



Department for Levelling Up,  
Housing & Communities

Margaret Lee  
*By email*

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1 December 2021

Dear Ms Lee,

### **SLOUGH BOROUGH COUNCIL: INTERVENTION**

I am writing to let you know that the Secretary of State for Levelling Up, Housing and Communities has nominated you as Finance Commissioner for the purposes of the Directions he has made today under section 15(5) and (6) of the Local Government Act 1999 in relation to Slough Borough Council. I enclose the formal nomination document.

You are nominated as Finance Commissioner for the period from 1 December 2021 to 30 November 2024. The Secretary of State has also nominated Max Caller CBE as Lead Commissioner.

As Finance Commissioner you will have the roles and responsibilities set out in the Directions, a copy of which I enclose along with a copy of an explanatory memorandum. Under the Directions, Commissioners will act jointly or severally and are accountable to the Secretary of State in that you have been nominated by him and can have your nomination withdrawn by him. I have also enclosed terms of engagement that you will need to sign and return.

You will be entitled to a fee for each day you act as Finance Commissioner. You will also be entitled to reasonable expenses. Under the terms of the Directions, it is the Council's responsibility to meet these costs and the Secretary of State has set these fees for you at £1,100 per day. Fees are payable up to a maximum of 150 days per annum for the first year and are expected to reduce in year two and further thereafter. These limits should not be exceeded without prior approval of the Secretary of State. As to reasonable expenses, we would expect these to be in accordance with the rules for senior officers set out in the Council's staff handbook.

In your role as a public appointee, it may be necessary to disclose information on your remuneration as part of annual accounts and you will be required to consent to the disclosure of this information. By accepting this appointment, you will be indicating your consent to this.

You will wish to note that the Secretary of State has asked that you and the Lead Commissioner provide him with regular progress reports on a six-monthly basis or at such other times as you and he might agree, with the first report expected as soon as is practical and within the next three months. This first report should also set out any additional support that you consider may be needed to secure improvement, such as an assistant Commissioner.

The Secretary of State expects you to take an interest in matters across the Council, beyond those functions you are exercising, given the importance of ensuring that the Council is delivering

best value in all that it does. You will play an important role in informing Ministerial response to the situation in Slough, including the Council's request for exceptional financial support, and what the right medium-term plan might be for Slough given the scale of the financial and wider challenges facing the Council.

The Secretary of State was pleased to note that the Council has started to look at moving to whole council elections to be held in Slough every four years. This will be another matter on which you should work closely with the Council and the Secretary of State is expecting updates. The Secretary of State is clear that moving to whole council elections will be an important step in the Authority's recovery.

The Secretary of State has also asked that you work closely with Trevor Doughty, the Children's Commissioner, and that you play an active role in the discussions with DfE relating to the safety valve mechanism for the Dedicated Schools Grant.

Your appointment has the status of an office holder and not of an employee. Nothing in this letter shall be construed as, or taken to create, a contract of service or contract for services between yourself and DLUHC, the Crown, or Slough Borough Council.

Should you have any queries or issues either now or during the Directions period please contact me in the first instance.

I would like to take this opportunity to thank you for assisting in this intervention. We are very grateful for your commitment to taking up this challenge to improve the performance of Slough Borough Council so that it effectively serves and protects the people of the area.

Yours sincerely,

**MAX SOULE**

**NOMINATION UNDER THE LOCAL GOVERNMENT ACT 1999 (DIRECTIONS UNDER SECTION 15(5) AND (6) OF THE LOCAL GOVERNMENT ACT 1999 TO SLOUGH BOROUGH COUNCIL, 2021)**

The Secretary of State for Levelling Up, Housing and Communities, in exercise of his powers under section 15 of the Local Government Act 1999 and in accordance with the Directions to Slough Borough Council dated 1 December 2021 nominates Margaret Lee as Finance Commissioner to act jointly or severally with the Lead Commissioner for the period beginning on the date of the Directions and ending on 30 November 2024 or such earlier time as the Secretary of State determines.