

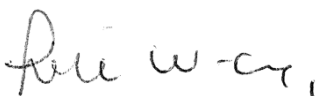
Date of despatch: Wednesday, 13 May 2020

To the Members of Slough Borough Council

Dear Councillor,

You are summoned to attend the Annual Meeting of the Council of this Borough which will be held virtually on **Thursday, 21st May, 2020 at 6.30 pm**, when the business in the Agenda below is proposed to be transacted.

Yours faithfully



JOSIE WRAGG
Chief Executive

PRAYERS

AGENDA

Apologies for Absence

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1. Declarations of Interest	-
<i>All Members who believe they have a Disclosable Pecuniary or other 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.</i>	
2. To Elect the Mayor for the 2020/21 Municipal Year	-
3. To Elect the Deputy Mayor for the 2020/21 Municipal Year	-
4. To approve as a correct record the Minutes of the Council held on 28th January 2020 and 20th February 2020	1 - 24
5. To receive the Mayor's Communications	-

Recommendations of Cabinet and Committees

[Notification of Amendments required by 10 a.m. on Wednesday 20th May]

- | | | |
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| 6. | Recommendation of the Cabinet from its meeting held on 16th March 2020 | 25 - 42 |
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- Stabmonk Park Millenium Green Trust Transfer

Officer Reports

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| 7. | Appointments to Committees, Quasi-Judicial and Other Bodies, Outside Bodies and Allocation of Political Officer Support | 43 - 56 |
| 8. | Localism Act 2011 - Dispensations | 57 - 58 |
| 9. | Protocol for Remote Meetings | 59 - 66 |
| 10. | Six Months Rule under Section 85 of the Local Government Act 1972 | 67 - 70 |
| 11. | COVID-19 Decisions | 71 - 80 |

Press and Public

This meeting will be held remotely in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020. Part I of this meeting will be live streamed as required by the regulations. The press and public can access the meeting from the following link (by selecting the meeting you wish to view):

<http://www.slough.gov.uk/moderngov/mgCalendarMonthView.aspx?GL=1&bcr=1>

Please note that the meeting may be recorded. By participating in the meeting by audio and/or video you are giving consent to being recorded and acknowledge that the recording will be in the public domain.

The press and public will not be able to view any matters considered during Part II of the agenda.

MINUTES OF COUNCIL PROCEEDINGS

At a Meeting of the Council for the Borough of Slough held at the Council Chamber - Observatory House, 25 Windsor Road, SL1 2EL on Tuesday, 28th January, 2020 at 7.00 pm

Present:- The Worshipful the Mayor (A. Cheema), in the chair; Councillors Ajaib, Ali, Anderson, Bains, Basra, Begum, Brooker, Carter, Chaudhry, H Cheema, Dar, Davis, Dhaliwal, Gahir, M Holledge, N Holledge, Hulme, Akram, Kelly, Matloob, Minhas, Mohammad, Nazir, Pantelic, D Parmar, S Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A Sandhu, R Sandhu, Sarfraz, Sharif, Smith, Strutton, Swindlehurst and Wright.

Apologies for Absence:- Councillors Bedi and Mann.

40. Declarations of Interest

Agenda item 5: Housing Rents and Service Charges 202/21 – Councillor R Sandhu declared that he was a leaseholder for the property at 2 Rye Court, Slough. Councillor R Sandhu remained in the meeting and voted on this item.

41. To approve as a correct record the Minutes of the Council held on 26th November 2019

Resolved – That the minutes of the meeting of the Council held on 26th November 2019 be approved as a correct record.

42. To receive the Mayor's Communications.

The Mayor informed Members that former councillor and Mayor of Slough, Mervyn Jones passed away on 13th January. Mr Jones was first elected as a conservative councillor in May 1971 for the Stoke North Ward and re-elected the following year for the Upton Ward where he served as a councillor until 1983. During his time on the Council he served on most of the committees and was the founder Mayor of the Annual Sports Awards which ran from 1980 until 2010. Details of the funeral were yet to be confirmed.

It was noted that Holocaust Memorial Day - which marked 75 years since the liberation of Auschwitz – had taken place on 27th January 2020. Council Members observed a minute's silence in memory of former Mayor, Mervyn Jones and in commemoration of Holocaust Memorial Day.

43. Questions from Electors under Procedure Rule 9.

A question had been received and tabled. The questioner was present and asked a supplementary question. A written copy of the reply would be sent to the elector.

44. Recommendations of the Cabinet Commercial Sub-Committee and Cabinet from meetings held on 16th December 2019 and 20th January 2020

Appointment of Directors for DISH Holding Company and Registered Providers

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

“(a) That Councillors Swindlehurst, Nazir and Mann be appointed as directors of DISH CLS;

(b) That two Councillors be nominated to work with officers on the set up of each of the DISH RP (Not for Profit) and the DISH RP (For Profit).”

The recommendations were put to the vote and agreed unanimously.

Resolved –

(a) That Councillors Swindlehurst, Nazir and Mann be appointed as directors of DISH CLS;

(b) That two Councillors be nominated to work with officers on the set up of each of the DISH RP (Not for Profit) and the DISH RP (For Profit).

Housing Rents and Service Charges 2020/21

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

“(a) That Council house dwelling rents for 2020/21 increase by 2.7% (CPI + 1%) over the 2019/20 rent with effect from Monday 6th April 2020. This is in line with current government guidelines and legislation.

(b) That garage rents, heating, utility and ancillary charges increase by 1.7% with effect from Monday 6th April 2020. This is based upon the September CPI figure.

(c) That service charges increase by 1.7% with effect from Monday 6th April 2020. This is based upon the September CPI figure.

(d) That ‘other committee’ property rents increase by an average of 1.7% from Monday 6th April 2020 in line with the September CPI figure.

(e) That properties leased from James Elliman Homes increase by an average of 1.7% from Monday 6th April 2020 in line with the September CPI figure.

(f) That DISH property rents increase by 2.7 % (CPI + 1%) over the 2019/20 rent with effect from Monday 6th April 2020. This is as per the Council’s recommendation to the DISH Board.”

The recommendations were put to the vote and agreed unanimously.

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Resolved –

- (a) That Council house dwelling rents for 2020/21 increase by 2.7% (CPI + 1%) over the 2019/20 rent with effect from Monday 6th April 2020. This is in line with current government guidelines and legislation.
- (b) That garage rents, heating, utility and ancillary charges increase by 1.7% with effect from Monday 6th April 2020. This is based upon the September CPI figure.
- (c) That service charges increase by 1.7% with effect from Monday 6th April 2020. This is based upon the September CPI figure.
- (d) That 'other committee' property rents increase by an average of 1.7% from Monday 6th April 2020 in line with the September CPI figure.
- (e) That properties leased from James Elliman Homes increase by an average of 1.7% from Monday 6th April 2020 in line with the September CPI figure.
- (f) That DISH property rents increase by 2.7 % (CPI + 1%) over the 2019/20 rent with effect from Monday 6th April 2020. This is as per the Council's recommendation to the DISH Board.

45. Recommendation of the Trustee Committee from its meeting held on 27th November 2019

It was moved by Councillor S Parmar,
Seconded by Councillor Swindlehurst,

“That the proposed changes to the Trustee Committee Terms of Reference, as set out in Appendix A of this report be approved.”

The recommendation was put to the vote and agreed unanimously.

Resolved – That the proposed changes to the Trustee Committee Terms of Reference, as set out in Appendix A of this report be approved.

46. Calendar of Meetings 2020/21

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

- “(a) That the Calendar of Meetings for the period May 2020 to May 2021, as set out in Appendix A of this report, be approved; subject to confirmation of the Conservative Group meeting dates.
- (b) That the Head of Democratic Services be authorised to make amendments to the Calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.”

The recommendations were put to the vote and agreed unanimously.

Resolved –

- (a) That the Calendar of Meetings for the period May 2020 to May 2021, as set out in Appendix A of this report, be approved; subject to confirmation of the Conservative Group meeting dates.
- (b) That the Head of Democratic Services be authorised to make amendments to the Calendar resulting from any constitutional changes that may be agreed, in accordance with the provisions of the Constitution.

47. To consider Motions submitted under procedure Rule 14.

A) Fireworks

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

“This Council resolves to -

a) Acknowledge:

- The detrimental environmental impact of fireworks on air quality and particularly the high risk for animals, autistic children and vulnerable people.
- Every year 4,000 people in England end up in A&E with firework related injuries.

b) Actively promote a public awareness campaign in Slough, educating firework users of the impact of fireworks on animal welfare and vulnerable people- including the precautions that can be taken to mitigate risks and effects on the environment.

c) Write to the UK Government in support for legislation on tighter controls and restrictions; preventing supermarkets and retailers from selling fireworks above 90dB for those sold to the public for private displays, and calling for fireworks to be used only at organised displays with exception of those in category F1 and F2.

d) Conduct an assessment into the feasibility of a firework permit scheme in Slough.”

It was moved by Councillor Swindlehurst, as an amendment,
Seconded by Councillor Akram,

“This Council acknowledges the detrimental environmental impact of fireworks on air quality and the high risk for animals, autistic children and vulnerable people and resolves to:

- Actively promote a public awareness campaign in Slough, educating firework users of the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks and effects on the environment

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- Write to the UK Government in support for legislation on tighter controls and restrictions on fireworks; preventing the sale fireworks above 90dB, banning category F3 fireworks from personal use and requesting that the Government enshrine EU Directive 2013/29/EU and EU Directive 2014/58/EU in UK Law to ensure the Pyrotechnic Articles (Safety) Regulations 2015 can remain in force after the UK exits the European Union.”

The amendment was put to the vote and agreed unanimously.

The amendment became the substantive motion and was agreed unanimously.

Resolved - This Council acknowledges the detrimental environmental impact of fireworks on air quality and the high risk for animals, autistic children and vulnerable people and resolves to:

- Actively promote a public awareness campaign in Slough, educating firework users of the impact of fireworks on animal welfare and vulnerable people – including the precautions that can be taken to mitigate risks and effects on the environment
- Write to the UK Government in support for legislation on tighter controls and restrictions on fireworks; preventing the sale fireworks above 90dB, banning category F3 fireworks from personal use and requesting that the Government enshrine EU Directive 2013/29/EU and EU Directive 2014/58/EU in UK Law to ensure the Pyrotechnic Articles (Safety) Regulations 2015 can remain in force after the UK exits the European Union.

B) A Fully Funded Proper Pay Rise for Local Government Workers

It was moved by Councillor Brooker,
Seconded by Councillor Bains,

“This Council recognises our workers are public service super heroes and acknowledges that government funding has been cut to such an extent that a proper pay rise would result in a reduction in services and therefore resolves to;

- Write to the Secretary of State to call for a pay increase for local government workers to be fully funded with new money from central government;
- Back the campaign for a £10 per hour minimum wage;
- Encourage all local government workers to join a union
- Encourage local business to pay their staff a minimum of £10 per hour.”

The motion was put to the vote and carried with 35 votes For, 1 Against and 4 Abstentions.

Resolved – This Council recognises our workers are public service super heroes and acknowledges that government funding has been cut to such an extent that a proper pay rise would result in a reduction in services and therefore resolves to;

- Write to the Secretary of State to call for a pay increase for local government workers to be fully funded with new money from central government;
- Back the campaign for a £10 per hour minimum wage;
- Encourage all local government workers to join a union
- Encourage local business to pay their staff a minimum of £10 per hour.

C) Fire Safety

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

“Council recognises that sprinkler systems and other automatic fire suppression systems (AFSS) have the ability to save lives and to reduce damage done by both fire and water, which is ultimately less costly and disruptive for the community, as well as being better for the environment.

Therefore this Council commits to;

- The installation of sprinkler systems or other AFSS within its own building stock wherever practicable when planning for and constructing new buildings or as a retrofitted solution when undertaking major refurbishments of existing buildings.
- Through the planning application or building control process, promote and support the installation of sprinklers or other AFSS for all new or refurbished buildings in accordance with current legislation and guidance associated with fire safety protection measures.
- Supporting the National Fire Chiefs Council position on sprinklers by writing to Central Government to express support for the creation of a legal requirement to fit sprinklers or AFSS in buildings.”

The motion was put to the vote and agreed unanimously.

Resolved – Council recognises that sprinkler systems and other automatic fire suppression systems (AFSS) have the ability to save lives and to reduce damage done by both fire and water, which is ultimately less costly and disruptive for the community, as well as being better for the environment.

Therefore this Council commits to;

- The installation of sprinkler systems or other AFSS within its own building stock wherever practicable when planning for and

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constructing new buildings or as a retrofitted solution when undertaking major refurbishments of existing buildings.

- Through the planning application or building control process, promote and support the installation of sprinklers or other AFSS for all new or refurbished buildings in accordance with current legislation and guidance associated with fire safety protection measures.
- Supporting the National Fire Chiefs Council position on sprinklers by writing to Central Government to express support for the creation of a legal requirement to fit sprinklers or AFSS in buildings.

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

None received within the relevant time period.

49. Exclusion of the Press and Public

Resolved – That the press and public be excluded from the meeting during consideration of the items in Part II of the agenda as they involved the likely disclosure of exempt information relating to the financial and business affairs of any particular person (including the authority holding that information) as defined in Paragraph 3 of Part 1 the Schedule 12A the Local Government Act 1972.

50. Part II Minutes - 26th November 2019

Resolved – That the Part II minutes of the meeting held on 26th November 2019 be approved as a correct record.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 8.07 pm)

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MINUTES OF COUNCIL PROCEEDINGS

At an Extraordinary Meeting of the Council for the Borough of Slough held at the Council Chamber - Observatory House, 25 Windsor Road, SL1 2EL on Thursday, 20th February, 2020 at 7.00 pm

Present:- The Deputy Mayor (Councillor Brooker), in the chair; Councillors Ajaib (from 7.23pm), Akram, Ali, Anderson, Bains, Basra, Begum, Carter, Chaudhry, Dar, Davis, M Holledge, Hulme, Kelly, Mann, Matloob, Minhas, Mohammad, Nazir, Pantelic, D Parmar, S Parmar, Plenty, Qaseem (from 7.39pm), Rasib, Sabah, Sadiq, A Sandhu, Sarfraz, Sharif (from 7.08pm), Smith, Strutton, Swindlehurst and Wright.

Apologies for Absence:- Councillors Bedi, A Cheema, H Cheema, Dhaliwal, Gahir, N Holledge and R Sandhu.

51. Declarations of Interest

None were received.

52. Five Year Plan 2020/21 - 2024/25

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

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

The recommendation was put to the vote and agreed unanimously.

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

53. Meeting Procedure

A suggested procedure for debating the item on the Revenue Budget 2020/21 had been circulated to all Members of the Council.

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

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

- Members of the Leadership speaking for up to 50 minutes in total on the Revenue Budget 2020/21;
- Members of the Opposition speaking for up to 20 minutes in total on the same item;
- Independent Members speaking for up to 5 minutes in total, and

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- All subsequent speeches in the debate being limited to 3 minutes, other than the winding up speech by the Leader of the Council which shall not exceed 10 minutes.”

The procedural motion was put and carried.

Resolved – That the proposed procedure for the debate on the Revenue Budget 2020/21 be approved and adopted.

54. Revenue Budget 2020/21

The Leader of the Council and Lead Members for Governance and Customer Services, Children and Schools, Transport and Environmental Services, Housing and Community Safety, Health and Wellbeing, Inclusive Growth and Skills and Planning and Regulation presented the Leadership Proposals for the Revenue Budget 2020/21. On completion of the presentation:

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

“Council Tax Resolution – In relation to the Council Tax for 2020/21

- (a) That in pursuance of the powers conferred on the Council as the billing authority for its area by the Local Government Finance Acts (the Acts), the Council Tax for the Slough area for the year ending 31 March 2021 is as specified below and that the Council Tax be levied accordingly.
- (b) That it be noted that at its meeting on 16 December 2019 Cabinet calculated the following Tax Base amounts for the financial year 2020/21 in accordance with Regulations made under sections 31B (3) and 34(4) of the Act:
 - (i) 42,918.1 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 2012 (the Regulations) as the Council Tax Base for the whole of the Slough area for the year 2020/21; and
 - (ii) The sums below being the amounts of Council Tax Base for the Parishes within Slough for 2020/21:

Parish of Britwell	868.6
Parish of Colnbrook with Poyle	1,912.9
Parish of Wexham Court	1,416.5
- (c) That the following amounts be now calculated for the year 2020/21 in accordance with sections 31A to 36 of the Act:
 - (i) £382,391,988 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (2)(a) to (f) of the Act. (Gross Expenditure);

- (ii) £321,271,305 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (3) (a) to (d) of the Act. (Gross Income);
- (iii) £61,120,683 being the amount by which the aggregate at paragraph c (i) above exceeds the aggregate at paragraph c (ii) above calculated by the Council as its council tax requirement for the year as set out in section 31A(4) of the Act. (Council Tax Requirement);
- (iv) £1,424.12 being the amount at paragraph c(iii) above divided by the amount at paragraph b(i) above, calculated by the Council, in accordance with section 31B(1) of the Act, as the basic amount of its Council Tax for the year, including the requirements for Parish precepts.
- (v) That for the year 2020/21 the Council determines in accordance with section 34 (1) of the Act, Total Special Items of £199,728, representing the total of Parish Precepts for that year.
- (vi) £1,419.47 being the amount at paragraph c (iv) above less the result given by dividing the amount at paragraph c (v) above by the relevant amounts at paragraph b (i) above, calculated by the Council, in accordance with section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
- (vii) Valuation Bands

At the time of preparing the report, the Parish of Britwell has indicated a 25% reduction in its Council Tax charge and the parish of Colnbrook with Poyle a zero increase. Wexham Court has set a Band D charge of £25.

Band	Slough Area	Parish of Britwell	Parish of Colnbrook with Poyle	Parish of Wexham Court
	£	£	£	£
A	946.31	33.05	32.93	16.67
B	1,104.03	38.56	38.42	19.44
C	1,261.75	44.07	43.91	22.22
D	1,419.47	49.58	49.40	25.00
E	1,734.91	60.59	60.38	30.56
F	2,050.35	71.61	71.36	36.11
G	2,365.78	82.63	82.33	41.67
H	2,838.94	99.15	98.80	50.00

Being the amounts given by multiplying the amounts at paragraph c (iv) and c (vi) above by the number which, in the

proportion set out in section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36 (1) of the Act, as the amount to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (viii) Calculate that the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish precepts) is £60,920,955.
- (ix) That it be noted that for the year 2020/21 it is assumed that the Thames Valley Police Authority precept will increase by £10 for a Band D property (the maximum allowed by the Home Office). The police funding settlement was only announced on 22 January. The Police and Crime Panel are provisionally meeting on the 14th February to consider the Police & Crime Commissioner's precept proposals. The following amounts are stated in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £
A	144.19
B	168.22
C	192.25
D	216.28
E	264.34
F	312.40
G	360.47
H	432.56

- (x) That it be noted that for the year 2020/21 the Royal Berkshire Fire Authority has proposed increasing its precept by 1.99% in accordance with section 40 of the Act, for each of the categories of dwellings shown below. The Fire Authority is due to meet on 14 February to finalise its precept and associated Council Tax:

Band	Royal Berkshire Fire Authority £
A	45.07
B	52.58

C	60.09
D	67.60
E	82.62
F	97.64
G	112.67
H	135.20

- (xi) Note that arising from these recommendations, and assuming the major precepts are agreed, the overall Council Tax for Slough Borough Council for 2020/21 including the precepting authorities will be as follows:

Band	Slough	Office of the Police and Crime Commissioner (OPCC) for Thames Valley	Royal Berkshire Fire Authority	TOTAL
	£	£	£	£
A	946.31	144.19	45.07	1,135.57
B	1,104.03	168.22	52.58	1,324.83
C	1,261.75	192.25	60.09	1,514.09
D	1,419.47	216.28	67.60	1,703.35
E	1,734.91	264.34	82.62	2,081.87
F	2,050.35	312.40	97.64	2,460.39
G	2,365.78	360.47	112.67	2,838.92
H	2,838.94	432.56	135.20	3,406.70

- (xii) That the Section 151 Officer be and is hereby authorised to give due notice of the said Council Tax in the manner provided by Section 38(2) of the 2012 Act.
- (xiii) That the Section 151 Officer be and is hereby authorised when necessary to apply for a summons against any Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.
- (xiv) That the Section 151 Officer be authorised to collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate and that whenever the office of the Section 151 Officer is vacant or the holder thereof is for any reason unable to act, the Chief Executive or such other authorised post-holder be authorised to act as before said in his or her stead.
- (xv) That in the event that there are any changes to the provisional precept of the Police and Crime Commissioner, Fire Authority or Parishes, the Section 151 Officer is

delegated authority to enact all relevant changes to the Revenue Budget 2020/21, Statutory Resolution and council tax levels.

Fees and Charges

- (d) Resolve to change the Council's fees and charges as outlined in Appendix E to the report for 2020/21.

Statement on The Robustness Of Estimates & Reserves (the Section 25 Statement)

- (e) Note the statutory advice of the Chief Finance Officer outlined in Appendix G to the report, the Section 25 statement. This is required to highlight the robustness of budget estimates and the adequacy of the Council's reserves.

School & Pupil Funding

- (f) Ratify the Schools Forum proposals to transition to 85% of the National Funding Formula; set the Minimum Funding Guarantee at +0.5%; retain the maximum 5% early years funding centrally; transfer £0.250m from the Central Schools Service (CSSB) Block to the High Needs Block; and, the proposed use of the CSSB.

Use of Flexible Capital Receipts –

- (g) Resolve to agree the Use of Flexible Capital Receipts Strategy outlined in Appendix J to the report.

Pay Policy –

- (h) Note the Pay Policy Statement agreed at the Employment & Appeals Committee on 23 January 2020 as detailed in Appendix K to the report.

Local Taxation Issues

- (i) Note that existing policies on court costs, empty property relief and public room booking have not changed and fees and charges for these areas are as at (d) above."

Members of the Opposition spoke on the Revenue Budget 2020/21 proposals, following which;

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

"This Council should do more to:

- encourage the protection of the environment;
- make our roads safer; and,
- offer greater opportunities for those eligible for concessionary bus fares.

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Therefore, the following revenue budget amendments are proposed:

	£'000
Move recycling ("red bin") collection to fortnightly (with the introduction of a brown food caddy on weekly collections).	(200)
Increase bus lane cameras at three locations	(150)
Extend the concessionary bus fare scheme to include between 6.30am to 9.30 am	250
Invest in additional parking enforcement staff	100
<i>Net Cost</i>	<i>0</i>

The council should also instigate a review of the local electoral cycle in 2020, to include consideration of "all out" elections every four years, with a view to resultant savings being built into the MTFS from 2021."

The amendment was put to the vote and lost with 4 for, 30 against and 1 abstention.

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

There voted for the recommendations:-

Councillors Ajaib, Akram, Ali, Anderson, Bains, Basra, Begum, Carter, Chaudhry, Dar, Davis, M Holledge, Hulme, Mann, Matloob, Minhas, Mohammad, Nazir, Pantelic, D.Parmar, S.Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A.Sandhu, Sarfraz, Sharif and Swindlehurst. 30

There abstained from voting:

The Deputy Mayor, Councillors Kelly, Smith, Strutton and Wright 5

Resolved –

Council Tax Resolution – In relation to the Council Tax for 2020/21

- (a) That in pursuance of the powers conferred on the Council as the billing authority for its area by the Local Government Finance Acts (the Acts), the Council Tax for the Slough area for the year ending 31 March 2021 is as specified below and that the Council Tax be levied accordingly.
- (b) That it be noted that at its meeting on 16 December 2019 Cabinet calculated the following Tax Base amounts for the financial year 2020/21 in accordance with Regulations made under sections 31B (3) and 34(4) of the Act:
 - (i) 42,918.1 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax

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Base) Regulations 2012 (the Regulations) as the Council Tax Base for the whole of the Slough area for the year 2020/21; and

- (ii) The sums below being the amounts of Council Tax Base for the Parishes within Slough for 2020/21:

Parish of Britwell	868.6
Parish of Colnbrook with Poyle	1,912.9
Parish of Wexham Court	1,416.5

- (c) That the following amounts be now calculated for the year 2020/21 in accordance with sections 31A to 36 of the Act:

- (i) £382,391,988 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (2)(a) to (f) of the Act. (Gross Expenditure);
- (ii) £321,271,305 being the aggregate of the amounts which the Council estimates for the items set out in section 31A (3) (a) to (d) of the Act. (Gross Income);
- (iii) £61,120,683 being the amount by which the aggregate at paragraph c (i) above exceeds the aggregate at paragraph c (ii) above calculated by the Council as its council tax requirement for the year as set out in section 31A(4) of the Act. (Council Tax Requirement);
- (iv) £1,424.12 being the amount at paragraph c(iii) above divided by the amount at paragraph b(i) above, calculated by the Council, in accordance with section 31B(1) of the Act, as the basic amount of its Council Tax for the year, including the requirements for Parish precepts.
- (v) That for the year 2020/21 the Council determines in accordance with section 34 (1) of the Act, Total Special Items of £199,728, representing the total of Parish Precepts for that year.
- (vi) £1,419.47 being the amount at paragraph c (iv) above less the result given by dividing the amount at paragraph c (v) above by the relevant amounts at paragraph b (i) above, calculated by the Council, in accordance with section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no special item relates.
- (vii) Valuation Bands

At the time of preparing the report, the Parish of Britwell has indicated a 25% reduction in its Council Tax charge and the parish of Colnbrook with Poyle a zero increase. Wexham Court has set a Band D charge of £25.

Band	Slough Area £	Parish of Britwell £	Parish of Colnbrook with Poyle £	Parish of Wexham Court £
A	946.31	33.05	32.93	16.67
B	1,104.03	38.56	38.42	19.44
C	1,261.75	44.07	43.91	22.22
D	1,419.47	49.58	49.40	25.00
E	1,734.91	60.59	60.38	30.56
F	2,050.35	71.61	71.36	36.11
G	2,365.78	82.63	82.33	41.67
H	2,838.94	99.15	98.80	50.00

Being the amounts given by multiplying the amounts at paragraph c (iv) and c (vi) above by the number which, in the proportion set out in section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with section 36 (1) of the Act, as the amount to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- (viii) Calculate that the Council Tax requirement for the Council's own purposes for 2020/21 (excluding Parish precepts) is £60,920,955.
- (ix) That it be noted that for the year 2020/21 it is assumed that the Thames Valley Police Authority precept will increase by £10 for a Band D property (the maximum allowed by the Home Office). The police funding settlement was only announced on 22 January. The Police and Crime Panel are provisionally meeting on the 14th February to consider the Police & Crime Commissioner's precept proposals. The following amounts are stated in accordance with section 40 of the Act, for each of the categories of dwellings shown below:

Band	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £
A	144.19
B	168.22
C	192.25
D	216.28
E	264.34
F	312.40

G	360.47
H	432.56

- (x) That it be noted that for the year 2020/21 the Royal Berkshire Fire Authority has proposed increasing its precept by 1.99% in accordance with section 40 of the Act, for each of the categories of dwellings shown below. The Fire Authority is due to meet on 14 February to finalise its precept and associated Council Tax:

Band	Royal Berkshire Fire Authority £
A	45.07
B	52.58
C	60.09
D	67.60
E	82.62
F	97.64
G	112.67
H	135.20

- (xi) Note that arising from these recommendations, and assuming the major precepts are agreed, the overall Council Tax for Slough Borough Council for 2020/21 including the precepting authorities will be as follows:

Band	Slough £	Office of the Police and Crime Commissioner (OPCC) for Thames Valley £	Royal Berkshire Fire Authority £	TOTAL £
A	946.31	144.19	45.07	1,135.57
B	1,104.03	168.22	52.58	1,324.83
C	1,261.75	192.25	60.09	1,514.09
D	1,419.47	216.28	67.60	1,703.35
E	1,734.91	264.34	82.62	2,081.87
F	2,050.35	312.40	97.64	2,460.39
G	2,365.78	360.47	112.67	2,838.92
H	2,838.94	432.56	135.20	3,406.70

- (xii) That the Section 151 Officer be and is hereby authorised to give due notice of the said Council Tax in the manner provided by Section 38(2) of the 2012 Act.
- (xiii) That the Section 151 Officer be and is hereby authorised when necessary to apply for a summons against any

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Council Tax payer or non-domestic ratepayer on whom an account for the said tax or rate and arrears has been duly served and who has failed to pay the amounts due to take all subsequent necessary action to recover them promptly.

- (xiv) That the Section 151 Officer be authorised to collect (and disperse from the relevant accounts) the Council Tax and National Non-Domestic Rate and that whenever the office of the Section 151 Officer is vacant or the holder thereof is for any reason unable to act, the Chief Executive or such other authorised post-holder be authorised to act as before said in his or her stead.
- (xv) That in the event that there are any changes to the provisional precept of the Police and Crime Commissioner, Fire Authority or Parishes, the Section 151 Officer is delegated authority to enact all relevant changes to the Revenue Budget 2020/21, Statutory Resolution and council tax levels.

Fees and Charges

- (d) Resolve to change the Council's fees and charges as outlined in Appendix E to the report for 2020/21.

Statement on The Robustness Of Estimates & Reserves (the Section 25 Statement)

- (e) Note the statutory advice of the Chief Finance Officer outlined in Appendix G to the report, the Section 25 statement. This is required to highlight the robustness of budget estimates and the adequacy of the Council's reserves.

School & Pupil Funding

- (f) Ratify the Schools Forum proposals to transition to 85% of the National Funding Formula; set the Minimum Funding Guarantee at +0.5%; retain the maximum 5% early years funding centrally; transfer £0.250m from the Central Schools Service (CSSB) Block to the High Needs Block; and, the proposed use of the CSSB.

Use of Flexible Capital Receipts –

- (g) Resolve to agree the Use of Flexible Capital Receipts Strategy outlined in Appendix J to the report.

Pay Policy –

- (h) Note the Pay Policy Statement agreed at the Employment & Appeals Committee on 23 January 2020 as detailed in Appendix K to the report.

Local Taxation Issues

- (ii) Note that existing policies on court costs, empty property relief and public room booking have not changed and fees and charges for these areas are as at (d) above.

55. Treasury Management Strategy 2020/21

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

“That the Treasury Management Strategy for 2020/21 as at Appendix A to the report be approved.”

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

There voted for the recommendation:-

Councillors Ajaib, Akram, Ali, Anderson, Bains, Basra, Begum, Carter, Chaudhry, Dar, Davis, M Holledge, Hulme, Mann, Matloob, Minhas, Mohammad, Nazir, Pantelic, D.Parmar, S.Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A.Sandhu, Sarfraz, Sharif and Swindlehurst. 30

There abstained from voting:

The Deputy Mayor, Councillors Kelly, Smith, Strutton and Wright 5

Resolved - That the Treasury Management Strategy for 2020/21 as at Appendix A to the report be approved.

56. Capital Strategy 2020/24

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

“That the Council -

- (a) Approve the capital strategy of **£259.0m** and the associated Minimum Revenue Provision;
- (b) Note the notional costs of borrowing for the capital programme to the revenue budget will be an increase of up to **£5.916m** per annum -commencing during the period of the capital strategy to fund borrowing.
- (c) Approve the principles underpinning the capital programme in paragraph 5.1.2 and the Minimum Revenue Provision principles in Section 7;

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- (d) Approve the Prudential Indicators as set out in Section 6 of the report and the Authorised Limit as set out in Tables 1.7 and 1.8.
- (e) Approve, in order to provide increased flexibility to fund the Council's Capital Expenditure plans, the maximum level of external debt be brought forward to the 2020/21 limit with immediate effect.
- (f) Approve Appendices A and B to the report detailing the capital programmes for the General Fund and the Housing Revenue Account."

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

	2020/21	2021/22
	£'000	£'000
Installation of 10 City Tree air filter infrastructure devices	200	100
Funded by the reduction of Environmental Initiatives	(200)	(100)

The amendment was put to the vote and lost with 4 for, 30 against and 1 abstention.

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

There voted for the recommendations:-

Councillors Ajaib, Akram, Ali, Anderson, Bains, Basra, Begum, Carter, Chaudhry, Dar, Davis, M Holledge, Hulme, Mann, Matloob, Minhas, Mohammad, Nazir, Pantelic, D.Parmar, S.Parmar, Plenty, Qaseem, Rasib, Sabah, Sadiq, A.Sandhu, Sarfraz, Sharif and Swindlehurst. 30

There voted against the recommendations:

Councillors Kelly, Smith, Strutton and Wright 4

There abstained from voting:

The Deputy Mayor..... 1

Resolved –

That the Council -

- (a) Approve the capital strategy of **£259.0m** and the associated Minimum Revenue Provision;
- (b) Note the notional costs of borrowing for the capital programme to the revenue budget will be an increase of up to **£5.916m** per annum -commencing during the period of the capital strategy to fund borrowing.

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- (c) Approve the principles underpinning the capital programme in paragraph 5.1.2 and the Minimum Revenue Provision principles in Section 7;
- (d) Approve the Prudential Indicators as set out in Section 6 of the report and the Authorised Limit as set out in Tables 1.7 and 1.8.
- (e) Approve, in order to provide increased flexibility to fund the Council's Capital Expenditure plans, the maximum level of external debt be brought forward to the 2020/21 limit with immediate effect.
- (f) Approve Appendices A and B to the report detailing the capital programmes for the General Fund and the Housing Revenue Account.

57. Mayor's Announcement

The Deputy Mayor condemned the recent terrorist attacks that had taken place in Germany and the stabbing outside a London Mosque and stated that the Council's thoughts and sympathies were with those individuals and families who had been affected.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 9.07 pm)

MINUTES OF COUNCIL PROCEEDINGS

At an Extraordinary Meeting of the Council for the Borough of Slough held at the Council Chamber - Observatory House, 25 Windsor Road, SL1 2EL on Thursday, 20th February, 2020 at 9.15 pm.

Present:- The Deputy Mayor (Councillor Brooker), in the chair; Councillors Ajaib, Akram, Ali, Anderson, Begum, Carter, Chaudhry, Dar, Davis, M Holledge, Hulme, Kelly, Mann (until 9.17pm), Matloob, Mohammad, Nazir, Pantelic (until 9.17pm), Plenty, Qaseem, Rasib, Sabah, Sadiq, A Sandhu, Sharif, Smith, Strutton, Swindlehurst and Wright.

Apologies for Absence:- Councillors Bedi, A Cheema, H Cheema, Dhaliwal, Gahir, N Holledge, Minhas, R Sandhu and Sarfraz.

58. Declarations of Interest

None were received.

59. To Consider a Motion Submitted regarding Kashmir

In accordance with Council Procedure Rule 16.8 (a) - with the consent of the other signatories to the original motion,

Councillor Ajaib moved,
Seconded by Councillor Sadiq,

“The Council agrees to support the local campaigns in raising awareness of the crisis in Kashmir, especially as Slough is host to a large Kashmiri community who are concerned about their families who are struggling in Kashmir and desire the support of the council in their effort to campaign for short and long term resolution.

The Council resolves to write to:

1. India High Commissioner urging India to immediately lift the oppressive controls of the civilian population.
2. The Secretary General of United Nations, asking that they use their influence to secure their urgent amelioration of the situation.
3. To write to Tan Dhesi MP requesting that he uses his influence in parliament and liaise with the Foreign Secretary to bring about a peaceful resolution.”

The motion was put to the vote and carried with 21 votes For, 1 Against and 4 abstentions.

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Resolved – The Council agrees to support the local campaigns in raising awareness of the crisis in Kashmir, especially as Slough is host to a large Kashmiri community who are concerned about their families who are struggling in Kashmir and desire the support of the council in their effort to campaign for short and long term resolution.

The Council resolves to write to:

1. India High Commissioner urging India to immediately lift the oppressive controls of the civilian population.
2. The Secretary General of United Nations, asking that they use their influence to secure their urgent amelioration of the situation.
3. To write to Tan Dhesi MP requesting that he uses his influence in parliament and liaise with the Foreign Secretary to bring about a peaceful resolution.

Chair

(Note: The Meeting opened at 9.15 pm and closed at 9.47 pm)

need to act in the best interests of the trusts imposed on the land and where these considerations conflict the Council will need to act in the best interests of the trust and not to promote any strategic priorities of the Council.

3b. **Five Year Plan Outcomes**

Improving the quality and accessibility of the green environment will contribute towards:

- Outcome 1 - creating safe, useable and interesting public spaces will contribute towards Slough children growing up to be happy, healthy and successful,
- Outcome 2 - creating safe, useable and interesting public spaces will contribute our residents being healthier,
- Outcome 3 - creating safe, useable and interesting public spaces will contribute towards Slough being an attractive place where people choose to live, work and stay;
- Outcome 4 – opening up Stabmonk Park Chalvey Millennium Green to access from the east will help facilitate the development of much needed good quality mixed tenure housing on the former Montem Leisure Centre site.

As the land would be transferred to the Council in it's capacity as a corporate trustee of charitable land, whilst these considerations may be relevant, the Council will need to act in the best interests of the trusts imposed on the land and where these considerations conflict the Council will need to act in the best interests of the trust and not to promote any plans of the Council.

4. **Other Implications**

(a) Financial

The cost of improving the paths and furniture within Stabmonk Park and creating access bridges over Chalvey Brook (a tributary of Chalvey Ditch) will be paid for by Slough Urban Renewal (SBC's Local Asset Backed Development Vehicle in partnership with Morgan Sindall Investments Limited) and a commuted sum for the ongoing maintenance will be secured via a s.106 planning obligation agreement linked to the redevelopment of the Montem Leisure Centre site.

The land value paid by SUR for sites optioned to the vehicle (such as the Montem Leisure Centre site) is based it's independently assessed market value (a 'Red Book' valuation). In this situation the market value will be determined by the residential planning consent obtained and the residual value of the site will need to have consideration to the planning obligation (s.106) costs imposed.

On balance the benefit of improving the quality and accessibility to Stabmonk Park from the east and the associated improvement to the liveability of, and the values achieved on, the Montem Leisure Centre redevelopment should outweigh the financial cost of the physical improvements and ongoing maintenance.

Improving Stabmonk Park should improve the lives of local residents whilst improving the viability and deliverability of the scheme increasing the number of affordable homes financially viable on site.

Stabmonk Park will remain with the Council and will be managed by the SBC Trustees Committee using the commuted sum secured via the s.106 agreement.

(b) Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
Recommend to Full Council the transfer of the Stabmonk Park Chalvey Millennium Green from the Chalvey Millennium Green Trust to Slough Borough Council.	That improvements and ongoing maintenance create a financial burden on SBC.	The improvements and a commuted sum for ongoing maintenance will be secure via development receipts associated with the redevelopment of the neighbouring Montem Leisure Centre site.	4	A s.106 agreement will be used to secure the commuted sum and the physical improvements required.

(c) Human Rights Act and Other Legal Implications

The Trustee Committee of the Council discharges the Council's obligations as corporate Trustee of the existing 4 charitable trusts, within the framework of Terms of Reference set by full Council. Any decision to accept Trustee responsibility for another Trust can only be taken by full Council who must extend the Trustee Committee's Terms of Reference to allow for this.

Under the Open Spaces Act 1906 the current Trustees of Stabmonk Park can transfer the trust asset to the Council by way of gift to the Council for use for public recreation and the Council can accept such gift subject to the obligations which bind the current Trustees. The Council is advised to examine the Trust Deed relating to this land to ensure that there is nothing within its terms which might be problematic for the Council.

The Trustees Committee presently administers the Langley War Memorial Field Trust which was similarly transferred to a predecessor authority by private Trustees and to which the Council became a successor authority.

(d) Equalities Impact Assessment

Due to topographical constraints it's not feasible for the additional bridge(s) proposed over the stream to be a wheelchair/ Disability Discrimination Act (DDA) compliant routes. This will disadvantage disabled users but a level DDA compliant access to Stabmonk Park via the existing site access, off Seymour Road, will be sought.

(e) Workforce

On going maintenance of Stabmonk Park will increase the workload of the Parks, Open Space and Grounds teams but given the small size of the open space and the nature reserve character of the remainder of the site the transfer is unlikely to require and increase in personnel.

(f) Property

Please see Section 5 below.

5. **Supporting Information**

- 5.1 Stabmonk Park Chalvey Millennium Green was established in 1998. The open part of the site is owned freehold by the Chalvey Millennium Green Trust (shown green on Appendix 1) with the remainder leased to the trust under a 1,000 year lease granted in 2001 by Slough Borough Council (shown red on Appendix 1).
- 5.2 The land shown green on Appendix 1 was given to the people of Chalvey, with the thought of making it a community centre, by Sir Squire Sprigg's estate in the early 1950's. Nothing came of the project and the land laid neglected for many years developing naturally into a haven for wildlife.
- 5.3 When applications were made in the early 1990's for housing, residents of Chalvey looked for ways to protect the site from development. The access and central piece of land was landscaped and a circular path and benches were added with the support of the Ground Work Trust, Thames Valley Wildlife Trust and the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust.
- 5.4 Further support was obtained via the Millennium Green initiative at the end of the nineties and the site became know as Stabmonk Park Chalvey Millennium Green and a large piece of Green Welsh rock was erected as a centre piece for the green.
- 5.2 The trustees of Chalvey Green Millennium Trust have had trouble recruiting younger residents into the trust and the burden of the management and maintenance of the green is starting to become disproportionate to the trusts resources.
- 5.3 Over the course of last year the Council have had discussions with Chalvey Green Millennium Trust around the improvements desired to Stabmonk Park as part of the Montem Leisure Centre redevelopment and the potential for the green to transfer to the local authority.
- 5.4 The transfer process involves:
- i) the existing trustees applying to Natural England to transfer the green,
 - ii) the trustees confirming that they are in compliance with the existing Millennium Green grant agreement obligations,
 - iii) SBC agreeing that they will enter into a deed of adherence to provide undertakings that it will comply with the original grant agreement obligations and ensure the future of the green,

- iv) Natural England issuing a letter of consent; and then
- v) The land will need to be transferred to the Council and Natural England's interest registered against the title.

5.5 The existing trustees have applied to Natural England and Communities and Leisure have reviewed the original grant agreement terms and conditions.

6. **Comments of Other Committees**

The Trustee Committee agreed on 29th January 2020 to recommend to Cabinet and Full Council that the Stabmonk Park Chalvey Millennium Green be transferred from the Chalvey Millennium Green Trust to Slough Borough Council. The Cabinet agreed on 16th March 2020 to make the recommendation to Council.

7. **Conclusion**

There is currently an opportunity to improve the quality and accessibility of a small but important green environment, improving the mental health and wellbeing of local residents whilst maximising on Slough's natural capital and contributing towards the facilitation of much needed good quality mixed tenure housing on the former Montem Leisure Centre site. Whilst the interests of the Trust and those of the Council coincide in this respect, it must always be borne in mind that whenever these interests conflict, the Council as corporate trustee will need to act in the interests of the trust.

Having regard to the above the Council is requested to agree that Stabmonk Park Chalvey Millennium Green be transferred from the Chalvey Millennium Green Trust to Slough Borough Council, in its capacity as a corporate charitable trustee

8. **Appendices**

Appendix 1 – SPCMG Site Plan – Red Long Leasehold/ Green Freehold

Appendix 2 – Millennium Green Terms and Conditions

Appendix 3 – Montem Leisure Centre Indicative Masterplan Proposal

9. **Background Papers**

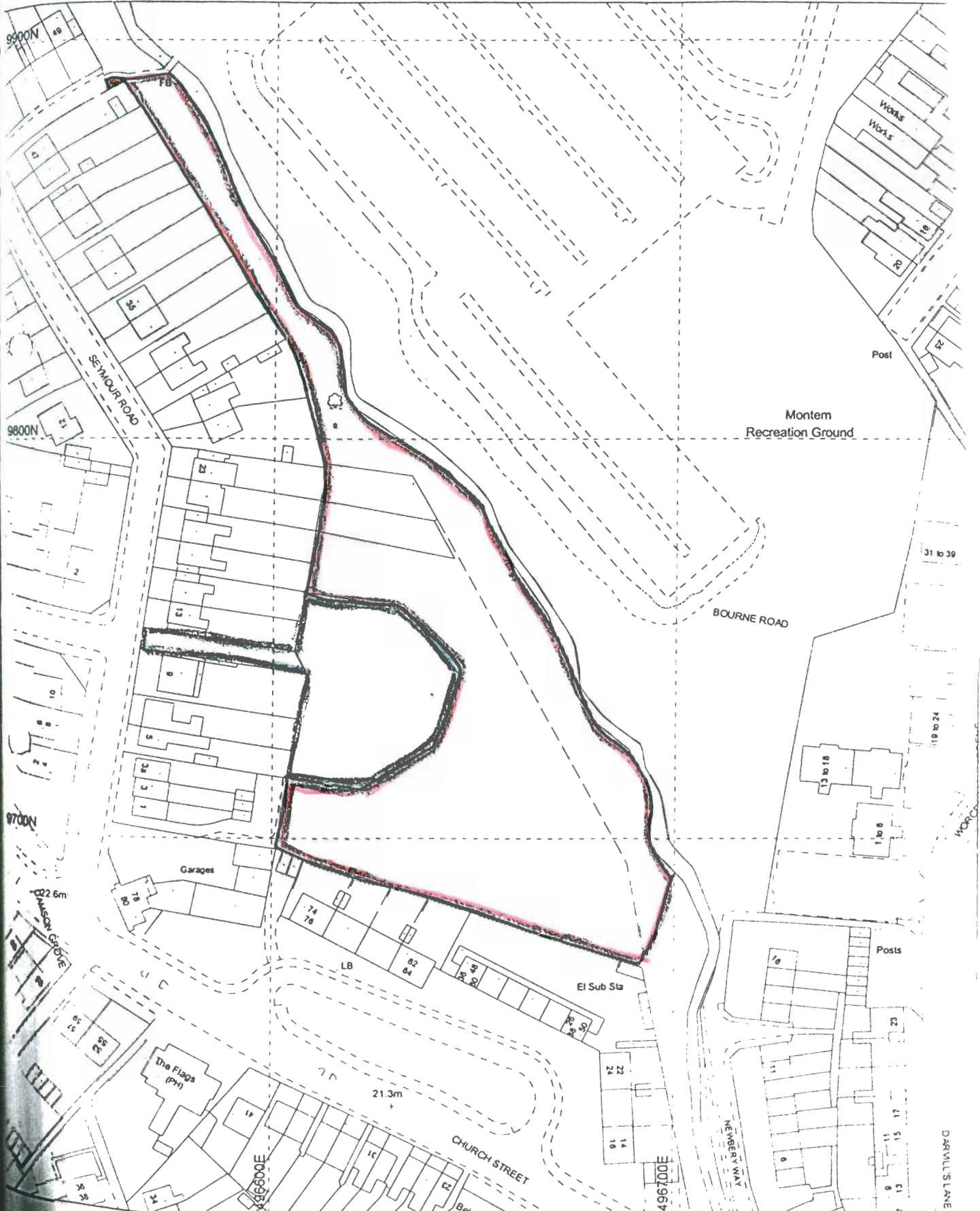
None.

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Handwritten signatures and initials:
P. R. S. B.
Sarah Mitchell
[Signature]
[Signature]



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Belmont Manor

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Our ref. MG7/112
Your ref.
Date 25 August 1998

Chalvey Millennium Green Trust
c/o 14 Chestnut Avenue
Langley
Slough
SL3 7DE

FAO Margaret Innis

Dear Sirs

**OFFER OF A MILLENNIUM GREEN AGREEMENT GRANT FOR THE
PROPOSED CHALVEY MILLENNIUM GREEN**

1. The Countryside Commission has considered your Millennium Green Agreement application dated 28th July 1998 and, in exercise of its powers under Section 9 of the Local Government Act 1974 hereby offers a grant of £18,854.12 or 50% of your Approved Project Expenditure of £37,708.25, whichever is the less, towards the cost of the following facilities or services as outlined below. You should contact us if the details of your application change, and in appropriate circumstances a revised offer of grant will be issued.

- | | | |
|-----|----------------------------|---|
| (a) | Name of site | Chalvey Millennium Green |
| (b) | Facility or service | Site acquisition, Creation and establishment of the Millennium Green, including community support and training. |
| (c) | Purpose | To enable the Chalvey Millennium Green Trust when formally constituted in accordance with the Countryside Commission's requirements, to create and establish for the benefit of Chalvey a Millennium Green in accordance with the Site Preparation Plan approved by the Countryside Commission. |

2. The offer is made subject to the Countryside Commission's Millennium Green Grant Terms and Conditions dated October 1997 which are attached.

3. You should particularly note clause 3.5 of our Terms and Conditions which must be met before any grant offered can be paid to you. In addition, you should note that monies will only be paid to the properly appointed trustees of the Millennium Green Trust, and any such payment will be made on and subject to those Terms and Conditions which are deemed to be imposed and re-imposed on every such payment.

4. The following is the schedule and breakdown of the Countryside Commission's grant offer.

DESCRIPTION	AMOUNT OF GRANT £	%	INTERIM CLAIM DATES
<i>Year 1</i>			
Legal & planning fees	1,109.37	50	31st December 1998
Creation costs	8,048.75	50	31st October 1999
Community support & training costs	683.50	50	31st October 1999
Establishment costs	1,677.50	50	31st October 1999
Sub total	<u>11,519.12</u>		
<i>Year 2</i>			
Creation costs	3,525.00	50	31st October 2000
Community support & training costs	1,047.50	50	31st October 2000
Establishment costs	857.50	50	31st October 2000
Sub total	<u>5,430.00</u>		
<i>Year 3</i>			
Establishment costs	1,905.00	50	31st October 2001
Sub total	1,905.00		
TOTAL GRANT OFFER	<u>18,854.12</u>		

5. Claims for payment of grant should be submitted using the Millennium Greens Agreement claim form (MG7) and Millennium Greens Agreement Voluntary Time Contributions claim form (MG8) and accompanied by the necessary receipted invoices. The Countryside Commission will reduce their grant pro rata when the costs are lower than the estimates submitted with the original application. All claims must be submitted in accordance with the dates identified in the above schedule. These dates will not normally be extended.

6. The Projected Completion Date is **30th September 2001** and your final claim for payment of grant should be submitted by **31st October 2001**.

7. If you wish to accept this offer please sign the accompanying copy coloured pink and return it to the address above within twenty one days of the date of this letter.

8. If you have any questions with regard to this grant offer please do not hesitate to discuss them with your local Millennium Greens Adviser.

Yours faithfully

STELLA BREEZE
Office Manager

Enc.

MG7. Millennium Greens Agreement Claim Form (to follow)
MG8. Millennium Greens Agreement Voluntary Time Contributions
MGA Terms and Conditions
Deed of Covenant
Deed of Indemnity

MG7/112

I hereby accept the Countryside Commission's Millennium Greens Agreement Grant offer of **£18,854.12**.

SIGNED.....

PRINT NAME.....

DATE.....

MILLENNIUM GREEN AGREEMENT GRANT TERMS AND CONDITIONS



1 GENERAL

- 1.1 The conditions set out below apply to all offers of Millennium Green Agreement grants and any payment of such grant by the Countryside Commission except where such conditions conflict with the relevant grant offer letter, when the provisions of the Grant offer letter shall prevail
- 1.2 No Grant will be paid for any work carried out or services provided
 - 1.2.1 Prior to the acceptance of the offer in accordance with clause 3 below
 - 1.2.2 Until clause 3.5 below is complied with in full
 - 1.2.3 Until any work or services to which the payment of Grant relates is completed or have been provided to the Countryside Commission's satisfaction
- 1.3 Grant will be paid only to properly appointed trustees of the Applicant who must maintain in their names a bank account with a UK Clearing Bank
- 1.4 The Applicant will at all times use best endeavours to operate the Project in accordance with the purposes set out in the offer letter from the Countryside Commission
- 1.5 In these terms and conditions and in any relevant Grant offer letter
 - 1.5.1 "The Applicant" means the organisation or group to which the Grant is offered and when constituted as a trust pursuant to the requirement below the trustees thereof from time to time

2 ACCEPTANCE

- 2.1 The offer of Grant must be accepted by signing and returning the pink copy of the relevant Grant offer letter to the Countryside Commission office shown at the top of the relevant Grant offer letter within 21 days from the date on which it was made. If the acceptance is not received at that office within that time, the offer will lapse

3 PAYMENT

- 3.1 Grant will be paid only after the claim for payment is properly submitted and accepted by the Countryside Commission. Grant must be claimed using claim form (MG7) and supported by receipted invoices and/or voluntary time contributions claim form (MG8). Incidental expenditure up to a maximum value of £100 per grant year may be claimed by a project without the need to provide receipted invoices.
- 3.2 Grant will not be paid (notwithstanding that the provisions of clause 1.2 above are met) when;
 - 3.2.1 An Event of Default or Potential Event of Default has occurred or is likely to occur
 - 3.2.2 The Applicant is in breach of the warranties in clause 11 below
 - 3.2.3 On making such payment the total amount of Grant otherwise paid to the Applicant will exceed the maximum amount specified in the relevant Grant offer letter
- 3.3 The Countryside Commission may in its discretion make an advance payment of Grant to the Applicant before clause 3.5 below is complied with in full. In such case pending compliance with clause 3.5 any such payment is repayable on demand by the Countryside Commission
- 3.4 Only where the Countryside Commission is satisfied that the Applicant cannot or could not recover VAT at the time of payment of Grant will Grant be paid in respect of any VAT
- 3.5 Prior to payment of any Grant the Applicant must :
 - 3.5.1 Properly complete and deliver to the Countryside Commission a Deed of Covenant in the form specified by the Countryside Commission
 - 3.5.2 Properly complete and deliver to the Countryside Commission a Deed of Indemnity in the form specified by the Countryside Commission
 - 3.5.3 Have adopted and completed the Trust Deed and be a registered Charity
 - 3.5.4 Where Grant is paid for or in relation to the acquisition of any interest in land procure that a certificate of title acceptable to the Countryside Commission in respect of ownership of that interest is issued to the Countryside Commission by solicitors or (if appropriate) other professional advisers such certificate to include confirmation that the Trust Deed is properly executed and completed the Applicant is a registered Charity and all Requisite Consents are obtained and complied with



A MILLENNIUM PROJECT
SUPPORTED BY FUNDS
FROM THE NATIONAL LOTTERY

AN INITIATIVE OF THE
**COUNTRYSIDE
COMMISSION**

4 REPAYMENT OF GRANT

- 4.1 On any Disposal of or of part of a Project Asset the Applicant is to repay to the Countryside Commission the greater of the Actual Grant-funded Percentage of the consideration for such Disposal or the amount of Grant or sums on account of Grant paid
- 4.2 The Applicant must promptly repay to the Countryside Commission any Grant or other monies paid to it as a result of the error of any person
- 4.3 Any sums to be paid by the Applicant to the Countryside Commission unless otherwise stated are payable on demand and if not paid may be set off against any further payments of Grant or other monies which the Countryside Commission is to or may pay to the Applicant
- 4.4 Any sum not paid by the Applicant to the Countryside Commission on its due date will bear interest at a rate of 2% over the base rate from time to time of a clearing Bank nominated by Countryside Commission from its due date until date of actual payment (after as well as before any judgement therefore)

5 EVENTS AND POTENTIAL EVENTS OF DEFAULT

- 5.1 The Applicant must promptly notify the Countryside Commission on the happening of an Event of Default as described in clause 5.4 or immediately on there coming to its knowledge the likely happening of a Potential Event of Default (being an event which it is reasonable to believe would give rise to Event of Default and supply in each case all the information relating to such Default as is in or comes into the Applicant's possession
- 5.2 Notwithstanding the foregoing, the Countryside Commission may on the happening of an Event of Default or on notification of or its otherwise becoming aware of a Potential Event of Default
- 5.2.1 Make no further payment of Grant
- 5.2.2 Require immediate repayment of Grant or other monies paid
- 5.3 An Event of Default is:
- 5.3.1 If at any time
- 5.3.1.1 A receiver, trustee or similar officer is appointed in respect of the whole or any part of the undertaking or assets of the Applicant or the Project Assets, or
- 5.3.1.2 Any action is taken for or with a view to the winding up or administration of the Applicant, or
- 5.3.1.3 Any trustee of the Applicant (being an individual) is or has committed any act whereby he may be disqualified from being a trustee, or
- 5.3.1.4 The Applicant becomes or is deemed to be insolvent, or
- 5.3.1.5 The Applicant ceases to operate
- 5.3.2 Successful Completion has not occurred by the Projected Completion Date
- 5.3.3 At any time before Successful Completion, the Countryside Commission determines (in its discretion) or is advised that Successful Completion is unlikely to occur
- 5.3.4 At any time, the Applicant fails to perform and observe any obligation owed to the Countryside Commission or is otherwise in breach of the Grant offer letter or these conditions
- 5.3.5 At any time the proposed or actual use or operation of the Project ceases to comply with the Project Purpose
- 5.3.6 At any time the Applicant or any trustee officer or employee of the Applicant acts fraudulently negligently or recklessly in relation to the Project or any arrangement relating to it
- 5.3.7 The Applicant is in breach of warranty
- 5.3.8 The Applicant ceases to be a registered Charity

6 SUPPLY OF INFORMATION/ACCESS

- The Applicant must give to the Countryside Commission
- 6.1 Any information relating to the Applicant, the Project and the financial position and transactions of the Applicant and the Project
- 6.2 Access to any Project Asset or any other premises of the Applicant or of its advisers to inspect any books records documents and other items or matters

7 OBLIGATIONS

- 7.1 The Applicant must:
- 7.1.1 Begin the Project as soon as reasonably practicable and thereafter expeditiously and diligently carry out and complete the Project in a good and workmanlike manner in accordance with the Project Details and with all Requisite Consents
- 7.1.2 Apply Grant only to the Project
- 7.1.3 Not borrow any money or (without prejudice to the generality of this provision) consent to incur or permit to remain outstanding any borrowing in connection with the Project or the Project Assets
- 7.1.4 Not create or allow to subsist any Encumbrance over any Project Asset

- 7.1.5 Not make or effect any Disposal of any Project Asset without the Countryside Commission's consent and where such consent is forthcoming to effect such Disposal at full market value
- 7.1.6 At all times maintain or procure the maintenance of insurance for each of the Project Assets against all usual risks and losses for their full market value, with reputable insurers and procure the endorsement of the Countryside Commission's interest on every such policy
- 7.1.7 Promptly apply the proceeds of any insurance claim either in reinstatement or replacement of any relevant Project Asset discharge of any third party liability or towards repayment of Grant (as the Countryside Commission directs)
- 7.1.8 Ensure that the Project is operated in accordance with the Project Details and for the Project Purpose in accordance with all Requisite Consents and applicable law
- 7.1.9 Ensure that Maintenance Arrangements continue in force and are enforced in accordance with their terms
- 7.1.10 Not make or effect any change variation or amendment in or to the Trust Deed without the consent of the Countryside Commission

8 DURATION

- 8.1 These Terms and Conditions shall have effect from the date of the first Millennium Green Agreement Grant offer letter relating to the Project until:
 - 8.1.1 1 April 2004 where Project Expenditure does not exceed in aggregate £5000
 - 8.1.2 25 years from the date of Completion where Project Expenditure exceeds £5000 but is less than £25000
 - 8.1.3 40 years from the date of Completion where Project Expenditure is equal to or exceeds £25000 in each case exclusive of VAT

9 PUBLICITY

- 9.1 The Applicant is to display and maintain at the Project property such plaques, signs, commemorative and promotional material as the Countryside Commission may require
- 9.2 The Countryside Commission and the Millennium Commission may promote their respective involvements with the Project as they may respectively think fit
- 9.3 The Applicant must not make any announcement or engage in any promotional activity relating to the Project without Countryside Commission's prior consent, which will not be unreasonably withheld

10 INDEMNITIES

- 10.1 The Applicant is to indemnify and keep indemnified the Countryside Commission from and against all and any loss, costs, actions, claims, expenses, damages and demands and all other liabilities sustained or incurred as a result of any Event of Default any Potential Event of Default or any other breach of these Terms and Conditions or of any stipulation in an offer of Grant

11 WARRANTIES

- 11.1 The Applicant warrants and represents to the Countryside Commission that the statements and representations set out in clause 11.2 below are true and accurate in all material respects and are not misleading and is deemed to repeat this warranty and representation whenever and immediately before Grant is requested or paid
- 11.2 The warranted statements and representations are :
 - 11.2.1 All information provided by or on behalf of the Applicant to or for the Countryside Commission or for the Millennium Commission in connection with the Project was true and accurate and not misleading when it was provided and nothing has occurred since that time to make it untrue, inaccurate or misleading in any material respect
 - 11.2.2 The Applicant has disclosed to the Countryside Commission all information which would or might reasonably be thought to influence the Countryside Commission in the awarding or payment of Grant to the Applicant or the amount thereof including (without prejudice to the generality of the foregoing)
 - 11.2.2.1 Any Benefit
 - 11.2.2.2 Material information as to the character and identity of itself its trustees proposed trustees officers and employees
 - 11.2.3 The Applicant is not and will not be or become in breach of any law or enactment or any deed, agreement or other instrument, obligation or duty binding on it or any of its assets, or cause any limitation on any of its powers, or on the right or ability of its trustees or other duly appointed representatives to exercise such powers, to be exceeded
- 11.3 The Applicant must inform the Countryside Commission promptly on any change (material or otherwise) in the circumstances so warranted or represented
- 11.4 The rights and remedies of the Countryside Commission in respect of any breach of such warranty and representation shall not be affected by any act or omission of the Countryside Commission or any other event or matter whatsoever except a specific written waiver or release, and no single or partial exercise of any right or remedy shall preclude any further or other exercise

12 ASSIGNMENT

- 12.1 The Applicant must not assign the benefit of Grant or of any relevant offer of Grant other than (so far as the same does not occur by operation of law) to new or replacement trustees of the Applicant

- 12.2 The Countryside Commission may assign any of its obligations and benefit arising under or pursuant to any relevant offer of Grant in whole or in part as it sees fit
- 13 **INVALIDITY**
If any of these Terms and Conditions or any term of or any provision in any relevant offer of Grant is held to be illegal or unenforceable, in whole or in part, under any enactment or rule of law, such term or provision or part shall to that extent be deemed not to form part thereof but the enforceability of the remainder shall not be affected
- 14 **DEFINITIONS AND INTERPRETATION**
- 14.1 In these Terms and Conditions and any relevant Grant offer letter thereto the following words and expressions shall (unless the context otherwise admits) have the meanings given to them below:
"Actual Grant-Funded Percentage" at any time the percentage produced by dividing the total amount of Grant paid by the Countryside Commission to the Applicant by the total amount of Approved Project Expenditure incurred by the Applicant
"Approved Project Expenditure" expenditure by the Applicant which the Countryside Commission is satisfied properly constitutes Project Expenditure
"Benefit" any material actual contingent or potential commercial or financial benefit which may be enjoyed by any trustee officer member or employee (and any persons connected with any of the same) of the Applicant within the meaning of section 839 of the Income and Corporation Taxes Act 1988 as a consequence of connected with or arising out of the Project
"Completion" the vesting in trustees on the basis of the Trust Deed of the Property comprised in the Project its creation (being the planting (if applicable) and laying out of the Property) as a Millennium Green in accordance with the Project and the establishment of Maintenance Arrangements all to the satisfaction of the Countryside Commission
"Disposal" any disposal or parting with possession of any Project Asset including (where appropriate) a lease mortgage or hypothecation
"Encumbrance" any mortgage, charge, pledge, lien or other encumbrance
"Project Assets" the land property and other assets to be utilised or incorporated in, or acquired, created or improved by, the Project
"Project Details" the plans, drawings, specifications, calculations and other data relating to the Project approved by the Countryside Commission
"Project Documents" each of the documents, including each document referred to in these Terms and Conditions all and any application or submission for Grant which the Applicant enters into, proffers or produces in connection with the Project
"Project Expenditure" costs incurred and paid by the Applicant in connection with the Project for the Project Purpose
"Requisite Consents" all planning consents building regulation approvals and other necessary approvals and consents (under statute any lease or contract or otherwise) and all other relevant statutory or regulatory requirements
"Successful Completion" means Completion of the Project
(i) by the Projected Completion Date
(ii) within the budget approved by the Countryside Commission
(iii) in conformity, in all material respects, with the Project Details
(iv) in a way which achieves the Project Purpose
"Trust Deed" a deed or declaration of trust in the form of the model issued by or otherwise in a form approved by the Countryside Commission
- 14.2 **Interpretation**
- 14.2.1 In these Terms and Conditions references to
14.2.1.1 Parties and other persons include their successors and permitted assigns, except where the context requires otherwise
14.2.1.2 A person or body being "insolvent" mean it is unable to pay debts as they fall due, or is deemed under any applicable law to be so, or that it has an excess of liabilities including for these purposes contingent and prospective liabilities in full without discount) over assets and
14.2.1.3 The "winding up" of a person includes where such person is or comprises a person other than a company (as defined in the Companies Act 1985) bankruptcy or any corresponding process applicable to that person
14.2.2 Where two or more persons comprise the Applicant:
14.2.2.1 Each of those persons is jointly and severally responsible and liable for all the obligations of the Applicant
14.2.2.2 References to the Applicant are references to each such person individually and collectively
- 15 **GOVERNING LAW**
This grant shall be governed by the laws of England and Wales

October 1997

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Proposed Roof Plan

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SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council **DATE:** 21st May 2020

CONTACT OFFICER: Sushil Thobhani, Service Lead Governance
(For all enquiries) (01753) 875011

WARD(S): All

PART I
FOR DECISION

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

1 **Purpose of Report**

To endorse appointments to Committees, quasi-judicial and other bodies for the 2020/21 municipal year.

To endorse appointments to Outside Bodies for the 2020/21 municipal year.

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

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

2. **Recommendations**

The Council is requested to:

- (a) Note that Committees are appointed and seats thereon allocated to political groups in accordance with the rules of proportionality as set out in **Appendix 1**.
- (b) Endorse the appointments made to Committees (including Chairs and Vice Chairs) at the AGM on 16th May 2019 (and any subsequent changes made by delegated authority) (as set out in **Appendix 2**) and approve the changes as set out below:
 - i) Employment and Appeals Committee – Councillor [to be advised] in place of Councillor Brooker
 - ii) Employment and Appeals Committee – Councillor [to be advised] in place of Councillor Sadiq
- (c) Receive the report of the Leader on appointment of the Deputy Leader and Lead Members (the Cabinet) and their portfolios (**Appendix 2**).
- (d) Endorse allocation of Political Officer support as Labour Group 1 FTE (37 hours) and Conservative Group 0.34 FTE (12 hours).

- (e) Note that, in accordance with Article 7 of the Constitution, the Leader holds office until 28th November 2021.
- (f) Endorse the appointments made to quasi-judicial and other bodies at the AGM on 16th May 2019 (and any subsequent changes made by delegated authority) (as set out in **Appendix 3**).
- (g) Endorse appointments made to Outside Bodies at the AGM on 16th May 2019 (and any subsequent changes made by delegated authority) as set out in **Appendix 4** and approve the following appointment:
 - Royal Berkshire Fire Authority - Councillor [to be advised] in place of Councillor Plenty.

3. **Community Strategy Priorities**

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

4. **Other Implications**

(a) Legal Implications

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

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

The Council operates a 'strong leader' model which requires the Leader to be a Member elected to the position of Leader by the Council. At the meeting of Council in November 2017, Councillor Swindlehurst was appointed as Leader of the Council for a period of four years. In accordance with Article 7 of the Constitution the Leader holds office for a period of up to four years from the date of appointment by the Council or for such lesser period of time as the Leader holds office as a Councillor. Councillor Swindlehurst was re-elected on 2 May 2018 for a period of four years and his term of office as a Councillor will end in May 2023.

(b) Financial Implications

None.

5. **Supporting Information**

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

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

- 5.2 Memorials confirming the establishment of political groups are usually received following local elections. Given the unprecedented nature of the Covid-19 emergency and the need to adhere to the Government's instructions in relation to lockdown and social distancing, local elections were postponed until May 2021. Allocation of seats on Committees, Quasi-judicial and other bodies have been based on the current Group Memorials. Should any changes be received, these will be reported to Council. Members will also be aware of the untimely passing away of former Councillor Sadiq. This factor was taken into account when calculating the allocation of seats and it should be noted that this did not result in any changes to the current Group entitlements to allocation of seats. The proportionality and seat allocation is set out at Appendix 1.
- 5.3 The Council is asked to note the allocation of seats on Committees, quasi-judicial and other bodies.
- 5.4 Allocations to Committee and Quasi-judicial bodies remain unchanged from those appointed in the municipal year 2019/20, with exception to the Employment and Appeals Committee as detailed in Paragraph 2 (b).

Allocation of Political Group Officer Support

- 5.5 Under the Local Government & Housing Act 1989 a political group qualifies for a post if it comprises at least one-tenth of the membership of the Authority. A political group cannot have more than one political assistant and the total number of political assistants is limited to three. The Labour Group are currently supported by 1 FTE (37 hours) Political Officer Support and the Conservative Group allocated 0.34 FTE (12 hours) Political Officer Support.

Appointments to Outside Bodies

- 5.6 With the exception to a change to Royal Berkshire Fire Authority (RBFA), no other changes are being proposed to appointments made to Outside Bodies from those made for the municipal year 2019/20. The Council is requested to endorse the current appointments, as attached at Appendix 4, for the municipal year 2020/21 and agree that Councillor [to be advised] replace Councillor Plenty on RBFA.

Dates of Council Meetings – 2020/21

- 5.6 The Constitution requires the timetable of ordinary meetings of the Council for the forthcoming year to be approved at the Annual Meeting. The dates of Council meetings (all at 7.00pm) for 2020/21 were previously agreed at the Council meeting on 20th February 2020 and are as follows:

21st July 2020
24th September 2020
24th November 2020
26th January 2021
18th February 2021 (Budget)

26th April 2021
20th May 2021 (Annual Meeting)

6. **Appendices**

Appendix 1 – Allocation of Seats

Appendix 2 - Cabinet and Committee appointments

Appendix 3 – Quasi-judicial and other bodies

Appendix 4 – Outside Bodies

7. **Background Papers**

None

ALLOCATION OF SEATS- MAY 2020

	Total No. of Seats on Body	Labour (35) (85.37%)	Conservative (4) (9.76%)	Independent (1) (2.44%) Cllr Sandhu	Independent (1) (2.44%) Cllr Sharif
Cabinet (Executive)	8	8			
Trustee Committee	7	6	1	0	0
Audit and Corporate Governance	7	6	1	0	0
Overview & Scrutiny	9	8	0	1	0
Planning	9	8	1	0	0
Licensing	11	9	1	0	1
Employment & Appeals	9	8	1	0	0
<u>TOTAL SEATS ALLOCATED</u>	45	39	4	1	1
<u>GROUP SEAT ENTITLEMENT (Basket)</u>		39 (38.42)	4 (4.39)	1 (1.10)	1 (1.10)

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APPOINTMENTS TO THE CABINET, COMMITTEES AND OTHER BODIES 2019/20

CABINET

Leader of the Council – Regeneration and Strategy	Councillor Swindlehurst
Governance and Customer Services (Deputy Leader)	Councillor Akram
Children and Schools	Councillor Carter
Sustainable Transport and Environmental Services	Councillor Anderson
Housing and Community Safety	Councillor Nazir
Health and Wellbeing	Councillor Pantelic
Inclusive Growth and Skills	Councillor Bains
Planning and Regulation	Councillor Mann

LICENSING COMMITTEE

Chair – Councillor Davis

Vice-Chair – Councillor H. Cheema

Councillors Anderson, Chaudhry, Dhaliwal, M. Holledge, Mann, D. Parmar, S. Parmar, Sharif and Strutton.

PLANNING COMMITTEE

Chair – Councillor Dar

Vice-Chair – Councillor M. Holledge

Councillors Davis, Gahir, Mann, Minhas, Plenty, Sabah and Smith.

EMPLOYMENT & APPEALS COMMITTEE

Chair – Councillor [to be advised]

Vice-Chair – Councillor Bedi

Councillors Bains, Chaudhry, N. Holledge, Hulme, Mohammad and Smith and Vacancy.

OVERVIEW & SCRUTINY COMMITTEE

Chair – Councillor Dhaliwal

Vice-Chair – Councillor Sarfraz

Councillors Basra, Gahir, Hulme, Matloob, D. Parmar, S. Parmar and R. Sandhu.

AUDIT & CORPORATE GOVERNANCE COMMITTEE

Chair – Councillor Sabah

Vice-Chair – Councillor Wright

Councillors Akram, Ali, D. Parmar, S. Parmar and Plenty.

Independent Co-Opted Members

Mr Iqbal Zafar (2021)

Mr Alan Sunderland (2021)

Vacancy

Vacancy

Independent Person

Dr Louis Lee (2022)

Parish Council Representatives

Councillor Cllr Preston Brooker (Britwell Parish Council)

Councillor Iftakhar Ahmed (Wexham Court Parish Council)

Councillor Andrea Escott (Colnbrook with Poyle Parish Council)

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

Councillors Basra, H. Cheema and Dhaliwal.

Councillors Hulme, Minhas and Mohammad. (Deputies)

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

Councillor Brooker

Thames Valley Police and Crime Panel (1 Member)

Councillor Nazir

Investigating and Disciplinary Committee (4:1 Only one Executive Member: Not Leader or Cabinet Member with responsibility for Human Resources or Finance)

Councillors Bedi, Dar, Dhaliwal, Pantelic and Strutton.

Appeals Committee (4:1) (4:1 Only one Executive Member: Not Leader or Cabinet Member with responsibility for Human Resources or Finance)

Councillors Brooker, Davis, Hulme, Mann and Smith.

Trustee Committee

Chair – Councillor S. Parmar

Vice-Chair – Councillor Strutton

Councillors N. Holledge, Matloob, Rasib, A. Sandhu and Swindlehurst.

QUASI-JUDICIAL AND OTHER BODIES 2019/20

MEMBER PANEL ON THE CONSTITUTION

Chair – Councillor Akram

Councillors Bedi, H. Cheema, Dar, Minhas, Sabah and Wright.

JOINT PARENTING PANEL (to include the Cabinet Member for Children and Schools)

Co-Chair - Councillor Carter

Vice Co-Chair - Councillor Brooker

Councillors Ali, Bedi, Mohammad, Sarfraz and Strutton.

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

Councillors Begum (D. Parmar - Deputy)

FOSTER PANEL (1 Member)

Councillor Brooker

SLOUGH WELLBEING BOARD

Chair – Councillor Pantelic

Vice-Chair – Dr Jim O’Donnell

Cabinet Member for Health and Wellbeing	Healthwatch Representative
Chief Executive Slough Children’s Service Trust	Local Police Area Commander
Chief Executive, Slough BC	Royal Berkshire Fire and Rescue Service Representative
Director of Adult Social Care	Director of Children’s Services
Strategic Director of Public Health for Berkshire	Voluntary and Community Sector Representative
East Berkshire Clinical Commissioning Group Representative	NHS Commissioning Board Representative
Acute Sector Representative	Two Local Business Representatives
Slough Youth Parliament Representative	

STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

(5 Members (4:1))

Committee 1 - Christian Denomination and other Faiths

The Free Churches	Sue Elbrow (until 2020)
Black Free Churches	Vacancy
The Roman Catholic Church	Vacancy
Hinduism	Gulzari Lal Babber (2021)
Islam	Julie Siddiqi (until 2020) Zubayr Abbas-Bowkan (until 2020) Waqar Bhatti (until 2020) Shujah Hamid (2021)
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
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Committee 3 - Associations representing Teachers (5)

National Education Union	Lynda Bussley (until 2020)
VOICE (Formerly Professional Association of Teachers)	Vacancy
National Association of Head Teachers	Vacancy
Association of School and College Leaders	Vacancy
The National of Association School Masters Union of Women Teachers	Vacancy

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

Basra, Brooker, Gahir, Qaseem 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 S Macadam (Education)

Ms R Mohan (Education)

Mrs D Mundi (Education)

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)

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MUNICIPAL YEAR 2019/20
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)	A. Sandhu
Berkshire Local Transport Body	1 Member (preferably Lead Member for Transport and Environmental services) and 1 named Deputy	Anderson
Board of Development Initiative Slough Housing Ltd (DISH)	3 Members	Swindlehurst Nazir Mann
Frimley Health NHS Foundation Trust	1 Member (preferably Lead Member for Health and Social Care)	Pantelic
Slough Urban Renewal (SUR) Board	1 elected Member and 1 named Deputy	Ajaib (Hulme)
Royal Berkshire Fire Authority	3 Members	TBA Hulme Smith
Safer Slough Partnership	1 Member	Nazir
Slough Children's Partnership Board	1 Member (Lead Member for Children and Education)	Carter
Slough Local Safeguarding Children Board	1 Member (Lead Member for Children and Education)	Carter
Slough Safeguarding Adults Partnership Board	2 Members (including the Lead Member for Health & Social Care)	Pantelic Brooker
Thames Valley Athletics Centre Management Committee	1 (Lead Member for Environment and Leisure) +1 Deputy	S. Parmar (Anderson)
Thames Valley Athletics Centre Trust	1 (Lead Member for Environment and Leisure) +1 Deputy	S. Parmar (Anderson)
Slough Children's Services Trust Board (Remuneration rate of £200/day)	1 Member	D. Parmar

MUNICIPAL YEAR 2019/20
APPOINTMENTS TO OUTSIDE BODIES

LEVEL 2 - NO SIGNIFICANT LIABILITY/RESPONSIBILITY FOR SERVICE DELIVERY

OUTSIDE BODY	APPOINTMENTS/ NOMINATIONS REQUIRED	MEMBER(S) APPOINTED
Heathrow Community Engagement Board	1 Member (suggested Lead Member for Regeneration Strategy)	J. Swindlehurst
James Elliman Trust	1 Members	S. Parmar
Parking & Traffic Regulation Outside London Joint Committee (PATROLJC)	1 Member	Anderson
Slough Local Access Forum	2 Members	S. Parmar Rasib
Berkshire Community Foundation	1 and 1 Deputy (Member or Officer)	Bedi (Basra)
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)	TBA (Chair E&A) Swindlehurst (Leader, SBC) (Akram (Deputy Leader, SBC)) (Bedi (Vice-Chair E&A))
St Mary's School Charity	2 Members	Brooker Plenty
Standing Conference on Archives	1 Member	Basra
Strategic Aviation Special Interest Group (SASIG)	1 Member (plus deputy)	H. Cheema (SBC officer)
Slough Council for Voluntary Service	1 Member + 1 Deputy	Hulme (Akram)
Local Government Association	3 Members	Swindlehurst Akram Minhas

SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council **DATE:** 21st May 2020
CONTACT OFFICER: Sushil Thobhani, Service Lead Governance
(For all Enquiries) (01753) 875011
WARD(S): All

**PART I
FOR DECISION****LOCALISM ACT 2011 - DISPENSATIONS****1. Purpose of Report**

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

2. Recommendation

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

3. Slough Joint Wellbeing Strategy Priorities

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

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

4. Other Implications

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

5. Supporting Information

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

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

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

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

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

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

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

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

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

6. **Comments of other Committees**

None.

7. **Conclusion**

Agreeing dispensations will allow members to participate fully in matters as set out in the report.

8. **Background Papers**

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

SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council **DATE:** 21st May 2020

CONTACT OFFICER: Sushil Thobhani – Service Lead Governance
(For all enquiries) (07542 229125)

WARD(S): All

PART I
FOR DECISION**PROTOCOL FOR REMOTE MEETINGS****1 Purpose of Report**

The purpose of this Report is to request the Council to resolve to adopt a protocol for the holding of meetings which may be attended by Members by remote attendance, which is now permitted by The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

2 Recommendation(s)/Proposed Action

That the Council resolve to adopt the protocol, as set out in the Appendix to this report, for the holding of meetings which may be attended by Members by remote attendance.

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

The adoption of the said protocol by the Council will enable meetings and democratic decision making to resume and thereby advance the achievement of the objectives of the [Slough Joint Wellbeing Strategy](#) (SJWS) and the Five Year Plan

3a. Slough Joint Wellbeing Strategy Priorities –

The recommendations contained in this report seek to ensure that the Council is in a position to continue to address the priorities of the SJWS and the JSNA appropriately.

3b Five Year Plan Outcomes

The recommendations contained in this Report will enable democratic decision making to resume at this will enable the Council to be in a position to be able to go forwards to try and continue to meet the following objectives of the Five Year Plan

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

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

4 **Other Implications**

(a) Financial

There are no significant financial implications which would arise as a consequence of the adoption by the Council of a protocol for holding meetings which may be attended by Members by remote attendance.

Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
That the Council resolve to adopt the protocol set out in the Appendix to this Report for the holding of meetings which may be attended by Members by remote attendance.	That decision making by officers continues leading to an increased potential for challenges to the validity of those decisions Decisions which are taken at meetings attended by Members by remote attendance are challenged	Decisions are taken in accordance with legal advice and in consultation with statutory officers.	Likelihood – Very Low – 2 Impact Legal/ Regulatory – Critical - 3 Score: 6	Ensuring decisions are taken at meetings held in accordance with statutory regulations. Increasing return to usual decision making structures and processes as soon as circumstances permit.

(b) Human Rights Act and Other Legal Implications

It is not considered that the adoption by the Council of a protocol for the holding of meetings which may be attended by remote attendance would cause the Council to be in breach of the Human Rights Act 1998 or any other legal obligations. The adoption of the protocol would enable the Council to demonstrate awareness of and compliance with The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

(c) Financial Implications

There are no significant financial implications for the Council which would arise from the adoption of a protocol for the holding of meetings which may be attended by Members by remote attendance,

(d) Equalities Impact Assessment

No effects have been identified which could result from the decision to adopt a protocol for the holding of meetings which may be attended by Members by remote attendance which would cause the Council to be in breach of the public sector equality duties and the protected characteristics set out in the Equality Act 2010 which would merit the carrying out of such an assessment.

(e) Workforce

There are no workforce implications which would arise from the Council adopting a protocol for the holding of meetings which may be attended by Members by remote attendance.

(f) Property

There are no property implications which would arise from the decision to adopt a protocol for holding meetings which may be attended by Members by remote attendance.

(g) Carbon Emissions and Energy Costs

It is considered that Members attending meetings by remote attendance and thereby not travelling to attend meetings and the reduction in the energy required to heat or cool buildings for the purposes of holding meetings is likely to contribute to reduction of carbon emissions and energy costs.

5 Supporting Information

- 5.1 On 23 March 2020 the Prime Minister announced a national lockdown restricting movement and assembly, and requiring people to stay at home save for specified purposes. There was also an announcement of police powers to follow to allow for enforcing of “social distancing”. Vulnerable people likely to require hospital treatment were asked to “shield” themselves.
- 5.2 On 25 March 2020 the Coronavirus Act 2020 was passed granting the Government and other public authorities unprecedented powers to enable them to deal with the pandemic, including powers to secure food supply chains, close educational establishments and make further regulations to deal with specific issues. The Act postponed the local and Police & Crime Commissioner elections scheduled for Thursday 7 May, to 2021, and extended the term of office of Councillors due for election, to 2021. It also gave power for regulations to be made for dealing with the need for bye elections to be held. It also modified large parts of the Care Act 2014 to give local authorities flexibility to deal with social care duties during the pandemic. Section 70 of that Act gave the Secretary of State Power to make regulations for regulating the holding of meetings of local authorities.
- 5.3 On 26 March 2020 the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020 come into force which contained restrictions on movement.
- 5.4 The restrictions imposed as part of the “lockdown” prevented meetings of the Council being able to be held in the normal way as provisions in the Local Government Act

1972 and other legislation required meetings to be held, and decisions taken, by Members meeting together in person in the same place.

- 5.5 Accordingly, the Secretary of State, under powers contained in Section 70 of the Coronavirus Act 2020, made The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.
- 5.6 The above Regulations give flexibility to Councils as to the holding of Annual General Meetings and other meetings.
- 5.7. The flexibility provided by the said Regulations enable Councils to hold meetings which may be attended by Members by remote attendance via electronic and other methods of telecommunication and thus enable Councils to resume the holding of meetings of Members and democratic decision making.
- 5.8 The adoption by the Council of the protocol for holding meetings set out in the Appendix to this report will facilitate the resumption of meetings and democratic decision making by the Council in accordance with recommended best practice.

6 **Comments of Other Committees**

None

7 **Conclusion**

The adoption by the Council of a protocol for the holding of meetings which may be attended by Members by remote attendance will enable the holding of meetings of Members and democratic decision to be resumed as soon as practicable for the benefit of all relevant stakeholders.

8 **Appendices Attached**

Appendix A - Slough Borough Council Protocol for Remote Meetings

9 **Background Papers**

The Coronavirus Act 2020

The Health Protection (Coronavirus, Restrictions) (England) Regulations 2020

The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panels Meetings)(England and Wales)Regulations 2020

Model Remote Meetings Protocol and Rules of Procedure published by Lawyers In Local Government (“LLG”) and The Association of Democratic Services Officers (“ADSO”).

SLOUGH BOROUGH COUNCIL PROTOCOL FOR REMOTE MEETINGS

Background

- A. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 (“the Regulations”) have enacted provisions which provide flexibility to the Council in the manner which in which they may hold meetings of full council and of the cabinet, and of their committees and sub-committees, and of joint meetings with other authorities.
- B. The Regulations effectively enable the Council to hold meetings which Members may attend by remote attendance.
- C. The Regulations override any prohibition or other restriction in the Council’s standing orders, or any other rules, which would conflict with the provisions of the Regulations.
- D. The Regulations apply until 7 May 2021.
- E. This Protocol sets out the manner in which Slough Borough Council will conduct meetings of the Council, of the Cabinet and of their committees and sub-committees until 7 May 2021.

Protocol

General:

- 1. This Protocol shall apply to all and any meetings of the Council, of the Cabinet and of all their committees and sub-committees (“Meeting” or “Meetings”, as appropriate).
- 2. This Protocol shall apply until 7 May 2021 but may be amended by the Council from time to time and at any time, until that date, so far as any amendments are not inconsistent with the Regulations.
- 3. Until 7 May 2021, unless otherwise determined by the Council and the Cabinet respectively, Meetings may be attended by Members by remote attendance and the Council will ensure that the conditions required by the Regulations to enable Members to attend by remote attendance shall apply to all Meetings.
- 4. The Chief Executive shall, issue summonses for Meetings, to be held on such days and at such times as may be stated in the summonses.

Annual Meeting of the Council:

- 5. The annual Meeting of the Council shall be held on Thursday 21 May 2020 at 6.30 p.m.

Notice of Meetings and provision of agenda papers

- 6. Public notices of the times of Meetings, and Agendas, together with details of how to join Meetings by remote attendance shall be available on the Council’s website under the following link by clicking on the page for the relevant Meeting:

<http://www.slough.gov.uk/moderngov/mgCalendarMonthView.aspx?GL=1&bcr=1>

7. All agenda papers (except papers relating to confidential or exempt items) will be made available on the Council's website under the following link by clicking on the page for the relevant meeting

<http://www.slough.gov.uk/moderngov/mgCalendarMonthView.aspx?GL=1&bcr=1>

8. Members will be notified of Meetings by e-mail and all Agenda papers will be made available to Members on the Council's website or intranet, or by other electronic or other means.
9. Any "place" at which Meetings are held, or to be held, includes reference to more than one place, including electronic, digital, or virtual locations such as internet locations, web addresses, or conference call telephone numbers.

Manner of Attendance and etiquette at remote Meetings

10. Members may attend Meetings, including when doing so in exercise of their right under Rule 30 of the Council Procedure Rules to speak when previously notified of permission by the Chair to do so, by remote attendance, by using the videoconferencing facilities provided by the Council from time to time.
11. If that is not possible, Members may attend Meetings by remote attendance by audio link or other electronic means facilitated by the Council which satisfy the conditions in the Regulations for remote attendance.
12. Members shall use all reasonable endeavours to attend meetings by remote attendance. Members are reminded that failure to attend any Meetings for a consecutive period of six months since their last attendance without a reason approved by the authority before the expiry of that period shall lead to the Member ceasing to be a Member of the Council, under Section 85 of the Local Government Act 1972.
13. Members shall observe the following etiquette attending meetings by remote attendance:
 - Members should endeavour to join Meetings at least 15 minutes before the start time to enable the Democratic Services Officer to ensure that all equipment and connections are working properly.
 - Any camera (video-feed) should show a non-descript background free of any signs or slogans and Members should take care not to allow any confidential or exempt papers to be seen
 - Members should be mindful of their appearance and should seek to ensure that they are not disturbed or distracted whilst attending Meetings by remote attendance
 - Members should keep their microphones muted when not speaking.
 - Members should only speak when invited to do so by the Chair
 - Only one Member should speak at any one time and if speaking to a diagram, presentation slide or drawing should announce their name whilst doing so
 - Members should, when referring to a specific report, page or slide mention the report, page or slide to ensure all Members are clear on what is being referred to.

Remote participation by members of the public and remote attendance by the press and public.

14. Members of the public and the press and Members who are not attending to participate in any Meeting shall be able to attend the Meeting by accessing the Council's webcasting or live audio streaming of Meetings. Instructions on how to access the webcasting or live audio streaming of any Meeting will be given with the public notice of the Meeting.

15. If the Chair becomes aware at any time that the Meeting is inaccessible to Members of the public (except when they have been excluded following a resolution of the Meeting to consider confidential or exempt business) due to any failure in the Council's technology for webcasting or live audio streaming he shall adjourn the Meeting until such access is restored. If such access cannot be restored within a reasonable time the remaining business shall be considered on a day and at a time to be fixed by the chair. If no such date is fixed the remaining business shall be considered at the next ordinary meeting.
16. Any member of the public attending by remote attendance in order to participate in any Meeting, including by way of exercising rights under the Public Participation Scheme for Planning, shall do so by prior arrangement with the Council, by accessing the video conferencing or other facilities provided by the Council. Members of the public may also participate in Meetings by such other means as has been permitted heretofore by, for example, having written statements tabled or read to the Meeting.

Conduct of Meetings

17. The Democratic Services Officer or officers attending the Meeting and assisting the Chairman shall control the video, telephone or conferencing technology employed by the Council for remote access and attendance and shall administer the public and Member interaction, engagement and connections, on the instructions of the chair.
18. The Democratic Services Officer shall keep a record of the Members attending the Meeting by remote attendance. Details of attendance by remote means will be published on the Council's website in the same manner as details of attendance in person are presently published, including part attendance, absence and apologies for absence.
19. Members attending by remote attendance who wish to speak during the Meeting shall indicate that wish to the Chair in such manner as shall have been notified to Members by the Chair at the start of the Meeting. It would assist the Meeting if Members who wish to speak on a particular item could indicate their wish to the Chair and to the Democratic Services Officer in advance of the start of the Meeting where possible. Political groups are encouraged to co-ordinate this activity wherever possible in respect of Meetings of the Council and other meetings likely to result in a large number of requests to speak.
- 20.. Unless a recorded vote is called for the method of voting at Meetings will be at the discretion of the chair but may include one of the following methods:
 - a vote by electronic means; or
 - a Democratic Services Officer calling out the name of each Member present with each Member stating "for", "against" or "abstain" to indicate their vote when their name is called, the Democratic Services Officer clearly stating the result before moving to the next item on the agenda, by assent of the meeting

Details of how Members voted will not be kept or minuted unless a recorded vote is called. If a recorded vote is requested the Chair will ask each member in turn to signify verbally whether or not they support the request.

21. If a connection to a Member is lost during a regulatory meeting, the Chair will stop the meeting to enable the connection to be restored. If the connection cannot be restored within a reasonable time, the matter will proceed, but the Member who was disconnected will not be able to vote on the matter under discussion as they would not have heard all the facts.

Declaration of Interests

22. Any Member declaring any Disclosable Pecuniary Interest, or any other interest which would have ordinarily required that Member to leave the room, in any item under consideration at the Meeting, must cease to access the Meeting remotely whilst such item is under consideration. The Democratic Services Officers assisting the Chair at the meeting shall declare that such Member has ceased accessing the Meeting and shall invite the Member to re-join the meeting by e-mail, telephone or other link following the conclusion of the consideration of such item.

Exclusion of the Press and Public

23. When confidential or "exempt" matters (as defined in Schedule 12A to the Local Government Act 1972) are being considered at Meetings the Democratic Services Officer present and assisting the chair of the Meeting must ensure that there are no members of the public attending the Meeting by remote access or accessing the meeting remotely are able to see or hear the proceedings, once their exclusion has been agreed by the Meeting.
24. Each Member attending the Meeting must ensure that when confidential or exempt matters are being considered, there are no other persons present in their vicinity who are capable of seeing or hearing the proceedings of the Meeting or viewing any documents being considered by the Meeting at such time and must declare this to be the case to the Meeting. Any breach of this requirement will be considered to be a breach of paragraph 2.9 of the Councillors' Code of Conduct.

Public Access to Documents following Meetings

25. Access to minutes, decisions and other documents will be available via the Council's website by clicking on the page for the relevant Meeting under the following link:

<http://www.slough.gov.uk/moderngov/ieDocHome.aspx?>
26. Anyone without access to the Council's website may request copies of minutes, decisions and other relevant documents, including lists of background papers, by telephone using the telephone number 01753 475111 or by writing to Democratic Services, Observatory House, 25 Windsor Road, Slough, Berkshire, SL1 2EL.

SLOUGH BOROUGH COUNCIL

REPORT TO: Annual Council **DATE:** 21st May 2020

CONTACT OFFICER: Sushil Thobhani – Service Lead Governance
(For all enquiries) (07542 229125)

WARD(S): All

PART I
FOR INFORMATION

SIX MONTHS RULE UNDER SECTION 85 OF THE LOCAL GOVERNMENT ACT 1972.

1 **Purpose of Report**

The purpose of this Report is to remind Members of the provisions relating to Councillors ceasing to be Members of the Council for failure to attend any meeting of the Council for a consecutive period of six months, contained in section 85 of the Local Government Act 1972, and of the possible implications for Members of Regulation 5 of the Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020, in the light of the recent cancellations of meetings of the Council.

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

That the Council resolves to note the contents of this report.

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

This report has no direct implications for the [Slough Joint Wellbeing Strategy](#) (SJWS) and the Five Year Plan

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

This Report has no direct implications for the priorities of the SJWS and the JSNA

3b **Five Year Plan Outcomes**

This Report has no direct implications for the objectives of the Five Year Plan:

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

4 **Other Implications**

- (a) Financial

There are no financial implications which arise as a consequence of this Report.

Risk Management

Recommendation from section 2 above	Risks/Threats/Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
That the Council resolve to note the contents of this Report.	Automatic disqualification of Members and possible inability for re-election until 6 May 2021.	The bringing of this Report to full Council and alerts to Members	Likelihood – Negligible – 1 Impact Legal/Regulatory – Negligible Score: 1	Continuing alerts to Members potentially at risk of disqualification.

(b) Human Rights Act and Other Legal Implications

None.

(c) Financial Implications

None

(d) Equalities Impact Assessment

No need identified for an Equalities Impact Assessment.

(e) Workforce

No workforce implications arise from this Report.

(f) Property

No property implications arise from this Report.

(g) Carbon Emissions and Energy Costs

No implications for Carbon Emissions and Energy costs arise from this Report.

5 Supporting Information

- 5.1 Section 85 of the Local Government Act 1972 provides that if a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a Member of the authority.

- 5.2 Members will be aware that due to the imposition of the “lockdown” to deal with the spread of the Coronavirus, several meetings of the Council needed to be cancelled and, until recently, with the enactment of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, the Council were not able hold meetings which could be attended by Members by remote attendance.
- 5.3 In the meanwhile, by virtue of Regulation 5 of The Local Government and Police and Crime Commissioner (Coronavirus) (Postponement of Elections and Referendums) (England and Wales) Regulations 2020 the holding of bye elections has been postponed to after 5 May 2021.
- 5.4 Due to the cancellation of Council meetings during the period of the “lockdown” it is possible that some Members may be close to approaching a period of six consecutive months since they last attended any meeting of the Council and may therefore be in danger of inadvertently ceasing to be Members of the Council and being unable to be re-elected in the meanwhile until after 5 May 2021 if statutory regulations are not made in the meanwhile allowing for bye elections to be held before then.
- 5.5 Members likely to be effected by the above should seek to ensure that they attend a meeting of the Council before the expiry of the six month period which applies to them.
- 5.6 Members may now attend meetings of the Council by remote attendance by electronic or other methods of telecommunication and such attendance counts for the purposes of Section 85 of the Local Government Act 1972.
- 5.7. Members seeking to attend by remote attendance would need to ensure that they achieve a connection to a meeting which they are seeking to attend by remote attendance to enable that attendance to be recorded.

6 **Comments of Other Committees**

None.

7 **Conclusion**

Members should be alert to the possibility of their inadvertently ceasing to be Members of the Council under Section 85 of the Local Government Act 1985, due to not attending any meetings of the Council for a consecutive period of six months, and of the possibility that there may be no opportunity of re-election by virtue the postponement of elections to after 5 May 2021. Members should also be aware that attendance at meetings of the Council by remote access is equivalent to attending a meeting for these purposes but only provided Members are connected to the meeting to enable their attendance to be recorded.

8 **Appendices Attached**

None

9 **Background Papers**

Local Government Act 1972

The Local Government and Police and Crime Commissioner (Coronavirus)
(Postponement of Elections and Referendums) (England and Wales) Regulations
2020

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of
Local Authority and Police and Crime Panel Meetings) (England and Wales)
Regulations 2020

- *Slough will be an attractive place where people choose to live, work and visit.*
- *Our residents will have access to good quality homes.*
- *Slough will attract, retain and grow businesses and investment to provide jobs and opportunities for our residents*

4 **Other Implications**

(a) Financial

The significant decisions taken by officers and set out in this Report will inevitably have financial implications for the Council. These are being reported to the Council contemporaneously with this Report in the financial report on the Medium Term Financial Strategy for consideration at the same meeting.

Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
That the Council note and ratify the significant decisions taken by officers since the “lockdown” came into force.	Failure by Members to note and ratify these actions and decisions increases the risk of challenge and disruption. Ratification provides the opportunity for the Council to build upon the good results already achieved and to move forward strongly by building upon these results with greater engagement across the Council	The significant decisions and actions have been taken in accordance with governance arrangements put into place in consultation with the Council’s statutory officers and in accordance with all applicable guidance issued by and best practice recommended by all relevant bodies.	Likelihood – Very Low – 2 Legal/ Regulatory – Critical - 3 Score: 6	Increasing return to usual decision making structures and processes as circumstances permit.

(b) Human Rights Act and Other Legal Implications

The decisions taken by officers pursuant to the statutory regulations enacted by the Government to deal with the Coronavirus pandemic could potentially be challenged under the Human Rights Act 1998 as being a breach of article 11, relating to the freedom of assembly and association, and Article 1 of the First Protocol, relating to the right to peaceful enjoyment of

possessions. It is considered, however, that risks of successful challenge are low as, in the latter case, derogations are permitted to control use of property in the general interest and, in the former case, for the protection of public health.

Under the Council's Constitution, the Chief Executive has delegated power to act in case of emergency and urgency authority to exercise all council side functions. Additionally, under the constitution, all matters not specifically reserved are deemed to be within the delegated authority of the Chief Executive and Directors for all purposes which fall within their directorate of budget area or area of responsibility to which they may be nominated from time to time

The Council may ratify any decisions of officers falling within their functions.

(c) Financial Implications

There are financial implications for the Council arising from the need to deal with the pandemic. These are being reported to the Council contemporaneously with this Report by way of a separate report for consideration at the same meeting of the Cabinet.

(d) Equalities Impact Assessment

All the significant decisions set out in this Report were taken, having regard, so far as was practicable in the circumstances, to the public sector equality duties and the protected characteristics set out in the Equality Act 2010.

(e) Workforce

The decisions taken by officers which have affected the workforce are set out in the appendix to this report.

(f) Property

The restrictions imposed by the Coronavirus Act 2020 on the ability of the Council as a landowner to take action to enforce payments of rents will have had an effect on the Council's asset management position. Any long term effects on the Council's property portfolio and asset management strategy will need to be evaluated in due course.

(g) Carbon Emissions and Energy Costs

The Council have not at present carried out any systematic analysis of the effect on carbon emissions and energy costs of the decisions taken by officers since the "lockdown" took effect. It is considered that it is self-evident, however, that the restrictions on travel and the reduction in the use and occupation of Council premises and other council activities means that it is unlikely that there was an increase in emissions and energy costs during this period.

5 **Supporting Information**

- 5.1 On 16 March 2020 the Prime Minister advised everyone in the UK against non-essential travel and contact with others and suggested people avoid pubs, clubs and theatres and work from home if possible.
- 5.2 On 20 March 2020 the Prime Minister ordered all pubs, bars, cafes, restaurants, and gyms to close and the Chancellor of the Exchequer announced that the taxpayer would meet 80% of the wages of employees temporarily sent home by firms hit by the crisis.
- 5.3 On 21 March 2020, The Health Protection (Coronavirus, Business Closure) (England) Regulations 2020 come into force requiring the closure of, and restrictions on, specified businesses.
- 5.4 On 23 March 2020 the Prime Minister announced a national lockdown restricting movement and assembly, requiring people to stay at home save for specified purposes. There was an announcement of police powers to follow to allow for enforcing of “social distancing”. Vulnerable people likely to require hospital treatment were asked to “shield” themselves.
- 5.5 On 25 March 2020 the Coronavirus Act 2020 is passed granting the Government, and other public authorities unprecedented powers to enable them to deal with the pandemic, including powers to secure food supply chains, close educational establishments and make further regulations to deal with specific issues. The Act postponed the local authority and Police & Crime Commissioner elections scheduled for Thursday 7 May, to 2021, and extended the term of office of Councillors due for election, to 2021. It also gave power for regulations to be made for dealing with the need for bye elections to be held. It also modified large parts of the Care Act 2014 to give local authorities flexibility to deal with social care duties during the pandemic.
- 5.6 On 26 March 2020 the Health Protection (Coronavirus, Restrictions) (England) Regulations 2020 came into force granting powers allowing for the enforcement of the “lockdown”.
- 5.7 On 26 March 2020, Officers adopted a Covid-19 strategy for dealing with the effects of the pandemic in the town.
- 5.8 On 4 April 2020 the Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panels Meetings)(England and Wales) Regulations 2020 came into force giving local authorities powers to be able to hold meetings capable of being attended by Members from remote locations so as not to breach social distancing requirements.
- 5.9 On 16 April 2020. The “lockdown” was extended by a further 3 weeks.
- 5.10 On 24 April 2020 the School Admissions (England)(Coronavirus)(Appeals Arrangements) (Amendments) Regulations 2020 came into force permitting appeals against school admissions decisions to be conducted by remote attendance.
- 5.11 On 30 April 2020 the Prime Minister announced that the UK are “past the peak”.
- 5.12 On 10 May 2020, the Prime Minister announced plans for a measured easing of the “lockdown”.

6 **Comments of Other Committees**

This Report is due to be considered by Cabinet at its meeting on 18 May 2020, with a recommendation that Cabinet ratify the decisions of officers as set out in the appendix to this report.

7 **Conclusion**

This report brings the Council up to date with major events since the national “lockdown” came into force on 23 March 2020 and informs the Council of the significant decisions taken by officers since that date. The noting and ratification of those decisions by the Council at the first available opportunity will enable the Council to continue to seek to meet its duties to protect public health and to serve the well being of those who live, work and visit its area.

8 **Appendices Attached**

Appendix A - Table of Significant Decisions

9 **Background Papers**

The Coronavirus Act 2020

The Health Protection (Coronavirus, Business Closures) (England) Regulations 2020

The Health Protection (Coronavirus, Restrictions) (England) Regulations 2020

The Local Authorities and Police and Crime Panels (Coronavirus)(Flexibility of Local Authority and Police and Crime Panels Meetings)(England and Wales) Regulations 2020

The School Admissions (England) (Coronavirus) (Appeals Arrangements) (Amendments) Regulations 2020

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Summary of significant decisions taken by Silver

Decision Required	Outcome	Date of decision	Decision made by	Target Date	Status
To consider the administrative arrangements for key working accommodation	That Coronavirus Operations Centre maintain a list of accommodation for key workers	23/03/20	SILVER	24/03/20	Closed
Opening of public buildings	Agreed to close all public buildings such as libraries, 'Front of House' buildings such as The Curve and Landmark Place from 12pm on 23rd March	23/03/20	SILVER	23/03/20	Closed
Opening of parks and allotments	Agreed to all parks and allotments open. Clear signage on any restrictions to be put up.	23/03/20	SILVER	23/03/20	Closed
Arrangements for IT kit to support critical services and remote working	That an audit be carried out urgently to collate and prioritise IT requests for critical services	23/03/20	SILVER	24/03/20	Closed
Communications and press releases	All press releases to be sent to Members first, then public, then staff.	23/03/20	SILVER	23/03/20	Closed
To review the opening hours of SMP and OH	Agreed to reduce the opening hours of St Martin's Place and Observatory House to 7am to 7pm	23/03/20	SILVER	24/03/20	Closed
Opening of play areas and outside gyms	Play areas and outside gyms were now closed and signage to be put up by the end of the day	24/03/20	SILVER	24/03/20	Closed
Review of critical services	Critical services agreed and to be reviewed weekly	24/03/20	SILVER	24/03/20	Closed
To consider whether the freeze SBC recruitment	Agreed to pause recruitment, with focus on recruiting for critical services	24/03/20	SILVER	24/03/20	Closed
To agree a strategy for suppliers to SBC	Draft letter agreed on SBCs approach to its suppliers during current situation	25/03/20	SILVER	25/03/20	Closed
Hospital discharge	Agreed that Slough be the lead on hospital discharges from WPH	25/03/20	SILVER	25/03/20	Closed
Protocol for front of house access at The Curve for residents accessign registrars service	Agreed relevant staff to review the protocol to ensure security and safety of staff	26/03/20	SILVER	26/03/20	Closed

To decide the allocation of £3.5m government funding provided for Slough	Agreed to allocate as follows: £2.5m Adult Social Care, £0.5m childrens social care, £0.2m homelessness and £0.3m other pressures	26/03/20	SILVER	26/03/20	Closed
To review the approach to parking enforcement	Recommendation of Service Lead to relax routine parking enforcement agreed. Targetted approach to be taken to enforcement.	27/03/20	SILVER	27/03/20	Closed
Concessionary travel	Agreed recommendtion to continue to pay operators according to 2019 outturns	27/03/20	SILVER	27/03/20	Closed
To consider how to work with partners to address concerns about potential rise in domestic violence	Agreed that SBC lead a task group with SCST, TVP and SBC	30/03/20	SILVER	27/03/20	Closed
Regulatory Services Storage	Option 1 of the paper to Silver agreed to provide appropriate mortuary capacity.	31/03/20	SILVER	31/03/20	Closed
Crematorium fees	Option 2 of the paper agreed to adjust fees in line with Chiltern average for a period of 3 months	31/03/20	SILVER	31/03/20	Closed
To consider most appropriate method to secure food supplies for community response	Option 4 agreed to request supplies from local business with Option 1 (purchase supplies) if required.	02/04/20	SILVER	02/04/20	Closed
To agree a robust plan to ensure crisis management planning and transition to recovery	Option 1 to create a single plan to align SBCs forward planning for 3,6 and 12 weeks and subsequent recovery.	07/04/20	SILVER	07/04/20	Closed
To agree to close HWRC for the time being to prevent non-essential journeys	Option 1 agreed to close Chalvey Household Waste Recycling Centre to prevent unnecessary journeys	07/04/20	SILVER	07/04/20	Closed
To agree on cancellation of future performances at The Curve to 31.8.20	Option 1 – agreed the request to cancel / postpone shows up to the end of July and restricted number of events through the school summer holidays.	08/04/20	SILVER	08/04/20	Closed
To agree whether SBC would take lead role for Berkshire authorities on administering national testing programme	Agreed that SBC lead on behalf on the Thames Valley Local Resilience Forum	14/04/20	SILVER	14/04/20	Closed
To review weekend opening of customer call centre.	Agreed to open over weekend of 18/19 April with reduced hours/staff. Then to review w/c 20th April.	15/04/20	SILVER	15/04/20	Closed
To decide whether to establish Testing Task Group.	Agreed to set up a new Testing Task Group. Lead Officers for the group were also agreed.	15/04/20	SILVER	15/04/20	Closed
To agree that the Customer Call Centre remains open at the weekend as stats for w/e 18/4 19/4 were very low	Agreed that the call centre can now close at the weekends	20/04/20	SILVER	20/04/20	Closed

To agree whether Slough opens its cemetery to the public inline with recent guidelines	Agreed as long as social distancing guidelines carried out and posters put up around grounds. Lismore Gate to be used for access	20/04/20	SILVER	20/04/20	Closed
To consider the SBC COVID-19 Risk Register	Risk Register approved, subject to amendments agreed at Silver. To be reviewed by Silver every two weeks and to the Risk & Audit Board.	21/04/20	SILVER	21/04/20	Closed
To review the Cem & Crem paper re numbers of mourners attending ceremonies in the chapel	Agreed that would go with Option 2, 3, and 4 so maximum of 10 mourners plus options to offer larger service later or ask to go to bigger venue.	24/04/20	SILVER	24/04/20	Closed
To review the paper on whether to reopen the Household Waste Recycling Centre	Agreed to go with Option 3 to reopen the HWRC by appointment only and also to extend offer of bulky waste to black bags as well	24/04/20	SILVER	24/04/20	Closed
To review the draft Covid testing report	Report agreed with a few amendments such as a flow chart and will now be included on the main weekly dashboard	24/04/20	SILVER	24/04/20	Open
Painting on roads re NHS	Agreed that the painting sourced on the roads around Slough can continue	24/04/20	SILVER	24/04/20	Closed
To review and agree the final PPE paper by Alan Sinclair	Paper agreed and new Task group for PPE to be established rather than it being a part of ASC group. Agreed that Slough will buy PPE for SCST and lay out of Covid money. An SLA will be put together with this agreement.	24/04/20	SILVER	24/04/20	Open
To agree if Slough would participate with a mobile military testing site and what site it should be on	Agreed Slough would participate and the relevant directors to decide on where site should be.	28/04/20	SILVER	28/04/20	Open

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