

EXECUTIVE FORWARD PLAN

JULY 2012 TO OCTOBER 2012

SLOUGH BOROUGH COUNCIL

FORWARD PLAN

Slough Borough Council has a decision making process involving an Executive (Cabinet) and a Scrutiny Function.

As part of the process, the Council will publish a Forward Plan. The Forward Plan sets out the decisions which the Cabinet intends to take over the following 4 months. The Plan includes both Key and non Key decisions. Key decisions are those which are financially significant or have a significant impact on 2 or more wards in the town.

What will you find in the Forward Plan?

For each decision, the plan will give:

- The subject of the report.
- Who will make the decision.
- The date on which or the period in which the decision will be made.
- Who will be consulted before the decision is taken.
- How the proposed consultation will be undertaken.
- How to make representations on the report and the deadline for submission of those representations.
- A list of those documents considered in the preparation of the report.

What is a Key Decision?

An executive decision which is likely either:

- To result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- To be significant in terms of its effects on communities living or working in an area comprising two or more wards within the borough.

Where can you find a copy of the Forward Plan?

The Plan will be updated and republished 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., from MyCouncil, Landmark Place, High Street, or tel: (01753) 875120, email: victoria.king@slough.gov.uk. Copies will be available in the Borough's libraries and a copy will be published on Slough Borough Council's Website.

How can you have your say on Forward Plan reports?

Each Report has a contact officer. If you want to comment or make representations, notify the contact officer or Democratic Services..

What about the Papers considered when the decision is made?

Reports relied on to make key decisions will be available for viewing through the contact officer or Democratic Services.

Can you attend the meeting at which the decision will be taken?

Where decisions are made by the Cabinet, the majority of these will be made in open meetings. Some decisions have to be taken in private, where they are exempt or confidential as detailed in the Local Government Act 1972. You will be able to attend the discussions on all other decisions.

When will the decision come into force?

Implementation of decisions will be delayed for 5 working days after Members are notified of the decisions to allow Members to refer the decisions to the Overview and Scrutiny Committee, unless the decision is urgent, in which case it may be implemented immediately.

What about key decisions taken by officers?

Many of the Council's decisions are taken by officers under delegated authority. Key decisions taken under delegated authority are reported monthly and you can see the list of these at the same locations as the Forward Plan.

Are there exceptions to the above arrangements?

There will be occasions when it will not be possible to include a decision/report in the Forward Plan. If a key decision is not in the Forward Plan but cannot be delayed until it can be published in the Forward Plan, it can still be taken if:

- The Deputy Borough Secretary has informed the Chair of the Overview and Scrutiny Committee or relevant Scrutiny Panel in writing, of the proposed decision/action. (In the absence of the above, the Mayor and Deputy Mayor will be consulted);
- Copies of the Notice have been made available to the Public; and
- At least 5 working days have passed since public notice was given.
- If the decision is too urgent to comply with the above requirement, the agreement of the Chair of the Overview and Scrutiny Committee has been obtained that the decision cannot be reasonably deferred.

For further information, contact Democratic Services as detailed above.

CABINET - Monday 16th July, 2012

Item	Port-folio	Ward	Priority	Contact Officer	Consultation & Participation	Other Committee	Background Documents	New Item
<p><u>Highway Changes in Chalvey</u></p> <p>Results from public consultation to enable cabinet to make decisions in respect of the experimental measures currently deployed in Chalvey.</p>	N&R	Chalvey	A Cleaner, Greener place to live Work and Play	Joe Carter, Head of Transport Tel: 01753 875653	The Chalvey community. Including questionnaires, signs, public meetings, a public exhibition, meetings with community groups, web-pages and an online survey, press releases, a dedicated e-mail address phone number.	Cabinet 12/12/		√
<p><u>Performance and Financial Monitoring 2012/13</u></p> <p>To present information to the Cabinet on the latest financial and performance monitoring from across the Council.</p>	F&S	All	All	Julie Evans, Strategic Director of Resources and Regeneration Tel: 01753 875300		Overview and Scrutiny 10/07/2012		

Portfolio Key – F&S = Finance and Strategy, P & A = Performance and Accountability, C & L = Cultural and Leisure, E & C = Education and Children, O & S = Opportunity and Skills, E & O = Environment and Open Spaces, H & W = Health and Wellbeing, N & R = Neighbourhoods and Renewal

Bold – Key Decision Non-Bold – Non-Key Decision *Italics* – Performance/Monitoring Report

<p><u>Residential and Nursing Care Strategy</u></p> <p>The report will set out proposals for future commissioning of residential and nursing care for older people reflecting projected future needs and the nature of services to be commissioned to meet them.</p>	H&W	All	All	Mike Bibby, Assistant Director Personalisation, Commissioning and Partnership Tel: 01753 875800	Relevant service users, carers and provider agencies.	Health Scrutiny 12/06/12		
<p><u>Fee Increases (from April 2012) for Registered residential and nursing Care Services for providers in Slough</u></p> <p>The Council has undertaken a process of consultation and information gathering in order to determine the usual cost of care in Slough. This report describes that process and makes recommendations on future fee levels.</p>	H&W	All	All	Mike Bibby, Assistant Director Personalisation, Commissioning and Partnership Tel: 01753 875800		Overview and Scrutiny 10/7/12		
<p><u>Corporate Plan 2012/13</u></p> <p>Agreement of the new Corporate Plan for the Council which sets out the objectives for next year.</p>	F&S	All	All	Tracy Luck, Head of Policy and Communications Tel: 01753 875518				√

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<p><u>Asset Disposals : Horsemoor Youth and Community Centre; The Lodge, Lascelles Park and Pakistani Welfare Association</u></p> <p>Approval to provide long term leases for the use of the assets. Length of the leases in two cases considered as the disposal.</p>	N&R	Chalvey; Upton		John Rice, Interim Assistant Director for Regeneration and Estates Tel: 01753 875239	Open market test undertaken for all leases other than the PWA who already have a lease and are seeking long term extension.			√
<p><u>Statutory Service Plans for Food, Health & Safety and Trading Standards 2012/13</u></p> <p>Approval of statutory service delivery plans.</p>	H&W	All	All	Ginny de Haan, Food & Safety Manager Tel: 01753 477912				√
<p><u>Slough Bike Hire</u></p> <p>To introduce a similar but smaller scheme to that of London and Cardiff i.e. a bike hire facility at key locations around the borough including businesses.</p>	C&L	All	All	Savio DeCruz, Team Leader Integrated Transport Tel: 01753 875640	Key stakeholders such as Network Rail/First G Western, any other business with a commitment to improving accessibility and sustainability and some resident groups who have signed a partnership agreement with the Council as part of the LSTF.	Supported by the Climate Change Group		√

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<p><u>Slough's Economic Position</u></p> <p>To inform the Cabinet of the current economic position in Slough.</p>	F&S	All		Shabnam Ali, Economic Policy Development Officer Tel: 01753 875849				√
<p><u>Raising Participation Partnership</u></p> <p>To provide Cabinet with recommendations about the legal partnership agreement hosted by Slough for the work across four authorities to commission education and work-related training for young people post 16 education through the Raising Participation Partnership.</p>	O&S	All	All	Clair Pyper, Strategic Director of Education and Children's Services Tel: 01753 875704		Education and Children's Services Scrutiny		√
<p><u>Review of Locally Agreed Syllabus For Religious Education</u></p> <p>Approval of the Locally Agreed Syllabus for Religious Education as recommended by the Agreed Syllabus Conference.</p>	E&C	All Wards		Catherine Meek, Deputy Borough Secretary Tel: 01753 875011		This was approved by the Agreed Syllabus Conference on 18th June 2012	Locally Agreed Syllabus	√

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<p><u>References from Overview and Scrutiny</u></p> <p>To consider any recommendations from the Overview and Scrutiny Committee and Scutiny Panels.</p>	P&A	All	All	Teresa Clark, Senior Democratic Services Officer Tel: 01753 875018				
<p><u>Executive Forward Plan</u></p> <p>To present to the Cabinet the latest published Forward Plan.</p>	F&S	All	All	Catherine Meek, Deputy Borough Secretary Tel: 01753 875011		All		

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CABINET - September 2012

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<u>Performance and Finance Monitoring 2012/13</u> <i>To present information to Cabinet on the latest financial and performance monitoring from across the Council.</i>	P&A, F&S	All	All	Julie Evans, Strategic Director of Resources and Regeneration Tel: 01753 875300		Overview and Scrutiny 11/09/2012		
<u>References from Overview and Scrutiny</u> To consider any recommendations from the Overview and Scrutiny Committee and Scrutiny Panels.	P&A	All	All	Teresa Clark, Senior Democratic Services Officer Tel: 01753 875018				
<u>Executive Forward Plan</u> To present to Cabinet the latest published Executive Forward Plan.	F&S	All	All	Catherine Meek, Deputy Borough Secretary Tel: 01753 875011				

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<u>Windsor Road Widening Scheme</u> Proposal to undertake the widening of Windsor Road to 4 lanes together with the acquisition of property to facilitate the widening.	N&R	Chalvey; Upton		John Rice, Interim Assistant Director for Regeneration and Estates Tel: 01753 875239	Some consultation with major asset owner affected by the proposals. Statutory process to follow Cabinet agreement.			√
<u>References from Overview and Scrutiny</u> To consider any recommendations from the Overview and Scrutiny Committee and Scrutiny Panels.	P&A	All	All	Teresa Clark, Senior Democratic Services Officer Tel: 01753 875018				√
<u>Executive Forward Plan</u> To present to Cabinet the latest published Executive Forward Plan.	F&S	All	All	Catherine Meek, Deputy Borough Secretary Tel: 01753 875011				√

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