

## **SIGNIFICANT OFFICER DECISIONS**

**16 JANUARY TO 15 FEBRUARY 2015**

**DECISIONS**

02/15 – 03/15

**DATE OF PUBLICATION:**

18<sup>th</sup> February 2015

**DEADLINE FOR MEMBER CALL-IN:**

5.00pm on 25<sup>th</sup> February 2015

**CONTACT:**

Neil Fraser

Democratic Services Officer

01753 875015

# **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 3<sup>rd</sup> 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 submitting 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](mailto:nicholas.pontone@slough.gov.uk).

A copy will be published on Slough Borough Council's Website: [www.slough.gov.uk](http://www.slough.gov.uk)

## Slough Borough Council Record of Significant Officer Decision

<b>Ref</b>	02/15
<b>Title of decision</b>	LTP3 Parking Strategy Review
<b>Date decision taken</b>	07/01/15
<b>Decision maker</b>	Joe Carter – Assistant Director (Assets, Infrastructure & Regeneration)
<b>Portfolio</b>	Regeneration, Housing & Resources
<b>Details of decision taken</b>	To update the Council's 2011 LTP3 Supplementary Strategy on Parking.
<b>Reasons for taking decision</b>	<p>The intention of the strategy is to ensure that sufficient parking is available within Slough town centre so that it is a competitive centre from a goods and commerce viewpoint, without compromising the aspiration of the borough to encourage alternative modes of travel. It is also intended to improve road network conditions by reducing instances of poor parking practice around the residential areas. The revised strategy takes into account:</p> <ul style="list-style-type: none"> <li>• The new national policy framework;</li> <li>• Clarifies the town centre parking provision and cap;</li> <li>• Sets out the latest parking statistics;</li> <li>• Sets out the latest methods by which Penalty Charge Notices are issued;</li> <li>• Describes the new pavement parking scheme; and</li> <li>• Recommends that all new public car parks are designed to achieve Safer Parking Status: Park Mark award within 3 months of opening.</li> </ul> <p>It is proposed that the revised strategy is consulted upon by a number of key stakeholders including car park operators as well as the general public. The former will be written to directly, whilst the consultation will appear on the Slough Consultation Portal for the latter. Following that:</p> <ul style="list-style-type: none"> <li>• A consultation summary report will then be prepared, including recommendations and rationale for any amendments;</li> <li>• A final version of the strategy will be prepared for formal adoption by the Council; and</li> <li>• A final Significant Decision report will be prepared.</li> </ul>

<b>Options considered</b>	No other options considered
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	No conflicts of interest have been identified associated with this decision.
<b>Reports considered</b>	Significant Decision report.

<b>Ref</b>	03/15
<b>Title of decision</b>	Tariff Decrease in Herschel MSCP and Hatfield MSCP
<b>Date decision taken</b>	03/02/2015
<b>Decision maker</b>	Joe Carter – Assistant Director (Assets, Infrastructure & Regeneration)
<b>Portfolio</b>	Regeneration, Housing & Resources
<b>Details of decision taken</b>	To reduce the tariffs in Herschel and Hatfield Multi-storey Car Parks
<b>Reasons for taking decision</b>	<p>A number of third party car parks have been opened in the town centre area of Slough, offering very competitive rates for short and long stay parking. The Council has identified a pressure with the on and off street income from pay and display parking, and the competitive nature of parking within the town centre is likely to be a contributing factor to this. The Council are looking to identify solutions to help increase revenue from its town centre pay and display parking stock.</p> <p>Making the Council car parks more competitive is a possible solution to help achieve increase revenues. By reducing the pay and display tariffs in these car parks, it is hoped that car park patronage will increase, and in turn will increase pay and display revenues. This will also pass on a benefit of cheaper parking to the end user, and more choice of parking location due its more competitive pricing.</p> <p>Herschel and Hatfield MSCP's have been identified as sites where a trial could be run to assess the impact a reduction in pay and display charges will have on patronage and revenues. If successful, the Council could then consider how best to proceed with regard to the other Council run car parks in the town centre</p>
<b>Options considered</b>	To keep the tariffs as they were, however it was decided to run the trial to assess the impact of the tariff reduction before

	making a permanent decision.
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	No conflicts of interest have been identified associated with this decision
<b>Reports considered</b>	Significant Decision report.

## 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/moderngov/mgePetitionListDisplay.aspx?bcr=1>

## A332 Windsor Road Consultation

Petition Received: 22<sup>nd</sup> December 2014

We, the undersigned, make the following comments in response to the consultation on the proposed widening of Windsor Road.

As a congregation at Slough Baptist Church we use the road not just on a Sunday but through the week. On a Sunday morning approximately 200 people visit the premises and across the week a similar number visit our different activities run throughout the days and evenings. We are not opposed to the idea of widening Windsor Road subject to the following mitigations being put in place:

- We welcome the proposed road crossing to the south of Herschel Street
- We would like there to be a layby suitable for loading | unloading on the west of Windsor Road immediately to the south of Herschel Street
- We would like disabled parking bays to be provided on the west of Windsor Road immediately to the south of Herschel Street
- Favourable consideration of any application for a planning change of use for 34 Windsor Road, currently a three bed house, to allow that site to be redeveloped to provide an alternative entrance to the Church as well as rooms for Church related activities.

Response Provided: 13<sup>th</sup> January 2015-02-18

Thank you for your letter and the petition.

I have taken the time to review the points raised in the petition and would like to address them to help you understand the process we are following.

With regard to the pedestrian crossing, I am pleased to note that you support the introduction of this new facility and hope it will provide you and your congregation with a safer passage of travel when crossing the Windsor Road. The lay-by you have requested is unfortunately not possible due to the nature of the widening scheme. We are limited on space

and have had to make a number of changes to get the additional lanes without impinging on the church property as a result the amendments no longer affect the church and therefore we will not be able to provide a layby or a disabled parking bay. The councils policy for disabled bays require residents who have a valid blue badge and live in the specified road to apply personally and therefore we are not able to provide your congregation with a bay at this location.

Your last point refers to a potential planning application for the adjacent property. Each planning application is judged on its own merits and how it complies with planning policy. On submission of your application officers will assess your proposals and make comments as to whether the proposal is acceptable. I would suggest that you contact our planning team to advise you on how to progress this application and the potential to locate a hard standing area for disabled use.

Finally, you maybe aware that on the 15<sup>th</sup> December, 2014 the councils Cabinet approved the proposed widening scheme with a view to commencing work this year. As the scheme progresses we will advise residents and businesses with as much information as possible in terms of start and end dates.

In the meantime, I would like to thank you for your contribution and will keep in touch specifically with regard to the access arrangements around the church.

## **Canada Road – Noise Disruption**

Petition received: 5<sup>th</sup> January 2015

We the undersigned the residents of Canada Road, Slough, SL1 1SE, hereby lodge a petition against the use of the manufacturing unit as a vehicle dismantling and general repairs workshop at the end of our road.

The change of use has resulted the constant use of this residential road by the vehicles for commercial use on daily basis, which has a bad environmental effect on our lives peace and quietness.

We would also like to say that our road was used only for delivery and pick up of goods by the ex manufacturers, hence we request the licence should be revoked and the peace and quietness of our residential road restored as a matter of urgency.

Response Provided: 2<sup>nd</sup> February 2015

Since receipt of this petition there have been a number of visits to the site made by both planning officers and planning enforcement officers. It has been difficult to establish the precise nature of the activities being carried out on the site. At the time of the visits it did not appear that repairs were being carried out on cars, a use which falls within Class B2 of the Town and Country Planning Use Classes Order, but that second hand car parts were being sold to order and collected by customers, which is an A1 Use in accordance with the same Order.

An application for a certificate of lawfulness was submitted to the Council seeking to demonstrate that the building has been used for a continuous period of 10 years for B2 general industrial use. As part of that application evidence was submitted to support the application. However, on the advice of the Council's legal section it was decided that insufficient evidence had been submitted to demonstrate that the site had been used for B2 general industrial use for a continuous period of 10 years and the application was refused. The owner/applicant has 6 months to lodge an appeal against refusal from the date of the Council's decision.

The site is now under investigation to establish exactly the nature of the use and to consider the expediency of taking planning enforcement action.