

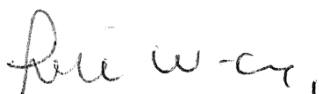
Date of despatch: Wednesday, 14 July 2021

To the Members of Slough Borough Council

Dear Councillor,

You are summoned to attend a Meeting of the Council of this Borough which will be held in the Council Chamber * - Observatory House, 25 Windsor Road, SL1 2EL on **Thursday, 22nd July, 2021 at 7.00 pm**, when the business in the Agenda below is proposed to be transacted.

Yours faithfully



JOSIE WRAGG
Chief Executive

PRAYERS

AGENDA

Apologies for Absence

PAGE

APOLOGIES FOR ABSENCE

- | | | |
|----|---|-------|
| 1. | Declarations of Interest | - |
| | <i>All Members who believe they have a Disclosable Pecuniary or other Interest in any matter to be considered at the meeting must declare that interest and, having regard to the circumstances described in Section 9 and Appendix B of the Councillors' Code of Conduct, leave the meeting while the matter is discussed.</i> | |
| 2. | To approve as a correct record the Minutes of the Council held on 20th May 2021 | 1 - 6 |
| 3. | To receive the Mayor's Communications. | - |
| 4. | To consider a motion submitted under Procedure Rule 14.1 (C) - To Remove the Leader of the Council | 7 - 8 |

Public Questions

- | | | |
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| 5. | Questions from Electors under Procedure Rule 9. | - |
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Officer Reports

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Motions

13.	To consider Motions submitted under procedure Rule 14.	71 - 72
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Member Questions

14.	To note Questions from Members under Procedure Rule 10	-
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Press and Public

Attendance and accessibility: You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before any items in the Part II agenda are considered.

Webcasting and recording: The public part of the meeting will be filmed by the Council for live and/or subsequent broadcast on the Council's website. The footage will remain on our website for 12 months. A copy of the recording will also be retained in accordance with the Council's data retention policy. By entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings.

In addition, the law allows members of the public to take photographs, film, audio-record or tweet the proceedings at public meetings. Anyone proposing to do so is requested to advise the Democratic Services Officer before the start of the meeting. Filming or recording must be overt and persons filming should not move around the meeting room whilst filming nor should they obstruct proceedings or the public from viewing the meeting. The use of flash photography, additional lighting or any non hand held devices, including tripods, will not be allowed unless this has been discussed with the Democratic Services Officer.

Emergency procedures: The fire alarm is a continuous siren. If the alarm sounds Immediately vacate the premises by the nearest available exit.

Covid-19: To accommodate social distancing there is significantly restricted capacity and places for the public are very limited. We would encourage those wishing to observe the meeting to view the live stream. Any members of the public who do wish to attend in person should be encouraged to contact the Democratic Services Officer in advance.

* The Council Chamber as the meeting venue is subject to approval of a Health and Safety Risk Assessment to take account of government guidance on workplace safety for Step 4 of the “roadmap.” Please note should it be necessary, the meeting may be held at Herschel Grammar School, Northampton Avenue, Slough.

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MINUTES OF COUNCIL PROCEEDINGS

At the Annual Meeting of the Council for the Borough of Slough held at The Centre, Farnham Road, Slough, SL1 4UT on Thursday, 20th May, 2021 at 7.00 pm.

Present:- The Worshipful the Mayor (Brooker), in the chair; Councillors Ajaib, Ali, Akram, Anderson, Bains, Bal, Basra, Bedi, Begum, Carter, A Cheema, H Cheema, J Davis, Dhaliwal, Gahir, Gill, Grewal, Hulme, Hussain, Kaur, Kelly, Malik, Mann, Matloob, Minhas, Mohammad, Muvvala, Nazir, Pantelic, D Parmar, S Parmar, Qaseem, Sabah, Sandhu, Sharif, Smith, Strutton, Swindlehurst and Wright

Apologies for Absence:- Councillors Dar and R Davis

1. Declarations of Interest

Councillor Bal declared that his daughter worked for the Council.

2. To Elect the Mayor for the 2021/22 Municipal Year

The Mayor called for nominations for the office of Mayor of the Borough of Slough for the ensuing municipal year.

Councillor Anderson proposed and Councillor Matloob seconded the nomination of Councillor Mohammad Nazir.

Councillor Strutton proposed and Councillor Wright seconded the nomination of Councillor Preston Brooker.

The nominations were put to the vote with 34 votes for Councillor Nazir and 5 votes for Councillor Brooker.

The Chief Executive declared Councillor Mohammad Nazir elected Mayor of the Borough of Slough for the 2021/22 municipal year. Councillor Mohammad Nazir, having made and signed the requisite declaration of acceptance of office, was thereupon installed in the Chair.

(The Worshipful The Mayor, Councillor Nazir, in the Chair)

Resolved - That Councillor Mohammad Nazir be elected as Mayor for the Municipal Year 2020/2021.

3. To Elect the Deputy Mayor for the 2021/22 Municipal Year

The Mayor called for nominations to the office of Deputy Mayor of the Borough of Slough for the 2021/22 municipal year. Councillor Swindlehurst proposed and Councillor Satpal Parmar seconded the nomination of Councillor Dilbagh Parmar.

Council - 20.05.21

The Mayor put the nomination to the vote and there were 34 votes for and 4 abstentions.

The Mayor declared Councillor Dilbagh Parmar elected Deputy Mayor of the Borough of Slough for the 2021/22 municipal year. Councillor Dilbagh Parmar made and signed the requisite declaration of acceptance of Office of Deputy Mayor.

Resolved - That Councillor Dilbagh Parmar be elected as Deputy Mayor of the Borough of Slough for the Municipal Year 2021/2022.

4. To approve as a correct record the Minutes of the Council held on 27th April 2021

Resolved - That the minutes of the Council meeting held on 27th April, 2021 be approved as a correct record.

5. To receive the Mayor's Communications.

The Mayor welcomed newly elected and re-elected Members to the meeting and wished them well in fulfilling their duties.

Members were informed that Father Darcy Chesterfield-Terry had agreed to continue to serve as the chaplain for the municipal year but in addition, the option of alternating prayers with other faith groups during the year would be explored. The Mayor thanked Democratic Services, Facilities and other staff for their efforts to facilitate the return to in-person meetings in unusual circumstances.

6. Report of the Returning Officer - Local Election 6th May 2021

Details of the Election held on 6th May 2021 were noted.

Resolved – That the report be noted.

7. Appointment to Statutory Role of Director of Finance (S151 Officer)

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

“That the appointment of Steven Mair as the Council’s S151 Officer be approved.”

The recommendation was put to the vote and agreed unanimously.

Resolved - That the appointment of Steven Mair as the Council’s S151 Officer be approved.

8. Review of the Council's Constitution

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

Council - 20.05.21

1. "That the amendments as set out in the appendices to the report be adopted for
 - a. Councillors' Code of Conduct
 - b. Article 12 Officer Roles & Statutory Officer Functions
 - c. Park 3.6 Scheme of Delegation to Officers
 - d. Article 6 – Overview and Scrutiny
2. That the Monitoring Officer be given delegated authority to make changes to the constitution to effect changes outlined in Sections 5c and 5d of the report.
3. That the amendments to the Constitution will come into effect on the day following the Council meeting be agreed.
4. That it be noted that the planned forward work programme of the member working party and that future phases of the review will be reported to Council over the next year."

The recommendations were put to the vote and agreed with 34 votes for, 5 against and 1 abstention.

Resolved –

1. That the amendments as set out in the appendices to the report be adopted for
 - a. Councillors' Code of Conduct
 - b. Article 12 Officer Roles & Statutory Officer Functions
 - c. Park 3.6 Scheme of Delegation to Officers
 - d. Article 6 – Overview and Scrutiny
2. That the Monitoring Officer be given delegated authority to make changes to the constitution to effect changes outlined in Sections 5c and 5d of the report.
3. That the amendments to the Constitution will come into effect on the day following the Council meeting be agreed.
4. That it be noted that the planned forward work programme of the member working party and that future phases of the review will be reported to Council over the next year.

9. Appointments of Committees, Sub-Committees and Allocation of Political Officer Support

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

Council - 20.05.21

- (a) "That Committees be appointed and seats thereon allocated to political groups as set out in Appendix 1.
- (b) That appointments be made to Committees as attached at Appendix 2.
- (c) That the report of the Leader on appointment of the Cabinet be received as attached at Appendix 2.
- (d) That the Chairs and Vice-Chairs of Committees be appointed as attached in Appendix 2.
- (e) That the Labour Group be allocated 1 FT (37 hours) Political Officer Support and the Conservative Group be allocated 0.34 FTE (12 hours) Political Officer Support.
- (f) To note that, in accordance with Article 7 of the Constitution, the Leader holds office until 28th November 2021.
- (g) That appointments be made to quasi-judicial and other bodies as set out in attached Appendix 2."

The recommendations were put to the vote and agreed unanimously.

Resolved -

- (h) That Committees be appointed and seats thereon allocated to political groups as set out in Appendix 1.
- (i) That appointments be made to Committees as attached at Appendix 2.
- (j) That the report of the Leader on appointment of the Cabinet be received as attached at Appendix 2.
- (k) That the Chairs and Vice-Chairs of Committees be appointed as attached in Appendix 2.
- (l) That the Labour Group be allocated 1 FT (37 hours) Political Officer Support and the Conservative Group be allocated 0.34 FTE (12 hours) Political Officer Support.
- (m) To note that, in accordance with Article 7 of the Constitution, the Leader holds office until 28th November 2021.
- (n) That appointments be made to quasi-judicial and other bodies as set out in attached Appendix 2.

10. Appointments to Outside Bodies 2021/22

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

Council - 20.05.21

“That appointments be made to Outside Bodies for the municipal year 2020/21 be as set out in attached appendix.”

The recommendation was put to the vote and agreed unanimously.

Resolved- That appointments be made to Outside Bodies for the Municipal year 2020/21 be as set out in the appendix.

11. Localism Act 2011 - Dispensations

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

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

The recommendation was put to the vote and agreed unanimously.

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

12. 2018/19 Accounts - Section 24 Statutory Recommendations

The Mayor varied normal procedure rules to allow the Chief Executive, Section 151 Officer and the Council’s external auditors, Grant Thornton, to address the meeting; following which they received a number of questions from Members.

(Councillor Jemma Davis left the meeting)

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

- a) “That the recommendations of the auditors as set out in pages 6 to 9 of the report be accepted.
- b) That the management actions as set out in pages 6 to 9 of the report be agreed.”

The recommendations were put to the vote and agreed unanimously.

Resolved -

- a) That the recommendations of the auditors as set out in pages 6 to 9 of the report be accepted.
- b) That the management actions as set out in pages 6 to 9 of the report be agreed.

Chair

(Note: The Meeting opened at 7.00 pm and closed at 9.24 pm)

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MOTION FOR 22ND JULY 2021 MEETING OF SLOUGH BOROUGH COUNCIL-

MOTION TO REMOVE THE LEADER OF THE COUNCIL.

“This Council has lost confidence in the current Leader of the Council, Councillor James Swindlehurst; and we the undersigned hereby call for a vote to be taken to remove Councillor James Swindlehurst as Leader of the Council, under Council Procedure Rule 14.1 (C). The motion relates to actions taken and the conduct of the Leader in his role in public office.

Since his election as Leader of the Council, Councillor Swindlehurst has overseen a culture of financial mismanagement which has culminated in Slough Borough Council issuing a Section 114 notice. The lack of transparency, and internal scrutiny has seen Slough Borough Council come in breach of its statutory requirements in relation to the calculation of the Minimum Revenue Position (MRP). It is symptomatic of an administration led by Councillor Swindlehurst which has seen borrowing quadruple to £760 million, and a projected deficit of £159 million by 2025.

Councillor Swindlehurst has shown himself incapable of accepting internal scrutiny, and of implementing a policy of fiscal prudence. This Council therefore has no confidence in Councillor Swindlehurst’s ability to take the Council forward as Leader, and to implement the necessary changes to put the Council in a financially sustainable position. **This Council therefore resolves to remove him from his position as Leader of the Council.”**

[Motion submitted under Procedure Rule 14.1 (C) signed by Councillors Bedi, Kelly, Muvvala, Smith, Strutton and Wright.)

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SLOUGH BOROUGH COUNCIL

REPORT TO: Council

DATE: 22 July 2021

CHIEF OFFICER: Josie Wragg Chief Executive
Steven Mair S151 Officer

WARD(S): All

PART I
FOR DECISION**SECTION 114 REPORT AND CHIEF EXECUTIVE'S RESPONSE****1 Purpose of Report**

- 1.1 On 2 July 2021, the Council's Director of Finance & s151 Officer issued a report under s.114 of the Local Government Finance Act 1988. This advises Councillors that the Council faces "a financial situation of an extremely serious nature". Councillors are asked to note the Chief Executive's response to the report and endorse a series of actions to put the Council in a stronger financial position in future.

2 Recommendations:

Council is requested to:

- 2.1 Endorse the findings in the Section 114 report;
- 2.2 Endorse the Chief Executive's response to the Section 114 Report, including, specifically:
the proposals to control in-year spending;
the proposals for the budget setting process for 2022/23, including the role of Overview and Scrutiny and plans for public consultation;
- 2.3 Note the Council's ongoing discussions with MHCLG in relation to securing a further capitalisation direction;
- 2.4 Note the Chief Executive's response and that if it is not delivered, and/or sufficient savings are not identified, the s.151 Officer may issue a further s.114 report.

Reason: Council is required to meet and formally consider the s.114 report and agree an action plan to address the issues raised in it.

3 Background

- 3.1 The Council agreed its revenue and capital budget for the 2021/22 financial year at its meeting on 8 March 2021. In this report Members were advised that

"7.9 Like many councils, Slough faces considerable financial challenges, particularly increasing in the numbers and cost of supporting vulnerable people and children in care and central government funding reducing. However, it has routinely been recognised that the Council's level of reserves are relatively low, in comparison to other Unitary Authorities, which means that it has less time and potentially fewer options than others to bring its budget into balance.

“7.10 Slough has made a substantial commitment to regeneration, the provision of affordable homes and the development of the local economy. To fund this important investment borrowing has accordingly increased which has an associated impact on the revenue budget.

“7.11 In the current year Council spending has come under considerable pressure due to Covid-19. This has meant the Council has also found it harder to deliver savings than it had expected, which has meant that some savings targets have not been achieved with a knock-on impact in future years. These additional pressures are reflected in the 2021/22 budget proposals.”

3.2 Following this meeting and in relation to the Council’s accounts, the Council’s external auditors issued seventeen recommendations and four s.24 recommendations, which were reported to Members at the Council meeting on 20 May 2021. Members were informed that:

“The enclosed report from Grant Thornton sets out the areas of concern highlighted from their work, the statutory recommendations issued and the Council’s responses to address the auditors’ recommendations. The statutory recommendations report highlights:

- insufficient capacity and skills within the finance department,
- inadequate preparation of financial statements,
- inadequate general and earmarked revenue reserves,
- inadequate financial governance and monitoring over its outside groups and companies

S114 Report

- a. On 2nd July the Council’s Director of Finance & s151 Officer issued a report under s114 of the Local Government Finance Act 1988, which was sent to all Councillors. This advised them that the Council faces “a financial situation of an extremely serious nature”. The report is at appendix 1.
- b. The issue of a s.114 report is a serious step and there are only a small number of local authorities who have been subject to such a report.
- c. The report details the findings underpinning that conclusion and explains that ‘there are no ways out of this financial situation other than seeking additional support from MHCLG and a willingness on the part of the Council to take decisions that will be required to achieve a balanced outturn in 2021/22 and to set a lawful budget in 2022/23.”
- d. In accordance with the statutory requirements, the Council’s Chief Executive and Monitoring Officer have been consulted on the s.114 report and are both supportive of the actions of the s151 Officer. The external auditors have also been informed, as have MHCLG officials.

Chief Executive Response

- e. In the same day the Chief Executive issued a public response stating that Councillors and Officers recognised the gravity of the situation and committing to all efforts needed to put the Council on a secure long term

financial footing. The response identified all the work areas either under way or planned to bring this about. The response is at appendix 2.

3.2 Legal implications

3.2.1 The need to issue a s.114 report is triggered in prescribed circumstances, including where the chief finance officer believes that the expenditure of the authority incurred (including expenditure it proposed to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure.

3.2.2 The process for the issuing of the report are set out in the 1988 Act and have been followed. s.115 of the 1988 Act requires full Council to consider the report within 21 days and decide whether it agrees or disagrees with the views contained in the report and what action (if any) it proposes to take in consequence of it.

3.2.3 s.115(6) states that pending consideration of the report by full Council, there is a prohibition period which runs from the date the report is made to the date of the full Council meeting. During this period, the Council must not enter into any new agreement which may involve the incurring of expenditure (at any time) by the authority unless the chief finance officer of the authority authorises it in writing, specifying a prescribed reason. The chief finance officer may only give authority for the purposes of subsection (6) if he considers that the agreement concerned is likely to:

- (a) prevent the situation that led him to make the report from getting worse,
- (b) improve the situation, or
- (c) prevent the situation from recurring.

3.2.4 Failure to comply with the procedure set out in paragraph 3.2.3 above will result in the Council being deemed not to have had the power to enter into the agreement and as such the Council's actions will be deemed unlawful.

3.2.5 The formal prohibition period set out in paragraph 3.2.3 will cease on 22 July 2021, however full Council is being asked to agree further controls as set out in the attached action plan, which will restrict the Council's ability to incur further expenditure.

3.2.6 The Council's legal duties around budget setting are set out in s.31A of the Local Government Finance Act 1992, which requires the Council to set its council tax, taking account of the need to balance its expenditure with its revenue.

3.2.7 There are powers set out in Part I of the Local Government Act 1999 regarding Secretary of State intervention in a local authority of which the Council should likewise be mindful.

3.2.8 The Council's external auditor also has power available under the Local Audit and Accountability Act 2004 to issue an advisory note, make statutory recommendations and issue a public interest report if it has concerns about the effect of the Council's decision-making in relation to the Council's accounts.

3.2.9 Case law has determined that the issue of a s.114 report does not alleviate the Council from following a fair and lawful process in relation to decision-making on service reductions or realignment. Whilst it is clear that a lawful budget must be set and this can provide an evidence base for a local authority to take a revised approach to service provision motivated by its financial position, this does not relieve the Council of the need to act lawfully. This includes the need to conduct needs assessments, consider whether

proposals should be subject to consultation and if so, conscientiously consider the results of such consultation, assess and have due regard to equality implications and to take all other relevant information into account to inform its decision.

3.2.10 The proposed action plan sets out clear roles for Cabinet and Overview and Scrutiny Committee in terms of future decision-making regarding service proposals to inform the future budget setting process for 2022/23.

3.5 Equality implications

3.5.1 As set out in the legal implications section, the Council must demonstrate that it has complied with its wider duties when making decisions to reduce or change services. It will be expected that equality implications will be assessed and reported to decision-making as part of the budget setting process.

3.8 Property implications

3.8.1 The Action Plan highlights the need to dispose of surplus assets to fund a capitalisation direction, transformation projects and to build up the Council's reserves for future years. A disposal strategy was considered by Cabinet in June 2021, which delegated authority to officers for disposals up to £1 million and officers are already in the process of reviewing the list of assets to identify suitable sites for disposal.

4. Appendices

Appendix 1 – s.114 report by Steven Mair dated 2 July 2021

Appendix 2 – Chief Executive's response to s.114 report, including action plan for addressing the issues raised

5. Background Papers

None

Report to all Elected Members of Slough Borough Council

s.114 Local Government Finance Act 1988

Steven Mair, Chief Finance Officer (Section 151 Officer) - 2 July 2021

1. Purpose of report and executive summary

- 1.1 Members of the Council are asked to consider this report by the Section 151 Officer (the Chief Finance Officer).
- 1.2 The purpose of this Section 114 report is to make it clear to Members of the Council that it faces a financial situation of an extremely serious nature: with a significant estimated unfunded financial deficit forecast.
- 1.3 Following an ongoing review of the Council's finances by the Council's new finance team the main issues that have been identified and that have led to this notice include that the Council:
- has been incorrectly calculating Minimum Revenue Provision since 2016/17, over stating asset lives, incorrectly using capital receipts and omitting some expenditure from the calculation
 - has quadrupled its borrowing from circa £180m to £760m over the same period with a consequential revenue impact
 - faces a range of financial pressures and issues
 - has effectively no unallocated general reserves
 - has been incorrectly charging some revenue costs to capital
- 1.4 Overall the projected in-year spending on services is significantly above the approved revenue budget and the level of revenue reserves held by the Council. The current estimated negative General Fund balance as at 31 March 2021 is £56 million. The additional in-year deficit for 2021/22 is estimated to be £40 million (assuming the £15m existing capitalisation direction is agreed). If further action is not taken, it is estimated that by 31 March 2025 there will be a negative General Fund balance of £159 million. Local Authorities are not permitted legally to exceed their revenue funding including reserves.
- 1.5 It should be noted that these figures are estimates and are expected to change as work continues on reviewing the financial position of the Council.
- 1.6 The issuing of this s.114 report means that the entering into any new agreements for any expenditure will stop until at least 22 July 2021, unless there is explicit written consent from the s.151 officer. In addition, temporary measures will be put in place to stop all further non-essential expenditure prior to the full Council meeting, when Members will be asked to endorse further measures to control spending and improve the finances of the Council.
- 1.7 The prohibition on entering into new agreements and restrictions on other spending applies to all Council services, including statutory services, those delivered through Council controlled companies and connected entities. A control

framework will be put in place to ensure this happens while ensuring that key services to for example vulnerable children and adults are not impacted.

- 1.8 Spending controls will need to remain in place for the foreseeable future i.e. at least for 2021/22 and a progress report on the action plan underpinning the further measures will be made to full Council in November 2021.
- 1.9 If the action plan is not adhered to or does not achieve the results planned a further s.114 report will be issued.
- 1.10 Approval of the measures supplemented by the action plan will not resolve the Councils budget position, this will require full delivery of the action plan and a further capitalisation direction or other support from MHCLG. This is explained later in this report.

2. Legal framework

- 2.1 S.114 (3) requires the “The chief finance officer of a relevant authority shall make a report under this section if it appears to him that the expenditure of the authority incurred (including expenditure it proposes to incur) in a financial year is likely to exceed the resources (including sums borrowed) available to it to meet that expenditure.”
- 2.2 The process for issuing a s.114 report and the effect of it are set out in various sections under the 1988 Act. Subsection 3(A) requires the chief finance officer to consult, so far as reasonably practicable, the head of paid service and the monitoring officer.
- 2.3 The Council’s chief executive and monitoring officer have been fully engaged prior to this report being issued. The officer strategic finance board was also consulted and all of their views have been considered in finalising this report.
- 2.4 S.115 requires full Council to consider and decide on the report within 21 days beginning on the day the report is sent. Full Council must consider the report at a meeting where it shall decide whether it agrees or disagrees with the views contained in the report and what action (if any) it proposes to take in consequence of it. The meeting must be held not later than 21 days beginning with the day the report was sent and this decision is reserved to full Council.
- 2.5 S.115 (6) states that pending consideration of the report by full Council, there is a prohibition period which runs from the date the report is made to the date of the full Council meeting. During this period, the Council must not enter into any new agreement which may involve the incurring of expenditure (at any time) by the authority unless the chief finance officer of the authority authorises it to do so.

2.6 Subsection (6A) states the chief finance officer may only give authority for the purposes of subsection (6) if he considers that the agreement concerned is likely to:

- (a) prevent the situation that led him to make the report from getting worse,
- (b) improve the situation, or
- (c) prevent the situation from recurring.

2.7 Subsection (6B) requires that authority for the purposes of subsection (6) shall:

- (a) be in writing,
- (b) identify the ground on which it is given, and
- (c) explain the chief finance officer's reasons for thinking that the ground applies.

2.8 Subsection (8) states that if subsection (6) is not complied with, the Council shall be taken not to have had power to enter into the agreement (notwithstanding any option to do so under contract or otherwise). Therefore, the Council's actions will be deemed unlawful.

2.9 S.116 requires the Council to notify its external auditors of the report and the time, date and place of the full Council meeting. The external auditors also need to be informed of the outcome of the meeting as soon as practicable. The external auditors have been kept informed of the emerging financial position and the planned work. The external auditors will need to consider the implications of this report on their statutory functions and the implications for their opinion on the 2018/19 accounts which remain unsigned.

2.10 CIPFA guidance recommends that informal contact is made with MHCLG, lead members and statutory officers in advance of issuing a s.114 report, to undertake some scenario testing and to ensure a robust action plan to address the issues raised. Lead members have been kept up to date on the emerging budget situation, as have the executive board including the key statutory officers and there has been regular liaison with MHCLG officials and CIPFA.

2.11 The Council's legal duties around budget setting are set out in s.31A of the Local Government Finance Act 1992, which states:

- (1) In relation to each financial year a billing authority in England must make the calculations required by this section.
- (2) The authority must calculate the aggregate of:
 - (a) the expenditure which the authority estimates it will incur in the year in performing its functions and will charge to a revenue account, other than a BID Revenue Account, for the year in accordance with proper practices,

- (b) such allowance as the authority estimates will be appropriate for contingencies in relation to amounts to be charged or credited to a revenue account for the year in accordance with proper practices,
- (c) the financial reserves which the authority estimates it will be appropriate to raise in the year for meeting its estimated future expenditure,
- (d) such financial reserves as are sufficient to meet so much of the amount estimated by the authority to be a revenue account deficit for any earlier financial year as has not already been provided for,
- (da) any amounts which it estimates will be transferred in the year from its general fund to its collection fund in accordance with regulations under section 97(2B) of the 1988 Act,
- (e) any amounts which it estimates will be transferred in the year from its general fund to its collection fund in accordance with section 97(4) of the 1988 Act, and
- (f) any amounts which it estimates will be transferred from its general fund to its collection fund pursuant to a direction under section 98(5) of the 1988 Act and charged to a revenue account for the year.

3. Details of the Report

- 3.1 Slough have been in dialogue with MHCLG since December 2020 in order for them to provide support to the Council. They approved a capitalisation directive of up to £15.2m, subject to an independent review, in order that the Council could balance its 2021/22 budget. Although helpful in the short-term these resources are one-off, require the Council to either generate capital receipts or undertake further borrowing which increases its liabilities and mean it needs to identify savings to fill the gap in addition to those required in the subsequent year.
- 3.2 Since the budget was approved in March 2021 a growing number of significant financial issues have been identified that mean that the Council will not be able to balance its budget even with this additional funding unless it receives further support through an increased capitalisation direction. Discussions are ongoing with MHCLG but the capitalisation direction is not guaranteed, particularly given its size and is dependent on an independent review by CIPFA commissioned by MHCLG on the Councils financial management and governance due to commence in July 2021. The work that uncovered the deficit only commenced in April 2021 and it is likely that more issues will arise in the coming months as more work is completed. The financial position is thus not certain and will change but is very significantly adverse
- 3.3 Slough's financial problems have not arisen in the past few months. The approach to financial decision-making, leadership and management, processes, quality assurance and review etc that has been adopted by the Council over a number of years was not robust and consequently highly detrimental to the Council.

3.4 All areas of finance examined since April have uncovered either severe weaknesses or poor practice across the Council:

- i. A number of the issues now uncovered relate to previous years and if known at the time the Council would have had difficulty in setting a legal balanced budget in 2019/20, 2020/21 and 2021/22. The financial position the Council finds itself in should have been addressed in previous years.
- ii. The current estimated negative General Fund balance prior to any additional support by MHCLG as at 31 March 2021 is £56 million. The additional in-year deficit for 2021/22 is estimated to be £40 million (assuming £15m existing capitalisation direction is agreed). If further action is not taken, it is estimated that by 31 March 2025 there will be a negative General Fund balance of £159 million. Local Authorities are not permitted legally to exceed their revenue funding including reserves.
- iii. Minimum Revenue Provision (MRP) set aside is not in line with MHCLG and CIPFA guidance and will need to be re-calculated significantly impacting on the Council's finances. In my view and that of external audit the MRP has not been calculated in a prudent manner as required by the regulations and hence the Council may have breached its statutory duties.
- iv. The Council's various budget reports (the MTFFS/budget, Treasury Management and the Capital Programme) approved by Council in March 2021 were all flawed, in several respects and require considerable improvement which is being planned and actioned.
- v. By way of example the Treasury Management strategy does not link accurately to the capital programme, and the risks associated with high levels of borrowing and in particular high levels of temporary borrowing, have not been explained to Members nor a plan drawn up to address the risk.
- vi. The accounts for the Council for 2018/19 are still to be signed off by external audit and 2019/20 and 2020/21 audits are not yet complete. General Fund reserves reduced to £550k at 31.03.19 as a result of the audit and further changes are expected as this work continues.
- vii. The External Auditor issued four statutory recommendations in relation to the 2018/19 accounts and these were subject to a report to Council in May 2021. The external auditor will be following up progress on all these matters and is considering what future statutory action is required.
- viii. The Council has a number of wholly or partly owned companies and connected entities. Governance and financial management processes in relation to these arrangements are weak, some of these companies require ongoing financial support and others involve contractual arrangements which expose the Council to significant financial risk. These concerns were also reflected in the external auditor's statutory recommendations.

- ix. There is no insurance reserve or PFI sinking fund, both reserves appear to have been used to balance previous years' budgets and revenue spending, particularly on IT projects, has been charged to capital and will need to be reversed.
 - x. A number of finance staff have left the organisation in the past few months taking with them organisational knowledge. The whole of the finance management team is now comprised of interim or temporary staff, and the majority have only been in post since April 2021.
 - xi. Financial processes, reporting and internal controls are weak – budget monitoring has to be more robust; data input has to be more accurate, bank balances and control accounts need to be reconciled more regularly and payment processes need to be reviewed. Longer term financial planning needs to be significantly improved.
 - xii. The Dedicated Schools Grant (DSG) deficit is forecast to be £43m by 31.03.25 and no action has been taken until recently to reduce spending or to address these deficits which have increased significantly in recent years.
 - xiii. Estimates of local tax income and collection rates, critical to budget estimates, have not been accurate in recent years.
 - xiv. Inadequate provision appears to have been made for NNDR, and the level of other provisions previously made also appears to have been insufficient. This has also been raised by the external auditor.
 - xv. Spending on Transformation projects has not been closely monitored to consider how project spend is being funded, whether spend at individual project level is within budget, and whether the anticipated savings or improvements are being achieved.
 - xvi. The HRA has not been examined as yet and the 30-year business plan was not updated for the 2021/22 budget and will need to be reviewed.
 - xvii. The Council has committed large sums with external consultants that will need to be re-considered based on affordability and value for money.
- 3.5 There has been full acceptance and understanding of the issues identified by the Council's Executive Management Board and Cabinet and a total commitment to work to address these going forward.

3.6 Current estimates of the general fund reserve deficit balance are set out below:

General Fund Deficit	2021/22	2022/23	2023/24	2024/25
Balance	£m	£m	£m	£m
Brought forward deficit	56	96	130	149
In-Year Deficit*	40	34	19	10
Deficit carried forward	96	130	149	159

* assuming £15m MHCLG capitalisation directive.

3.7 At this stage there are no straightforward remedies. There are no ways out of this financial situation other than seeking additional support from MHCLG and a willingness on the part of the Council to take the decisions that will be required to achieve a balanced outturn in 2021/22 and to set a lawful budget in 2022/23. This process must be performed with pace and the decisions taken must be implemented.

3.8 At the very least this will involve detailed attention to all costs that can be safely and legitimately minimised. All accounting adjustments and one-off interventions have now been exhausted.

3.9 Given that no immediate remedy is available it is likely that the restrictions to control in-year spending will need to remain in place for the remainder of the 2021/22 financial year.

3.10 Legal advice has been sought on the legality of the Council's ongoing situation and the Council is fully engaging with its external auditors.

Budget Setting 2022/23

3.11 The Council's Medium Term Financial Strategy approved in March 2021 was extremely challenging with total savings of £43m required over the three years with just £23m identified, leaving further savings needing to be identified and delivered of £20m in 2022/23 and 2023/24. This assumed the delivery of all of the £23m savings identified, £16m in the 2021/22 budget and the requirement to increase reserves to an acceptable level. These figures have changed considerably since the MTFs was approved in March 2021. It appears that for a number of years that the Council has focussed on setting the following year's budget and not about balancing it over the medium term.

3.12 This was before the issues identified subsequent to the budget being approved. Unless a capitalisation direction from MHCLG is forthcoming and additional savings to a least balance the 2022/23 budget are identified by September 2021 ready for delivery in April 2022 the Council, without adequate reserves is at risk of not being able to set a legal budget by the statutory deadline of 11 March 2022, per Section 30(6) LGFA 1992.

3.13 The provisions of section 25 Local Government Act 2003 require that, when the council is making the calculation of its budget requirement, it must have regard to the report of the Chief Finance (section 151) Officer as to the robustness of the estimates made for the purposes of the calculations and the adequacy of the

proposed financial reserves. A great deal of work is currently ongoing to seek to ensure that the Council is able to have a robust 2022/23 budget.

4. Future Operating of the Council

4.1 The issuing of a s.114 report is a serious matter and will impact on how the Council operates. Local Authorities however cannot go into liquidation or bankruptcy as they are Government backed. This means all creditors are secured, contracts that are in place are secure and the Council will continue to deliver its statutory services, particularly services to vulnerable children and adults.

5. Next Steps/Timescales

Activity	Date
Issue of s.114 Notice	2 July 2021
Issue of Papers for Full Council	14 July 2021
Full Council - Endorse the contents of the s.114 Notice - Approve response to s.114 and Actions	22 July 2021
Cabinet Recommend Draft Budget and MTFS for 2022/23 – 2025/26	21 February 2022
Full Council Approve Budget and MTFS for 2022/23 – 2025/26	8 March 2022

6. Future Intervention

I will monitor the Council's response to this Notice to ensure that sufficient action is taken at pace to address the issues I have identified. If I am not so satisfied I will consider a further Notice under s114, but trust that this will not be necessary.

Chief Executive Response to s114 Notice

Summary:

Steven Mair Slough Borough Council's newly appointed S151 officer has issued a Notice under Section 114 of the Local Government Finance Act (1988) that available resources are unlikely to meet planned budgetary demands in the financial year 2021/22.

All essential services, including those listed below, will continue to be delivered to residents:

- waste collection;
- education services;
- children's and adults' social care;
- public health services;
- planning and housing services;
- road maintenance; and
- library services,

The Members of Slough Borough Council recognise the gravity of the situation it faces and are committed to all efforts needed to place the Council on a secure, long term financial footing

Over the coming months, the Council will be taking steps to improve its financial position which will include a review and disposal of some assets that are either outside of the borough or do not generate material revenue, and by identifying non-essential services that will in the future be delivered more efficiently. The new Council executive team, Council officers and political leadership are determined to minimise the impact of any incoming changes to residents and will be working closely with the Ministry of Housing, Communities and Local Government (MHCLG) to reduce, as far as possible, any potential disruption. We will also consult residents widely on any proposed measures.

Council officers and political leadership have been taking urgent action to improve the state of the council's finances, including the implementation of a transformation programme, and we expect these efforts to continue with the support of the MHCLG. Details of the ongoing transformation of the way the Council operates are below.

Background

In 2019 Slough Borough Council commenced a programme called 'Our Futures' to change how the Council supports its residents. The Council has also recently appointed a new S151 officer - Steven Mair. Additional specialist resources were brought in to understand the nature and scale of the problems, which has culminated in the issuing of a s114 Report on 2nd July.

The Section 114 Notice identifies that Slough's financial problems result from a series of financial issues over a number of years. This new Council Executive team has already taken significant steps to address these. However, the scale of the task is becoming more apparent, as the new Finance Team continue to identify significant legacy issues in the Council's finances.

However, the Section 114 Notice has accurately and in detail identified how far the Council's approach was from satisfactory in terms of financial responsibility. This is being addressed and new personnel have been appointed in key positions to embed prudence throughout our operations. The Notice also provides an estimate of the scale of the deficit in 2025 if further action is not taken. The Council is already taking steps to ensure this scenario does not occur and to close the deficit as soon as reasonably practical.

Slough has also been heavily impacted by the effects of Covid-19. We are not alone in this. In addition, the population of Slough has seen infection rates and job losses resulting from Covid-19 disproportionate to neighbouring Boroughs and most of the UK. Slough has had a significant increase in the number of people requesting Council Tax support which has impacted Council Tax revenues.

During this period, the Council was also unwilling to adopt a heavy-handed approach to tax recovery from those businesses and residents who were struggling to get back on their feet in the months between lockdown. This has further negatively impacted our finances; however, we believe that this was the right approach given the circumstances faced by many in the Borough.

The Council has been in discussions with the MHCLG since the end of last year regarding the need for additional support. The level of additional financing required has grown due to a number of factors, including the identification of additional financial issues. As such, the Council, along with the divestment of assets and significant short and long term savings measures already implemented, will require additional support from the MHCLG.

The Council is committed to working with all stakeholders to ensure the necessary steps are taken to balance the 22/23 budget. The extent of the measures required will be evident by September 2021, and additional necessary action will be taken by April 2022 at the latest.

The speed at which Slough's economy recovers from the impact of the pandemic will also be a key factor in the strength of the Council's finances going forward. As such, it will also be essential to ensure that any cost saving measures or efficiencies in

service provision do not hinder its businesses from a return to normal trading nor reduce the attractiveness of Slough as a commercial hub.

Section 114 Report

This Report sets out areas and measures in relation to the Council's finances and governance which require urgent attention. These measures are underpinned by a detailed action plan, and the S151 officer, working with colleagues, is leading on its implementation.

I, the S151 officer and the Council's Executive Board are completely committed to making whatever changes are required to put Slough Borough Council on a sound financial footing.

Detailed response to Section 114 findings

Below is a list of the changes already being planned and implemented to address the immediate issues identified in the report. Central to embedding the necessary changes will be a Finance Team with the necessary organisational profile, skills, experience, development programme and resilience. The S151 officer, with my full support, has already started to put that in place.

These efforts will continue until all involved are satisfied that sufficient and lasting improvements have been made. Embedding better practise will inevitably take time beyond the design of improved processes

The Audit and Corporate Governance Committee will have a key role in overseeing and monitoring the planned improvements to how we manage our finances and to governance.

Areas and Measures Being Undertaken

- Improve the processes to build a robust 21/22 and 22/23 budget, including public consultation and consideration by the Scrutiny committee. This will recognise the uncertainty around future annual settlements. The process for this has already been designed, implementation as below;
- Introduce rigorous spend control measures, already implemented and which will operate until at least 31/3/22;
- Verify the savings identified in the 21/22 budget, officers to draft by 30/9/21;
- Identify savings for the 2022/23 budget, with strong business cases and other required documentation, clear accountability, ownership, and monitoring, officers to draft by 30/9/21;

- Review the Capital Programme, so that it ultimately covers 5 years and likewise everything in it is supported by robust business cases and dependence on external borrowing is reduced, officers to draft initial work by 31/10/21. This will be an improved programme but work will need to continue beyond this date to secure a fully rigorous and proper programme;
- Refresh the Treasury Management Strategy to reflect best practice by 31/8/21 and beyond;
- Develop an initial robust long term financial plan by 31/10/21;
- Produce the Council's accounts for 2019/20, 2020/21 and 2021/22 – date to be determined depending upon issues identified;
- Budget and account properly for MRP, effective now;
- Put in place appropriate governance arrangements for companies in which the Council has an interest to monitor performance and mitigate risk, ensure their management accounts and reports are vigorous and transparent and review the role of elected members in those entities among other matters – begun and ongoing;
- Budget and account properly for insurance, PFI, charges that can and cannot be capitalised and all other matters going forward - ongoing;
- Improve the organisational profile, skills, experience, development programme and resilience of the Finance Team. This work is ongoing, with a new proposed structure by October 2021, implemented by April 2022;
- Continue the ongoing review of the Council's financial systems, processes & budgets, including general ledger reports and the fixed asset register. Ongoing to March 2022 and beyond;
- Improve Council Tax and Business Rate collection, to enable accurate assessment of Council revenue;
- Review the management of the Dedicated Schools Grant to get the annual overspends into balance by 2024/25;
- Improve the monitoring and operation of the Collection Fund and the transformation projects. Plan to be published by 31/10/21;
- Develop plans to address schools' budget deficits and excess surpluses – ongoing;
- Review the Housing Revenue Account – October 2021;

- Identify asset sales to reduce borrowing and finance any capitalisation direction – ongoing;
- Improve management of the Council's contracts to ensure compliance and mitigation of risks – ongoing;
- Introduce a solid and consistent approach to business cases to support the evaluation of projects and programmes, to ensure they are aligned with the Council's priorities, supported by the senior leadership, stakeholders are engaged, and all options are considered – already begun and ongoing;
- Review the Council's Procurement Function, develop procurement and contract management guidance and training and commence the recruitment of procurement officers - ongoing ;
- Review all Third Party Spend to ensure value for money, risk management and forward planning – ongoing.

NB - all dates are initial target dates for officers, work will continue well beyond those dates on a continuous improvement programme and embedding good practise will take time beyond the initial dates.

Slough's Long Term Sustainable Future

It is important to match Council resources with demand for services and with what it is reasonable to ask residents to pay. I have therefore begun a project to 'right size' the Council to ensure it can live within its means and enable residents, Councillors, and staff to look forward with confidence. This will include reviewing the level of services provided, challenging non-core activities, maximising income, reviewing major contracts, and exploring alternative delivery models.

Councillors

It is important that Slough's elected representatives are fully involved in responding to our financial issues and shaping the organisation which emerges. I will therefore provide regular updates to both Cabinet and Council, starting in September, including on the workstreams set out above.

I further propose that our Scrutiny arrangements be amended to provide that the main committee oversees the right sizing programme, with a subcommittee or panel dedicated to each service area.

I hope the above demonstrates that we are aware of what needs to be done, are already striving to make the necessary improvements and are determined to reduce as much as possible the impact on residents.

Josie Wragg

Chief Executive, July 2021

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Slough Borough Council

Section 24 Statutory recommendations

- 14th July 2021



Slough Borough Council
Observatory House
25 Windsor Road
Slough
SL14 2EL

14h July 2021

Dear Sirs

[Recommendations made under section 24 schedule 7 of the Local Audit and Accountability Act 2014](#)

Our responsibilities

As well as our responsibilities to give an opinion on the financial statements and assess the arrangements for securing economy, efficiency and effectiveness in the Council's use of resources, we have additional powers and duties under the Local Audit and Accountability Act 2014. These include powers to issue a public interest report, make written recommendations, apply to the Court for a declaration that an item of account is contrary to law, and to give electors the opportunity to raise questions about the Council's accounts and to raise objections received in relation to the accounts.

We have concluded that it is appropriate for us to use our powers to make written recommendations under section 24 of the Act, due to inadequate arrangements and capacity at the Council to prepare reliable financial statements and supporting working papers and concerns regarding the Council's financial sustainability and levels of reserves. Further details are set out in the attached report. This report follows statutory recommendations we issued in May 2021 and the Report issued on July 2nd 2021 by the Council's Section 151 Officer under S114 of the Local Government Finance Act 1988.

What does the Council need to do next?

Schedule 7 of the Local Audit and Accountability Act 2014 requires the following actions:

The Council must consider the recommendation at a meeting held before the end of the period of one month beginning with the day on which it was sent to the Council.

At that public meeting the Council must decide

- whether the recommendations are to be accepted, and
- what, if any, action to take in response to these recommendations.

Schedule 7 specifies the meeting publication requirements that the Council must comply with.

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Background to the recommendations

We have concluded that it is appropriate for us to use our powers to make written recommendations under section 24 of the Act, due to inadequate arrangements in financial management at the Council exposed further by the recent report by the Council's S.151 officer under s114 of the Local Government Finance Act 1988. This report is in addition to the statutory recommendations made in May 2021 in respect of the Council's financial reporting arrangements and its management of its reserves position. The Council's 2018/19 accounts remain unsigned.

Financial management arrangements at Slough Borough Council

We were appointed as auditor to the Council for the 2018/19 financial year. We have been unable to complete our 2018/19 audit and, due to this delay, have been unable to commence our 2019/20 or 2020/21 audits. Our concerns with regard to the Council's governance have continued to increase and these have been communicated in our reports to Audit Committee. In May 2021, due to issues arising from our continuing 2018/19 audit, we issued statutory recommendations in respect of the following :

- Finance capacity and skills
- Preparation of financial statements
- Levels of usable reserves
- Financial governance and monitoring and controls relating to Group entities

The Council has proposed a response to these recommendations and we will follow them up in the course of our audit.

On 2 July 2021 after a period of detailed review of the Council's finances , the Council's section 151 officer has issued a report under S114 of the Local Government Finance Act 1988 . This is a very serious matter . These powers have been rarely used by S151 officers and most recently have been issued at the now demised Northamptonshire County Council and at the London Borough of Croydon. In the case of the former, the external auditor issued an Advisory Notice, telling the Council that their forthcoming budget was ultra-vires. In the case of the latter the external auditor issued a Public Interest Report in respect of the inadequacy of the Council's financial management arrangements in October 2020. This report reflects our response to the Council's Section 114 report.

The report issued on 2 July 2021 reflects a number of failings in the Council's financial management which are unacceptable in a public body funded by taxpayers. The Council has failed to put adequate arrangements in place over a number of years to ensure robust financial management. This must change. It is imperative that the future actions proposed by the S151 officer are fully supported.

The S151 officer's S114 report highlights a number of issues which fall well below the financial management standards which should be expected of a public body . The report reflects the following key weaknesses:

- The Council has been incorrectly calculating MRP since 2016/17, over stating asset lives, incorrectly using capital receipts and omitting some expenditure from the calculation
- Council borrowing has quadrupled from circa £180m to £760m with a consequential revenue impact
- The Council faces a range of financial pressures
- The Council has effectively no unallocated general reserves
- The Council has been incorrectly charging some revenue costs to capital.

Our statutory recommendations are a reflection of the serious nature of the issues identified in the S114 report which reflect the longstanding weaknesses in financial management at the Council.

Background to the recommendations

Council Reserve position

In our statutory recommendations report in May 2021 we noted that;

- Levels of general fund reserves at the Council have remained stable over a number of years however the level of earmarked reserves has continued to decline with earmarked reserves reducing from £30.9m in 2012-13 to £4.780m in 2018-19. There is no evidence that the Council has properly understood the risks involved in running down reserves which are ultimately largely earmarked to support its revenue position
- In the 2021-22 budget report to Council, forecast reserves were £11.425m at the end of 2020-21. This assumed £8.173m of General Fund Balance and £3.252m of Earmarked Reserves. However due to findings arising from the 2018-19 financial statements audit, a substantial over accrual of anticipated profits from the Council's interests in Slough Urban Renewal has resulted in a further reduction of general fund reserves of £7.573m in the 2018-19 accounts
- There remains further risk that these reserve levels will reduce further. The reserves are subject to the finalisation of our 2018-19, 2019-20 and 2020-21 financial statements audits, and the confirmation of the final 2020-21 outturn
- The Council has identified a significant savings programme of £15.576m for 2021/22, this being a bigger programme than we have seen delivered in recent years by the Council. This coupled with the adjustments required to the Council's reserves arising from the audit indicates that general fund reserve levels (both earmarked and unearmarked) are at unsustainably low levels. Urgent action is needed from the Council
- In addition, the Council is subject to continuing financial pressures arising from Covid 19, business rate appeals (c£5.3m), and the ongoing discussions with Department for Education on the recoverability of financial support to Slough Children's Trust.

Due to the matters listed above, the Council has recently sought financial support through MHCLG.

In his S.114 report the S151 officer has noted that:

“Overall the projected in-year spending on services is significantly above the approved revenue budget and the level of revenue reserves held by the Council. The current estimated negative General Fund balance as at 31 March 2021 is £56 million. The additional in-year deficit is for 2021/22 is estimated to be £40 million (assuming the £15m existing capitalisation direction is agreed). If further action is not taken, it is estimated that by 31 March 2025 there will be a negative General Fund balance of £159 million. Local Authorities are not permitted legally to exceed their revenue funding including reserves”

The position described by the s114 report represents a failure of financial governance by members collectively. It also reflects failings by senior Council officers collectively to exercise appropriate controls over budgets, ensure proper accounting practices were put in place and to put proper governance in place of Council companies.

Page 5 sets out our statutory recommendations . We would also note that we are considering our powers in respect of the legality of budgets set by the Council in the period since 2018/19.

Recommendations made under section 24 schedule 7 of the Local Audit and Accountability Act 2014

Area	Recommendation	Management Response/ Responsible Officer/ Due Date
Addressing the S114 report	<p>The Council should put in place arrangements to address the issues raised by the S151 officer as set out in his section 114 report. In our view the Council should:</p> <ul style="list-style-type: none"> • Report progress against the action plan to full Council at every meeting • Support the S151 officer's root and branch review of all aspects of the Council's finances • Invest significant extra resource in finance capacity, internal audit and risk management to ensure robust processes are brought into place across all of the Council's financial and budget management arrangements to meet statutory financial obligations. 	<p>The Council will put in place arrangements to address the issues raised in the S114 report and:</p> <p>fully supports the proposals to report progress to full Council at every meeting</p> <p>is fully supportive of the ongoing work of the S151 officer in reviewing in detail all aspects of the Council's finances</p> <p>will be investing significant additional resources in the services indicated to achieve the very necessary outcomes identified. It will also be separately identify whether this same approach would be beneficial in the core function of data and analysis</p>
Improving governance at the Council	<p>The Council should develop a comprehensive project plan for the improvement in governance arrangements :</p> <ul style="list-style-type: none"> • Commission/learn from any external governance review undertaken with regular reporting through the Audit Committee • Strengthen Scrutiny and Audit Committee arrangements with external support to members • Establish a separate Finance Committee to monitor financial performance on a monthly basis 	<p>The Council will develop a comprehensive plan for governance and ensure that it:</p> <p>learns from reviews undertaken, commissions others as necessary and reports regularly to the Audit Committee</p> <p>engages additional support for Scrutiny and Audit Committees</p> <p>establishes a separate finance committee to monitor financial performance</p>



SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 22nd July 2021
CONTACT OFFICER: Joe Carter, Executive Director of Transformation
01753 875653
WARDS: Central Ward

PART I
FOR DECISION

AGREEMENT OF VARIOUS FINANCIAL DECISIONS WITH REGARDS TO GRE5 TO PROCEED WITH ESSENTIAL REPLACEMENT CLADDING WORKS AT NOVA HOUSE

1. Purpose of Report

To provide an update to Council on the current status of Nova House and Ground Rents Estates 5 Ltd (“GRE 5 Ltd”) and to approve a variation to the Council’s Investment Strategy which will enable the Council to provide delegated authority to the Chief Executive to enter into a loan agreement with GRE5 Ltd and to provide a parent company guarantee to Slough Urban Renewal (“SUR LLP”) with respect to the rectification of cladding defects at Nova House.

2. Recommendation/Proposed Actions

The Council is requested to:

- a) approve the variation to the Council’s investment strategy, as set out in this paper, which will enable (b) and (c) to take place;
- b) provide delegated authority to the s151 Officer after consultation with the Chief Executive and the SRO for this programme (Executive Director - Transformation) to enter into a loan facility agreement with GRE5 for up to £7m (with an option to increase this by up to a further £3m – a maximum of £10m); and
- c) provide a parent company guarantee to SUR LLP in relation to development costs for the replacement of cladding at Nova House that are not funded by Homes England (“HE”).

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

(a) Slough Joint Wellbeing Strategy Priorities

The original project was intended to ensure that the private housing block was brought up to standards to meet those required for private sector housing. The Council choose to do this via acquiring the shares in GRE5, as opposed to utilising its enforcement powers under the Housing Act 2004.

(b) Five Year Plan Outcomes

The project was intended to ensure that Nova House was brought up to standard to allow tenants to safely live in the property without the need for ongoing interim measures to address the fire risks evident from the defects in the building.

4. Background

Nova House is a block of 68 apartments in the town centre, converted from offices to residential accommodation in 2015. Following the Grenfell Tower fire on 14 June 2017 the cladding at Nova House failed two flammability tests and further survey work during the summer and autumn of 2017 revealed significant defects with the compartmentation within the building.

The Council decided to acquire the shares in GRE5, the company owning the freehold lease of Nova House, due to concerns about the capacity of GRE5 to undertake the substantial remediation works required and concerns about the safety of residents and the wider interests of the community. This was completed on 7 March 2018. The Council also appointed directors to the company board at that time. In doing so, the Council committed to, and remains committed to, resolving the dangerous Aluminium Composite Material (“ACM”) cladding issue present on the building.

When the decision was taken to acquire Nova House, the scope of works and costs of the project were unknown although it was anticipated that costs may be up to a maximum of £10m. This included a provision for legal and other advisory costs to pursue a legal claim to recover costs incurred. The financial risks associated with the Council’s decision to acquire GRE5 were outlined at the time of the original decision.

It should be noted that GRE5’s core activities are the collection of ground rent, freehold extensions and management of some services at Nova House. Its income and costs are approximately £20,000 per annum and it has very limited options in terms of raising finance as it has minimal assets and value.

Interim fire safety measures were put in place, and continue to be in place, in the building to ensure the safety of residents, pending the completion of remediation works. These have included a high-quality heat detector system, the presence of a 24 hour waking watch and immediate evacuation procedures in the event of fire.

GRE5 commissioned investigations to identify the extent of the fire and safety related issues at Nova House. This has culminated in a scope of works that has now been agreed between the lead contractor and GRE5. A draft Development

Agreement (“DA”) has been produced to deliver the scope of works and a financial solution is required to ensure that these critical works can take place. The Council has continued to provide technical support throughout.

5. Other Implications

(a) Financial

Original Cost Estimates and Loan Facility Agreement

On 21 January 2019, the Cabinet was asked to approve a £7m loan facility to GRE5 with the option of providing a further loan of £3m, if required, subject to the delegated authority of the s151 officer. At that time, £10m was expected to cover all costs required to rectify the fire and safety defects and pursue a legal claim to recover a proportion of these costs. The Cabinet accepted that GRE5’s ability to repay this loan was dependent upon the outcome of the legal claim and the ability to recover monies from leaseholders. This has been a significant financial risk from the outset and continues to remain a key risk.

Following a recent review of the Council’s arrangements in place re GRE5, it has been identified that although a loan facility agreement was drafted and agreed by the then s151 officer, it was not signed and executed. In addition, monies have not been drawdown by GRE5 and the Council does not recognise a loan on its balance sheet. An alternative arrangement was implemented which has seen the Council processing and paying GRE5’s invoices for works and services associated with Nova House (waking watch costs, fire and safety works, investigations, legal and insurance advisors) following approval of invoices by GRE5 Directors. These costs have been included in the Council’s capital programme as a “GRE5 Fire and Safety Programme” (with an assumed budget of £7m). These issues need to be addressed to ensure that appropriate arrangements are established for GRE5 and the Council with regards to accounting for costs, loans and liability recognition in the appropriate entities and ensuring that there is an agreed funding strategy to successfully deliver the works required at Nova House.

In addition, the Cabinet did not have the powers to approve the loan facility with GRE5. Loans can only be approved in accordance with the Council’s Investment Strategy (“IS”) and all loans require full Council approval. As such, a variation to the Council’s IS is required to enable the Council to legally enter into a loan facility agreement with GRE5. Appendix 1 sets out the variation to the IS which will enable the Council to approve the loan facility with GRE5.

It is recommended that the original loan that was approved by Cabinet should now be approved by full Council (£7m plus an option for an additional £3m) and that this should then be executed by officers. In additional, appropriate accounting records should be maintained by the Council and GRE5 which are transparent and accurate with regards to costs, loans and liabilities of both parties.

The financial, technical and other support services to be provided by the Council to GRE5 should be clearly set out in a Service Level Agreement (“SLA”) to include regular cost management and reporting, board and performance management reporting, risk management and governance requirements. As part of a wider review of the Council’s companies, a GRE5 Action Plan will be developed.

Development Agreement, Grant Funding and Parent Company Guarantee

GRE5 has now proposed a programme of works to rectify the main defects. A draft DA has been agreed which relates to the main works programme (predominantly cladding replacement and immediate associated works). A follow-on phase of work is also expected to be required to address other non-cladding fire safety issues for which GRE5 is responsible for.

The DA will be between GRE5 and SUR as lead contractor, with the use of additional sub-contractors. These works can be carried out without an evacuation of the building. Table 1 provides details of all costs.

GRE5 has been successful in recently securing a substantial grant from The Ministry of Housing, Communities and Local Government (“MHCLG”)/Homes England (“HE”) to contribute towards the costs of ACM cladding replacement works. The Grant Funding Agreement (“GFA”) will be between MHCLG, HE, GRE5 and SUR and will only fund costs that are deemed to be “eligible” (focused on core cladding works). It should be noted that it is not permissible for the Council to be a party to this agreement; this is with the freehold leaseholder (and not its shareholder).

HE requires SUR to be a party to the GFA (in its role as lead contractor) and SUR will be liable to deliver the full works programme under the DA. SUR has requested that the Council provide a parent company guarantee (“PCG”) to effectively underwrite the costs that not funded by HE within the DA. Under the terms of the Council’s IS, the Council does not have the authority to enter into such guarantees. The funding gap on the DA is currently estimated to be £2.5m (see Table 1 – total DA costs of £10.3m less HE funding of £7.8m).

Current Status and Financial Position

Based upon estimates as at the end of June 2021, total costs are now expected to be in the region of £18.8m with current expected funding of £14.8m, resulting in a funding shortfall of £4m. This has increased by £0.5m compared to the June Cabinet report due to additional DA costs due to a delayed start to the project and additional team/governance resource to provide robust management and governance arrangements. A funding gap of £4m is based upon the provision of a Council loan of £7m only, HE funding of £7.8m and does not include any potential monies recoverable from the insurance claim or leaseholders. See Table 1.

The net funding shortfall is £1.9m if the additional (phase 2) fire and safety works are excluded (estimated costs of £2.1m as set out in Table 1). The immediate development works (cladding rectification as part of the DA) and core operating costs are affordable within the total Council loan facility (of up to £10m). Although it should be noted that the repayment of the Council’s loan remains uncertain and is at risk. The repayment of the Council’s loan is dependent upon a successful legal claim and the recovery of monies from leaseholders.

The costs and funding position as stated in this paper will change as work continues on this. In addition, the sector continues to be in dialogue with the Government to consider options to address the issues faced by leaseholders, including financing. Any changes in this respect may have an impact upon the financing strategy and financial risks faced by GRE5 and the Council.

Table 1: GRE5 financial summary as at the end of June 2021

	Costs £'000
Nova House Costs	
Costs up to 1/4/21	3,400.00
Development Agreement - main cladding works contract	10,300.00
Future operating costs	2,100.00
Additional team/NED costs	900.00
Total estimated costs	16,700.00
Potential additional fire and safety works	2,100.00
Potential estimated costs	18,800.00
Funding	
Council loan	7,000.00
Homes England funding	7,800.00
Total expected funding	14,800.00
Current funding shortfall - based upon total costs	4,000.00
Funding shortfall - excluding additional works	1,900.00

It should be noted that:

- Dialogue continues with Homes England/MHCLG and although £7.8m of funding has been confirmed in writing, this may be revised upwards by a further £1m which will reduce the financial exposure to the Council/GRE5;
- Table 1 is based upon a £7m Council loan only – there would still be a small funding shortfall if a loan of up to £10m was provided (see below);
- Development Agreement costs remain subject to change – current estimate is £10.3m and delays to starting on site will increase the total cost. Scaffolding is in place and costs continue to be incurred;
- Future operating costs include waking watch costs, minor works and ongoing substantial legal advice on the insurance claim. Waking watch costs may be recovered from leaseholders although GRE5 has not started proceedings to enforce this – the timing of proceedings is being considered as part of an overall strategy for leaseholder engagement;
- Future fire and safety works (phase 2) continue to be investigated and are likely to increase from this cost estimate – currently £2.1m. Works delivered as part of the Development Agreement may identify further works required;
- The Council is considering resourcing and governance arrangements for GRE5 as the company enters a significant phase where it will be required to deliver the essential cladding works, consider other defects, enter into legal proceedings, manage its finances during a period of significant costs and uncertainty, enter into proceedings with leaseholders for potential recovery of waking watch and other costs. Additional team support and non-executive director resource will be required and are included in Table 1;
- The legal claim against the warranty provider (Allianz) is complex and ongoing.
- Additional loan finance, over and above the £7m plus £3m loan option as set out in this paper, is not required at this stage. However, Cabinet will be updated on ongoing developments that may change the risk profile associated with GRE5 including any future requirement to consider additional financing;
- This analysis excludes interest payable which will be required to comply with Stade Aid requirements; and

- GRE5 has limited assets and very limited options in terms of obtaining additional finance. As GRE5's 100% shareholder, this is an issue the Council will need to address and could potentially add to the Council's financial pressures this year and in subsequent years.

As part of the Council's review of GRE5, a range of governance, management, financial and reporting changes will be required to reflect good practice and the scale and risk of ongoing activities. This will include a review of ongoing statutory requirements, an updated risk strategy and risk management plan, and establishment of a new GRE5 team. A plan is being developed as part of the action plan in response to the s114.

(b) Risk Management

The main risks for the Council in relation to Nova House are financial and are fully covered in the finance implications. GRE5 as the freeholder has responsibility for maintenance responsibilities under the leases, however this does not provide an obligation on the Council, as the sole shareholder, to provide a specific level of funding. As in most residential leases, whilst the maintenance responsibilities for structural issues lie with the freeholder, the cost of these are chargeable via service charges, subject to compliance with statutory consultation and other obligations. GRE5 have taken appropriate advice from professionals to support the board of directors with compliance with its statutory responsibilities.

As sole shareholder, the Council is responsible for appointing directors to the company board. The Council will be reviewing the company's governance arrangements alongside a wider review of companies' governance and this may include a skills audit and options to appoint independent non-executive directors. The Chief Executive has delegated authority to make such appointments.

GRE5 maintains a risk management plan which will be considered as part of the overall review of GRE5 and the development of an Action Plan.

(c) Human Rights Act and Other Legal Implications

Regulatory compliance

GRE5 is responsible for regulatory compliance of the Nova House site and has worked closely with key regulators: RBFRS, SBC Building Control and Housing Regulation.

In November 2018, MHCLG issued guidance to local authorities in relation to their Housing Act 2004 duties. This specifically addressed the profile for the hazard of fire in relation to cladding systems on high rise residential buildings. The guidance clarifies that the 2004 Act permits the inspection and rating of the common parts as separate residential premises and that this includes the exterior of the building and internal common parts of each floor and that consideration should also be given to balcony areas and terraces, service risers and ducting.

The guidance confirms that the fire authority also holds responsibility for fire hazards under the Fire Safety Order and it is recommended that there be a local protocol on the liaison between the Council and the fire and rescue authority, including the need

for the Council in its enforcement role, to consult with the fire and rescue authority in advance of any action, except in an emergency situation.

The guidance confirms that interim measures such as waking watches should not be considered in the hazard assessment but will be relevant to decisions on what action should be taken in response to an assessment.

If, following assessment, a local housing authority identifies a Category 1 hazard, it has a duty to use the provisions of the 2004 Act. If the hazard is identified as a Category 2 hazard, it has the power to take action and the guidance makes it clear that in this situation, it will be necessary to show how its discretion has been used.

To date, the Council, in its enforcement role, has not conducted a formal assessment of Nova House. Instead, it has worked with the fire and rescue authority and the freeholder to seek to advise on the most appropriate works to respond to the defects identified. The Council's duties as enforcement body remain the same regardless of whether it is the shareholder of the freehold company, as Nova House remains a private sector housing block.

If the Council assessed the building as having a Category 1 hazard and served an improvement notice, this would place responsibility on the building owners and/or leaseholders to take appropriate action. There is a right of appeal against relevant notices, and this can be used by the recipient if they believe they are not the responsible person. Failure to comply with a notice gives the Council the right to do works in default and charge these back to the responsible person.

Fiduciary duty and value for money

The Council owes a fiduciary duty to its taxpayers, as well as a best value duty to make arrangements to secure continuous improvement in the way its functions are exercised, having regard to a combination of economy, efficiency and effectiveness.

The fiduciary duty requires that the Council has regard to the interests of its taxpayers and to balance this against the aims of a policy decision. This duty is particularly relevant at a time when the Council is having to make difficult decisions around revenue and capital spending.

Many of the planned works to cover compartmentalisation works are not covered by the HE grant, which solely covered eligible ACM cladding works. It may be difficult for the Council to cover works over and above that which is strictly necessary to remove the imminent danger. It may also be difficult for the Council to justify funding works subject to recovery from the warranty provider. The benefits of these works are likely to increase the value of the leasehold flats, but unlikely to increase the value of the freehold land to any great extent. For this reason, the Council's longer term strategy is being considered to ensure that is clear on all options.

Procurement

GRE5 submitted a procurement strategy to the Council in July 2020 which identified SUR as the preferred lead contractor. This enabled procurement of Morgan Sindall Construction and a cladding subcontractor, both of which were also being used on the nearby Hotel project. Construction projects across the country have been affected by the pandemic and proximity and availability of teams was recognised as

a critical factor to manage risk of infection and secure contractors to undertake essential works. This approach was approved by the Council on the 31 July 2020.

GRE5 applied for grant funding from HE for the removal and replacement of the combustible ACM cladding on the basis of a cost plan submitted by Morgan Sindall Construction in January 2020. This application has been subjected to external review by Cushman and Wakefield to verify value for money and fair market rates. This was an essential prerequisite for any funding agreement and HE required an independent market verification which it is satisfied with.

(d) Equalities Impact Assessment

There are no identified needs for an EIA at this juncture.

(e) Workforce

There are no workforce implications at this juncture, although it is recognised that significant additional Council and external resource will be required to successfully deliver this project, pursue the legal claim and provide critical governance and management to this complex project.

(f) Property

No other matters to note other than specific issues related to Nova House.

(g) Carbon Emissions and Energy Costs

There are no carbon emissions and energy cost implications at this juncture.

6. Supporting Information

No additional supporting information.

7. Comments of Other Committees

An update was provided to Cabinet in June 2021 setting out the decisions requires by Full Council and actions.

8. Conclusion

GRE5 has implemented and maintained a range of measures to fulfil its statutory and regulatory obligations and protect the residents of Nova House. It has made significant progress in agreeing a programme of works to replace the defect cladding at Nova House and in securing a positive outcome with HE for grant funding to reduce the Council's exposure to financial risk. However, full Council approval was not obtained for the original loan to GRE5 and changes to the IS are required to enable this to take place. In addition, there is now a requirement for a PCG which will require further changes to the IS and require approval by full Council.

A programme of changes will be implemented to strengthen the governance, management, financial and reporting arrangements within GRE5 and between the Council and GRE5.

Appendices

Appendix 1 - Variation to Investment Strategy

Appendix 1 Variation to Investment Strategy

The Council approved an Investment Strategy in March 2021 as part of the budget setting process. Paragraph 3 of the Investment Strategy gives authority for loans to be advanced to third parties. However the third parties to whom loans can be advanced under the current Investment Strategy are limited to James Elliman Homes and Slough Urban Renewal Old Library LLP for sums not exceeding £65.9m and £13.558m respectively.

The main part of this paper refers to the need for the Council to:

- regularise the approval for a loan agreement with GRE5 up to value of £7m, with an option to increase by a further £3m if required, to fund costs associated with the removal and repair of cladding from Nova House; and
- provide a parent company guarantee in respect of Slough Urban Renewal LLP for development costs not funded by Homes England as set out within the Development Agreement (unfunded costs are currently estimated to be £2.5m although dialogue continues with Homes England to increase the level of grant funding which will reduce the level of unfunded costs).

The wording of the current Investment Strategy does not permit either, because the wording of the current Investment Strategy only permits loans to two named third parties and does not envisage provision of any guarantees.

The Investment Strategy can be varied in year. Paragraph 17 of the Statutory Guidance on Local Government Investments (3rd edition) published by MHCLG in 2018 requires that:

Where a local authority proposes to make a material change to its [Investment] Strategy during the year a revised Strategy should be presented to full council or equivalent for approval before the change is implemented.

Given that the loan to be advanced is a material sum and the provision of guarantees is a significant change, then under the above Guidance this would require a full revision to the Investment Strategy, which is planned for later this summer.

In view of the urgency for completing the loan agreement with GRE5, Council approval is sought for a variation to the Investment Strategy to replace the current section 3 of the Investment Strategy with the following:

The Council will allow loans and guarantees to be made to organisations for any purpose relevant to its functions under any enactment. The Council will undertake due diligence checks to confirm the borrower's creditworthiness before any sums are advanced and will obtain appropriate levels of security or third party guarantees for loans advanced. In exceptional circumstances where security or third party guarantees cannot be provided, the Council would be required to justify its decision. The Council would expect a return commensurate with the type, risk and duration of the loan. A limit of £100 million for this type of investment is proposed with a duration commensurate with the life of the asset and Council's cash flow requirements. All loans will need to be in line with the Council's Scheme of Delegation and Key Decision thresholds levels.

SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 22 July 2021
CONTACT OFFICER: Surjit Nagra, Associate Director Customer
WARD(S): All

**PART I
FOR DECISION****APPOINTMENT OF MONITORING OFFICER****1. Purpose of Report**

This report seeks agreement for the appointment of the Council's Monitoring Officer.

2. Recommendation

Council is requested to appoint Angela Wakefield as the Council's Monitoring Officer with effect from 1st October 2021.

3. Background

The Monitoring Officer, along with the Head of Paid Service and the Section 151 Officer combine to form the Council's Statutory Officer functions. These roles are key to ensuring lawfulness, fairness, probity and general good governance that supports the Council in achieving its aims. It is important that they work effectively together yet maintain appropriate independence and that the roles are undertaken by adequately skilled and experienced staff supported by appropriate resources.

The Council's Monitoring Officer has a number of functions which are defined within the Council's Constitution. These include ensuring lawfulness and fairness of decision making, supporting the Audit and Corporate Governance Committee, receiving reports, conducting investigations, ensuring access to information, advising whether executive decisions are within the budget and policy framework and maintaining the Constitution.

Slough Monitoring Officer

The current interim postholder has undertaken the duties of Monitoring Officer since January 2018 on a part time basis in the expectation that a full-time post holder would be identified.

When it became clear that the post would not be filled internally as part of the Our Futures Programme, external recruitment was initiated, and the shortlisted candidate met with the Appointment Sub Committee on 13th July 2021. The Sub Committee unanimously agreed to recommend Angela's appointment to full Council, subject to satisfactory references being received. No well-founded objection to the appointment has been received from any member of the Executive.

The proposed appointee is currently a Solicitor and the Monitoring Officer at East Staffordshire Borough Council, having undertaken the role for over 6 years, and is on 2 months' notice.

If Council agrees the appointment, there will be a comprehensive induction programme lead by the current interim postholder. In addition, the new Monitoring Officer will have access to appropriate support and resources both internally and from HB Public Law to discharge her responsibilities.

4. Financial Implications

The cost of this appointment will be contained within the Directorate budget.

5. Human Rights Act and Other Legal Implications

The appointment of a Monitoring Officer is a statutory requirement under Section 5, Local Government & Housing Act 1989. The Council has the right to designate and appoint the Monitoring Officer and to give three months notice to the Monitoring Officer if it wishes to redesignate the post.

6. Conclusion

The role of the Monitoring Officer is an important element in the Council's structure. Given the focus on governance arising from reports elsewhere on this agenda, the appointment of a full time Monitoring Officer tasked with championing good governance brings welcome capacity to address the challenges ahead.

SLOUGH BOROUGH COUNCIL**REPORT TO:** Council **DATE:** 22nd July 2021**CONTACT OFFICER:** Surjit Nagra, Associate Director - Customer

For all enquiries: 01753.875727

WARDS: All**PART I**
FOR DECISION**OUR FUTURES PROGRAMME – APPROVAL OF SEVERANCE PACKAGES****1. Purpose of Report**

This report seeks Council's approval for the payment of severance packages to Slough employees who have not been successful in securing roles in the new organisational structure implemented as part of the 'Our Futures Programme'.

2. Recommendation

Council is requested to agree the severance packages set out in the appendix to this report.

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

The 'Our Futures Programme' is part of the Council's plan to deliver its ambitious agenda set out in the above strategies.

4. Transformation Programme

In April 2019 Cabinet approved the business case for a transformation programme to deliver a new operating model for the Council. The need for the programme was driven by rising demand for Slough's key services in the context of reduced central government funding and changing customer expectations. The business case reflected the Council's ambition to be a world class organisation, with a sustainable cost base and a 'one council' staff team. The business case noted SBC's Medium-Term Financial Strategy that required savings of £20m to be delivered by 2022, of which £4m were to be delivered directly by the transformation programme. It included provision for both the costs of the implementation team and £1.8m for redundancy costs.

Progress

Recruitment to the new structure was carried out in accordance the Council's 'Organisational Change' policy, which aims to ensure staff are treated fairly and in accordance with their employment rights, whilst minimising compulsory

redundancies. The policy envisages posts in a new structure being filled by job matching, ring fenced interviews, restricted internal competition and, as a last resort external advertisement.

The programme is nearing completion and there are a small number of employees who have not been successful in securing roles in the new structure and are hence at risk of redundancy. The amount of an individual's redundancy entitlement is calculated in accordance with their contract of employment, final salary and length of service. Additionally, those staff that are over 55 and in the Local Government Pension Scheme are entitled to receive their pension upon leaving the Council and the figures in the Appendix include the cost to the Council of putting their pensions into payment early as a result of the redundancy.

In recognition of the unsettling impact of a restructure on affected staff, the Council has supported the individuals throughout this process, which includes access to the existing employee support scheme.

Legal Framework

In February 2013 the Department for Communities and Local Government issued guidance 'Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011'

The Guidance requires that

Authorities should offer full council the opportunity to vote before large severance packages beyond a particular threshold are approved for staff leaving the organisation. As with salaries on appointment, the Secretary of State considers that £100,000 is the right level for that threshold to be set.

In presenting information to full council, authorities should set out clearly the components of relevant severance packages. These components may include salary paid in lieu, redundancy compensation, pension entitlements, holiday pay and any bonuses, fees or allowances paid.

The components are set out in the attached schedule.

Finance Comments

The payments will be financed from the Council's budget.

Appendix

Schedule of Proposed Severance Payments

Employee 1

Description	Costs	Comment
Redundancy Payment	£26,357.70	£878.59 per week @ 30weeks
Pension Strain	£116,451.68	
Pay In lieu of Notice	£0.00	
Annual Leave	£0.00	
Fees	£0.00	
TOTAL COST	£142,809.38	

Employee 2

Description	Costs	Comment
Redundancy Payment	£29,812.50	£993.75 per weeks @30weeks
Pension Strain	£80,019.41	
Pay In lieu of Notice	£0.00	
Annual Leave	£0.00	
Fees	£0.00	
TOTAL COST	£109,831.91	

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SLOUGH BOROUGH COUNCIL**REPORT TO:** Council**DATE:** 22nd July 2021**CONTACT OFFICER:** Nicholas Pontone, Democratic Services Lead
(For all enquiries) 01753 875120**WARD(S):** All**PART I**
FOR DECISION**RESPONSE TO REVIEW OF PARLIAMENTARY BOUNDARIES****1. Purpose of Report**

To seek the Council's approval to the recommendation of the Electoral Cycle & Parliamentary Boundary Review Working Group on the Boundary Commission for England's 2023 Review of Parliamentary boundaries.

2. Recommendations

The Council is requested to resolve that the draft response as at Appendix A be submitted to the Boundary Commission for England by 2nd August 2021.

3. Legal, Financial and Other Implications

Legal – none identified.

Human Resources – none identified.

Financial – none identified.

4. Supporting Information**Background**

- 4.1 The Boundary Commission for England (BCE) published initial proposals on a 2023 Review of Parliament boundaries on 8th June 2021. A consultation period on the initial proposals is open until 2nd August 2021.
- 4.2 Further details on the 2023 Review are available from the following link:
<https://boundarycommissionforengland.independent.gov.uk/2023-review/>
- 4.3 The BCE is the independent and impartial non-departmental public body tasked with reviewing constituency boundaries in England. It is currently working on a review on the basis of rules most recently adopted in 2020, based on retaining the number of constituencies (650) and complying with strict parameters, particularly the number of electors in each constituency.
- 4.4 Public consultation is a key part of the process and written representations and engagement at public hearings will take place across two rounds of consultation.

The BCE is required to make a formal report to the Speaker of the House of Commons before 1st July 2023 setting out its formal recommendations on the distribution, shape, size, name or designation of constituencies. The Government must turn the recommendations into an 'Order of the House' that implements the recommendations which would come into force at the next General Election after the date the legislation is approved.

Proposals for Slough

4.5 The figures used in the review are set out below:

Local authority	Electorate	Mathematical Entitlement
Bracknell Forest	86365	1.18
Reading	107541	1.47
Slough	87846	1.2
West Berkshire	120432	1.64
Windsor and Maidenhead	107695	1.47
Wokingham	125258	1.71

4.6 As Members will know the current constituency boundary for Slough matches the local authority boundary, with exception of the Colnbrook with Poyle ward which is in the Windsor constituency.

4.7 The expansion of Slough's population means that the electors in the Slough constituency exceeds the parameters set out the constituency size specified by BCE. The proposals for Slough are therefore to move the Foxborough and Langley Kedermister wards into the Windsor constituency.

Electorate by ward for Slough				
Local authority	Ward	ONS code	Electorate	Proposed constituency
Slough	Baylis and Stoke	E05009337	5960	Slough BC
Slough	Britwell and Northborough	E05009338	6238	Slough BC
Slough	Central	E05009339	6289	Slough BC
Slough	Chalvey	E05009340	5771	Slough BC
Slough	Cippenham Green	E05009341	6412	Slough BC
Slough	Cippenham Meadows	E05009342	6769	Slough BC
Slough	Colnbrook with Poyle	E05009343	3624	Windsor CC
Slough	Elliman	E05009344	5523	Slough BC
Slough	Farnham	E05009345	5783	Slough BC
Slough	Foxborough	E05009346	2294	Windsor CC
Slough	Haymill and Lynch Hill	E05009347	6592	Slough BC
Slough	Langley Kedermister	E05009348	6641	Windsor CC
Slough	Langley St. Mary's	E05009349	6874	Slough BC
Slough	Upton	E05009350	6667	Slough BC
Slough	Wexham Lea	E05009351	6409	Slough BC

- 4.8 The proposals are shown on the map in Appendix B.
- 4.9 The proposed Slough constituency would have an electorate of 75,287 compared to 72,566 for Windsor. A full breakdown of some surrounding constituencies is set out below for comparison.

Constituency	Electorate	Designation	Area Km2	Pop Density
Reading	71283	Borough Constituency	25.79	2763.98
Earley and Woodley	70083	Borough Constituency	48.99	1430.56
Wokingham	70235	County Constituency	138.43	507.37
Bracknell	70247	Borough Constituency	46.99	1494.94
Maidenhead	73463	County Constituency	182.50	402.54
Windsor	72566	County Constituency	91.25	795.24
Slough	75287	Borough Constituency	24.64	3055.48
Spelthorne	72897	Borough Constituency	51.19	1424.05
Weybridge and Chertsey	74908	County Constituency	109.83	682.04
Esher and Walton	73922	Borough Constituency	59.81	1235.95
Epsom and Ewell	76844	Borough Constituency	58.23	1319.66
Reigate	69805	County Constituency	81.10	860.73
East Surrey	73145	County Constituency	259.87	281.47
Dorking and Horley	75001	County Constituency	270.81	276.95
Guildford	71367	County Constituency	126.16	565.69
Woking	71737	Borough Constituency	63.64	1127.23
Surrey Heath	70825	County Constituency	130.56	542.47

- 4.10 The Electoral Cycle and Parliamentary Boundary Review Working Group met on Thursday 8th July to discuss the proposals and to determine whether to recommend a response to Council.
- 4.11 The Working Group recognised that under the terms of the Review there was a legal requirement for constituencies to have between 69,724 and 77,062 electors. The number of electors in the 14 wards comprising the existing Slough constituency would exceed the upper limit set out by law and members therefore accepted that some electors would need to be transferred to another constituency, namely Windsor given the fact it needs to transfer in electors to meet the minimum constituency size.
- 4.12 The Working Group concluded that there was a necessity to transfer some electors from the Slough constituency and whilst the Council would be reluctant to destabilise the integrity of the boundary of the town of Slough, and local authority boundary (with the exception of Colnbrook with Poyle which is already in the Windsor constituency), it agreed with the BCE that of the available options the transfer of Foxborough and Langley Kedermister wards to the Windsor constituency was the most logical.
- 4.13 It was noted that this change would have no impact on the local authority boundary, the BCE proposal related only to the boundary for Parliamentary constituencies and in operational terms the Council's electoral services team already worked closely with the

Royal Borough of Windsor & Maidenhead in relation to the Colnbrook with Poyle ward which was already in the Windsor constituency.

- 4.14 The Working Group requested that the Council use its social media channels in order to raise awareness of the consultation to local residents, particular those in Foxborough and Langley Kedermister, so they could respond directly with their views. Information and a link to the BCE consultation page was circulated following this request.

5 Conclusion

- 5.1 The Council is invited to consider and agree the recommended response set out in Appendix A.

5 Appendices

A – Draft Response of the Council to BCE

B – Proposed map of Slough constituency

C – BCE South East summary

DRAFT RESPONSE TO INITIAL PROPOSALS FOR REVISED PARLIAMENTARY CONSTITUENCY BOUNDARIES

Boundary Commission for England's Initial proposal

- 1 The Council notes the Boundary Commission for England's (BCE) initial proposal is to transfer the Foxborough and Langley Kedermister Wards from the Slough Constituency to the Windsor Constituency.

Council Views on initial proposals

- 2 The Council notes the aims of the Review and the statutory rules for the Review as set out in the Parliamentary Constituencies Act 2020 and the Parliamentary Voting System and Constituencies Act 2011.
- 3 The Council acknowledges that under the terms of the Review there is a legal requirement for constituencies to have between 69,724 and 77,062 electors. We recognise that the number of electors in the 14 wards comprising the existing Slough constituency would exceed the upper limit set out by law and accept that some electors would need to be transferred to another constituency.
- 4 We support the BCEs general principle of moving transferring whole wards to maintain their electoral integrity and minimise any confusion from electors.
- 5 Taking these factors into account, we agree that transferring Foxborough and Langley Kedermister wards into the Windsor constituency is the most logical proposal to bring the Slough and Windsor constituencies within the required range.
- 6 We regret the that the integrity of the existing Slough parliamentary boundary would be destabilised by the proposal, however, we acknowledge the legal necessity of doing so to meet the required parameters. We also acknowledge that it is insufficient to transfer one ward to Windsor and meet the required electorate size.
- 7 The reasons for taking this position are that Foxborough has close geographic proximity to the Windsor and was indeed part of the constituency in recent history. It is also adjacent to the Slough local authority ward of Colnbrook with Poyle which is already in the Windsor constituency.
- 8 Parts of the Langley Kedermister ward have also previously been in the Windsor constituency. Transferring Langley Kedermister would be less disruptive and cause less geographic severance than alternatives such as the Upton or Langley St Mary's wards.
- 9 The Council has responded to the previous Parliamentary boundary reviews, including in the last review, to express opposition to the BCE proposal at that time to move the Chalvey ward into the Windsor constituency. For the reasons expressed at that time, principally local and historic ties between the ward and

Slough, we maintain the position taken at that time and are pleased it has not been proposed in the current review.

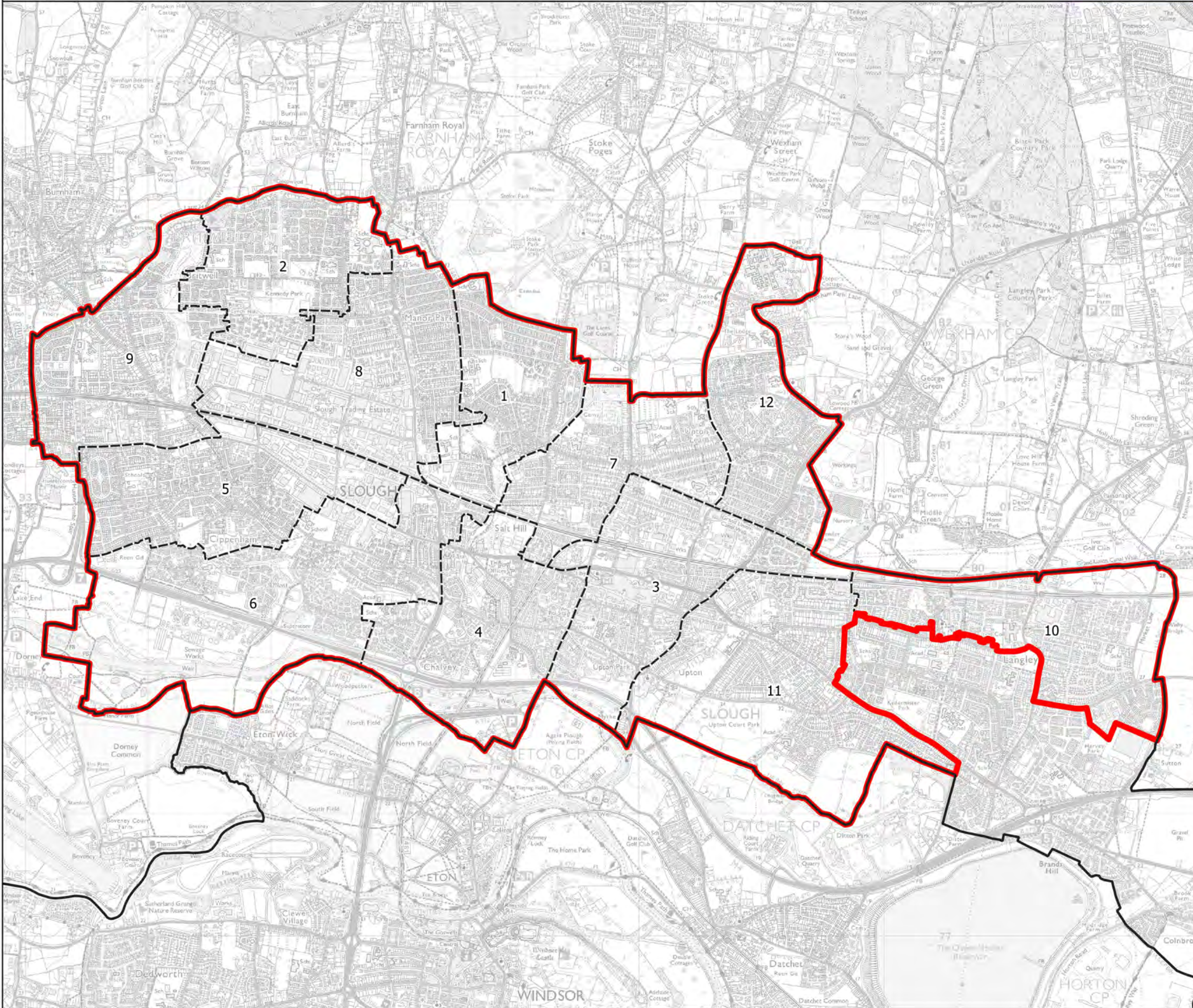
- 10 In summary, we acknowledge the necessity which drives the proposal and whilst we would be reluctant to destabilise the integrity of the boundary of the town of Slough, and local authority boundary (with the exception of Colnbrook with Poyle which is already in the Windsor constituency), we agree with the BCE that of the available options the transfer of Foxborough and Langley Kedermister wards to the Windsor constituency is the most logical.

July 2021

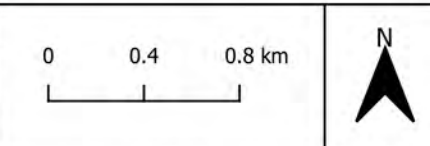


Wards:

- 1 Baylis and Stoke
- 2 Britwell and Northborough
- 3 Central
- 4 Chalvey
- 5 Cippenham Green
- 6 Cippenham Meadows
- 7 Elliman
- 8 Farnham
- 9 Haymill and Lynch Hill
- 10 Langley St. Mary's
- 11 Upton
- 12 Wexham Lea



- Constituency
- Local Authorities
- Wards



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South East region

Initial proposals summary

Who we are and what we do

The Boundary Commission for England (BCE) is an independent and impartial non-departmental public body, which is responsible for reviewing Parliamentary constituency boundaries in England.

The 2023 Review

We have the task of periodically reviewing the boundaries of all the Parliamentary constituencies in England. We are currently conducting a review on the basis of legislative rules most recently updated by Parliament in 2020. Those rules tell us that we must make recommendations for new Parliamentary constituency boundaries by 1 July 2023. While retaining the overall number of constituencies across the UK at 650, the rules apply a distribution formula that results in an increase in the number of constituencies in England (from 533 to 543). The rules also require that every recommended constituency across the UK – apart from five specified exceptions (two of them in England) – must have an electorate that is no smaller than 69,724 and no larger than 77,062.

Initial proposals

We published our initial proposals for the new Parliamentary constituency boundaries in England on 8 June 2021. Information about the proposed constituencies is now available on our website at www.boundarycommissionforengland.independent.gov.uk

What is changing in the South East region?

The South East has been allocated 91 constituencies – an increase of seven from the current number. This includes two protected constituencies on the Isle of Wight.

Our proposals leave 13 of the 84 existing constituencies wholly unchanged, and three unchanged except to realign constituency boundaries with new or prospective local government ward boundaries.

As it has not always been possible to allocate whole numbers of constituencies to individual counties, we have grouped some county council and unitary authority areas into sub-regions. The number of constituencies allocated to each sub-region is determined by the combined electorate of the local authorities they contain.

Consequently, it has been necessary to propose some constituencies that cross county council or unitary authority boundaries, although we have sought to keep such crossings to a minimum.

Sub-region	Existing allocation	Proposed allocation
Berkshire, Hampshire, and Surrey	37	39
Buckinghamshire	7	8
Sussex	16	17
Isle of Wight	1	2
Kent	17	18
Oxfordshire	6	7

In Berkshire, Hampshire, and Surrey, it has been necessary to propose two constituencies that cross county boundaries. We have proposed one constituency that contains electors from both Berkshire and Surrey, which combines the town of Windsor and the town of Egham. We have also proposed one constituency that contains electors from both Surrey and Hampshire, which combines the town of Bordon from the district of East Hampshire in a constituency with the towns of Farnham and Haslemere in Surrey's Borough of Waverley.

In Sussex, it has been necessary to propose one constituency that crosses the boundary between East Sussex and West Sussex. We have proposed that this constituency contain electors from three districts (Lewes, Mid Sussex, and Wealden), combining the towns of East Grinstead and Uckfield.

In Buckinghamshire, the Isle of Wight, Kent, and Oxfordshire it has been possible to propose a pattern of constituencies that is within the boundaries of each county.

In formulating our initial proposals we identified that it was necessary to divide a limited number of wards between constituencies. We propose dividing three wards as part of our initial proposals for the South East.

How to have your say

We are consulting on our initial proposals for an eight-week period, from 8 June 2021 to 2 August 2021. We encourage everyone to use this opportunity to help us shape the new constituencies – the more views we hear, the more informed our decisions will be when considering whether to revise our proposals. Our consultation portal at www.bcereviews.org.uk has more information about our proposals and how to give us your views on them. You can also follow us on Twitter @BCEReviews or at [facebook.com/BCEReviews](https://www.facebook.com/BCEReviews).

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SLOUGH BOROUGH COUNCIL

REPORT TO: Council **DATE:** 22nd July 2021

CONTACT OFFICER: Nick Pontone, Senior Democratic Services Officer
(For all enquiries) (01753 875120)

WARD(S): All

PART I
FOR DECISION**COVID-19 DECISIONS UPDATE****1 Purpose of Report**

The purpose of this report is to inform Council of the further significant decisions taken by officers, and to seek ratification of those decisions insofar as they relate to Council functions.

2 Recommendation(s)/Proposed Action

The Council is requested to resolve:

(a) That the report be noted; and

(b) That the significant decisions taken by Silver as set out in the Appendix be ratified insofar as they relate to Council functions.

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

The decisions taken by officers and set out in this Report have sought to support, as far as reasonably practicable at the present time, the objectives of the [Slough Joint Wellbeing Strategy](#) (SJWS) and the Five Year Plan

3a. Slough Joint Wellbeing Strategy Priorities –

The decisions set out in this Report have been taken with the over arching objective of protecting public health and the well being of residents and ensuring that the Council is able to achieve this objective lawfully, and as effectively as possible, in the prevailing circumstances. The recommendations contained in this report seek to ensure that the Council are able to continue to try to meet this objective and thereby be 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, namely the noting and ratification of the further significant decisions taken by officers at the first available opportunity, 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

Any financial implications of significant decisions taken by officers in connection with the need to deal with the consequences of the Covid-19 pandemic are monitored weekly by a special finance group and will be reported to cabinet as part of the usual financial reports to cabinet.

Risk Management

Recommendation from section 2 above	Risks/Threats/ Opportunities	Current Controls	Using the Risk Management Matrix Score the risk	Future Controls
That the Cabinet/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

Any decisions taken by officers pursuant to the statutory regulations enacted by the Government to deal with the Coronavirus pandemic, to enforce business closures and restrict assembly, 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 of Article 1 of the

First Protocol to that convention, 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 to exercise all council 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 or budget area or area of responsibility to which they may be nominated from time to time

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

(c) 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.

(d) Workforce

The decisions taken by Officers which have affected the workforce are set out in the schedule to this Report.

(e) 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 evaluated and reported to the cabinet as part of the Council's normal financial reporting to the cabinet.

(f) 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

Governance

- 5.1 This report sets out the Significant Decisions taken by Officers in response to the coronavirus pandemic. Robust governance arrangements were put in place in March 2020 to manage SBCs response, which is led by a GOLD and SILVER command

structure. GOLD/SILVER meetings have been held jointly since March. This is summarised as follows:

- **GOLD** – Chief Executive and Silver Lead from CMT on rotation
Overall responsibility for SBC strategy and response, primary liaison with partners and leads on external communications. Lead Members are consulted where appropriate on decisions in their portfolio.
- **SILVER** – led by a member of CMT on rotation, includes CMT, Public Health, Communications and Operations Room Management. TVP and CCG attend. Responsibility for tactical implementation of GOLD Strategy, escalates strategic decisions to GOLD, refers issues for resolution to task groups.
- **Task Groups** – usually led by an Executive Director or senior Officer
Manages operational matters and escalate issues to Silver
Task groups established include Finance, Human Resources and Business Continuity, Community Hub, IT, Children, Adults, Safer Public Spaces, Testing, PPE, Recovery, Local Outbreak Management Plan Cell and Workplace Safety Group. Some task groups have been stood down through phases of the pandemic, ready to be activated if operationally required.
- **Operations Room** – led by Associate Director
Seeks to coordinate activity in a single team; logs enquiries, actions and decisions and supports Silver.

Timeline

5.2 A summary of the key events and phases is summarised as follows:

- 5th March – first death in UK from Covid-19 is confirmed.
- 12th March – SBC GOLD/SILVER response group meets. SILVER met daily between 23rd March to 24th April and at least weekly since. It currently meets twice a week.
- 23rd March – Prime Minister announces UK-wide partial “lockdown”.
- 26th March – Health Protection (Coronavirus Restrictions) (England) Regulations 2020 (‘lockdown regulations’) come into force.
- 13th May – National ‘Lockdown’ restriction start to be eased and this process continues through June and July. It is not until 25th July that indoor gyms and swimming pools are able to reopen.
- 1st July – local restrictions introduced in Leicester.
- 18th July – Health Protection (Coronavirus Restrictions) (England) (No 3) Regulations come into force giving local authorities in England new powers to close shops and outdoor public spaces in order to control Covid.
- 1st August 2020 – Shielding programme is paused.

- August / September 2020 – local restrictions across England start to be tightened, particularly in the North West and Yorkshire.
- 24th September 2020 – pubs and restaurants ordered to close by 10pm and ‘Rule of 6’ applies.
- 14th October 2020 – new Covid tiers come into force. Slough is placed in Tier 1 – medium level alert.
- 24th October 2020 – Slough moves into Tier 2 – high level alert, which introduced a ban on household mixing.
- 5th November 2020 – Prime Minister announces a new national ‘lockdown’ until 2nd December.
- 26th November 2020 – new Tier system is introduced in England to come into force on 2nd December. Slough enters Tier 3 – very high alert which means pubs and restaurants remain closed following national ‘lockdown’ and household mixing remains banned.
- 19th December 2020 – Government revises Tier system with a new Level 4 Tier – Stay at Home with restrictions similar to those during the national ‘lockdown’ in November. The Government decides to put Slough into this highest Tier.
- 4th January 2021 – Prime Minister announces new national ‘lockdown’ for England.
- 22nd February 2021 – Government publishes a “roadmap” for gradually easing Covid restrictions, starting with the re-opening of schools to all children from 8th March 2021.
- 8th March 2021 – Step 1 of Government’s “roadmap” begins with schools recommencing face-to-face learning for all pupils.
- 29th March 2021 – ‘Stay at Home’ rule ends. Restrictions on social contact begin to be relaxed outdoors.
- 12th April 2021 – Step 2 of the Government’s “roadmap” begins which includes the reopening of non-essential retail and outdoor hospitality.
- 17th May 2021 – Step 3 of the Government’s “roadmap” begins which includes the reopening of indoor hospitality, entertainment and events (with capacity limits), travel corridors and domestic overnight stays.
- 19th July – Step 4 of the “roadmap” due to begin which is likely to remove the remaining legal restrictions.

6 **Comments of Other Committees**

The Cabinet received a similar report each month and ratifies the decisions in respect of Executive functions.

7 **Conclusion**

This report seeks Council ratification of significant decisions at the first available opportunity and 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 1 – Table of significant decisions

Summary of Decisions Taken by Silver

Reference number	Decision Required	Outcome	Date of decision	Decision made by
DEL255	Requests from Workplace Safety Group	Service requests approved from children's centres, health visitors, community development, Active Slough, EB class at the Curve and Slough Childrens Services Trust all following completion of risk assessments.	15/04/2021	SILVER
DEL256	Requests from Workplace Safety Group	Children, Learning & Skill ISS risk assessment - Visiting office to collect/drop off resources/ Meetings/ School Visits / Home working	22/04/2021	SILVER
DEL257	Requests from Workplace Safety Group	Active Slough - to start up sessions in specific locations again	22/04/2021	SILVER
DEL258	Request from Workplace Safety Group	Recommendation relating to Priors Day Care activity approved.	29/04/2021	SILVER
DEL259	Proposal from East Berkshire Health Protection Board	Recommendations in paper from East Berkshire Health Protection Board on actions to address the enduring transmission rates in Slough were supported. Weekly Local Outbreak Management Plan meeting to review specific actions and 'ask' of Government/agencies and report back to Silver.	29/04/2021	SILVER

DEL260	Priors Day Centre activities commence	Agreed for activities to commence under Covid safety guidelines	06/05/2021	SILVER
DEL261	Extend contract for Covid Schools Officer	Extension agreed.	06/05/2021	SILVER
DEL262	Requests from Workplace Safety Group	Recommendations agreed for logistics team meeting, Slough Childrens First contact centre and Browns Community Services, plus retrospective approval given for testing sites.	13/05/2021	SILVER
DEL263	Member Briefings	Covid Member briefings to be provided in written form in the future. No more regular virtual briefings to be arranged at the present time.	13/05/2021	SILVER
DEL264	Requests from Workplace Safety Group	Active Slough - Chalvey Can programmes approved	20/05/2021	SILVER
DEL265	Request from Workplace Safety Group	Risk assessment for ED&AD Meetings OH Council Chamber	20/05/2021	SILVER
DEL266	Request from Workplace Safety Group	Building Management - Risk assessment - staff one to one meetings. This is for staff without remote access (e.g. no PC / mobile)	20/05/2021	SILVER
DEL267	Request from Workplace Safety Group	HR Payroll P60 Council chamber risk assessment (P60's into envelopes)	20/05/2021	SILVER
DEL268	Request from Workplace Safety Group	MIP Transport Scoot safe event risk assessment 21st May 2021.	20/05/2021	SILVER
DEL269	Request from Workplace Safety Group	Democratic Services – Mayor official photograph in Council Chamber risk assessment approved	20/05/2021	SILVER
DEL270	Request from Workplace Safety Group	Early Hub meetings - one to one meetings with children in schools, children centres and hubs	20/05/2021	SILVER
DEL271	Request from Workplace Safety Group	Retrospective requests for Lateral Flow testing sites approved	20/05/2021	SILVER

DEL272	Request from Workplace Safety Group	SBC preparation for surge testing if it occurs in the Borough: Silver Consideration Required - noted, some of these may not apply and this is no different to normal testing	20/05/2021	SILVER
DEL272	Closure of the Covid Hub Task Group Request from Workplace Safety Group	Approved to close down Hub task group and revert to BAU	20/05/2021	SILVER
DEL273	Request from Workplace Safety Group	Approved Active Slough Chalvey can outdoor Tennis for families	27/05/2021	SILVER
DEL274	Request from Workplace Safety Group	Approved -Housing Development Team - CPO inquiry risk assessment at Chalvey Hub	27/05/2021	SILVER
DEL275	Request from Workplace Safety Group	Approved -Children Centre risk assessment COVID-19 - updated to include additional information on contractors	27/05/2021	SILVER
DEL277	COVID Risk Register	Approved that it should be part of BAU and leads attached to each area of risk who now have to work with PB to identify the controls and measures 248 - SM, 250 Josie, 247 Surjit, 249 Joe, 252 Sue, 251 Josie	27/05/2021	SILVER
DEL279	Requests from Workplace Safety Group	Recommendations approved - Chalvey Can Run, LFT mobile van at Holiday Inn, retrospective approval for 'Closing the Gap' meeting, Estate Inspections, Housing home visits, SCF use of internal and public meeting rooms	03/06/2021	SILVER
DEL280	Requests from Workplace Safety Group	Libraries - Community Libraries phased reopening to be extended following government regulations and reopening roadmap	10/06/2021	SILVER
DEL281	Requests from Workplace Safety Group	Libraries - Curve library phased reopening extended following government regulations and reopening roadmap	10/06/2021	SILVER

DEL282	Requests from Workplace Safety Group	Visit from Hemingway Design meeting with staff and external partners – Wednesday 2 June 2021	10/06/2021	SILVER
DEL283	Requests from Workplace Safety Group	Risk assessment form for Place extended leadership team - 3rd June 2021	10/06/2021	SILVER
DEL284	Contain Outbreak Management Fund (COMF) funding	Recommendations for spend provisionally agreed to come back to Silver next week to confirm	10/06/2021	SILVER
DEL285	Contain Outbreak Management Fund (COMF) funding	COVID marshalls to be extended for next 3 months only and then back to silver for review - Sept	10/06/2021	SILVER
DEL 286	Member Briefings on councils response to Covid	Operations Room Manager to do presentation to members with a senior officer and public health representative - 18/06	10/06/2021	SILVER
DEL288	Requests from Workplace Safety Group	Active Slough Chalvey Can Family Mini Olympics.	17/06/2021	SILVER
DEL289	Requests from Workplace Safety Group	Early years and prevention team going to early years settings including childminders registered with Ofsted	17/06/2021	SILVER
DEL290	Requests from Workplace Safety Group	Economic development office risk assessment	17/06/2021	SILVER
DEL291	Requests from Workplace Safety Group	Neighbourhood services office risk assessment	17/06/2021	SILVER
DEL292	Requests from Workplace Safety Group	Children First: Carers training at Chalvey Hub risk assessment	17/06/2021	SILVER
DEL293	Covid Response Governance	Option 1 taken Keep current governance structure with existing volunteer staff. Relevant Executive Director to look into the resourcing issue with in the Covid Operations Room	17/06/2021	SILVER

DEL294	Request from SF cost of staff for Surge Testing	Funding agreed to provide 4 Logisticians and 4 Loggists until 7th July, there will be one of each every day 8-8pm 7 days a week. Managed by Slough CVS.	21/06/2021	SILVER
DEL295	Requests from Workplace Safety Group	Requests approved for Libraries Summer Reading Challenge at hubs, the Curve and outreach; from SCF use of pool cares, CLS Business Support Team training request and Children's Centre chatty monkey group risk assessment. Retrospective requests approved for surge testing sites, mobile vaccines van and extended leadership team session.	24/06/2021	SILVER
DEL296	Requests from Workplace Safety Group	Requests approved including those from Customer & Community Services, Democratic Services meeting at Chalvey Community Centre and Chalvey Can; latest statistics noted; and Option One agreed to the Part III recommendation to allow the expansion of capacity for live performances at The Curve to 50%, subject to any future reviews if Slough's case rates and Covid status changed.	01/07/2021	SILVER
DEL297	COMF Funding	Spreadsheet of proposals for use of COMF agreed in principle subject to a) proposed expenditure being brought within funding envelope b) further work to ensure sufficient and realistic contingency c) revised spreadsheet coming back to Silver on 8th July. Update 8/7 collaboration agreement approved. COMF fund discussed and actions agreed.	08/07/2021	SILVER

DEL298	Use of Langley Police Station as a Lateral Flow Testing Site	Report noted that confirmed that the site could be utilised as a testing site, with the £28k of funding used providing it was only to make the building functional as a testing centre until March 2022.	08/07/2021	SILVER
DEL 299	Requests from Workplace Safety Group	Neighbourhood staff working at OH (Covid-19) – Specific member of staff preparing Court Papers	08/07/2021	SILVER
DEL 300	Requests from Workplace Safety Group	Full Council meeting (22 nd July 2021) risk assessment for Hershel Grammar approved, subject to continuing to assess possibility of holding in Council Chamber subject to workplace safety guidance and approval of a risk assessment	08/07/2021	SILVER
DEL 301	Requests from Workplace Safety Group	Roadshow Risk Assessment – Strategy and Improvement - Retrospective Request	08/07/2021	SILVER
DEL 302	Requests from Workplace Safety Group	Covid restrictions lifting - approached agreed on various aspects including agile working / return to the office.	08/07/2021	SILVER

B) TRUSTEE COMMITTEE

(Moved by Councillor Kelly, seconded by Councillor Muvvala)

“This Council acknowledges:

- The Trustees Committee meets on behalf of the residents of Slough; representing their interests, and that the decisions taken by the Trustees Committee impact on the future of public spaces such as Langley Memorial Park, Salt Hill Park, our local war memorials and charities trusts which are used by residents of all ages across Slough, and;
- That the minutes of the Trustees Committee are not publicly accessible for residents, and that residents do not have the facility to ask questions of the Committee.

Resolves to:

- Make the minutes of the Trustees Committee available for public viewing, except in relation to Part II papers, thereby providing greater transparency and accountability in the work and decisions this Committee undertakes, and the role of this Council as being the responsible Corporate Trustee.
- Provide the opportunity to residents and local organisations, to submit questions to the Chair and Trustees who sit on the Committee.”

C) FINANCIAL RECOVERY

(Moved by Councillor Bedi, seconded by Councillor Kelly)

“This Council acknowledges:

- That Slough Borough Council is in an exceptional financial crisis and notes the Secretary of State’s comments regarding the “poor leadership” which led us to this point.

Resolves to:

- Request that the Council’s Investigating and Disciplinary Committee consider the capability of the Chief Executive of the Council to lead us to financial recovery.”