**Improving mental health and wellbeing**

Physical activity and sport play a crucial role in maintaining good health, preventing illness, supporting mental wellbeing and generally enabling people to be healthier and happier for longer.

3b **Five Year Plan Outcomes**

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

Taking part in regular sport and physical activity is proven to improve the physical health and mental wellbeing of children and young people, along with educational attainment, confidence and self esteem.

4. **Other Implications**

(a) **Financial**

No budget has been earmarked in the council's medium term financial plan to support this.

(b) Risk Management

There are no reported risks associated with this report.

(c) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications associated with this report.

(d) Equalities Impact Assessment

There is no requirement for an EIA.

5. **Supporting Information**

In March 2019 the council received a petition under the Council's Petitions Scheme, from Slough Gymnastics Club. The Petition contained 1,608 signatures, all of which were submitted online via the e-petition facility on the Council's website:

*'We the undersigned petition the council to provide a location that is suitable to house Slough Gymnastics Club - either a building with suitable use, or a location to build a purpose built multi-sport venue that incorporates SGC, and provide space for a temporary building until a suitable location is found to build on.'*

The petition organiser, Amy Jones, was invited to speak at the Council meeting held on 23 April 2019. Following discussion by Members of the Council it was recommended that officers report to Overview and Scrutiny Committee in September 2019 on this matter.

**Background**

- 5.1 Slough Gymnastics Club was established in 2010 and operated from a converted warehouse on Slough Trading Estate, leasing the provision from SEGRO. Since this date the club has grown in size with a membership of over 500; of all ages and abilities. The club is a private business set up as a community interest company.
- 5.2 In 2017 the council received information that Slough Gymnastics Club (SGC) had been given notice to quit by SEGRO from their bespoke venue on Buckingham Avenue and contacted the club to offer support. The club unfortunately were unable to find a suitable alternative venue and the council negotiated the use of a space at Montem Leisure Centre at a reduced rate of £3K per month. At this point it was explained to the club that this was a temporary measure up to March 2019, when Montem would be closed for demolition. The club moved to Montem in March 2018.
- 5.3 The council has no responsibility to provide facilities for community sports clubs in the town. At no point did the council agree to fund or subsidise any alternative provision for SGC.
- 5.4 During this period the council contacted Sport and England and British Gymnastics to discuss potential support for the club in reference to capital funding towards a new facility. Unfortunately they confirmed that no support was available.
- 5.5 In the summer of 2018, the council undertook a feasibility study to extend Cippenham Community Centre to house an artistic gymnastics venue. A master plan was produced and it proved it was possible to meet the gym club's needs at

this proposed venue. SGC would have been charged the full commercial rate for the hire of this facility. Unfortunately the project could not proceed when the planning authority confirmed that planning would not be granted as the development was situated on high risk flood plain. The club was informed of this as soon as we received this information.

5.6 The council subsequently met regularly with the club and searched for suitable sites in the borough including council owned facilities and commercial industrial units. All were declined by the club as either being unsuitable in regard to size or not affordable. These sites and options included:

- Cippenham Community Centre (without the extension to the existing provision)
- Weekes Drive Community Centre
- Thames Valley Athletics Centre
- Langley Pavilion
- 7 x commercial business units at various sites across the borough
- Keep Montem Leisure Centre open for 3 to 12 months
- Slough Cricket Club
- Wexham Park (privately owned facility)

5.7 In January 2019 the club presented the council with a temporary building design and costs and requested land for them to put a temporary structure on. The size of the structure was 800m<sup>2</sup> (8,611ft<sup>2</sup>) and the council's immediate response was that there were no affordable or suitable sites in the borough to house such a large structure, which would also require planning consent. Since the Council meeting held 23 April 2019, this remains the case that there are no suitable sites in the borough for a large structure of this type.

5.8 The council's assets team have confirmed that costs for commercial units across the borough have remained the same over the past year, averaging between £10 to £17 per square foot to rent. Therefore this remains an unaffordable option for the club to pursue, based on previous costs of suitable facilities.

## 6. **Conclusion**

Officers from the council's leisure and assets teams have liaised and worked with the club since 2017 in their pursuit to find new facilities for the gymnastics club, as they value greatly the work this commercial organisation carries out in the borough.

Unfortunately the club's requirements cannot be easily met in regard to the size of the building they require to meet British Gymnastics Association standards.

At present there are no viable options for the club to remain operational in the town. Council officers will contact the club if any suitable facilities become available.

## 7. **Appendices Attached**

None

## 8. **Background Papers**

Petition and report to Council 23 April 2019 - [Link to Council 23 April 2019](#)

This page is intentionally left blank

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Overview and Scrutiny Committee

**DATE:** 12<sup>th</sup> September 2019

**CONTACT OFFICER:** Thomas Overend, Policy Insight Manager  
(For all Enquiries) (01753) 875657

**WARD(S):** All

**PART I****FOR COMMENT & CONSIDERATION****HEATHROW EXPANSION****1. Purpose of Report**

For the Overview and Scrutiny Committee to consider the potential implications of the expansion of Heathrow Airport on Slough.

The item will be an opportunity to put questions to the following representatives from Heathrow, who will be in attendance:

Andrew Bird - Noise Strategy  
Chris Casey - Surface Access Strategy  
Rupert Waters - Economic Development

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

That the Committee review the information available via the links in the Background Papers section and seek to ascertain how the expansion will affect Slough.

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

The expansion of Heathrow Airport is anticipated to support the following SJWS priorities:

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

### 3b. **Five Year Plan Outcomes**

Heathrow expansion is related to the following priority outcomes:

- Outcome 3: Slough will be an attractive place where people choose to live, work and stay.
- Outcome 4: Our residents will live in good quality homes.
- Outcome 5: Slough will attract, retain and grow businesses and investment to provide opportunities for our residents.

### 4. **Other Implications**

#### (a) Financial

There are no financial implications to the proposed recommendations.

#### (b) Risk Management

There are no risk management implications to proposed recommendations.

#### (c) Human Rights Act and Other Legal Implications

There are no Human Rights Act or other legal implications to the proposed recommendations.

#### (d) Equalities Impact Assessment

These recommendations do not require an EIA.

### 5. **Supporting Information**

Heathrow are currently conducting a public consultation on its expansion proposals, which closes on 13<sup>th</sup> September. A link to this consultation is available in the Background Papers section.

### 6. **Comments of Other Committees**

An extraordinary meeting of the Cabinet was held on the 2<sup>nd</sup> September to agree SBC's response to the consultation - covering the future layout and operation of the airport, Heathrow's preliminary assessment of the impacts of the proposals during operation and construction, and their plans to manage the effects of expansion. A link is available in the Background Papers section.

It was resolved that the Director for Regeneration, following consultation with the Lead Members for Regeneration and Strategy and Transport and Environmental Services, will be given delegated authority to enter into negotiations with regards to a mitigation package. The Director for Regeneration report will report back to Cabinet on progress made in this regard.

### 7. **Conclusion**

The Overview and Scrutiny Committee should utilise this opportunity to ask pertinent questions to the representatives from Heathrow, and seek to ascertain how the expansion of Heathrow airport will affect Slough.



9. **Background Papers**

- '1' Agenda and decisions, Extraordinary Cabinet, 2nd September 2019.  
<http://www.slough.gov.uk/moderngov/ieListDocuments.aspx?CId=109&MIId=6462&Ver=4>
  
- '2' Heathrow Airport Expansion Consultation,  
<https://aec.heathrowconsultation.com/>

This page is intentionally left blank

**SLOUGH BOROUGH COUNCIL**

**REPORT TO:** Overview and Scrutiny Committee

**DATE:** 12th September 2019

**CONTACT OFFICER:** Thomas Overend, Policy Insight Manager  
(For all Enquiries) (01753) 875657

**WARDS:** All

**PART I**  
**FOR CONSIDERATION & COMMENT**

**OVERVIEW AND SCRUTINY COMMITTEE – FORWARD WORK PROGRAMME 2019/20**

1. **Purpose of Report**

For the Overview and Scrutiny Committee (OSC) to identify priorities and topics for its Work Programme for the 2019/20 municipal year.

2. **Recommendations/Proposed Action**

2.1 That the OSC:

- 1) identify the major issues it would like to cover in the 2019/20 municipal year;
- 2) agree, where possible, timing for specific agenda items during the 2019/20 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 Following the restructure of the Strategy and Performance Service, Overview and Scrutiny will now be supported by all members of the Policy Insight Team - one Policy Insight Manager and three Policy Insight Analysts. The Policy Insight Manager will support the Overview and Scrutiny Committee, and each of the

other three scrutiny panels will be supported by one Policy Insight Analyst. However, scrutiny will only be one aspect of their work. 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 2019/20 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 2019/20 Municipal Year
- B - Cabinet Work Programme

This page is intentionally left blank

**OVERVIEW AND SCRUTINY COMMITTEE**  
**WORK PROGRAMME 2019/2020**

| <b>Meeting Date</b>   |
|---|
| <b>14 November 2019</b>   |
| <ul style="list-style-type: none"> <li>• Police and Crime Commissioner and Chief Constable</li> <li>• Performance and Projects</li> <li>• Q1 Revenue and Capital financial updates</li> </ul> |
| <b>9 January 2020</b>   |
| <ul style="list-style-type: none"> <li>• Performance and Projects</li> <li>• Budget</li> </ul>  |
| <b>30 January 2020</b>  |
| <ul style="list-style-type: none"> <li>• Performance and Projects</li> </ul>  |
| <b>12 March 2020</b>  |
| <ul style="list-style-type: none"> <li>• Five Year Plan Outcome 3</li> <li>• Five Year Plan Outcome 5</li> </ul>  |
| <b>16 April 2020</b>  |
| <ul style="list-style-type: none"> <li>• Performance and projects</li> <li>• Scrutiny – Annual Report</li> <li>• Petitions – Annual Summary</li> </ul>  |

**Potential items to be programmed:**

- Arbour Park Stadium – update from call-in
- Modern Slavery
- Localities Strategy Update
- Adult Social Care Transformation Programme



# **NOTIFICATION OF DECISIONS**

## **1 SEPTEMBER 2019 TO 30 NOVEMBER 2019**

Date of Publication: 16<sup>th</sup> August 2019

Note: This Notice is an update to that published on 2<sup>nd</sup> August 2019

## **SLOUGH BOROUGH COUNCIL**

### **NOTIFICATION OF DECISIONS**

Slough Borough Council has a decision making process involving an Executive (Cabinet) and a Scrutiny Function.

As part of the process, the Council will publish a Notification of Decisions which sets out the decisions which the Cabinet intends to take over the following 3 months. The Notice includes both Key and non Key decisions. Key decisions are those which are financially significant or have a significant impact on 2 or more Wards in the Town. This Notice supersedes all previous editions.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Notice will/may be held in private because the agenda and reports for the meeting will contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Page 24  
This document provides a summary of the reason why a matter is likely to be considered in private / Part II. The full reasons are listed alongside the report on the Council's website.

If you have any queries, or wish to make any representations in relation to the meeting being held in private for the consideration of the Part II items, please email [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk) (no later than 15 calendar days before the meeting date listed).

#### **What will you find in the Notice?**

For each decision, the plan will give:

- The subject of the report.
- Who will make the decision.
- The date on which or the period in which the decision will be made.
- Contact details of the officer preparing the report.
- A list of those documents considered in the preparation of the report (if not published elsewhere).
- The likelihood the report would contain confidential or exempt information.

## **What is a Key Decision?**

An executive decision which is likely either:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards within the borough.

## **Who will make the Decision?**

Decisions set out in this Notice will be taken by the Cabinet, unless otherwise specified. All decisions (unless otherwise stated) included in this Notice will be taken on the basis of a written report and will be published on the Council's website before the meeting.

The members of the Cabinet are as follows:

- |   |                         |
|---|-------------------------|
| • Leader of the Council - Regeneration & Strategy | Councillor Swindlehurst |
| • Deputy Leader – Governance & Customer Services  | Councillor Hussain      |
| • Transport & Environmental Services              | Councillor Anderson     |
| • Inclusive Growth & Skills                       | Councillor Carter       |
| • Planning & Regulation                           | Councillor Mann         |
| • Housing & Community Safety                      | Councillor Nazir        |
| • Health & Wellbeing                              | Councillor Pantelic     |
| • Children & Schools                              | Councillor Sadiq        |

## **Where can you find a copy of the Notification of Decisions?**

The Plan will be updated and republished monthly. A copy can be obtained from Democratic Services at St Martin's Place, 51 Bath Road on weekdays between 9.00 a.m. and 4.45 p.m., from MyCouncil, Landmark Place, High Street, or Tel: (01753) 875120, email: [catherine.meek@slough.gov.uk](mailto:catherine.meek@slough.gov.uk). Copies will be available in the Borough's libraries and a copy will be published on Slough Borough Council's Website.

## **How can you have your say on Cabinet reports?**

Each Report has a contact officer. If you want to comment or make representations, notify the contact officer before the deadline given.

### **What about the Papers considered when the decision is made?**

Reports relied on to make key decisions will be available before the meeting on the Council's website or are available from Democratic Services.

### **Can you attend the meeting at which the decision will be taken?**

Where decisions are made by the Cabinet, the majority of these will be made in open meetings. Some decisions have to be taken in private, where they are exempt or confidential as detailed in the Local Government Act 1972. You will be able to attend the discussions on all other decisions.

### **When will the decision come into force?**

Implementation of decisions will be delayed for 5 working days after Members are notified of the decisions to allow Members to refer the decisions to the Overview and Scrutiny Committee, unless the decision is urgent, in which case it may be implemented immediately.

### **What about key decisions taken by officers?**

Many of the Council's decisions are taken by officers under delegated authority. Key decisions will be listed with those to be taken by the Cabinet. Key and Significant Decisions taken under delegated authority are reported monthly and published on the Council's website.

### **Are there exceptions to the above arrangements?**

There will be occasions when it will not be possible to include a decision/report in this Notice. If a key decision is not in this Notice but cannot be delayed until the next Notice is published, it can still be taken if:

- The Head of Democratic Services has informed the Chair of the Overview and Scrutiny Committee or relevant Scrutiny Panel in writing, of the proposed decision/action. (In the absence of the above, the Mayor and Deputy Mayor will be consulted);
- Copies of the Notice have been made available to the Public; and at least 5 working days have passed since public notice was given.
- If the decision is too urgent to comply with the above requirement, the agreement of the Chair of the Overview and Scrutiny Committee has been obtained that the decision cannot be reasonably deferred.
- If the decision needs to be taken in the private part of a meeting (Part II) and Notice of this has not been published, the Head of Democratic Services will seek permission from the Chair of Overview & Scrutiny, and publish a Notice setting out how representations can be made in relation to the intention to consider the matter in Part II of the agenda. Urgent Notices are published on the Council's [website](#).

## Cabinet (Special) - 2nd September 2019

| Item   | Port-<br>folio | Ward | Priority | Contact Officer   | Other Committee | Background Documents | New Item | Likely to be Part II |
|--|----------------|------|----------|---|-----------------|----------------------|----------|----------------------|
| <p><b><u>Heathrow Airport Expansion Consultation</u></b></p> <p>To consider and agree the Council's response to Heathrow Airport's consultation on its future expansion.</p> | R&S            | All  | All      | Savio DeCruz, Service Lead Major Infrastructure Projects<br>Tel: 01753 875640 | -               | None                 |          |                      |

## Cabinet - 16th September 2019

| Item  | Port-<br>folio | Ward | Priority | Contact Officer  | Other Committee | Background Documents | New Item | Likely to be Part II |
|---|----------------|------|----------|--|-----------------|----------------------|----------|----------------------|
| <p><b><u>Revenue Financial Update Q1 2019/20</u></b></p> <p>To receive an update on the latest revenue position and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.</p> | G&C            | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748 | O&S             | None                 |          |                      |
| <p><b><u>Capital Financial Update Q1 2019/20</u></b></p> <p>To receive an update on the capital programme for the first quarter of the year.</p>  | G&C            | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748 | O&S             | None                 |          |                      |
| <p><b><u>Medium Term Financial Strategy Update</u></b></p> <p>To consider an update on the Council's Medium Term Financial Strategy and financial planning assumptions.</p>   | G&C            | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748 | -               | None                 | √        |                      |

**Portfolio Key** – R&S = Regeneration and Strategy, G&C = Governance & Transformation, T&E = Transport & Environmental Services, C&S = Children & Schools, P&R = Planning & Regulation, H&C = Housing & Community Safety, H & S = Health and Wellbeing, I&S = Inclusive Growth & Skills

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

|  |     |            |   |   |     |      |   |             |
|--|-----|------------|---|---|-----|------|---|-------------|
| <b><u>Performance &amp; Projects Report Q1 2019/20</u></b><br><br>To receive a report on the progress against the Council's balanced scorecard indicators and key projects for 2018/19.  | G&C | All        | All   | Dean Tyler, Service Lead Strategy & Performance<br>Tel: (01753) 875847                | O&S | None |   |             |
| <b><u>Localities Strategy Update</u></b><br><br>Further to the Cabinet decisions of 25 <sup>th</sup> February 2019, to receive an update, and take any necessary decisions, on the implementation of the Localities Strategy.            | R&S | All        | All   | Kassandra Polyzoides, Service Lead Regeneration Development<br>Tel: (01753) 875852    | -   | None |   | Yes, p3 LGA |
| <b><u>Chalvey 'Extra Care' Housing Scheme</u></b><br><br>To seek approval to proceed with the development of 60 'Extra Care' homes in Chalvey, funding, future options and authority to procure and appoint from specialist framework.   | H&C | Chalvey    | Housing and Improving Mental Health & Wellbeing | John Griffiths, Service Lead Housing Development and Contracts<br>Tel: (01753) 875436 | -   | None | √ | Yes, p3 LGA |
| <b><u>Disposal of Car Park, Sheehy Way, Slough</u></b><br><br>To consider a report on the options for the Car Park, Sheehy Way, Slough including potential disposal.   | R&S | Wexham Lea | Housing   | Stuart Aislabie, Principal Asset Manager<br>Tel: 01753 477226                         | -   | None | √ | Yes, p3 LGA |
| <b><u>Stoke Road Area Regeneration Scheme</u></b><br><br>To consider a report on the Stoke Road Area Regeneration Scheme which comprises sustainable transport infrastructure and highway works to support the regeneration of the area. | T&E | All        | All   | Savio DeCruz, Service Lead Major Infrastructure Projects<br>Tel: 01753 875640         | -   | None |   |             |

**Portfolio Key** – R&S = Regeneration and Strategy, G&C = Governance & Transformation, T&E = Transport & Environmental Services, C&S = Children & Schools, P&R = Planning & Regulation, H&C = Housing & Community Safety, H & S = Health and Wellbeing, I&S = Inclusive Growth & Skills

**Bold** – Key Decision

Non-Bold – Non-Key Decision

*Italics* – Performance/Monitoring Report

|  |            |     |  |   |   |      |   |             |
|--|------------|-----|--|---|---|------|---|-------------|
| <p><b><u>Commercial Sub-Committee Terms of Reference</u></b></p> <p>Further to the decision in June 2019 to establish a Commercial Sub-Committee of the Cabinet, to consider a further report on the terms of reference and other matters.</p>   | R&S        | All | All  | Stephen Gibson, Head of Asset Management<br>Tel: 01753 875852                         | - | None | √ | Yes, p3 LGA |
| <p><b><u>Slough Urban Renewal / TVU Site Update</u></b></p> <p>To receive an update on the progress, of and take any necessary decisions, on key Slough Urban Renewal projects including the Thames Valley University site scheme.</p>   | R&S        | All | All  | Kassandra Polyzoides, Service Lead Regeneration Development<br>Tel: (01753) 875852    | - | None | √ | Yes, p3 LGA |
| <p><b><u>Housing Development Programme and DISH</u></b></p> <p>To seek approval to proceed with the housing development programme and outline future options for estate rationalisation masterplan reviews; and the future operational structure of DISH.</p> <p><i>Note: This report may be split into two separate and may be considered for approval by the Commercial Sub-Committee rather than Cabinet.</i></p> | H&C<br>R&S | All | Housing;<br>Protecting Vulnerable Children;<br>Improving Mental Health & Wellbeing | John Griffiths, Service Lead Housing Development and Contracts<br>Tel: (01753) 875436 |   | None | √ |             |
| <p><b><u>References from Overview &amp; Scrutiny</u></b></p> <p>To consider any references from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</p>   | G&C        | All | All  | Shabana Kauser, Senior Democratic Services Officer<br>Tel: 01753 787503               | - | None |   |             |

**Portfolio Key** – R&S = Regeneration and Strategy, G&C = Governance & Transformation, T&E = Transport & Environmental Services, C&S = Children & Schools, P&R = Planning & Regulation, H&C = Housing & Community Safety, H & S = Health and Wellbeing, I&S = Inclusive Growth & Skills

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

|  |     |     |     |  |   |      |  |  |
|--|-----|-----|-----|--|---|------|--|--|
| <u>Notification of Forthcoming Decisions</u><br><i>To endorse the published Notification of Decisions.</i> | R&S | All | All | Catherine Meek, Head of Democratic Services<br>Tel: 01753 875011 | - | None |  |  |
|--|-----|-----|-----|--|---|------|--|--|

## Cabinet - 14th October 2019

| Item  | Port-<br>folio | Ward | Priority | Contact Officer   | Other Committee | Background Documents | New Item | Likely to be Part II |
|---|----------------|------|----------|---|-----------------|----------------------|----------|----------------------|
| <u>Treasury Management Annual Report</u><br>To receive an annual report summarising treasury management activity in 2019/20.                        | G&C            | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748                  | -               | None                 |          |                      |
| <u>Cycle Hire and Hub Schemes Update</u><br>To consider an update on the future of the cycle hire and hub schemes.                                  | T&E            | All  | All      | Savio DeCruz, Service Lead Major Infrastructure Projects<br>Tel: 01753 875640 | -               | None                 |          |                      |
| <u>References from Overview &amp; Scrutiny</u><br><i>To consider and references from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i> | G&C            | All  | All      | Janine Jenkinson, Senior Democratic Services Officer<br>Tel: 01753 875018     | -               | None                 |          |                      |
| <u>Notification of Forthcoming Decisions</u><br><i>To endorse the published Notification of Decisions.</i>  | R&S            | All  | All      | Catherine Meek, Head of Democratic Services<br>Tel: 01753 875011              | -               | None                 |          |                      |

**Portfolio Key** – R&S = Regeneration and Strategy, G&C = Governance & Transformation, T&E = Transport & Environmental Services, C&S = Children & Schools, P&R = Planning & Regulation, H&C = Housing & Community Safety, H & S = Health and Wellbeing, I&S = Inclusive Growth & Skills

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



## Cabinet - 18th November 2019

| Item   | Portfolio | Ward | Priority | Contact Officer   | Other Committee | Background Documents | New Item | Likely to be Part II |
|--|-----------|------|----------|---|-----------------|----------------------|----------|----------------------|
| <p><b><u>Financial Update, Revenue - Quarter 2 2019/20</u></b></p> <p>To receive an update on the latest revenue position and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.</p>    | G&C       | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748                              | -               | None                 | √        |                      |
| <p><b><u>Financial Update, Capital - Quarter 2 2019/20</u></b></p> <p>To receive an update on the capital programme for the second quarter of the year.</p>  | R&S       | All  | All      | Barry Stratfull, Service Lead Finance<br>Tel: (01753) 875748                              | -               | None                 | √        |                      |
| <p><b><u>Community Investment Fund 2019/20 Update and Cabinet Allocation</u></b></p> <p>To receive an update on the delivery of the 2019/20 Community Investment Fund and consider proposals for utilising the remaining Cabinet allocation.</p> | G&C       | All  | All      | Neil Wilcox, Director of Finance and Resources (Section 151 Officer)<br>Tel: 01753 875358 | -               | None                 |          |                      |
| <p><b><u>References from Overview &amp; Scrutiny</u></b></p> <p><i>To consider any references from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i></p>  | G&C       | All  | All      | Janine Jenkinson, Senior Democratic Services Officer<br>Tel: 01753 875018                 | -               | None                 |          |                      |

**Portfolio Key** – R&S = Regeneration and Strategy, G&C = Governance & Transformation, T&E = Transport & Environmental Services, C&S = Children & Schools, P&R = Planning & Regulation, H&C = Housing & Community Safety, H & S = Health and Wellbeing, I&S = Inclusive Growth & Skills

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

|  |     |     |     |  |   |      |  |  |
|--|-----|-----|-----|--|---|------|--|--|
| <u>Notification of Forthcoming Decisions</u><br><br><i>To endorse the published Notification of Decisions.</i> | R&S | All | All | Catherine Meek, Head of Democratic Services<br>Tel: 01753 875011 | - | None |  |  |
|--|-----|-----|-----|--|---|------|--|--|

**MEMBERS' ATTENDANCE RECORD 2019/20**  
**OVERVIEW AND SCRUTINY COMMITTEE**

| COUNCILLOR | 13/06/19 | 11/07/19 | 12/09/19 | 14/11/19 | 09/01/20 | 30/01/20 | 12/03/20 | 16/04/20 |
|------------|----------|----------|----------|----------|----------|----------|----------|----------|
| Basra      | P        | Ap       |          |          |          |          |          |          |
| Dhaliwal   | P        | P        |          |          |          |          |          |          |
| Gahir      | P        | P        |          |          |          |          |          |          |
| Hulme      | P        | P        |          |          |          |          |          |          |
| D Parmar   | P        | P        |          |          |          |          |          |          |
| S Parmar   | P        | P        |          |          |          |          |          |          |
| Sarfraz    | P        | P        |          |          |          |          |          |          |
| R Sandhu   | P        | P        |          |          |          |          |          |          |
| Sharif     | P        | Ab       |          |          |          |          |          |          |

P = Present for whole meeting  
 Ap = Apologies given

P\* = Present for part of meeting  
 Ab = Absent, no apologies given

This page is intentionally left blank