

Date of despatch: Monday, 16 July 2018

To the Members of Slough Borough Council

Dear Councillor,

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

Yours faithfully



NIGEL PALLACE
Interim Chief Executive

PRAYERS

AGENDA

Apologies for Absence

PAGE

1. Declarations of Interest

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

The Mayor will ask Members to confirm that they do not have a declarable interest.

All Members making a declaration will be required to complete a Declaration of Interests at Meetings form detailing the nature of their interest.

2. To approve as a correct record the Minutes of the Council held on 17th May 2018 and 7th June 2018

1 - 20

3. To receive the Mayor's Communications.

Public Questions

4. Questions from Electors under Procedure Rule 9.

Recommendations of Cabinet and Committees

[Notification of Amendments required by 10 a.m. on Monday

- | | | |
|----|--|---------|
| 5. | Recommendations from the Slough Wellbeing Board from its meeting held on 9th May 2018 | 21 - 52 |
| | <ul style="list-style-type: none">• Slough Wellbeing Board Annual Report 2017-18 | |
| 6. | Recommendations of the Cabinet from its meeting held on 18th June 2018 | 53 - 58 |
| | <ul style="list-style-type: none">• Statutory Service Plans | |
| 7. | Recommendation of the Audit and Corporate Governance Committee from its meeting held on 18th July 2018 | 59 - 64 |
| | <ul style="list-style-type: none">• Revision of the Constitution | |

Officer Reports

- | | | |
|----|-------------------------|---------|
| 8. | Polling District Review | 65 - 68 |
|----|-------------------------|---------|

Motions

- | | | |
|----|--|---------|
| 9. | To consider Motions submitted under procedure Rule 14. | 69 - 70 |
|----|--|---------|

Member Questions

- | | | |
|-----|---|--|
| 10. | To note Questions from Members under Procedure Rule 10 (as tabled). | |
| 11. | Exclusion of the Press and Public | |

It is recommended that the press and public be excluded from the remainder of the meeting as the item to be considered contains exempt information relating to individuals as defined in Paragraph 1 of Part I of Schedule 12A to the Local Government Act 1972 (as amended).

PART II



12. Appointment of Chief Executive and Head of Paid Service,
Returning Officer and Electoral Registration Officer

To Follow

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.

This page is intentionally left blank

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the The Curve - William Street, Slough, Berkshire, SL1 1XY on Thursday, 17th May, 2018 at 7.00 pm

Present:- The Worshipful the Mayor (Councillor Shah), in the chair; Councillors Ali, Anderson, B Bains, Bedi, Brooker, Carter, Chaudhry, Cheema, Dar, Davis, Amarpreet Dhaliwal, Arvind Dhaliwal, M Holledge, N Holledge, Hussain, Kelly, Mann, Minhas, Munawar, Nazir, Pantelic, D Parmar, S Parmar, Plenty, Qaseem, Rana, Rasib, Sabah, Sadiq, A Sandhu, R Sandhu, Sarfraz, Sharif, Smith, Sohal, Strutton, Swindlehurst, Usmani and Wright.

Apologies for Absence:- Councillors R Bains and Matloob.

1. To Elect the Mayor for the 2018/19 Municipal Year

The Mayor called for nominations for the office of Mayor of the Borough of Slough for the ensuing municipal year. Councillor Sadiq proposed and Councillor Mann seconded the nomination of Councillor Paul Sohal.

There being no further nominations the Chief Executive declared Councillor Paul Sohal elected Mayor of the Borough of Slough for the 2018/19 municipal year. Councillor Paul Sohal, having made and signed the requisite declaration of acceptance of office, was thereupon installed in the Chair.

(The Worshipful the Mayor, Councillor Paul Sohal, in the Chair)

Resolved - That Councillor Paul Sohal be elected as Mayor of the Borough of Slough for the Municipal Year 2018/2019.

2. To Elect the Deputy Mayor for the 2018/19 Municipal Year

The Mayor called for nominations to the office of Deputy Mayor of the Borough of Slough for the 2018/19 municipal year. Councillor S.Parmar proposed and Councillor Swindlehurst seconded the nomination of Councillor Cheema.

The Mayor put the nomination to the vote which was agreed unanimously.

The Mayor declared Councillor Cheema elected Deputy Mayor of the Borough of Slough for the 2018/19 municipal year. Councillor Cheema made and signed the requisite declaration of acceptance of Office of Deputy Mayor.

Resolved - That Councillor Cheema be elected as Deputy Mayor of the Borough of Slough for the Municipal Year 2018/2019.

3. Declarations of Interest

Councillor Munawar declared that his son worked at Slough Borough Council.

Agenda Item 9: Community Governance Review of Parish Council Arrangements within the Borough of Slough - Councillors Anderson and Carter declared that they were Members of Britwell Parish Council.

Agenda Item 9: Community Governance Review of Parish Council Arrangements within the Borough of Slough - Councillors Cheema and Smith declared that they were Members of Colnbrook with Poyle Parish Council.

Agenda Item 9: Community Governance Review of Parish Council Arrangements within the Borough of Slough - Councillor Sohal declared that he was a Member of Wexham Court Parish Council.

4. To approve as a correct record the Minutes of the Council held on 24th April 2018

Resolved – That the minutes of the Council meeting held on 24th April, 2018 be approved as a correct record.

5. To receive the Mayor's Communications.

Following the local elections, the Mayor welcomed newly elected Councillors Ali, B.Bains, Minhas, D.Parmar and Sabah to the Council.

The Mayor was pleased to announce that Linda Hillier had agreed to serve as Chaplain for the municipal year 2018/19.

It was noted that the Mayor's Reception would take place on Monday 2 July 2018. Further details would be sent out in due course.

6. Report of the Returning Officer - Local Election 3rd May 2018

Details of the Election held on 3rd May 2018 were noted.

Resolved – That the report be noted.

7. Appointment of Committees and Allocation of Political Officer Support

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

- (a) "That Committees be appointed and seats thereon allocated to political groups in accordance with the rules of proportionality
- (b) That appointments be made to Committees as attached at Appendix 1 subject to the following amendments:

- Councillor Sabah to replace Councillor Ali on Employment and Appeals Committee
 - Councillor Sharif to replace Councillor Shah on Overview and Scrutiny Committee
 - Councillor Minhas to replace Councillor Shafiq on Overview and Scrutiny Committee
- (c) That the report of the Leader on appointment of the Cabinet be received as attached at Appendix 1.
- (d) That the Chairs and Vice-Chairs of Committees be appointed as attached in Appendix 1.
- (e) That appointments be made to quasi-judicial and other bodies as set out in attached Appendix 2 and subject to the following amendment
- Councillor Sabah to replace Councillor Qaseem on the Member Panel on the Constitution.”

The recommendations were put to the vote and carried unanimously.

Resolved –

- (a) That Committees be appointed and seats thereon allocated to political groups in accordance with the rules of proportionality
- (b) That appointments be made to Committees as attached at Appendix 1 subject to the following amendments:
- Councillor Sabah to replace Councillor Ali on Employment and Appeals Committee
 - Councillor Sharif to replace Councillor Shah on Overview and Scrutiny Committee
 - Councillor Minhas to replace Councillor Shafiq on Overview and Scrutiny Committee
- (c) That the report of the Leader on appointment of the Cabinet be received as attached at Appendix 1.
- (d) That the Chairs and Vice-Chairs of Committees be appointed as attached in Appendix 1.
- (e) That appointments be made to quasi-judicial and other bodies as set out in attached Appendix 2 and subject to the following amendment
- Councillor Sabah to replace Councillor Qaseem on the Member Panel on the Constitution.

8. **Appointments to Outside Bodies 2018/19**

The Mayor advised that nominations had been tabled.

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

“That appointments be made to Outside Bodies for 2018/19 municipal year as tabled.”

The Mayor then put all of the uncontested nominations to the vote and these were approved by the Council.

Each of the contested nominations were then put to the vote and the numbers voting for each of the nominees were set out below:-

Slough Local Asset Backed Vehicle (LABV) Board - Councillors R Bains (6) and Sabah (33). Councillor Sabah appointed.

Thames Valley Athletics Management Committee – Councillors Anderson (33) and Amarpreet Dhaliwal (6). Councillor Anderson appointed.

Local Government Association - Councillors Hussain (33), Mann (33), Swindlehurst (33) and Wright (6). Councillors Hussain, Mann and Swindlehurst appointed.

Resolved - That appointments to Outside Bodies for the 2018/19 municipal year be as set out in Appendix attached.

9. **Community Governance Review of Parish Council Arrangements in the Borough**

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

“ (a) That a Community Governance Review of Parish Council arrangements in the Borough be conducted, in accordance with the Local Government and Public Involvement in Health Act 2007.

(b) 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 recommendations were put to the vote and carried unanimously.

Resolved –

(a) That a Community Governance Review of Parish Council arrangements in the Borough be conducted, in accordance with the Local Government and Public Involvement in Health Act 2007.

- (b) 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.

10. Localism Act 2011 - Dispensations

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

“That the grant of general dispensations, as set out in paragraph 5.1 of the report, be approved.”

The recommendation was put to the vote and carried unanimously.

Resolved - That the grant of general dispensations, as set out in paragraph 5.1 of the report, be approved.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 8.03 pm)

REPORT OF THE LEADER – CABINET APPOINTMENTS

CABINET

Leader of the Council – Regeneration and Strategy	Councillor Swindlehurst
Transformation and Performance (Deputy Leader)	Councillor Hussain
Children and Education	Councillor Sadiq
Environment and Leisure	Councillor Anderson
Corporate Finance and Housing	Councillor Nazir
Health and Social Care	Councillor Pantelic
Planning and Transport	Councillor Carter
Regulation and Consumer Protection	Councillor Mann

COMMITTEE APPOINTMENTS

LICENSING COMMITTEE

Chair – Councillor Davis

Vice-Chair – Councillor S Parmar

Councillors B.Bains, M.Holledge, Mann, D.Parmar, Qaseem, Shah, Usmani, Strutton and Wright

PLANNING COMMITTEE

Chair – Councillor Dar

Vice-Chair – Councillor M Holledge

Councillors R.Bains, Carter, Cheema, Minhas, Plenty, Rasib and Smith

EMPLOYMENT & APPEALS COMMITTEE

Chair – Councillor Brooker

Vice-Chair – Councillor Chaudhry

Councillors B.Bains, Bedi, N.Holledge, Hussain, Sarfraz, Smith and Sabah

OVERVIEW & SCRUTINY COMMITTEE

Chair – Councillor Arvind Dhaliwal

Vice-Chair – Councillor R Sandhu

Councillors R.Bains, Minhas, D.Parmar, S.Parmar, Rana, Sarfraz and Sharif

AUDIT AND CORPORATE GOVERNANCE COMMITTEE

Chair – Councillor Amarpreet Dhaliwal

Vice-Chair – Councillor Sarfraz

Councillors Ali, Minhas, Munawar, Nazir and Plenty.

Independent Co-Opted Members

Mr Zafar Iqbal

Mr A Sunderland

Vacancy

Vacancy

Independent Person

Dr Louis Lee

Parish Council Representatives

Councillor TBA (Britwell Parish Council)

Councillor Harjinder Gahir (Wexham Court Parish Council)

Councillor TBA (Colnbrook with Poyle Parish Council)

Joint East Berkshire Health Overview Scrutiny Committee (3 total, 3 deputies)

Councillors Bedi, Rana and Usmani

Berkshire Pension Fund Advisory Panel (I – Chair of Employment & Appeal Committee)

Councillor Brooker

Thames Valley Police and Crime Panel (1 Member)

Councillor Mann

Investigating and Disciplinary Committee

R.Bains, Bedi, Dar, Arvind Dhaliwal and Pantelic

Appeals Committee

Councillors Ali, Brooker, Davis, Amarpreet Dhaliwal and Mann

Trustee Committee

Chair – Councillor S Parmar

Vice-Chair – Councillor B Bains

Councillors Anderson, N.Holledge, Matloob, A.Sandhu and Strutton

APPOINTMENTS TO QUASI-JUDICIAL AND OTHER BODIES 2018/19

MEMBER PANEL ON THE CONSTITUTION

Chair - Councillor Hussain
Vice-Chair – A.Sandhu

Councillors B.Bains, Dar, Amarpreet Dhaliwal, Matloob and Sabah.

JOINT PARENTING PANEL

Chair – Councillor Sadiq
Vice-Chair – Councillor Brooker

Councillors Ali, Bedi, N.Holledge, Kelly, D.Parmar

SOCIAL SERVICES COMPLAINTS REVIEW PANEL (1 Member) (plus up to 3 deputies)

Councillor Bedi (Cheema – Deputy)

FOSTER PANEL (1 Member)

Councillor Brooker

SLOUGH WELLBEING BOARD

Cabinet Member for Health and Social Care

Cabinet Member for Corporate Finance & Housing

Chief Executive Slough Children’s Service Trust

Healthwatch representative

Chief Executive, Slough BC

Royal Berkshire Fire and Rescue Service representative

Local Police Area Commander

Director of Children, Learning & Skills Services

Director, Adults & Communities

Voluntary and Community Sector representative

Strategic Director of Public Health for Berkshire
Clinical Commissioning Group representative

Slough Youth Parliament representative
NHS Commissioning Board representative

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION**Committee 1 – Christian Denomination and other Faiths**

The Free Churches	Sue Elbrow (until 2020)
Black Free Churches	Vacancy
The Roman Catholic Church	Vacancy
Hinduism	Vacancy
Islam	Julie Siddiqi (until 2020) Zubayr Abbas-Bowkan (until 2020) Waqar Bhatti (until 2020)
Judaism	Vacancy
Sikhism	Hardip Singh Sohal (until 2020) Ashpreet Singh Nainu (until 2020)
Baha'is	Vacancy

Committee 2 – The Church of England

The Church of England	The Rev Andrew Allen (until 2020) Christine Isles (until 2020) Andrea Sparrow (until 2020) Vacancy
-----------------------	---

Committee 3 – Associations representing Teachers (6)

National Union of Teachers	Lynda Bussley (until 2020)
VOICE (Formerly Professional Association of Teachers)	Linda Lewis (until 2020)
National Association of Head Teachers	Vacancy
Secondary Heads Association	Vacancy
National Association of School Masters/Union of Women Teachers	Vacancy
Association of Teachers and Lecturers	Vacancy

Committee 4 – Representatives of Local Authority (No Cabinet Member)

Councillors B.Bains, Bedi, Brooker, Sharif and Smith

SCHOOL ADMISSION APPEALS/EXCLUSION REVIEWS– POOL OF
PANELLISTS

(Education or Lay Member)

Mr D Bryce (Lay)

Mrs F Doran (Education)

Mrs C George (Lay)

Mr A Ghanie (Lay)

Mr J Griffiths (Education)

Mrs T Khan (Lay)

Mrs J Lloyd (Education)

Mrs McAdam (Education)

Ms R Mohan (Education)

Mrs S Rankin (Lay)

Mrs L Parminter (Lay)

Mrs S Punj (Lay)

Mrs J Putnam (Education)

Mrs D Sandhu (Lay)

Mr R Saund (Lay)

Mr S Sharma (Lay)

Mrs L Simmons (Lay)

Mrs L Smit (Lay)

Mrs E Strange (Lay)

Ms D Toomey (Education)

MUNICIPAL YEAR 2018/19
APPOINTMENTS TO OUTSIDE BODIES

LEVEL 1 - CORPORATE BODIES WHERE MEMBERS HAVE SIGNIFICANT LIABILITY AND/OR THE BODY HAS SIGNIFICANT RESPONSIBILITY FOR SERVICE DELIVERY

OUTSIDE BODY	APPOINTMENTS/ NOMINATIONS REQUIRED	MEMBER(S) APPOINTED
Berkshire Healthcare NHS Foundation Trust	1 Member (preferably Lead Member for Health and Social Care)	Pantelic
Berkshire Local Transport Body	1 Member (preferably Lead Member for Planning and Transport) and 1 named Deputy	Carter A.Sandhu
Board of Development Initiative Slough Housing Ltd (DISH)	3 Members	Nazir A.Sandhu Swindlehurst
Frimley Health NHS Foundation Trust	1 Member (preferably Lead Member for Health and Social Care)	Pantelic
Slough Local Asset Backed Vehicle (LABV) Board	1 elected Member and 1 named Deputy	Sabah (A.Sandhu Deputy)
Royal Berkshire Fire Authority (allowance payable 17/18 £2200 pa)	3 Members	TBC
Safer Slough Partnership	1 Member	Mann
Slough Children's Partnership Board	1 Member (Lead Member for Children and Education)	Sadiq
Slough Local Safeguarding Children Board	1 Member (Lead Member for Children and Education)	Sadiq
Slough Safeguarding Adults Partnership Board	2 Members (including the Lead Member for Health & Social Care)	Pantelic
Thames Valley Athletics Centre Management Committee	1 (Lead Member for Environment and Leisure) +1 Deputy	Anderson (S Parmar – Deputy)
Thames Valley Athletics Centre Trust	1 (Lead Member for Environment and Leisure) +1 Deputy	Anderson (S Parmar – Deputy)
Slough Children's Services Trust Board (Remuneration rate of £200/day)	1 Member	Usmani

MUNICIPAL YEAR 2018/19
APPOINTMENTS TO OUTSIDE BODIES

LEVEL 2 - NO SIGNIFICANT LIABILITY/RESPONSIBILITY FOR SERVICE DELIVERY

OUTSIDE BODY	APPOINTMENTS/ NOMINATIONS REQUIRED	MEMBER(S) APPOINTED
Heathrow Airport Consultative Committee	1 and 1 Deputy (Member or Officer – suggested Lead Member for Regeneration Strategy)	Swindlehurst
James Elliman Trust	3 Members	Anderson B Bains N.Holledge
Parking & Traffic Regulation Outside London Joint Committee (PATROLJC)	1 Member	Carter
Slough Local Access Forum	2 Members	Parmar Rasib
Berkshire Community Foundation	1 and 1 Deputy (Member or Officer)	Sadiq (Hussain – Deputy)
Groundwork South	1 (Member or Officer)	Dar
South East Employers	2 Members & 2 Deputies (Chair of Employment & Appeals Committee plus a Cabinet Member) (NB. Should not be employee of another local authority or official of any of the local government unions)	Brooker Swindlehurst (Deputies Hussain & Chaudhry)
St Mary's School Charity	2 Members	Brooker Plenty
Standing Conference on Archives	1 Member	Cheema
Strategic Aviation Special Interest Group (SASIG)	1 Member (plus deputy)	Carter
Slough Council for Voluntary Service	1 Member + 1 Deputy	Sadiq (Deputy Sohal)
Local Government Association	3 Members	Hussain Mann Swindlehurst

This page is intentionally left blank

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the Meeting Room 1, Chalvey Community Centre, The Green, Chalvey, Slough, SL1 2SP on Thursday, 7th June, 2018 at 7.00 pm

Present:- The Worshipful the Mayor (Councillor Sohal), in the chair; Councillors Ali, Anderson, B Bains, R Bains, Bedi, Brooker, Carter, Cheema, Dar, Davis, Amarpreet Dhaliwal, Arvind Dhaliwal, M Holledge, N Holledge, Hussain, Kelly, Mann, Matloob, Minhas, Munawar, Nazir, S Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A Sandhu, R Sandhu, Sarfraz, Shah, Smith, Strutton, Swindlehurst, Usmani and Wright.

Apologies for Absence:- Councillors Chaudhry, Pantelic, D Parmar, Rana and Sharif

11. Declarations of Interest

Councillor Munawar declared that his son worked at Slough Borough Council.

Agenda Item 3: Community Governance Review of Parish Council Arrangements within the Borough of Slough - Councillors Anderson and Carter declared that they were Members of Britwell Parish Council.

Councillor Kelly declared that he was a Member of South Bucks District Council.

Agenda Item 3: Community Governance Review of Parish Council Arrangements within the Borough of Slough - Councillor Smith declared that he was a Member of Colnbrook with Poyle Parish Council.

12. Capital Strategy: 2018/19 to 2023/2024

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

“(a) That the Interim Chief Executive and Section 151 Officer, following consultation with the Leader of the Council, be authorised to increase the capital programme for 2018/19 to 2023/24 to reflect the purchase of a new Council Headquarters in Slough Town Centre, once final terms are agreed.

(b) That the Prudential and Treasury Management Indicators for 2018 to 2024 be amended as set out in this report.”

A prior request having been made for the record of the voting:

There voted for the recommendations:

Council - 07.06.18

Councillors Anderson, B. Bains, Brooker, Carter, Cheema, Dar, Davis, Arvind Dhaliwal, M.Holledge, N.Holledge, Hussain, Matloob, Minhas, Nazir, S Parmar, Plenty, Qaseem, Sabah, Sadiq, A.Sandhu, Sarfraz, Shah, Swindlehurst and Usmani.....24

There voted against the recommendations:

Councillors R.Bains, Amarpreet Dhaliwal, Kelly, R.Sandhu, Smith, Strutton and Wright.....7

There abstained from voting:

The Worshipful the Mayor, Councillor Sohal 1

Not Present when the vote was taken:

Councillors Ali, Bedi, Munawar and Rasib.....4

(Councillor Mann joined the meeting)

Resolved –

- (a) That the Interim Chief Executive and Section 151 Officer, following consultation with the Leader of the Council, be authorised to increase the capital programme for 2018/19 to 2023/24 to reflect the purchase of a new Council Headquarters in Slough Town Centre, once final terms are agreed.
- (b) That the Prudential and Treasury Management Indicators for 2018 to 2024 be amended as set out in this report.

13. Community Governance Review of Parish Council Arrangements within the Borough of Slough

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

“ (a) That the timetable and Terms of Reference for the Review as set out at Appendix1 be agreed and the Review launched on 11th June 2018.

(b) That the Head of Democratic Services be authorised to take all necessary steps in relation to the Review following consultation, as appropriate, with the Lead Member for Transformation and Performance including amend the timetable for the Review if required.”

The recommendations were put to the vote and agreed unanimously.

Resolved –

- (a) That the timetable and Terms of Reference for the Review as set out at Appendix1 be agreed and the Review launched on 11th June 2018.

Council - 07.06.18

- (b) That the Head of Democratic Services be authorised to take all necessary steps in relation to the Review following consultation, as appropriate, with the Lead Member for Transformation and Performance including amend the timetable for the Review if required.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 7.45 pm)

This page is intentionally left blank

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the Meeting Room 1, Chalvey Community Centre, The Green, Chalvey, Slough, SL1 2SP on Thursday, 7th June, 2018 at 7.47 pm

Present:- The Worshipful the Mayor (Councillor Sohal), in the chair; Councillors Ali, Anderson, B Bains, R Bains, Bedi, Brooker, Carter, Cheema, Dar, Davis, Amarpreet Dhaliwal, Arvind Dhaliwal, M Holledge, N Holledge, Hussain, Kelly, Mann, Matloob, Minhas, Munawar, Nazir, S Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A Sandhu, R Sandhu, Sarfraz, Shah, Smith, Strutton, Swindlehurst, Usmani and Wright.

Apologies for Absence:- Councillors Chaudhry, Pantelic, D Parmar, Rana and Sharif.

14. Declarations of Interest

Councillor Munawar declared that his son worked for the Council.

Councillor Kelly declared that he was a Member of South Bucks District Council.

15. To Consider a Motion Submitted regarding WRAtH

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

“This Council acknowledges that WRAtH will provide benefits, not only for Slough, but also for much of the southern part of the country and areas as far afield as Wales.

However as currently proposed, it will adversely affect Langley and the surrounding areas, causing serious traffic issues. This Council therefore calls on Network Rail and Government to ensure funding is provided for alternative routes to address the permanent closure of Market Lane. Furthermore, this Council undertakes to liaise and co-operate with nearby Councils to ensure effective influence to facilitate alternative routes.”

The motion was put to the vote and agreed unanimously.

Resolved –

This Council acknowledges that WRAtH will provide benefits, not only for Slough, but also for much of the southern part of the country and areas as far afield as Wales.

Council - 07.06.18

However as currently proposed, it will adversely affect Langley and the surrounding areas, causing serious traffic issues. This Council therefore calls on Network Rail and Government to ensure funding is provided for alternative routes to address the permanent closure of Market Lane. Furthermore, this Council undertakes to liaise and co-operate with nearby Councils to ensure effective influence to facilitate alternative routes.

Chair

(Note: The Meeting opened at 7.47 pm and closed at 8.06 pm)

SLOUGH BOROUGH COUNCIL

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

CONTACT OFFICER: Nick Pontone, Senior Democratic Services Officer
Dean Tyler, Head of Policy, Partnerships & Programmes

(For all enquiries) (01753) 875120 / (01753) 875847

WARD(S): All

PART I
FOR ENDORSEMENT

RECOMMENDATION OF THE SLOUGH WELLBEING BOARD FROM ITS MEETING HELD ON 9 MAY 2018

SLOUGH WELLBEING BOARD'S ANNUAL REPORT 2017/18

1. **Purpose of Report**

To present the Slough Wellbeing Board's Annual Report for 2017/18 to Council for endorsement.

2. **Recommendation**

The Council is requested to resolve that the Slough Wellbeing Board's Annual Report for 2017/18 be endorsed.

3. **The Slough Joint Wellbeing Strategy 2016 – 2020, the Joint Strategic Needs Assessment and the Five Year Plan 2018 - 2022**

3a. **Slough Joint Wellbeing Strategy 2016 – 2020 Priorities**

The Annual Report relates to all aspects of the Slough Joint Wellbeing Strategy's priorities as set out below:

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

The Annual Report has been structured to address progress against not only the Wellbeing Board's statutory responsibilities but also each of the Wellbeing Strategy's four priorities.

3b. **Joint Strategic Needs Assessment**

The latest information on the health and wellbeing of Slough's population, based on information in the Joint Strategic Needs Assessment and the Public Health Outcomes Framework, has also been included at section 3 of the draft Annual Report.

3c. Five Year Plan 2018 – 2022 Outcomes

The work of the Slough Wellbeing Board directly contributes to the following outcomes in the Council's Five Year Plan:

- 1 Slough children will grow up to be happy, healthy and successful
- 2 Our people will be healthier and manage their own care needs
- 4 Our residents will live in good quality homes

4. Other Implications

- (a) Financial - There are no financial implications of proposed action.
- (b) Risk Management - There are no identified risks to the proposed action.
- (c) Human Rights Act and Other Legal Implications - There are no Human Rights Act implications to the proposed action.
- (d) Equalities Impact Assessment - There is no requirement to complete an Equalities Impact Assessment in relation to this report.

5. Supporting Information

- 5.1 The Slough Wellbeing Board has a commitment to openness and transparency in the way that it carries out its work and is accountable to local people. This includes a commitment to annually review progress against the Board's ambition to reduce health inequalities and improve health and wellbeing outcomes across the borough.
- 5.2 The draft Annual Report at Appendix A sets out a review of the Wellbeing Board's statutory responsibilities and its key activities and achievements. It also highlights the role of the Board and the difference it has made during 2017/18 and sets out the context for its work during 2018/19.
- 5.3 A number of specific case studies have also been included to enable the Board to communicate wider partnership achievements to the people of Slough.

6. Comments of Other Committees

- 6.1 The Slough Wellbeing Board considered the matters contained in this report at its meeting on 9 May and agreed to make the recommendation to Council to endorse the Annual Report.
- 6.2 The Annual Report was also considered by Health Scrutiny Panel at its meeting on 26 March 2018. Panel members asked for it to include more information and evidence concerning what the Wellbeing Board is doing to encourage an increase in the take up rates for cancer screening. This comment has been addressed in the attached draft.

7. Conclusion

The Council is requested to endorse Slough Wellbeing Board's Annual Report for 2017/18.

8. Appendices Attached

This page is intentionally left blank

Appendix A
Slough Wellbeing Board
Annual Report
2017/18

DRAFT

Contents

Foreword	3
Section 1: Introduction	4
Section 2: About the Slough Wellbeing Board	4
Section 3: The health and wellbeing context	5
Section 4: Highlights of progress overseen by the Wellbeing Board	7
• Statutory responsibilities	7
• Priorities in the Joint Wellbeing Strategy 2016 – 2020	10
Section 5: Conclusion	25
Appendix 1: Statutory responsibilities of the Slough Wellbeing Board	26

DRAFT

Foreword

Welcome to the third annual report of the Slough Wellbeing Board. This report covers the period from May 2017 to April 2018.

Last September we hosted our second annual partnership conference at the Curve in the town centre to discuss how we can deliver better health and wellbeing outcomes for local people. The conference was a huge success and we welcomed over 60 delegates from 25 different organisations.

On the day we had presentations from people working across a range of different disciplines, from adult social care, youth representation from higher and further education. These are all linked by a common focus; to enhance partnership working across Slough and identify opportunities for greater engagement and collaboration. A number of guest speakers shared their knowledge, expertise and top tips with delegates on dealing with a number of 'wicked issues' that evidence shows are impacting negatively on people in Slough: obesity, poverty, loneliness and social isolation, and to hear their thoughts on what residents would find most useful to support them on these issues. These discussions demonstrate how having access to local information and data and communicating it effectively could make a huge difference to local people's experiences, and the decisions individuals might make about their health and wellbeing.

Following the conference, the Board has used this insight to develop and sponsor a number of social media campaigns which will run throughout 2018 to help change the way local people think and act, and, how we work together to fully support their needs. I've been delighted with the reaction to the first of these campaigns - #Be Realistic (obesity), to encourage people to eat more healthily and get more active locally. Extreme diets and tough fitness plans can sometimes put people off making changes altogether, but this campaign is all about taking small steps now for a healthier you in the future. In just a few months we've managed to take some really positive steps across the council and the wider partnership, and I'm pleased to say that a lot of this campaign's early success has been targeted towards our children and young people.

The next campaign we have coming up is called #Reach Out and will be launched in June 2018. Tackling loneliness and social isolation is just as important as good physical health. Improving not only the physical but mental wellbeing of people in Slough is exactly what the Wellbeing Board is about and I look forward to seeing where we take this (and our other campaigns on poverty and mental health) in the year ahead.

I hope this report does justice to the quality and range of joint partnership work that has been carried out by the Board and others in 2017/18 and gives valuable insight into our role and the difference we, and others, are making to the lives of Slough residents. I would like to thank my vice chair for his support and leadership throughout the year. I would also like to sincerely thank all of the Board's members, the wider partnership and other partners who have contributed to our work over the past year.

Chair of Slough Wellbeing Board

Section 1: Introduction

Slough Wellbeing Board has a commitment to openness and transparency in the way it carries out its work and is accountable to local people. This includes a commitment to annually review progress against the Board's ambition to reduce health inequalities and improve health and wellbeing outcomes across the town.

This annual report sets out a review of the Wellbeing Board's progress over the last year and sets the context for its work during the year ahead.

Section 2: About the Slough Wellbeing Board

The Slough Wellbeing Board was formally established as a statutory committee of the council in April 2013; in accordance with the legislation passed in the Health and Social Care Act 2012. The purpose of the Slough Wellbeing Board is to:

- Improve health and wellbeing
- Reduce gaps in life expectancy across Slough
- Focus on the wider determinants of health, such as education and training, housing, the economy and employment and
- Commission better, more integrated and efficient health and social care services.

The Board has a series of statutory responsibilities duties which are set out in Appendix 1.

Membership

The current membership¹ of the Board (as of April 2018) is as follows:

- Slough Borough Council
- NHS
- East Berkshire Clinical Commissioning Group
- Slough Children's Services Trust
- Healthwatch Slough
- Thames Valley Police
- Royal Berkshire Fire and Rescue Service
- Slough Council for Voluntary Service
- Business sector
- Slough Youth Parliament

Decision making

¹ In Slough membership of the Board extends beyond the statutory requirements for Health and Wellbeing Boards: The Board has sought to ensure it is able to play a more strategic role so that it can have genuine influence and set direction. We have therefore called our overarching partnership the Slough Wellbeing Board rather than the Health and Wellbeing Board as our arrangements go beyond statutory requirements.

The Board is subject to the same openness and transparency rules as other committees of the council.

All meetings are held in public and all of its agendas, reports and decisions are available to view on the council's website at:

www.slough.gov.uk/moderngov/ieListMeetings.aspx?Committeeld=592

The board is also subject to scrutiny through the council's Health Scrutiny Panel. Information about this Committee is available to view on the council's website at:

www.slough.gov.uk/moderngov/mgCommitteeDetails.aspx?ID=105

Sharing information

The Board has an Overarching Information Sharing Protocol, which is updated annually, to ensure information between member organisations is shared consistently and securely. More information about this Protocol can be found on the council's website at: www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx

How the Wellbeing Board works with the key partnership groups in Slough

The Board works closely with the following:

- Health and Social Care Priority Delivery Group
- Safer Slough Partnership
- Slough's Local Safeguarding Children's Board
- Slough's Adult Safeguarding Board
- Joint Parenting Panel
- Early Help Partnership Board
- Special Educational Needs and Disabilities Partnership Board

Each of these partnerships contribute to the delivery of various aspects of the Slough Wellbeing Strategy. Updates on their work have been included in the Wellbeing Strategy priorities section of this report.

The Wellbeing Strategy 2016 – 2020 explains there is a wider partnership network operating across the town which the Board is seeking to better coordinate.

The Board has a Protocol between it and the council's Health Scrutiny Panel and Healthwatch Slough. It sets out the respective roles and statutory responsibilities of each of these bodies and provides a framework for handling key issues and information between them in light of their individual functions.

More information about this Protocol can be found on the council's website at:

www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx

Section 3: The health and wellbeing context

According to the Public Health England Health Profile for Slough, published in June 2017, the health of people in Slough is variable compared with the England average:

- Total life expectancy in Slough is worse than in England and the South East. Men are expected to live on average, up to 78 years old in Slough; this is significantly worse than the England and regional averages; while women are expected to live until 82 which is similar but lower than the national average.
- Healthy life expectancy for both men and women is also significantly lower than the England average. Women on average can expect to live the last 24 years of their life in poor health (compared to 20 years in England), while men can expect to live the last 18 years of life in poor health (compared to 16 years in England). This means men can expect to live shorter lives on average than women in Slough, but they spend a higher proportion of their lives in good health.
- There are also large disparities between the most and least deprived parts of the town: Life expectancy is 6.5 years lower for men and 4.1 years lower for women living in the most deprived areas of Slough, as compared to those living in the least deprived areas.
- Whilst deprivation is lower than the national average, about 6,900 (19 percent) children and young people live in low income families in Slough.
- In year 6, 469 (24 percent) children are classified as obese, which is significantly higher than the England average.
- The rate of alcohol-specific hospital stays among those aged 18 is 22 per 100,000 population is better than the average for England. This represents nine stays per year. Hospital admissions for mental and behavioural disorders due to alcohol are also on the rise in Slough.
- Levels of GCSE attainment, breastfeeding and smoking at time of delivery are all better than the England average.
- There are a significantly lower percentage of physically active adults in Slough than the regional and England averages.
- Although estimated levels of adult smoking in Slough is similar to the England average, Slough's rate of smoking related deaths (323 per 100,000 population which equates to 150 deaths per year), Tuberculosis (TB) incidence (number of new TB cases notified), and the rate of late diagnosis of HIV are all significantly worse than England figures.
- Diabetes in adults is also significantly higher than the England average and the rate of alcohol-related harm hospital stays is 618 per 100,000 population. This represents 727 stays per year.
- The rate of self-harm hospital stays is 168 per 100,000 population, better than the average for England. This represents 254 stays per year.
- The take up of cancer screening programmes and preventative programmes in Slough is poor.
- Death rates for cardiovascular disease in Slough are significantly higher than the rest of Berkshire, the South East and England – although death rates do appear to be falling at least as fast as the rest of the country.
- Social isolation, depression and dementia rates are also steadily increasing across the town, although levels of recorded depression in Slough are lower than the national average.
- As people live longer, the health and care needs of Slough's older people are also predicted to increase.

More information on the Joint Strategic Needs Assessment can be found here: www.slough.gov.uk/council/joint-strategic-needs-assessment

An easy to read summary version of the 2017 Joint Strategic Needs Assessment using infographics is available at: www.slough.gov.uk/council/joint-strategic-needs-assessment/jsna-summary-and-why-we-need-it.aspx

Section 4: Highlights of progress overseen by the Wellbeing Board

Between May 2017 and April 2018 the Board met six times in public.

The section below sets out highlights of the work undertaken against the Board's statutory responsibilities and against the four priorities of the Wellbeing Strategy 2016 – 2020.

Statutory responsibilities

Joint Strategic Needs Assessment

The Board has a statutory responsibility to undertake a Joint Strategic Needs Assessment for the town. The document is an assessment of the current and future health and social care needs of Slough's population and the factors affecting their health, wellbeing, and social care needs. It brings together information from different sources and partners to create a shared evidence base, which supports service planning, decision-making, and delivery. The Joint Strategic Needs Assessment presents key headlines from the most recent analysis of the data and includes population change, population groups, wider determinants of health (employment, housing, education, environment), health conditions and causes of death, lifestyles and service use. Supporting this information are ward profiles and links to Slough's Clinical Commissioning Groups profiles for those who require more detail.

A summary document is also produced each year drawing attention to key facts and figures, and highlighting priority issues for Slough. The Joint Strategic Needs Assessment is a continuous process and is updated as additional information becomes available, to support evidence-based commissioning and highlight gaps and areas for future work. A refresh of the Joint Strategic Needs Assessment is currently underway and will be published later this year.

Joint Wellbeing Strategy

The Board's refreshed Wellbeing Strategy 2016-2020 focuses on the plans it has to make a significant difference to the health and wellbeing of the residents of Slough. The Strategy was developed following a review of the 2013-2016 Strategy and after a renewal of the borough's Joint Strategic Needs Assessment in 2016. It is being used to prioritise and underpin the work of the Board. Its four priorities for the town are:

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

The Board's progress towards achieving each of these priorities is outlined in the next section. More information on the Strategy can be found here -

www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx

DRAFT

Pharmaceutical Needs Assessment

The Board has a statutory responsibility to undertake a Pharmaceutical Needs Assessment every three years. This document reviews the current pharmaceutical services for Slough and identify any gaps in provision through assessment, consultation and analysis of current and future local need. The Board approved its second draft Pharmaceutical Needs Assessment for Slough for public consultation in November 2017 and endorsed a final version at its meeting in March 2018.

More information on the Pharmaceutical Needs Assessment can be found here:

www.slough.gov.uk/health-and-social-care/slough-pharmaceutical-needs-assessment.aspx

Integration / partnership working

Throughout 2017/18 the Board has continued to oversee the development and delivery of a number of ambitious plans for local health and social care integration which underpin the town's health and wellbeing ambitions for the next five years. These plans have provided the Board with a unique opportunity to drive forward its health and social care integration aspirations. Within this context, the Board's headline achievements during 2017/18 included the following:

- **Integrated Care System (formally Frimley Health and Care Sustainability and Transformation Partnership)** - The Integrated Care System is one of 44 plans set up across the country to deliver NHS England's 'Five Year Forward View' vision of better health, better patient care and improved efficiency. The central ambition of the Plan is to support local initiatives, such as the New Vision of Care, to achieve the changes that local people (and local clinicians) have told us they want to see made. The Plan sets out how local services will evolve and become more sustainable over the next five years. It expands upon the work which is already underway in local communities to transform services and enable people to be able to access high quality consistent care as close to home as possible, with specialist services centralised, where necessary. The Plan focusses on the following priorities:
 - Developing communities and social networks so that people have the skills, support and confidence to look after themselves.
 - Focusing on NHS staffing to ensure the workforce is ready to meet the demands of our communities.
 - Delivering consistent care for all aspects of a person's life.
 - Using technology to help improve outcomes and increase efficiency.

The Board receives regular updates and progress reports about the delivery of the Plan at each meeting.

More information on Slough's Integrated Care System can be found here:

www.sloughccg.nhs.uk/about-us/sustainability-and-transformation-plan

- **Better Care Fund** - The Better Care Fund (in 2017/18) was a £11.9 million pooled budget between Slough Borough Council and East Berkshire's Clinical Commissioning Group to transform local health and social care services, so that

they work together to provide better joined up care and support. The aims and benefits of partners signing up to this agreement were to:

- Reduce hospital admissions and delayed transfers of care;
- Make more effective use of resources, through the establishment and maintenance of a pooled fund for revenue expenditure;
- Improve the quality and efficiency of locally provided services;
- Meet the national conditions and local objectives (of the fund); and
- Protect adult social care services.

Last year's Better Care Fund focused on managing transfers of care from hospital, through a delivery framework model called high impact changes. The fund also benefited from some additional money allocated to local authorities under the Improved Better Care Fund to meet adult social care needs, reduce pressures on the NHS and ensure that our local care market was adequately supported. Throughout 2017/18 the Better Care Fund programme has continued to have a positive impact on reducing the number of people being admitted to hospital and in maintaining good local performance in low numbers of delays in transferring people out of hospital and back home.

The programme is monitored by the Health and Social Care Partnership Delivery Group, together with regular reports to the Wellbeing Board (including an annual report) on progress, performance and outcomes. Quarterly monitoring returns are also made to NHS England as required within the **Better** Care Fund guidance framework.

More information on the Better Care Fund can be found here:

www.slough.gov.uk/council/strategies-plans-and-policies/slough-better-care-fund.aspx

- **Safeguarding** - The Board received annual reports from both the Safeguarding Adults Board and the Local Safeguarding Children's Board. Both boards work on the recurring challenge of supporting practitioners working with vulnerable children and adults who need help and support but who do not need safeguarding interventions.

The Board maintains a Protocol which sets out the distinct roles and responsibilities of a number of partnership boards (including the Slough Wellbeing Board, Slough Local Safeguarding Children's Board, Slough Adults Safeguarding Board, Safer Slough Partnership, the Preventing Violent Extremism Group and the Joint Parenting Panel) and the interrelationships that exist between them in terms of safeguarding the people of Slough and the means by which effective co-ordination and coherence between these Boards will be secured.

More information on this protocol can be found at:

www.slough.gov.uk/council/strategies-plans-and-policies/slough-joint-wellbeing-strategy.aspx

Further information about the work of these Boards can be found at

www.slough.gov.uk/council/strategies-plans-and-policies/slough-local-

[safeguarding-children-s-board.aspx](https://www.sloughsafeguardingboards.org.uk/sab) and www.sloughsafeguardingboards.org.uk/sab respectively.

Priorities in the Joint Wellbeing Strategy 2016 – 2020

This section provides a summary of the progress that has been made to achieve the four strategic priorities of the Wellbeing Strategy.

Priority 1: Protecting vulnerable children

The vast majority of children in Slough lead safe healthy lives and are well cared for. However, as in all communities, a minority of families need additional support at times and a number of children require specific action by agencies to ensure that they do not suffer abuse or neglect. The local Children's Safeguarding Board plays a key role in coordinating the work of a range of statutory partners and agencies in helping, protecting and caring for children in Slough. It also has a responsibility to identify blocks and barriers to success across the whole system.

Slough Children's Trust continue to make strong progress in improving services provided to support the most vulnerable children and young people in the borough. Ofsted's second monitoring visit to Slough Children's Services Trust found that it and the council had made significant progress in improving the outcomes for care leavers.

Significant inroads have been made in establishing **successful cooperation** between bodies such as the Joint Parenting Panel, the Local Children's Safeguarding Board, the Early Help Board (see below), the Special Educational Needs and Disabilities Partnership Board and the council's Education and Children's Scrutiny Panel to secure the best outcomes for local children.

Last year saw the establishment of a **new Early Help Board**. At its inaugural meeting in September 2017, this partnership board agreed a Slough Multi-Agency Early Help Strategy 2017 – 2021, setting out its expectations for delivering effective early help to all vulnerable children and young people living in Slough. Work is ongoing to deliver this significant piece of change management with partners in Slough. At the same time, four new **early help local area collaboratives** were launched to build closer working between schools, nursery providers, children's centres, health services, family support services and other key partners to strengthen our local early help offer. These collaboratives will enable us to deliver more effective interventions that support families, improve children's outcomes and reduce levels of inequality locally.

We have worked with partners, as part of a wider partnership, to develop a multi agency strategy, setting out our pathway for improving the **education, employment and training participation and attainment of our children looked after and care leavers**, to help them to reach their full potential. This strategy and related action plan aims to limit the number of children looked after and care leavers, aged 16 – 25 who are not in employment, education and training. Slough is an acknowledged regional leader in this field for this group's peers and the vast majority of our young people are well below national and local averages. The strategy was developed in response to the national picture of the life chances of looked after children and care leavers and what local data tells us about this group, as well as recommendations

from the Ofsted Children's Services inspection in Slough, and internal reviews and learning from best practice. Most importantly, young people in Slough contributed their ideas, feedback and experiences.

Throughout 2017/18 we have worked with the **Slough Youth Parliament** to campaign for the rollout of personal, social, health and economic education (as part of the national curriculum) across all secondary schools in the borough. Personal, social, health and economic education helps pupils develop the knowledge, skills and attributes they need to keep themselves healthy and safe, and prepare for life and work in modern Britain. Evidence shows that well-delivered personal, social, health and economic programmes have an impact on both academic and non-academic outcomes for pupils, particularly the most vulnerable and disadvantaged.

We have seen the successful transfer of **Education Services** (that were previously provided by Cambridge Education Trust) and **Special Educational Needs and Disability services** (that previously formed part the Slough Children's Services Trust) back to the council and the appointment of a substantive Director of Children Services for the first time in three years.

For the first time ever, the council's **early years** provision secured a good level of development in 2017/18, according to Ofsted. Slough exceeded the national average for children securing a good level of development. Our children scored 71.2 per cent, compared to a national children's attainment level of 70.7 per cent. This is a significant achievement for our children and a real acknowledgment of the excellent partnership work that goes on across this sector.

Last year also saw the establishment of a **new Joint Safeguarding Executive Group** to bring together the work of both of the Adult and Children's Safeguarding Boards and the Slough Safety Partnership to create cohesion between these Boards. Transparent governance arrangements and clear lines of accountability between these bodies and others with a duty to safeguard children and young people have also been established. A new two year business plan for the Local Safeguarding Children's Board, communication strategy and new joint safeguarding website have also been created, with information on safeguarding procedures and what to do if you have a safeguarding concern. The key issues facing the Adult Safeguarding Board during this period included the management of risk, working with people who self-neglect, have mental health issues and making safeguarding personal. A revised business plan has been developed to deliver the above objectives. Slough Local Children's Safeguarding Board's work programme during this period concentrated on implementing revised multi-agency threshold guidance for practitioners; introducing more effective processes on quality assurance; and taking action to strengthen the Board's oversight of its multi-agency response to children at risk of exploitation.

More than 250 professionals attended the **East Berkshire against violence and exploitation conference** in November 2017. A range of expert speakers shared current safeguarding challenges and good practice. Survivors bravely shared their experiences throughout the day. Attendees learned the skills to recognise exploitation and respond appropriately along with learning how to refer people using the appropriate local and/or national pathways.

A successful **'Safeguarding in education conference'** for partners and professionals, from a range of disciplines, was also held in March 2018. Delegates discussed:

- The latest updates on changes in safeguarding guidance;
- Best practice in safeguarding for the education and early years sector;
- Themes arising from safeguarding audits; and
- Shared information concerning a number of new local initiatives and projects and networking opportunities with key services working in safeguarding.

Case Study 1: Slough's Youth Offending Service reveals its mark of quality

Slough's Youth Offending Service is celebrating a unique success after being awarded Quality Mark status for its work in supporting young people with special needs who end up in the youth justice system. More than fifty locality teams worked on a two-year project, sponsored by the Department for Education to help illuminate the distinct problems many young people with special educational needs in the youth justice system face. Slough's Youth Offending Service was one of 12 teams awarded Quality Mark status for 2017/18.

To attain the Quality Mark, area partnerships had to demonstrate the development of relationships, networks, protocols, policy and practice to support children and young people with special educational needs in the youth justice system. The Youth Offending Service was able to provide evidence to the award creditors (Achievement for All, a national charity, the Association of Youth Offending Team's managers and researchers from Manchester University) of how partners, such as the virtual school, Slough Borough Council's special educational needs team and various other partners worked with young people to support their SEN needs.

Slough's Children's Services Trust Chief Executive Nicola Clemo said *"We are very proud of the work of our Youth Offending Team in Slough. This award recognises the work they do to support some of our most vulnerable young people and to help them make the right choices for their futures."*

Case Study 2: Work underway to deliver Healthy Choices Project

Slough's Safer Slough Partnership has commissioned and funded The Lime Project to develop the Healthy Choices Project in Slough. This project has come to fruition following research into child sexual exploitation risk that children and young people face in Slough.

Key negative drivers in Slough included: less emotional contact time/higher rates of family dysfunction resulting in 'affection deficits', social media and prevalent peer issues that put young people at risk.

Education is seen as pivotal to tackling broader vulnerability alongside support to practitioners who work in this arena. The Healthy Choices Project will help reduce risks by encouraging healthier relationships, positive influences and behaviours.

Children and staff from four Slough schools are working with colleagues from Lime

to design a comprehensive programme to be delivered in weekly sessions over the course of a term. This includes specifically designed digital resources with complementary activities, exercises and learning materials to help develop and improve decision-making; and a multi-disciplinary approach with data collection and delivery support for teachers.

The project is currently in development stage and will be rolled out to all schools in September 2018.

Next steps:

- To further embed our work with partners to safeguard children and young people in Slough by:
 - Reviewing the Local Safeguarding Children's Board's guidance for practitioners (to help them make decisions about thresholds for social care intervention) ;
 - Reviewing safeguarding training to ensure it is informed by evidence from practitioner experience and serious case reviews;
 - Publishing a plan by March 2019 setting out how local safeguarding partnership arrangements will operate following new government guidance expected in the summer of 2018; and
 - Carrying out a self assessment of the Local Safeguarding Children's Board to monitor it's effectiveness during 2018/19.
- To promote the voice of the children and young people in service developments.
- To refresh our Corporate Parenting Strategy 2015 – 2018 (and supporting action plan), which sets out our intention of ensuring all children and young people who are looked after by Slough Borough Council and the Slough Children's Services Trust are provided with the best possible care and support.

Priority 2: Increasing life expectancy by focusing on inequalities

This priority recognises the importance of lifestyle factors on health, and the rising rates of certain long term conditions (such as cardiovascular disease and diabetes) in Slough which can impact on premature death rates (i.e. deaths that occur before 75 years). In 2014, nearly a quarter of all deaths (23 percent; 116,489 out of 501,424) in England and Wales were from causes considered potentially avoidable either through timely and effective healthcare (amenable) or public health interventions (preventable). Males were more likely to die from an avoidable cause than females and account for approximately 60 percent of all avoidable deaths. Nationally, approximately 29 percent of all male deaths were from avoidable causes (70,108 out of 245,142 deaths) compared with 18 percent of all female deaths (46,381 out of 256,282 deaths) in 2017 (Slough DPH annual report 2017). In Slough, mortality rates from causes considered preventable are also increasing in males and are higher than the England average; while for females they are decreasing and are similar to the England average.

Public Health

We have continued to provide essential services to improve the health and wellbeing of Slough residents, including the health visiting and sexual health services and smoking cessation, where we continue to perform above the England and South East in quit rates.

We have also worked with the Change4Life public health campaign project team to help **improve dental health** in the borough, particularly amongst children, following the release of statistics about tooth decay in under fives by Public Health England. So far more than 160 hours of information sessions have been held, with 4,000 'top tips for terrific teeth' leaflets distributed. All 10 children's centres have also now reached gold accreditation, for reaching high standards in oral health advice and promotion.

A new integrated public **health nursing service for 0-19 (25) year olds** was launched called Public Health Nursing 4 Slough. This service provides an integrated 0-19 public health nursing service (and up to 25 years for individuals with special educational needs and disabilities and includes a single point of contact, extended hours and an on-line provision for service users.

A new free **breast cancer screening** site was launched in Cippenham Community Centre, which over the next two years, will invite all eligible women in the Slough area to attend essential, free routine screening. About one in eight women in the UK are diagnosed with breast cancer during their lifetime, and detecting breast cancer as early as possible improves the chances of treating it successfully. The next stage will be to align our work with the Thames Valley Cancer Alliance's Quality Improvement Service, as part of the early diagnosis transformation programme funded by the National Cancer Transformation Fund.

Highlights from Public Health:

- Increasing the number of health checks (2,300 health checks) and falls risk assessments (301) undertaken last year.
- Delivering a free six week course in collaboration with health makers for adults living with a long term health condition to help them better manage their health and significantly improve their quality of life.
- Endorsing an integrated approach to identifying and assessing carer health and wellbeing', developed and published by NHS England in order to promote increased support to and improve outcomes for, unpaid carers.
- Illuminating the Curve to mark World TB Day and raise awareness to the global Light up the World for TB campaign. TB is a key priority for Slough; there were 207 cases of TB among Slough residents between 2013 and 2015, giving an incidence rate of 47.8 per 100,000 population, which is significantly higher than the national average of 12 per 100,000 population (Slough Health Profile 2017). TB is curable and testing for the latent (sleeping) form means people can be treated before they become ill.
- Over 4,000 children, across nine primary schools are now doing The Daily Mile in Slough. Two schools have invested in a purpose built track to allow them to participate in the programme.
- Over 10,000 children, families, teachers and staff now taking part in active movement across eight sites in the borough.
- 55 men took part in the weight loss intervention pilot called Man vs Fat, an inspirational programme of physical activity, which will culminate with the return of the Slough Half Marathon on 14 October
- Making it easier for residents to access lifestyle improvement programmes and reduce hospital admissions through the Cardiowellness4Slough programme. Over 1,949 residents were triaged to local services during the first year of this campaign. Of these, 872 people were referred to adult weight management (Eat 4 health) support and 802 people benefited from NHS Health Checks. 1,600 people benefited from a behaviour change referral; 1,464 of the residents who accessed this programme (and who were from a black and minority ethnic (BME) group) were triaged on to lifestyle services.
- Launching #10mintues4Slough - an 8 week health challenge in the lead up to Mental Health Day. The challenge involved moving more – at least 10 minutes a day – through a variety of suggested activities delivered by email every week.
- Helping residents to exercise and enjoy outdoor spaces at 15 Green gyms in parks across the borough – Upton Court, Cippenham Rec, Buttermere Ave, Salt Hill Park, Kidderminster Park, Crown Meadow, Harvey Park, Godolphin Rec, Kennedy Park, Manor Park, Langley Pavilion, Spring Gate Field, Rochford Gardens, Eltham Avenue and The Cherries (funded by Wexham Parish Council). All of these gyms are free to use and residents can turn up anytime to use them. They also cater for the whole community regardless of fitness levels.
- Providing a range of activities for council staff to celebrate World Fitness Day in September 2017, including Yoga, table tennis, boccia, midday mile, yogalates and running.

Throughout 2017/18 the Board has continued to oversee the Sustainable Transformation Partnership, which moved us closer towards becoming an **Accountable Care System**. The issue of governance, how to engage with local residents about the programme and the role of health and wellbeing board in the new arrangements have been a particular focus of discussion. This is helping to

shape the partnership's new reporting arrangements to ensure that the focus is on the seven work streams that form part the programme. As part of this, the three East Berkshire CCGs will be merging in 2018 and the Board will continue to scrutinise progress on this throughout 2018/19.

To ensure adult social care services in Slough are fit for purpose and can meet increasing demand, we have continued to monitor the council's **transformation programme for adult social care** in collaboration with the health and social care priority delivery group and the council's Health Scrutiny Panel. The Wellbeing Board closely collaborates with these bodies to identify and champion a range of approaches and initiatives to tackle the risk factors that drive ill health, promoting positive actions that address entrenched habits and lifestyles, and actively encourage individuals and communities to take more responsibility for their own health.

This collaborative approach has provided valuable insight into a number of significant changes that need to be made in service provision moving forward. Our first fully integrated three year **Prevention Strategy** builds on this work and sets out how the council and the Slough Clinical Commissioning Group will meet the future health prevention needs of local people. This Strategy emphasises the importance of a local shift in service provision towards more preventative services, with the overall aim of preventing, reducing and delaying local people's need for care.

At the same time, we reviewed and endorsed Slough Clinical Commissioning Groups (now East Berkshire Clinical Commissioning Group) **commissioning intention plans for 2017/18 and 2018/19** and reviewed the overall picture regarding local health inequalities in Slough. This review showed that whilst some indicators remain less favourable than national averages, recent improvements in childhood obesity have been welcomed locally and the impact and success of a number of high profile public health campaigns, endorsed by the Board since 2016 was recognised (see below).

We launched our **#ReRealistic (obesity)** social media campaign in February 2018 to encourage local people, staff and councillors to make small changes to their diet and lifestyle to become healthier.

Like many areas of the UK, Slough experiences elevated levels of air pollution which have a marked impact on the health and wellbeing of our residents. While several factors contribute to the borough's air quality, emissions from road transport vehicles are the most significant source. The council's forthcoming **low emission strategy** will reduce emissions and improve local air quality. This strategy supports the council's new transport strategy and forms part of Slough's air quality action plan. It includes an integrated, year on year plan to improve air quality up to 2025, reducing vehicle emissions by accelerating the uptake of cleaner fuels and technologies

Healthwatch Slough

During 2017/18 Healthwatch Slough received over 675 stories from people, carers and staff, all of whom have given their time to share their experiences of health and social care services across Slough. This insight helped Healthwatch to produce

seven reports and several case studies, creating a valuable source of feedback from local people about how the NHS and social care services are performing in the current climate. Healthwatch Slough has also helped to shape changes across the borough, from mental health inpatients being able to suggest how services can be improved, to no more queuing outside your GP surgery to get an appointment in the morning; from improving the support and training available for carers and to setting up a task and finish group to looking at Slough becoming a disability friendly town.

The council also recommissioned the local Healthwatch contract in the summer of 2017. Healthwatch Slough was awarded a new 18 month contract to continue gathering people's views and experiences of health and social care services in Slough. The new contract, which began in October 2017, allows Healthwatch Slough to continue to capture the voices and experiences of our patients and service users and ensure that this information is used to help shape future services across Slough.

Slough Voluntary Sector Consortium

During 2017/18, 7,762 residents used a service delivered by the Slough Voluntary Sector Consortium; 66 percent of clients reported an improvement in their health and wellbeing after their interventions. In addition:

- 2,909 residents took part in a wellbeing activity;
- 377 people volunteered to support Slough Voluntary Sector Consortium's charities, contributing 18,467 hours,
- Wellbeing prescription launched with 247 referrals,
- 114 isolated and lonely people accessed befriending support; and
- 105 cases of homelessness were avoided.

Case Study 3: Eat4Health

Annie (not her real name) started her weight loss journey in February 2017. She knew she was overweight and that her health was at risk if she didn't do something about it. She also wanted to get fit and lose enough weight to fit into her cruise suit for a holiday coming up in September 2017.

Annie took part in the Eat4Health initiative. She learnt about food intake and adjusted her life style accordingly. She was also pleased that they did a follow up check as it was good for her to see how the course really helps people of all ages to achieve good weight loss even when you're in your seventies. Annie achieved that goal by September and the suit fitted. However she continued with her Eat4Health fitness and eating regime as she realised it was working and felt really good about herself.

"I set myself a new goal - to get down to 13.5 stone by May 2018 and I found that as more and more people (family and friends) complimented me it gave me the motivation to continue".

"I would never have thought it possible but thanks to the Eat4Health programme it was".

Annie didn't seek support from any group as her motivation came from seeing the results and feeling healthier and fitter. Annie's number one piece of advice to

others would be to, “watch their ‘portion sizes”.

As for the future *“I will continue with what I’m doing as life is much more enjoyable now and I will make sure that I don’t slip back into bad ways”.*

Starting weight – 97.4kg BMI = 30.74

Week 12 weight at the end of Eat4Health programme – 91.9kg = 5.6 percent weight loss BMI = 29.01

Follow up weight at six months = 86.1kg = 11.6 percent weight loss BMI = 28.1

Case Study 4: Carers week 2017

The council kicked off a week of events for carers during National Carers Week with an evening of celebration for some of Slough’s 11,600 carers in June 2017. The event provided participants with an opportunity to take a break and have some fun and enjoy a three course meal, live music and a variety of entertainment at the Copthorne Hotel. Everyone who attended received a free goodie bag (provided by Debenhams) and a head massage.

Zoe (not her real name) attended and had a super time. *“Starting the week with the dinner at the Copthorne Hotel was just great”.*

Over the course of the week a number of different experiences were laid on for carers, including a boat trip and garden tour to flower land, a quiz, nail painting and tea and cake. At Zoe’s care group in Cippenham they also had art and crafts classes, which she found “very relaxing”.

Talks were provided by local groups (such as Healthwatch Slough) to anyone who wanted help in that field and an advisor on benefits was provided by Special Voices. The highlight for Zoe was a visit to the Royal Opera where her group was *“spoilt on arrival with tea and sandwiches and brownies”.*

“It was really good to feel pampered throughout the week as a carer. It made me feel I was really special and I am sure all the carers felt the same. It made me feel we really are appreciated. Let’s hope next year’s event will be even better”
“Thank you to all those that made it a memorable day for us carers. We did really enjoy every bit of it”.

Next Steps:

- To continue to support the implementation of the Better Care Fund and Integrated Care System by providing a ‘confirm and challenge’ function, to ensure these programmes continue to be aligned with the priorities set out in both the Wellbeing Strategy and Joint Strategic Needs Assessments..
- To receive the Interim Director of Public Health’s Annual Report 2017/18 on the natural environment.
- To collaborate with the council’s Health Scrutiny Panel on their investigation into obesity and how to tackle this in the workplace.
- To launch the poverty social media campaign in the autumn of 2018.
- To support our residents to be more active and encourage more people to have a health check.

DRAFT

Priority 3: Improving mental health and wellbeing

This priority responds to the high levels of poor mental health and wellbeing in the town. Poor mental health impacts on the general health and aspirations of individuals and families as well as the town as a whole. Only a small proportion of mental ill health is dealt with within specialist mental health services, so a range of preventative and alternative responses is vital. These responses need to adapt to the needs of communities and Slough's increasingly diverse population. The board's approach to improving mental health and wellbeing includes improving access to information, training and support on maintaining good mental health for workers, volunteers and communities, supporting and strengthening community assets to support self care (primary prevention) and ensuring service users are involved in planning their own care (tertiary prevention).

The Board has continued to monitor the provision of **essential mental health services** on behalf of Slough residents and has endorsed moves to bolster preventative care. This includes the work of the recovery colleges, where service users are supported to better manage their own mental health problems and act as peer advisers to those who may be facing issues they themselves may have faced in the past.

We launched the **Berkshire Suicide Prevention Strategy 2017 - 2020** and the Slough Suicide Prevention Action Plan. This joint strategy, which serves the whole of Berkshire until 2020, has been adopted by East Berkshire Clinical Commissioning Group, local authorities, and health and wellbeing boards in Berkshire. It seeks to save the lives lost to suicide through prevention, and also seeks to improve the general health and wellbeing of those directly affected by suicide. The Strategy was first unveiled at a media event in September 2017 to promote responsible press coverage of suicide to mark Suicide Prevention Awareness Day on 10 September. It was officially launched in October 2017 at an event at Wokingham Town Hall. Progress made under the Berkshire Suicide Prevention Strategy and action plan will be reviewed during the summer of 2018.

We saw the launch of the **Little Blue Book of Sunshine**. Over 40,000 young people across Berkshire who feel stressed or mentally unwell have been offered help through this new local NHS booklet, which offers top tips on coping with exam stress, dealing with negative body image, relationship issues, anxiety, anger or depression.

We signed up to ITV **Good Morning Britain's 1 Million Minutes campaign** to tackle loneliness in older people. Around 1,500 older people in the borough are thought to suffer from social isolation and chronic loneliness; not speaking to any friends or family for more than a week at a time. Board members asked local people to pledge to give anything between 50 and 120 minutes of their time to help a lonely older person last Christmas.

We also supported the **I can't keep quiet anymore World Mental Health Day exhibition**, with provider stands and stalls and raising the profile of the council's

mental health services with partners who attended the World Mental Health Day event at the Curve in October 2017.

Highlights from mental health services:

- 155 people took part in the #10minutes4Slough campaign, culminating on World Mental Health day in October 2017.
- 92 percent of participants found they had become more active.
- 80 percent reported feeling healthier (both physically and mentally).
- Presenting at a regional conference on suicide prevention. Additionally, 23 mental health professionals from Italy visited Slough's mental health team to learn from what the team do.
- Slough's locality team for mental health won the Partnership Award at the 2017 Slough Voluntary Sector Awards. The council's adult social care team came second in the same category.
- A new Berkshire Health Foundation Trust carer lead has been recruited and is helping to undertake assessments of carers who are supporting people with mental health needs.

Case Study 5: Early intervention in psychosis service

Mr A is a 25 year old Syrian refugee who arrived in UK in 2016 and was assisted by Slough Refugee Support. The workers there quickly noticed that he was becoming mentally unwell, and referred him to mental health services for an urgent assessment. He was found to be experiencing symptoms of psychosis, and was admitted to Prospect Park Hospital in Reading for an acute admission.

He was allocated a specialist worker from the early intervention in psychosis service, a newly commissioned 'evidence-based' service provided by Berkshire Healthcare NHS Trust, to support people during a first episode of serious mental illness, with mental health treatments, psychological, social, and physical health interventions.

During this admission it was established that Mr A had no ID documents. Slough Refugee Support assisted him to complete an application to the Home Office to request new documentation as without these he had no recourse to public funds.

After two months, Mr A was ready to leave hospital. Since he was homeless, social care funding was agreed by the community mental health team for him to go to a temporary accommodation in Slough for four weeks, and thereafter to supported living accommodation to help him to manage his mental health needs as he settled in Slough. With this stability, he was then able to start a course with the Princes Trust, and to attend college to study maths and English GCSE.

This multi agency approach from health, social care and community agencies has meant that Mr A is now settled in a supported living tenancy with realistic prospects of gaining qualifications and seeking employment with ongoing support from agencies as required.

Case study 6: Hope House

Eileen is age 47 and has suffered with serious mental ill health since she was 21, when she was diagnosed with both personality disorder and psychotic illness. Over the years her mental health problems have created many challenges for her. She has frequently been a risk to herself, on many occasions she has harmed herself, and has at times been so unwell that she has attempted suicide.

When unwell, she has also fallen into criminal behaviour including theft and criminal damage and spent time in prison. Whilst in prison she was found to be suffering from mental ill health and was transferred to the Oxford Clinic Medium Secure unit, and spent a further 12 years in secure placements.

In July 2017, Eileen was allowed a trial move to Hope House, a supported living placement in Slough. This was a big step for Eileen and the Slough Community Mental Health Team worked with her to help understand both the triggers for her ill health and the things that keep her well. With her full involvement, they developed a holistic care plan. This included medical treatment, psychological input through the ASSIST team, social support, and courses at Hope Recovery College.

A major aim was to hear what was important to Eileen, her goals and aspirations, and to develop an approach that would both keep her well and safe, re-build her confidence and support her to develop skills and interests.

Eileen is now determined to achieve her goals of living independently and eventually finding employment. Through Hope College, she has been able to take part in exercise and a walking group, and pursue her personal interests such as photography, art and swimming. She has settled well in Slough, and her life has changed beyond recognition. She has a sense of achievement and hope, given the contrast of 12 years in an institutional setting.

Next steps:

- To launch our #ReachOut (loneliness and social isolation) social media campaign in May 2018 and our #MentalHealth social media campaign in October 2018. Loneliness and isolation are a contributing factor to poor mental health problems. Research shows that 38 percent of people with dementia say that they are lonely, with a further 12 percent reporting they do not know if they are lonely. Many have also lost friends after a diagnosis. GPs report that 1-5 elderly people a day visit their surgeries because they are lonely. The Board's direction of travel for the year ahead will continue to include a strong focus on loneliness and isolation across all age groups in Slough.
- To launch GoodGym across Slough; a programme to reduce social isolation and loneliness in vulnerable older adults through a combination of running, volunteering, community engagement, during in the spring of 2018.

Priority 4: Housing

The relationship between poor housing and poor health is widely acknowledged, however poor housing can also have a negative impact on a wide range of physical, social and mental health.

Nationally it has been estimated that approximately 70 percent of negative health impacts occur as a direct consequence of factors outside of the health service.

Good quality, well maintained housing is therefore accepted as one of the most critical impacts on residents' health and wellbeing. Delivering a range of housing and support services that meet the ambition and needs of local people will however take time and require an increased level of partnership working, not only with the health sector but also with private developers, statutory agencies, the voluntary and community sector, housing associations, our partners and residents.

Whilst the town's social housing stock is relatively well maintained and there are plans for managing council owned homes in the longer term, poor quality housing remains a problem in the private rented sector with many of the town's most vulnerable people living in poor quality homes.

The council's new Housing Strategy acts as the main delivery mechanism to achieve many of the wellbeing board's housing priority aims and objectives. It was developed in tandem with the Joint Wellbeing Strategy, local housing priorities and recognises the links between wellbeing and good quality housing. Under the board's wellbeing strategy, the following points are all key priorities for the board:

- Ensuring the sustainable supply of new affordable housing for key workers;
- Providing safe and secure housing for vulnerable young people, including care leavers; and
- Supporting developments that enable families to settle, and young people to stay, in Slough, rather than building solely for young professionals

A **key worker policy** to provide affordable homes for key workers (such as teachers and social workers who support vulnerable adults and children) has recently been adopted by the council. However, given the demand and pressure on housing locally, the approach to delivering this policy will need to be carefully considered in terms of supporting these groups in securing affordable homes

The outcome of the council's recent **stock condition survey** is being used to develop and prioritise maintenance and investment services over next five years. An asset performance evaluation model has also been developed to assess the future viability of the council's housing stock in the longer term.

The **repair, maintenance and investment in council owned homes** will be delivered in partnership with Osborne Property Services Ltd through a £100m contract over the next seven to ten years. This new contract will drive an innovative approach to improving the quality of homes and neighbourhoods in Slough whilst, in addition, delivering a demonstrable social return on investment.

A full **BRE study of the private rented sector** has been undertaken and plans are in place for the implementation of new legislation aimed at improving private rented accommodation, particularly the licencing of **houses in multiple occupation (HMOs)**. The partnership with Osborne Property Services Ltd will enable the creation of a trading partnership through which repairs and maintenance services can be offered to private landlords to improve the quality of private rented accommodation in Slough. A key element of this offer will be to improve the thermal efficiency of homes, a key factor in tackling fuel poverty and, more importantly, health inequality.

The Board also hosted a workshop in March 2018 to investigate the increase in **homelessness and rough sleeping** across the borough. This workshop brought together policymakers and local service providers to understand the scale of the problem and raise awareness of the impact that being homeless and sleeping rough can have on an individual's health and physical and mental wellbeing. They also looked into possible solutions to tackle the issue locally. A task and finish group is being established to look at this issue in more detail with a report being brought back to Wellbeing Board later this year. One of the first things this group will be asked to investigate is the introduction of a housing first approach to meeting the future needs, rather than larger hostel type developments, of homeless people and rough sleepers with mental health problems.

A **tenancy sustainment officer**, specialising in homelessness, is being recruited to help keep individuals in their own homes and meet their wider needs, as part of the council's forthcoming homelessness prevention strategy. Given the growing prevalence of homelessness in Slough (and across the South East in general) this issue is likely to remain a key area of interest to the Board in 2018/19.

A number of **community events/activities** have also taken place over the last year to help restore people's pride in their environment and neighbourhood, including: community clean up and crime reduction events across the borough, community projects such as the Cockersherd Woodland Pocket Park, the formation of the Slough Dogs Body Group, aimed at reducing dog fouling and improving animal welfare and joint initiatives with Thames Valley Police, such as the Britwell Youth Engagement Project.

Other activity throughout 2017/18 included:

- Following the tragic events at Grenfell Tower, the close inspection of all council owned blocks of flats revealed that no ACM cladding was present. The actions arising from the fire risk assessments that were carried out are now being implemented.
- Establishing James Elliman Homes, a subsidiary housing company and the purchase of 20 street properties in 2017/18. A further 50 street properties/units will be acquired in 2018/19.
- Endorsing a leaving care protocol between the council's housing services and the Children's Trust to jointly address the diverse needs of young people leaving care.

Case Study 7 - New council flats named Lydia Court

This year saw the opening of Lydia Court, a brand new block of council-owned apartments named after the country's first black female Mayor, Lydia Simmons. Lydia Court is a development of 11 new council homes, built on the site of the old Eschle Court, Elliman Avenue. The one, two and three bedroom apartments have been built for the council using our joint venture company, Slough Urban Renewal (SUR).

Lydia Court includes a ground floor three bedroom apartment built to wheelchair standards, with its own front door access, dedicated parking and garden area. This specially designed property has been allocated to a family currently on the housing waiting list and housing officers worked with occupational therapists to ensure the needs of the family were met.

Lydia was the Mayor of Slough in the municipal year 1984/85 becoming the first ever black lady Mayor in the whole of the UK.

She was born in Montserrat in the Caribbean in 1938 and came to Slough in 1960, serving as a councillor from 1979 to 1994 and from 1999 to 2007. She was chair of the committee responsible for housing from 1985 to 1994, shadow commissioner for housing and commissioner for social exclusion and neighbourhood services.

She was also given an OBE in the New Year's Honours list in 2011.

SUR is a partnership between SBC and Morgan Sindall Investments Ltd. which is driving regeneration across the town including leisure, housing, community and school buildings.

Next steps

- To prepare for, and participate in, the widening public debate around the future of social housing, following the publication of the Government's social housing green paper in spring 2018. The green paper is likely to have major implications for all council landlords and it is important to prepare so as to be in a position to influence the debate and make the case for housing.

Section 5: Conclusion

This annual report summarises the work of the Board to improve health and wellbeing outcomes for people living in Slough throughout 2017/18. The approach is one founded on strong partnership working and an understanding that the challenges facing health and social care are too great for any single organisation to tackle alone.

Members of the Board are committed to working together to ensure Slough has the right strategic plans and partnership arrangements to face these challenges.

During the course of 2018/19 the Board will continue to review and strengthen its partnership structures and governance arrangements to build on the work that has been done to date to improve the health and wellbeing of local people.

The board will use the findings of this annual report to review progress against the priorities in the Wellbeing Strategy and check that these remain the right areas of focus for the year ahead. It will refresh these priorities and the Strategy where appropriate if the data and local context suggest that this is necessary.

The Slough Wellbeing Board will also consult on any changes that are required and will invite input from partners and stakeholders at the annual partnership event to be held in the autumn of 2018.

DRAFT

APPENDIX 1: The Wellbeing Board has the following statutory responsibilities (as set out in the Health and Social Care Act 2012):

- To prepare and publish a Joint Strategic Needs Assessment of the health needs of the people of Slough.
- To prepare and publish a Joint Health and Wellbeing Strategy for Slough.
- To give its opinion to the East Berkshire Clinical Commissioning Group as to whether their Commissioning Plans adequately reflect the current Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy.
- To comment on sections of the CCG's Annual Report which describe the extent of the East Berkshire Clinical Commissioning Group's contribution to the delivery of the Joint Health and Wellbeing Strategy.
- To give its opinion, when requested by the NHS Commissioning Board, on their level of engagement with the Board, and on the Joint Strategic Needs Assessment and the Joint Health and Wellbeing Strategy.
- To encourage integrated partnership working between organisations that plan and deliver health and/or social care services for local people in the area.
- To work with partners to identify opportunities for future joint commissioning.
- To lead on the signing off of the Better Care Fund Plan.
- To publish and maintain a Pharmaceutical Needs Assessment.
- To give its opinion to the council on whether it is discharging its duty to have regard to any Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy prepared in the exercise of its functions.
- To ensure that strategic issues arising from Slough's Adult Safeguarding Board and Local Safeguarding Children's Board inform the work of the Board.
- To receive the annual reports from the Slough's Adult Safeguarding Board and Local Safeguarding Children's Board and ensure that partners respond to issues pertinent to the Board.
- To exercise any council function which the council delegates to it.

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 24th July 2017

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

WARD(S): All

PART I
FOR DECISION

RECOMMENDATIONS OF THE CABINET FROM ITS MEETING HELD ON 18TH JUNE 2018

STATUTORY SERVICE PLANS

1 **Purpose of Report**

To seek endorsement for Statutory Service Plans (the Plans) in relation to:

- Food Safety Service
- Health and Safety Service
- Trading Standards Service

in accordance with the requirements laid down by The Food Standards Agency (FSA) The Health & Safety Executive (HSE), the Department of Business Skills and Innovation (BIS) and other external agencies.

2 **Recommendation**

That the Statutory Service Plans in relation to the Food Safety, Health & Safety and Trading Standards Services be endorsed.

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

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

Protecting Vulnerable Children

- *Underage sales education and enforcement; projects in partnership with other stakeholders to reduce the incidence of violence in retail and licensed premises.*
- *Adopting professional curiosity in all that we do to ensure we are competent to recognise and identify child safeguarding issues.*
- *Maintaining professional curiosity among staff and keeping their awareness up to date on issues such as, Modern Slavery and Child Sexual Exploitation.*

Increasing life expectancy by focussing on inequalities

- *Supporting and encouraging all the food outlets in Slough to provide safe food through inspections and interventions and the Food Hygiene Rating Scheme (FHRS)*
- *Reducing risks in the work place with investigations, interventions and specific projects based upon Slough's needs and those based on national priorities*

- *Increasing awareness of food labelling, allergens and healthy eating, and in doing so contribute to reducing obesity rates in Slough.*
- *Actively support the Prevention Strategy within our front line work*

Improving mental health and wellbeing

- *Staff being trained on the Care Act and their responsibility under that legislation to be aware of safeguarding issues and reporting lines.*
- *Working in conjunction and in support of Adult Social Care when our Services come across vulnerable people, particularly where they are victims of rogue traders, scams and financial fraud. e.g. Loan Shark project and Operation Rogue Trader/Liberal.*
- *To promote schemes which help the community to help themselves, such as Friends against Scams, Mail Marshals, the Banking Protocol and Adopt a Post Office.*
- *Safeguarding migrant and other vulnerable workers, including Modern Slavery issues and CSE awareness.*

Housing

- *Enforcing the Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc)(England) Order 2014 which requires all lettings agents and property managers in England to belong to a Government approved redress scheme*

3b Five Year Plan Outcomes

These statutory service plans identify positive impacts towards all the 5 year Plan Outcomes, which is detailed in the individual action plans, and in particular:

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

The statutory plans also focus on developing entrepreneurial skills in the teams and commercialisation skills as a tool to maximise income. They also support the council's digital transformation by promoting agile front line working and channel shift to encourage better use of the council's website.

4 Other Implications

(a) Financial

It is anticipated that the plans will be implemented within existing resources. However, the situation will be closely monitored as unplanned reactive pressures, such as major investigations, will have resourcing implications which will be reported to members for their consideration.

Costs recovered from Primary Authority and other chargeable work will be used to help off set the cost of service delivery and contribute to the council's savings targets as appropriate.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
Statutory Service Plans in relation to the Food Safety, Health & Safety and Trading Standards work undertaken by the Council be endorsed.	<p>Risk from complex criminal investigations or disease outbreaks that demand considerable officer time resulting in pressure upon resources to complete statutory work. National enforcement bodies may intervene and ultimately direct us to complete statutory work or take over the service. This creates reputational risk.</p> <p>Costs from legal fees not recovered (court permitting) or only partly awarded.</p>	<p>Mitigated by the re-prioritisation of resources where possible.</p> <p>The income from Primary Authority work and further commercialisation of services can be used to offset cost of service delivery</p>	<p>3 (probability: Low x severity: Negligible)</p>	<p>Serious failures to complete statutory duties and serious deviations from the service plans will be highlighted to cabinet.</p>

(c) Human Rights Act and Other Legal Implications

The work detailed in the Plans is based upon UK and European legislation that has already been assessed in terms Human Rights Act Implications

(d) Equalities Impact Assessment

Equalities Impact assessments have been completed on key policies contained within the Plans. However, the work detailed in the Plans is based upon UK and European legislation that has already been assessed in terms of Equality Impact Assessment.

5 Supporting Information

- 5.1 National guidance on the delivery of the Authority's enforcement activities is issued by The Food Standards Agency, the Health and Safety Executive and the Department for Business, Innovation and Skills; setting out standards for service provision, monitoring and auditing arrangements, in order to ensure that local enforcement activities are undertaken in a robust, fair and consistent manner in line with the Regulators Code and our Enforcement Policy.
- 5.2 The Plans are an important part of the process to ensure national priorities and standards are addressed and delivered to meet local needs effectively; they will be reported to and scrutinised by the national agencies. These Plans, which are required to be reviewed and updated annually, will
- focus on local priorities and the needs of our local community
 - provide an essential link with financial planning
 - set objectives for the future, and identify major issues that cross service boundaries;
 - and provide a means of managing performance and making performance comparisons
- 5.3 Local authorities are required to include in their Statutory Service Plans
- Information about the services they provide
 - the means by which they will provide those services
 - the means by which they will set/monitor performance targets and standards
 - a review of performance against proposed targets
- 5.4 Commercialisation of the services has allowed for increased cost recovery activities which have helped to off set the cost of service delivery particularly with Primary Authority (PA) work. PA is a statutory scheme which enables contractual partnerships to be formed between business and local authorities. The aim being to streamline and simplify the national regulatory compliance demands on local businesses in relation to trading standards, food and health & safety matters. We currently have about 40 partnerships with national and international businesses such as; Reckitt Benkiser, Mars, Telefonica (o2), Superdrug, Wyvale Garden Centres, Furniture Village and Burger King. It is our intention to continue to enhance the entrepreneurial skills of the teams and further develop commercialisation of the services over the next year.
- 5.5 The Statutory Service Delivery will continue to focus very specifically upon areas of high risk whilst aiming to reduce the regulatory burden on compliant business: continuing to make the best use of the resources we have available and ensuring positive outcomes and value for money, whilst supporting business growth.

6 Comments of Other Committees

Cabinet considered the Statutory Service Plans at its meeting on 18th June 2018 and agreed to recommend the plan to Council for endorsement.

7 Conclusion

The proposed plans illustrate our commitment to continuous improvement and accountability, whilst responding flexibly to ongoing changes in both the regulatory and consumer landscapes nationally and locally. They also show how the Council

has successfully adopted a balance of techniques and approaches to support local businesses; drive up compliance by enabling businesses to access information & advice more effectively; enhance consumer protection and promote, with our partners, safety and wellbeing in the workplace and our communities. This is being achieved whilst at the same time off-setting the cost of delivery by further developing the commercialisation of services where appropriate

It is clearly illustrated within the Plans how our work contributes significantly towards supporting the outcomes of the 5 Year Plan and the Slough Joint Wellbeing Strategy.

8 **Appendices Attached**

- a. Food Safety & Standards Service Delivery Plan 2018/19
- b. Health & Safety Service Delivery Plan 2018/19
- c. Trading Standards Service Delivery Plan 2018/19

9 **Background Papers**

- '1' Food Standards Agency Code of Practice (March 2017)
<https://www.food.gov.uk/about-us/food-and-feed-codes-of-practice>
- '2' National Local Authority Code, Health & Safety at Work. (2013)
<http://www.hse.gov.uk/lau/la-enforcement-code.htm>
- '3' Primary Authority Statutory Guidance. Regulatory Delivery, Oct 2017
<https://www.gov.uk/government/publications/primary-authority-statutory-guidance>
- '4' The Consumer Protection & Business Compliance Enforcement Policy
<http://www.slough.gov.uk/council/strategies-plans-and-policies/regulatory-and-enforcement-services-enforcement-policy.aspx>

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Council

DATE: 24 July 2018

CONTACT OFFICER: Shabana Kauser, Senior Democratic Services Officer

(For all enquiries) (01753) 787503

WARD(S): All

PART I
FOR DECISION

RECOMMENDATION OF THE AUDIT AND CORPORATE GOVERNANCE COMMITTEE
FROM IT'S MEETING HELD ON 18TH JULY 2018

REVISION OF THE CONSTITUTION

1 **Purpose of Report**

The purpose of this report is to seek Council's approval to revisions of the Council's Constitution.

2 **Recommendation**

The Council is requested to approve the revisions to the Council's Constitution set out as tracked changes in Appendix A appended to this report.

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

The delivery of all these strategic priorities is dependent on the highest possible standards of openness, honesty and accountability. The adoption of the revisions to the Council's Constitution recommended in this report will serve to enhance the delivery of these priorities through good governance procedures.

4 **Other Implications**

(a) **Financial**

There are no direct financial implications arising from this report.

(b) **Human Rights Act and Other Legal Implications**

There are no Human Rights Acts implications arising from this report. Local Authorities have a statutory duty to prepare, keep up to date and publicise a constitution, whose contents are partly prescribed by statute and partly matters of local content, within a statutory framework.

(c) **Equalities Impact Assessment**

There is no identified need for an EIA arising from the subject matter of this Report.

5 **Supporting Information**

5.1 It is necessary to revise the Council's Constitution for the following reasons:

- 5.1.1. There has been a restructure of the Council's senior management. This has resulted in the deletion of many named posts which are referred to in the Council's Constitution. New posts have been created which need to be referred to in the Constitution. Responsibility for some of the Council's functions has been reassigned between directorates of the Council. New terminology has been adopted by the Council. All these changes need to be reflected in the Constitution.
- 5.1.2 Certain statutory provisions referred to in the Constitution have been repealed, amended or replaced by new provisions. The Constitution needs to be amended to reflect these changes.
- 5.1.3 to make the alterations required to delegate functions to the Head of Legal Practice at the London Borough of Harrow, as resolved by Council at their meeting on 24 April 2018, in connection with the delegation of the Council's legal services function to that Borough.
- 5.1.4 As a result of the review of the Council's governance arrangements requested by the Council on 19 December 2017, which is the subject of a separate report to this Committee today, certain recommendations are made in this report for changes to the Constitution which are considered will help to improve the Council's governance and enhance the purposes of the Constitution set out in Article 1 of the Constitution.
- 5.1.5 To make amendments to the Constitution to give effect to the Council's decision at its meeting on 24 April 2018 to discharge their functions as a corporate trustee of charitable assets through a committee of the Council
- 5.1.6 There is an urgent need to clarify the procedures for appointments of Service Leads due to the need to recruit to Service Lead positions in the Regeneration Directorate.

5.2 The restructure of the Council's senior management has resulted in the positions of "Directors" to replace the former "Strategic Directors". The positions of "Assistant Directors" have been deleted. Under the new structure the functions of Assistant Directors have largely been reassigned to the new positions of "Service Leads" under the new structure. The former directorate of "Customer & Community Services" has been deleted and its functions reassigned between the new directorates under the new structure. Also, the Council has now changed the use of the term "Commissioner" for Members of the Cabinet holding portfolios to the term "Lead Member". Accordingly, the bulk of the proposed revisions to the Constitution are to deal with the changes necessitated by this senior management restructure and use of new terminology. The particular revisions in this regard are, therefore, purely formal and self-explanatory.

5.3. The revisions required to the Constitution as a result of statutory changes are:

- 5.3.1 to alter the reference to the Local Government Commission to the Local Authority Boundary Commission and to remove the reference to the

Secretary of State in paragraph 1 of Article 2 of the Constitution in order to take account of alterations made by the Local Democracy, Economic Development and Construction Act 2012.

- 5.3.2 to delete reference to Section 31 of the Local Democracy, Economic Development and Construction Act 2009 in paragraph 9 of Article 6 of the Constitution and substitute reference to Section 9FB of the Local Government Act 2000 as Section 31 has been repealed and Section 9FB inserted by the Localism Act 2011.
- 5.3.3 to delete sub-paragraph (b) in paragraph 2 of the Article 10 of the Constitution as the provisions cited there have been repealed by the Localism Act 2011.
- 5.3.4 to delete the references to sub-section 4 of Section 34 of the Social Security Act 1998 in function 3 as this provision has been repealed and the reference to Section 87 in function 6 the first column of Table 1 in part 3.3 of the Constitution to replace the latter with a reference to Section 94 of the School Standards and Framework Act 1998, which is the correct reference.
- 5.3.5 to delete the reference to Part V of the Town and Country Planning Act 1990 in function 1 of the Planning Committee in Table 2 in part 3.3 of the Constitution as this part has now been repealed and to delete the reference to Section 23 of Education Reform Act 1988 in function 4 of the Employment and Appeals Committee as this section has now been repealed.
- 5.4 The changes proposed to the Constitution as a result of the delegations of the Council's legal services function to the London Borough of Harrow consist of the delegation to the Head of Legal Practice at Harrow of those functions previously delegated under the Constitution to the post of Head of Legal Services of the Council, which post has now been deleted as a consequence of the senior management restructure.
- 5.5 The changes proposed to the Constitution as a result of the review of the Council's governance arrangements, which are the subject of a separate report to this committee today, are:
 - 5.5.1 To provide that the Chief Executive and Head of Paid Service should serve as the Returning Officer and Acting Returning Officer for local and Parliamentary elections respectively to accord with practice elsewhere.
 - 5.5.2 to amend paragraphs 2.5 to 2.8 inclusive of Part 4.5 of the Overview and Scrutiny Procedure Rules to remove the automatic disqualification of members for failure to attend three consecutive meetings of the Committee or its panels in order to comply with a recent ruling of the High Court in the case of R (on behalf of Harvey) –v- Ledbury Town Council which declared such disqualification unlawful under the Localism Act 2011 but to provide for such failure to be reported to respective party leaders to enable them to consider any action at Group level. It is also proposed to extend such amended rule to all committees, subcommittees and panels of the Council.
 - 5.5.3 to amend paragraph 23 of the Overview and Scrutiny Procedure Rules to provide that regard must be had to which of the Cabinet or Council would be responsible for any function which would enable action to be taken on

the recommendations of Reports of Overview and Scrutiny Committee and Panels, when any decision is made by the Head of Democratic Services as to where any such report submitted to him or her is referred.

- 5.5.4 to amend paragraph 11 of the Code of Conduct for Councillors and Officers in Relation to Planning and Licensing Matters in Part 5.2 of the Constitution to provide expressly that no person shall seek to influence or control the contents or recommendations of an officer report and that any attempt to do so should be reported to the Monitoring Officer. This is to provide assurance to Officers that no improper pressure may be applied by senior management to planning officers in relation to planning matters where the Council may have an interest.
 - 5.5.5 to amend paragraph 16 of the Local Code Governing Relations between Elected Members and Council Employees in Part 5.4 of the Constitution to provide expressly that Members are entitled to be treated the same as members of the public when requesting information which any member of the public could request.
 - 5.5.6 to amend paragraph 17 of the Local Code Governing Relations between Elected Members and Council Employees in Part 5.4 of the Constitution to provide expressly that in the event that a Member feels that he or she cannot raise a matter with any of the Statutory Officers because the matter concerns all of those officers then the matter may be raised with officers who would deputise for those officers in their absence.
- 5.6 The changes proposed to the Constitution as a result of the Council's decision to discharge their function as a corporate trustee of charitable assets through a committee of the Council consist of proposed amendments to Table 2 in Part 3.4 of the Constitution dealing with the Responsibilities of the Council to add details of the new Trustee Committee and its terms of reference to that table of Council functions.
- 5.7 The changes proposed to the Constitution to clarify the procedures for the appointment of Service Leads arises as a result of the queries raised in connection with the pending appointments to Service Lead posts in the Regeneration Directorate. It is considered that the posts of Service Leads constitute "deputy chief officers" within the meaning of that term in the Local Government & Housing Act 1989 and hence, under paragraph 4 of Part 4.7 of the Constitution, must be appointed by a committee or sub-committee of the Council in the same manner as Directors and statutory officers. This was not appreciated in connection with the appointments of Service Leads previously. It is considered that appointments of Service Leads should be carried out in the same manner as those of other Officers who are not Directors or Statutory Officers as there is no requirement for such officers to be appointed in the same manner as Directors and Statutory Officers under the Local Authorities (Standing Orders) Regulations 1993. It is proposed, therefore, to delete the references to "Deputy Chief Officers" in paragraph 4 of Part 4.7 of the Constitution.

6 Comments of other Committees

The changes to the Constitution proposed in this Report, save that which is the subject of paragraph 5.7 above, have been formally considered and approved by the Member Panel on the Constitution. The need for the change proposed in paragraph 5.7 was only appreciated after the last meeting of the Member Panel of the Constitution and it is

proposed to consult the Panel members informally about this proposed change before any action is taken with regard to it.

The report is due to be considered by the Audit and Corporate Governance Committee at its meeting on 18th July 2018. Any comments of the Committee will be reported at the meeting.

7 **Conclusion**

The revisions to the Council's Constitution recommended by this Report will enhance good governance for the foreseeable future by providing a clearer and more robust updated guide for Members and Officers in the conduct of the Council's affairs.

8 **Appendix (See Appendix Pack 2)**

A - Draft track changed version of the Constitution

9 **Background Papers**

None

This page is intentionally left blank

SLOUGH BOROUGH COUNCIL

REPORT TO: Council

DATE: 24th July 2018

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

WARD(S): All

PART I
FOR DECISION

POLLING DISTRICT REVIEW

1. **Purpose of Report**

To seek agreement to the commencement of a Polling District Review.

2. **Recommendations**

The Council is requested to resolve

- (a) That a Polling District Review be commenced with the timetable and Terms of Reference as set out in Appendix A.
- (b) That the Member Working Group established for the Community Governance Review consider and make proposals on the Polling District Review.

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

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) **Financial**

There are no financial or risk management implications as the report is administrative in nature. The cost associated with the Polling District Review can be accommodated within existing resources.

(b) Human Rights Act and Other Legal Implications

There are no Human Rights Act Implications associated with this report. Polling District and Polling Place Reviews are carried out under the provisions of the Representation of the People Act 1983 and the recommendations within this report meet legal requirements. The proposals have no workforce implications.

5 **Supporting Information**

POLLING DISTRICT REVIEW

- 5.1 It is a statutory requirement for a local authority to keep all polling arrangements under review and to establish a polling place within each polling district wherever possible. Arrangements must seek to ensure that all electors have reasonable facilities for voting as are practicable and that they are accessible to all electors, including any with disabilities. The last review was undertaken in 2013 following the new ward boundaries prescribed in the Slough (Electoral Changes) Order 2012.
- 5.2 The Review will be undertaken in accordance with the provisions of the Representation of the People Act 1983 and the timetable and terms of reference of the Review are set out at Appendix A.
- 5.3 It is proposed that the working Group established to undertake the Community Governance Review should also consider and make proposals for the Polling District Review.

6 **Appendices**

Appendix A - Timetable and Stages – Polling District Review

7. **Background Papers**

None.

POLLING DISTRICT REVIEW 2018

TIMETABLE AND TERMS OF REFERENCE

24 th July 2018	Report to Council, including Terms of Reference Public notice of intention to review polling district boundaries and designated polling places by: <ul style="list-style-type: none">• Advertisement in local papers inviting representations on arrangements:• Notice to be placed on notice boards and Website.
3 rd September – 26 th October 2018	Consultation / Representations <ul style="list-style-type: none">• Consultation with Borough councillors• Local groups and interested parties to be consulted• Information pack to be sent as requested• Representations /proposals to be sent to Slough Borough Council.
27 th November 2018	Draft Proposals prepared and submitted to Council for Consideration.
December 2018 – January 2019	Amended Draft Proposals published for consultation.
29 th January 2019	Final Proposals prepared and submitted to Council for Consideration.
30 th January 2019	Final Proposals published.
February 2019	Register is re-structured where necessary.
Publication in 2019	Final Recommendations implemented. (May 2019)

Terms of Reference for the Review of polling districts and polling stations

Polling Districts

The Review will consider and propose **polling districts** with the aim of ensuring that:

- The Borough of Slough area is divided into polling districts.
- Each polling district offers reasonable facilities for voting for all its electors, as far as is practicable in the circumstances.
- Each Parish is contained within a polling district(s).

Polling Places

The Review will consider and propose **polling places** with the aim of ensuring that:

- All electors in a constituency within its area have such reasonable facilities for voting as are practicable in the circumstances.
- Polling places are sited in buildings that are suitable for use as polling Stations by all sections of the community.
- Polling places have appropriate access for disabled voters.
- Polling places are located in an area of the corresponding polling district unless special circumstances make it desirable to designate an area that is wholly or partly outside of the polling district.
- Polling places are not so large that it is not clear to electors how they will be able to gain access to the polling station.

Glossary of Terms

A polling district

This is a geographical sub-division of a district ward or Parish within which a polling place is designated. Polling districts cannot include more than one of either a Parish or a District ward, whichever is the smaller. You can make suggestions about changes to polling districts as part of this review. For example if you feel that part of a polling district is ill served by the current structure you could suggest splitting the polling district up into smaller parts. This would mean that the Returning Officer would have to provide a polling station in the new smaller districts. You could also suggest that polling districts could be merged.

A polling place

A 'polling place' is an area or building in which a polling station is usually located and can be a complete polling district. You can make suggestions about changes to polling places as part of this review. There cannot be more than one polling place for each polling district.

A polling station

This is the room in which electors vote at the time of an election. This review is not concerned with the location of polling Stations. The location of polling stations remains at the sole discretion of the Returning Officer.

This page is intentionally left blank