

SIGNIFICANT OFFICER DECISIONS

16 JULY 2019 TO
15 AUGUST 2019

DECISIONS

13/19 – 18/19

DATE OF PUBLICATION:

27th August 2019

DEADLINE FOR MEMBER CALL-IN:

5.00pm on 2nd September 2019

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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 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.

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

Ref	13/19
Title of decision	Appointments to Committees and Panels
Date decision taken	26 th July 2019
Decision maker	Service Lead Governance
Portfolio	Governance & Community Services
Details of decision taken	That in accordance with Council Procedure Rules, Part 4.1, Paragraph 1.2 (vi), the following Committee/Panel appointments be made: Audit & Corporate Governance Committee – Parish Councillor Iftikhar Ahmed (Wexham Court Parish Council)
Reasons for taking decision	To fill casual vacancies to Committees/Panels.
Options considered	The above appointments have been made following receipt of nominations from the Parish Council.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	14/19
Title of decision	Appointments to Committees and Panels
Date decision taken	2 nd August 2019
Decision maker	Service Lead Governance
Portfolio	Governance & Community Services
Details of decision taken	That in accordance with Council Procedure Rules, Part 4.1, Paragraph 1.2 (vi), the following Committee/Panel appointments be made: Appeals Committee – Councillor Smith.
Reasons for taking decision	To fill casual vacancies to Committees/Panels.
Options considered	The above appointments have been made following receipt of nominations from the political group.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	15/19
Title of decision	Appointments to Committees and Panels
Date decision taken	12 th August 2019
Decision maker	Service Lead Governance
Portfolio	Governance & Community Services
Details of decision taken	That in accordance with Council Procedure Rules, Part 4.1, Paragraph 1.2 (vi), the following Committee/Panel appointments be made: Independent School Admission Appeals Panel Members – Darminder Kaur Mundi
Reasons for taking decision	To fill casual vacancies to Committees/Panels.
Options considered	The above appointments have been made following receipt of nominations from the Head of Democratic Services.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	16/19
Title of decision	Appointments to Committees and Panels
Date decision taken	12 th August 2019
Decision maker	Service Lead Governance
Portfolio	Governance & Community Services
Details of decision taken	That in accordance with Council Procedure Rules, Part 4.1, Paragraph 1.2 (vi), the following Committee/Panel appointments be made: Joint Parenting Panel – Councillor Brooker (Vice-Chair)
Reasons for taking decision	To fill casual vacancies to Committees/Panels.
Options considered	The above appointments have been made following receipt of nominations from the political group.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	17/19
Title of decision	Approval of a name for a new residential development
Date decision taken	15 th August 2019
Decision maker	Service Lead Planning & Transport
Portfolio	Planning & Regeneration
Details of decision taken	To approve the proposed name of Heathrow Gateway for a new residential development within London Road, Slough.
Reasons for taking decision	The developer did not find a name from Slough's pre-approved list which suited their development.
Options considered	<p>The developer is proposing the name of Heathrow Gateway for a residential development at 585 London Road. The developer advises that the site has been under development for a considerable amount of time and within this period has become known as Heathrow Gateway and wishes to retain the name plus the name has links with Slough's close relationship with Heathrow Airport.</p> <p>Ward councillors have been notified and no comments raised.</p>
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None.
Reports considered	Slough Borough Council's Street Naming & Numbering Guidance

Ref	18/19
Title of decision	Administration of National Non-Domestic Rates (NNDR) post November 2019
Date decision taken	14 th August 2019
Decision maker	Director of Finance & Resources
Portfolio	Inclusive Growth & Skills
Details of decision taken	To procure a resilience contract for Revenues and Benefits, which includes NNDR to allow for the administration of NNDR if no resources are TUPE'd from Arvato and to allow processing of Council Tax and Benefits if resources are limited.
Reasons for taking decision	<p>The Arvato contract for all services is due to return to the Council on 1 November 2019, for the majority of services the staff are returning as well via a TUPE transfer. In the case of NNDR the resources are unlikely to return or if they do only a proportion of the resources needed to run the service will TUPE. Therefore a decision is needed as to how to administer the service post 1 November 2019.</p> <p>NNDR is a major income source to the Council, the net collectable debit in 2019-20 is £110m and as a rates retention site the majority of this income comes to the Council and one of the aims is to increase collection.</p> <p>In addition the Business Improvement District (BID) is due to go live on 1 April 2020 and preparation work as well as implementation will need to be provided and a guarantee of experience in this is necessary.</p> <p>A number of options were considered but as the Council wishes to administer the service in house in the longer term a resilience contract which allows the Council to call off resources as and when needed was the best option.</p>
Options considered	<p>The following options were also considered:</p> <p>1. The aim of the council is to have permanent NNDR staff in place, however we are unsure at this time of the numbers of Business Rates staff that will TUPE and this can not be confirmed until the TUPE list is made available but it is assumed as they work on a number of contracts that there will not be full resource for the service.</p> <p>The TUPE situation will leave us with limited time to recruit and train staff to the level needed to offer a full NNDR service on 1 November 2019.</p> <p>The Council are aware that recruiting experienced NNDR staff is difficult as there is a limited pool to recruit from.</p>

	<p>The Council will be making permanent recruitment to this service in the longer term.</p> <p>2. To recruit temporary staff to the structure until permanent recruitment can take place, the difficulty with this solution was two fold, ensuring that there was experienced staff in the market to recruit and maintaining the resources as turnover of temporary staff can be volatile. In addition there is no assurance regarding costs.</p> <p>We are aware that there is a lack of experienced Business Rates staff as there is a only a limited pool to recruit from and that as other Local Authorities enter the market the rates increase and staff move to the more financially beneficial contracts.</p> <p>3. To consider a managed service contract for a short period of time 12-24 months, however this is against the decision made to bring all services back in house, in order to have autonomy over the service.</p>
<p>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</p>	<p>None</p>
<p>Reports considered</p>	<p>Cabinet report, 21st January 2019 (contains exempt information)</p>

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>

19-09 St Andrews Way Parking Issues

This petition was received on 21st June, 2019

We, the undersigned, are petitioning Slough Borough Council to take action to safeguard pupils, parents and other pedestrians on St Andrews Way. We are seeking action to restrict kerb parking, increase the no parking zone (zig zag or double yellow lines) at the nursery school entrance and insert a crossing point to the north side of the nursery entrance. We are also seeking a new crossing point to be placed to the south of Dennis Way to cross St Andrews Way with a no parking zone at this point.

This petition was responded to by the Engineer, Parking Development on 19th July, 2019

I am writing in response to the above petition regarding the parking and highway issues being experienced on St Andrews Way.

I will be working with the Road Safety team to see what can be done to address the concerns raised and we would like to meet with you when you're back at school in September to discuss some possible proposals. I will contact you in September so we can arrange a meeting.

If you have any further queries regarding this matter in the meantime then please do not hesitate to contact me.

19-10 Chalvey Road East - Permit Holders Only Parking

This petition was received on 15th July, 2019

On behalf of all the residents and business owners of Chalvey Road East, we would like to thank Parking Services for their efforts in assisting us to obtain access to the recently approved L1 parking permit scheme for College Avenue, Martin Road, Kings Road and Windsor Road. We appreciate you have listened to our previous petition regarding our concerns with parking.

Please find this to be our joint approval of the proposed parking permit scheme for Chalvey Road East. We really appreciate the Council listening to our concerns and working with us to achieve a solution for the parking dilemma.

Please find below the signatures of residents and business owners of Chalvey Road East who are in approval of the proposed residents Permit scheme for Chalvey Road East.

This petition was responded to by the Team Leader, Parking Services on 23rd July, 2019

Thank you for the above petition.

I would like to confirm the petition has been logged as a formal representation to the proposal to include Chalvey Road East residents and business owners in zone L1. The consultation closed on Friday 19th July 2019 and we are in the process of collating and analysing all the consultation responses. Once a decision has been made, we will write to you with the outcome.