

# **SIGNIFICANT OFFICER DECISIONS**

## **16 MAY TO 15 JUNE 2016**

### **DECISIONS**

07/16 – 10/16

### **DATE OF PUBLICATION:**

17<sup>th</sup> June 2016

### **DEADLINE FOR MEMBER CALL-IN:**

5.00pm on 24<sup>th</sup> June 2016

### **CONTACT:**

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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 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 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) 875015, email: [neil.fraser@slough.gov.uk](mailto:neil.fraser@slough.gov.uk).

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

<b>Ref</b>	07/16
<b>Title of decision</b>	Approval of the building name of Grand Union House for a new block of 55 flats at what was formerly 96-102 Stoke Road, Slough.
<b>Date decision taken</b>	17 <sup>th</sup> May 2016
<b>Decision maker</b>	Sanjay Dhuna – Head of Planning and Building Control
<b>Portfolio</b>	Neighbourhood and Renewable
<b>Details of decision taken</b>	To approve the proposed building name of Grand Union House.
<b>Reasons for taking decision</b>	The developer did not find a suitable name for this development from Slough's pre-approved list
<b>Options considered</b>	The developer wishes to name a residential development of 55 flats Grand Union House. The developers have taken into account the development's close proximity to the canal basin of the Grand Union Canal. Additionally the name is easy to spell and pronounce and is not duplicated within the borough which complies with our street name and numbering policy and guidance.
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None
<b>Reports considered</b>	Slough Borough Council's Street Naming and Numbering Guidance

<b>Ref</b>	08/16
<b>Title of decision</b>	Approval of the name Arbour Park
<b>Date decision taken</b>	23 <sup>rd</sup> May 2016
<b>Decision maker</b>	Sanjay Dhuna – Head of Planning and Building Control
<b>Portfolio</b>	Neighbourhood and Renewable
<b>Details of decision taken</b>	To approve the proposed building name of Arbour Park
<b>Reasons for taking decision</b>	The Council did not find a suitable name for this development from Slough's pre-approved list

<b>Options considered</b>	Roger Parkin, Strategic Director of Customer & Community Services, wishes to name the new football ground currently under construction Arbour Park.
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None
<b>Reports considered</b>	Slough Borough Council's Street Naming and Numbering Guidance

<b>Ref</b>	09/16
<b>Title of decision</b>	Appointments to Committees and Outside Bodies
<b>Date decision taken</b>	8 <sup>th</sup> June 2016
<b>Decision maker</b>	Tracy Luck, Assistant Director Strategy & Engagement
<b>Portfolio</b>	All
<b>Details of decision taken</b>	<p>The following appointments have been made to Committees and Outside Bodies:</p> <p><b><u>Committees:</u></b></p> <p>Licensing Committee – Councillors Parmar, Sohal and Usmani</p> <p>Employment &amp; Appeals Committee – Councillor Davis</p> <p>Overview &amp; Scrutiny Committee – Councillor Coad</p> <p>Joint East Berkshire Health Scrutiny Committee – Councillors Bal, Chaudhry and Rasib</p> <p>Thames Valley Police &amp; Crime Panel – Councillor Sohal</p> <p>SACRE – Councillor Bedi</p> <p><b><u>Outside Body:</u></b></p> <p>Slough Local Access Forum – Councillors Parmar &amp; Rasib</p>
<b>Reasons for taking decision</b>	Appointments have been made in accordance with Council Procedure rules, Part 4.1, Paragraph 1.2 (vi) to fill vacant seats within the above Committees and Outside Body.
<b>Options considered</b>	N/A

<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None
<b>Reports considered</b>	Council Procedure rules, Part 4.1, Paragraph 1.2 (vi).

<b>Ref</b>	10/16
<b>Title of decision</b>	Appointments to Committees and Outside Bodies
<b>Date decision taken</b>	13 <sup>th</sup> June 2016
<b>Decision maker</b>	Tracy Luck, Assistant Director Strategy & Engagement
<b>Portfolio</b>	All
<b>Details of decision taken</b>	Councillor Michael Holledge has been appointed to the Employment & Appeals Committee.
<b>Reasons for taking decision</b>	The appointment has been made in accordance with Council Procedure rules, Part 4.1, Paragraph 1.2 (vi) to fill a vacant seat within the Employment & Appeals Committee.
<b>Options considered</b>	N/A
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None
<b>Reports considered</b>	Council Procedure rules, Part 4.1, Paragraph 1.2 (vi).

## **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>

### **16-04 College Avenue Permit Request**

Petition Received: 20<sup>th</sup> April 2016

We the residents of the College Avenue have a serious parking issue and this is due to people parking from the surrounding streets. People walking to High Street, customers for local shop and the residents of The Crescent (without parking permit and their visitors) are parking their vehicles on our street. This is a small street and has become dumping for the vehicle parking. This is really unfair for the street residents.

Therefore we the residents of College Avenue request that the council make this street 'Residents Permit Holders Parking only'. Many thanks for your kind support and cooperation.

Response Received: 17<sup>th</sup> May 2016

Thank you for the submission of the above petition.

Slough Borough Council is pleased to advise that we can consider this request. The Pavement Parking scheme is due to be introduced in the Chalvey Ward next year, letters were sent to all residents informing them about this in September 2015, and we can include this request and implement a residents permit scheme on College Avenue in the final designs for the area.

Letters will be sent to all residents in the Chalvey Ward again before the Pavement Parking Scheme is due to be introduced with information about how to view plans for the area. In addition to this, letters will be sent to residents of College Avenue with information about how to purchase permits. Details about costs of permits and visitor vouchers are available at the following link: <http://www.slough.gov.uk/parking-travel-androads/parking-permits.aspx>

### **16-05 Herschel Village parking Conditions**

Petition Received: 22<sup>nd</sup> April 2016

The residents of Herschel Village / Central Ward reject the Parking Departments plan to experiment with blanket changes to our parking conditions. Instead we petition the Council to take the following specific steps to address the real issues we face as a Victorian residential area close to the High Street:

- No introduction of double yellow lines, except as detailed below to address specific trouble spots:
- Chapel Street -as parking / waiting obstructs residents from accessing their parking spaces. A barrier at each end only activated by residents is alternative option
- Alpha Street North corners with Herschel Street & towards St Lawrence roundabout (corners only)
- Middle section Park Street (between Osborne & Herschel Streets). In addition, move the parking bay in this section to the other side of the road to increase the number of parking spaces
- Continued acceptance of 'two wheels on' pavement parking down one side of each road overnight
- The Council should reintroduce the '1 hour free & free on Sundays' scheme for its car parks, encourage the shopping centre owners to do the same & refresh its car parks to encourage people to use them
- All pay & display bays in Zone B to be available free to residents with parking permits
- Car park at the corner of Alpha / Herschel Street available free to residents with parking permits
- New flats built in the area to have sufficient parking (including visitors) & no rights to residents parking permits
- Better enforcement of existing regulations on Herschel Street & Park Street North

Response Received: 18<sup>th</sup> May 2016

I will start with some background about the Pavement Parking Scheme. Complaints are received throughout the Borough about vehicles parked on pavements, causing an obstruction and forcing pedestrians to walk in the road. This is even more of a concern for vulnerable road users such as the disabled, children and the elderly, as this type of parking is dangerous and can cause serious accidents. This Scheme is being rolled out across the borough to ensure that pavements are protected for their primary purpose, the safe passage of pedestrians. As part of the scheme, bays will be marked on streets where pavements are wide enough for vehicles to be parked half on the pavement and half on the road. Unless otherwise stated, these bays will be unrestricted. Where there are no restrictions and no parking bays, parking will be permitted fully on the carriageway only, and not be permitted on the pavement.

Junctions and bends were also identified for the implementation of double yellow line restrictions. This is to ensure that visibility and access is maintained at all junctions and bends where parking would cause an obstruction, especially for large vehicles. Yellow lines have also been proposed at locations where the available space on the carriage and footway is not wide enough to allow parking on both sides of the road.

We have considered and responded to each point raised below:

**No introduction of double yellow lines, except as detailed below to address specific trouble spots:**

The purpose of the introduction of double yellow lines has been explained above, however we have decided to retain some of the single yellow lines on some streets, final plans will be available for residents to view before the scheme is implemented.

**Chapel Street - as parking/waiting obstructs residents from accessing their parking spaces. A barrier at each end only activated by residents is alternative option**

Double yellow lines have already been proposed along this road and these were included in the plans circulated in September. We cannot install barriers as Chapel Street is public highway.

**Alpha Street North corners with Herschel Street & towards St Lawrence roundabout (corners only)**

Double yellow lines have already been approved and are in the process of being implemented under a permanent Order, which we consulted on between December 2015 and January 2016.

**Middle section Park Street (between Osborne & Herschel Streets). In addition, move the parking bay in this section to the other side of the road to increase the number of parking spaces**

The relocation of the bays to the other side of the road will only increase the parking spaces by not more than 2 spaces since we have to provide access into Bisham Court and turning space for refuse vehicles near Bembridge Court.

**Continued acceptance of 'two wheels on' pavement parking down one side of each road overnight**

The purpose of this has been explained above

**The Council should reintroduce the '1 hour free & free on Sundays' scheme for its car parks, encourage the shopping centre owners to do the same & refresh its car parks to encourage people to use them**

Charges in Slough Borough Council car parks were reduced last year. Major refurbishments were also undertaken in the multi storey car parks, for which we now



have gained Park Mark accreditation. Unfortunately we cannot influence the maintenance of or charges in private car parks.

### **All pay & display bays in Zone B to be available free to residents with parking permits**

Additional residents permit parking bays have been created in some of the existing pay & display bays on Hatfield Road and St Laurence Way. We cannot create any further spaces as the available space must be fairly distributed for all users of the town centre.

### **Car park at the corner of Alpha/Herschel St. available free to residents with parking permits**

This is a temporary car park which is subject to redevelopment; therefore we cannot change the use of this car park. The car park is currently free of charge after 6pm.

### **New flats built in the area to have sufficient parking (including visitors) & no rights to residents parking permits**

Under the Slough Local Plan Parking standards (as set out in Slough Developers Guide Part 3 - <http://www.slough.gov.uk/business/planning-and-building-control/developersguide-and-the-community-infrastructure-levy.aspx>) new residential developments in the town centre or in shopping areas require a minimum of nil spaces. However, Slough Borough Council actively encourages all developers to provide parking to meet the needs of the development. Where developers do not provide parking or only a limited amount of parking, then either through legal agreements signed between the developer and the Council or as part of a planning condition related to the development it is stated that residents of the new development will not be eligible to receive on-street parking permits in any existing or future residents parking scheme.

### **Better enforcement of existing regulations on Herschel Street & Park Street North**

The town centre is patrolled regularly by Civil Enforcement Officers. Unfortunately we cannot have officers in all areas at all times, however any vehicles parked in contravention of a restriction can be reported to our Control Room on 01753 875631.

## **16-06 Darvills Lane Parking Issues**

Petition Received: 20<sup>th</sup> April 2016

The main Darvills Lane is residents only parking, but the residents of no. 12 to 42 Darvills Lane are not allowed to acquire residents permit, but the rest of the residents and their visitors are free to park in a limited 'parking available in front of their flats'.

In front of these flats there are council garages, which are hired by any residents of Slough. Currently they are hired by residents of Chalvey Road West, King Edward Street and others. The owners of the garages do not park cars in the garages, but just in front of the garages, making it very difficult to move a vehicle through front of the flats, particularly when some large vans are parked. Additionally residents of King Edward Street and PWA visitors also attempt to park there when they can.

There is a bit of a grass on side of Darvills Lane, between these flats and King Edward Street. This is often used by Roma community for congregating and when they leave they leave a lot of litter and mess behind. The Council had been called number of times to come and clear this.

There have been occasions when broken bottles have also been found, remember this area is also used by Slough and Eton school children. While the Roma congregates there, they often use bushes opposite flat no. 12 for urinating both (male and females). There is a garage no. 10, which has broken front shutter, some drug users/dealers have entered this garage and through this they have broken into the garage no. 9. This garage is often used by the drug dealers/users

to consume/trade drug.

All this (together with litter and mass left behind) constitutes to a severe anti-social behaviour I and Councillor Rasib have been called number of times to witness this. Councillor Rasib has called the Council a few times to clear the litter and mass.

Proposal to resolve

Option 1:

Demolish the garages; make the bit of grassed area, currently used for congregating, parking area and make all area around the flats (Darvills Lane no. 12 to 42) residents only parking.

Option 2:

Sell the garages to the owners of the flats (Darvills Lane no. 12 to 42), make the bit of grassed area, currently used for congregating, parking area and make all area around the flats (Darvills Lane no. 12 to 42) residents' only parking.

Option 3:

Repair all the garages and hired them on the conditions that the owners only park inside the garages not outside them. Make the bit of grassed area, currently used for congregating, parking area and make all area around the flats (Darvills Lane no. 12 to 42) residents' only parking.

Response Received: 19<sup>th</sup> May 2016

Thank you for taking the time to discuss the range of problems in the Darvills Lane garage area with local residents and forwarding their concerns and suggestions for consideration. This is an area of Chalvey that we are aware has a range of issues and the Housing Officer for the area has been working with colleagues in the Neighbourhood Enforcement Team to try to resolve some of the issues raised, specifically the litter and rubbish being dumped and ASB caused by people congregating in the area.

However, the work done so far has only addressed issues in the short term and I and my team would like to take this opportunity to work with the residents who have signed the petition to agree on a longer term solution. We would like to consider the 3 options presented by residents, but there may be other options we can consider too.

I am proposing that Officers from the South Neighbourhood contact you to agree a way of us working with residents over the next few months to agree a long-term solution to these issues. Initially this will include a site visit where we can all discuss the problems around this location but will then require a number of community meetings with a range of other council teams and probably other organisations like Thames Valley Police.

I look forward to working with you and local residents over the coming months to find a long term solution to the problems being experienced.

### **16-07 Third Crescent Parking Issues**

Petition Received: 4<sup>th</sup> May 2016

We, the undersigned, would like to register our concerns and request that remedial action be undertaken by you / appropriate organisations regarding what we feel is an abuse of our quiet residential street in relation to parking.

Third Crescent is a short cul de sac off Gloucester Avenue in northern Slough. The residents include young families and elderly people and parking by the residents is principally done on our

driveways. However, there is a short (approx 50 yards) stretch of road leading into the cul de sac which is being used by non-residents to park their cars, often for long stretches of time (i.e. up to several weeks). There are three main problems that we would like to highlight:

1. The road is very narrow, meaning that the cars are parked mostly on the pavement, with just one set of wheels on the road. This makes the pavement impassable, meaning that residents have to walk along the road. This is obviously dangerous, particularly for the very young and the very old.
2. There is also a group of people that seem to be using the area as some kind of unofficial car workshop. Cars are regularly being worked on / repaired on that pavement area, adding to the access problem. Additionally, when these cars are then moved, there is often a large amount of litter (e.g. cigarette ends, crisp packets etc) left behind. This is an obvious environmental problem.
3. There have been occasions in the past when the bin lorry has been unable to access the street to collect our rubbish, due to the above two problems. This has meant that our rubbish collections have been missed and we have had to make our own arrangements to dispose of our rubbish.

We wrote to the council about this on May 27th 2015 and did not receive the courtesy of a response. Since then, the situation has remained unchanged and is now becoming untenable. We would therefore like to request in the strongest possible terms that action be taken, whether that be by the implementation of parking restrictions, residents permits or some other measure. We look forward to a response from you and to discussing our concerns further at your earliest convenience.

Response Received: 1<sup>st</sup> June 2016

Thank you for the submission of the above paper petition. Unfortunately we do not have a record of the correspondence dated 27th May 2015.

Third Crescent is public highway that is currently unrestricted; this means that any vehicle is permitted to park here without time limits. However, we have noted your concerns regarding obstructive parking and the repair of vehicles on the public highway and have considered your request for parking controls.

There is not sufficient capacity or adequate carriageway width to allow for a resident permit scheme, therefore we cannot consider this option. We have placed Third Crescent on our waiting list to propose double yellow lines on both sides of the road at the entrance. Once the list is reviewed, approval will be sought to carry out a formal public consultation of the proposal, and we will decide on how best to proceed based on the results of the consultation.

With reference to the repair of vehicles and litter, this was referred to our Neighbourhood Enforcement Team to investigate. The team have advised that in such instances, they can visit the area to assess the situation, and will arrange visits at different times to Third Crescent within their available resources. It would be helpful to have feedback as to when the working on vehicles takes place so that visits can be arranged to observe and speak to the vehicle owner/mechanic. Any feedback can be given by calling 01753 875255 or by using the online reporting forms at [www.slough.gov.uk](http://www.slough.gov.uk). Please note that if the vehicles are parked legally and the activity being undertaken is legal, there may be little action we can take. In relation to litter being left, unless there is sufficient evidence and proof of who is creating this it is difficult to pursue, but this will be assessed at the visits.

I hope that this response has addressed your concerns.

### **16-08 Closure & Relocation of Serena Hall**

Petition Received: 11<sup>th</sup> May 2016

We, the residents of Burlington Avenue, Hilperton Road and Bronte Close we have suffered continual problems since the opening Serena Hall, it is now having a detrimental effect on our lives and area.

Complaints from residents:

1. Drug and alcohol dependants arriving in our area
2. Abusive behaviour and intimidation
3. Not being able to use the area and having to find alternative routes
4. Drinking alcohol openly on our street
5. High levels of litter left in our street and gardens mainly beer cans and bottles
6. Police being called a number of times due to serious incidents, waste of Police resources
7. Noise, swearing anti social behaviour
8. Urinating and defecating on our properties
9. Used syringes and condoms being thrown in our gardens
10. Damage to our vehicles

Action petitioned for: we the undersigned are concerned citizens who urge our leaders to act now for the closure and relocation of Serena Hall so that we can live in peace.

We do not have any ill feeling towards Serena Hall or the Homeless, we just feel Serena Hall needs to be in a non residential area away from High Street, where genuine people may use the facility and benefit from it.

Response Received: 15<sup>th</sup> June 2016

Thank you for your emailed petition received by the Council in May 2016.

I can confirm that the matters you and your neighbours have raised are currently being investigated and I understand that the investigating case officer, has spoken to you directly giving you an update of what is being done.

I must make it clear that the Council does not have the authority to close SHOC as per the request of the petition. However I can confirm that the Council with its partner agencies will review the options available to address issues where there is clear evidence to show that something needs to be done.

If you wish to discuss this matter with me further please feel free to do so.

### **16-09 Ryvers Road Parking Provision**

Petition Received: 18<sup>th</sup> May 2016

The undersigned residents hereafter wish to be known collectively as the **Ryvers Road Neighbourhood Association** (RRNA). We, the undersigned, hereby call upon Slough Borough Council (SBC) / Slough Unitary Authority to provide increased & adequate parking provision, this being for the benefit & use of all local residents living in close proximity to the bend in Ryvers Road in Langley. This action is called for after the recent introduction of double yellow lines on the bend in Ryvers Road by SBC, without any alternative parking provision being made locally available.

Response Received: 13<sup>th</sup> June 2016

Thank you for the submission of the above petition.

The double yellow lines recently introduced have been placed on an area of the public highway where parked vehicles were causing an obstruction to access and visibility when traversing this section. The lines have been placed on the public carriageway, and not in a designated parking area. Although residents have had the benefit of using this area for the purpose of parking vehicles, this cannot be guaranteed or relied upon.

The demand for space on the public highway has changed considerably, there are many more cars on the roads now than in previous years and unfortunately not all drivers park considerately. The primary purpose of the public highway is the safe passage of vehicles on the carriageway and pedestrians on the pavements, and in order to maintain road safety and the movement of traffic, restrictions have become necessary in some locations.

The restrictions have been placed at the bend only, leaving the majority of the road unrestricted. It is a vehicle owner's responsibility to find a suitable place to park, and to consider alternatives should the public highway become restricted. Unfortunately a resident does not gain any personal right to park on the public highway because they live in that street or because they have lived there for a number of years.

A public notice advertising the proposal was printed in the local press and displayed at the location, the notices included details of where plans of the proposals could be viewed and how to make any representations. The formal consultation period ran from 18/12/2015 until 22/01/2016, and I can confirm that the process was carried out in accordance with the statutory requirements.

With reference to your request to convert grass verges on Ryvers Road into parking spaces, our Housing Services Team are currently considering possible options to try to assist, and will contact you with the outcome as soon as possible.