

SIGNIFICANT OFFICER DECISIONS

16 SEPTEMBER 2013 TO 15
OCTOBER 2013

DECISIONS

46/13 – 52/13

DATE OF PUBLICATION:

Thursday 17th October 2013

DEADLINE FOR MEMBER CALL-IN:

5.00pm on 24th October 2013

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SIGNIFICANT OFFICER DECISIONS

BACKGROUND

About this document

Slough Borough Council has a decision making process involving an Executive (Cabinet) and a Scrutiny Function. Part 3 of the Council's Constitution sets out the Responsibility for Functions and Scheme of Officer Delegation. This document lists the decisions taken by officers under this scheme during the period stated.

Distribution

The schedule is circulated monthly to all Members and published on the website. This document, and any reports relating to individual decisions, are published on the Council's website in accordance The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

Decisions included in the Schedule

The definition of the categories for 'Significant' Officer Decisions to be included in the Schedule are set out below:

1. Tenders/Contracts over £50,000 or 'sensitive' excluding individual social services care packages and school placements.
2. Exemptions to Competitive Tendering.
3. Redundancies/Early Retirements above 5 in Service area*
4. Decision to commence formal organisational restructuring/consultation.
5. Consultation responses other than technical responses where officers asked for Member views.
6. Write-off of individual debts between £5,000 and £15,000.
7. Decisions arising from external report on significant Health and Safety at Work Act risk.
8. Compulsory Purchase Orders.
9. Action with regard to Petitions in accordance with the Council's Petition Scheme
10. Any exceptions made to the Council's agreed tender procedure as set out in Financial Procedure Rules
11. Consultancies over £5,000 (excluding cover for established posts) or any consultancy/employment offered to former Senior Officers of the Council of 3rd tier and above.
12. Other decisions such as those with political, media or industrial relations implications that Directors consider Members should be aware of.
13. Appointments to casual vacancies on committees, sub committees, Panels, Working Parties and outside bodies
14. Specific decisions that have been delegated to a particular officer by resolution at a Cabinet meeting to be taken following consultation with the relevant Commissioner

*Decisions taken on the Redundancy/Early Retirement of a senior level officer to be reported to Group Leaders, Cabinet and Employment and Appeals Committee.

Call-in

Any Member of the Council may call-in an officer decision specified in this Schedule by following the procedure set out in paragraph 21 of Part 4.5 of the Council's Constitution. Member call-ins must be submitted in writing to the Head of Democratic Services and state the reasons why the request to have the matter considered by Scrutiny has been made. The call-in must be received within five working days of delivery of the publication of the decision (by 5.00pm). Members call-ins of officer decisions will be submitted to the next Overview & Scrutiny Committee for consideration and dealt with in the same way as other post decision call-ins.

Exempt information

Any supporting reports considered by the decision-maker will be published on the website in a separate appendix, unless they contain exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

Further information

The schedule will be published monthly. A copy can be obtained from Democratic Services at St Martin's Place, 51 Bath Road on weekdays between 9.00 a.m. and 4.45 p.m. or Tel: (01753) 875120, email: nicholas.pontone@slough.gov.uk.

A copy will be published on Slough Borough Council's Website: www.slough.gov.uk

Ref	46/13
Title of decision	Contract award for Play Area at Claycotts Primary School
Date decision taken	8 th August 2013 (included now because it was not reported in the Aug-Sept 2013 Schedule)
Decision maker	Procurement Review Board Assistant Director Finance & Audit – Joseph Holmes Head of Legal Services – Amardip Healy Assistant Director Commissioning, Procurement & Shared Services – Joanna Anderson Director Customer & Community Services – Roger Parkin
Portfolio	Education & Children
Details of decision taken	Competitive Tender Request over £50,000
Reasons for taking decision	Capital budget was made available to install a play area at Claycotts Primary School. A compliant competitive tender exercise was conducted and Sutcliffe Play was identified as the most economically advantageous to the Council.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	Tender Evaluation Report to Procurement Review Board restricted as it contains exempt information.

Ref	47/13
Title of decision	Contract award for Supplies Team (paper, toner cartridges and commercial cleaning products) (included now because it was not reported in the Aug-Sept 2013 Schedule)
Date decision taken	9th August 2013
Decision maker	Procurement Review Board Assistant Director Finance & Audit – Joseph Holmes Head of Legal Services – Amardip Healy Assistant Director Commissioning, Procurement & Shared Services – Joanna Anderson Director Customer & Community Services – Roger Parkin
Portfolio	Finance and Strategy
Details of decision taken	Competitive Tender Request over £50,000. Supplies Team (paper, toner cartridges and commercial cleaning products). Contract awarded to: Lyreco (stationer) Arco (work wear)
Reasons for taking decision	Existing contracts were due to expire and therefore a re-procurement exercise was required. A compliant OJEU competitive tender exercise was conducted and the providers above were identified as the most economically advantageous to the Council.
Options considered	Not going to tender and ordering as and when required would result in non compliance to EU Procurement Regulations and the Council's Financial Procedure Rules and therefore this option was not pursued.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	N/A
Reports considered	Tender Evaluation Report to Procurement Review Board restricted as it contains exempt information.

Ref	48/13
Title of decision	Garrard Road, School Keep Clear Markings
Date decision taken	14th October 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Social & Economic Inclusion
Details of decision taken	To consult on the proposed implementation of a School Keep Clear on Garrard Rd, Slough
Reasons for taking decision	Now that the scheme has been built, the restrictions are currently being reviewed and residents concerns investigated. As no objections were received it recommended that the order for the School Keep Clear Markings is sealed. The cost is estimated at £1000.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	49/13
Title of decision	Travel Plan Monitoring
Date decision taken	14th October 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Social & Economic Inclusion
Details of decision taken	To improve the methodology for the monitoring of Travel Plans secured through the planning process
Reasons for taking decision	That the TRICS SAM Methodology is adopted as the principal method for developers to monitor planning related Travel Plans and the requirement for this is secured via Section 106 planning obligations for individual applications.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	50/13
Title of decision	Furnival Avenue Gating Order
Date decision taken	14th October 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Social & Economic Inclusion
Details of decision taken	To obtain a resolution to proceed with a statutory consultation for implementing a Gating Order. This SD replaces the one reported in September of same name. It specifies the two locations separately as advised by Legal.
Reasons for taking decision	Residents in Birch Grove and the flats managed by Housing Solutions in Furnival Avenue have been concerned about the anti-social activities that are mainly occurring at night. There is evidence to show a significant amount of drug dealing and drug use in the area during the nights.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	51/13
Title of decision	Local Land Charges – Street Naming & Numbering
Date decision taken	15th October 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Social & Economic Inclusion
Details of decision taken	To approve the proposed street names of Twist Way, Kennedy Parade and Oakcroft as part of the Britwell Regeneration Project.
Reasons for taking decision	Countryside Properties have approached the council to name and number several new streets within 2 areas of Britwell.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	52/13
Title of decision	School Nurse Post for Safeguarding & Child Protection
Date decision taken	20th September 2013
Decision maker	Strategic Director of Wellbeing
Portfolio	Education & Children
Details of decision taken	Contract variation for school nurse provision
Reasons for taking decision	On the transfer of public health responsibilities to the council on the 1st April 2013 the council hold responsibility for the provision of adequate school nurse services across the borough. The council commission services from Berkshire healthcare trust from a contract that transfer to the council from east Berkshire PCT. The current provision in the contract is 3.5 school nurses to serve all schools in the borough. In order for school nurses to deliver to their statutory responsibilities for safeguarding and child protection and meet current demand across children's services, an additional full time school nurse post, of experience in child protection, has been agreed for a 12 month period under contract variation. Total value including full on costs 62k.
Options considered	Reorganisation of work flows were considered with the Locality Director of Berkshire Healthcare Trust prior to considering additional post to a 12 month period. Budget available in public health grant.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Petitions

In accordance with the Council's Petition Scheme and the schedule of Significant Officer Decisions please find below a list of petitions submitted to the Council and a summary the response provided. Further details of the petitions can be found on Slough's website: <http://www.slough.gov.uk/services/2026.aspx>

None.