

# **SIGNIFICANT OFFICER DECISIONS**

## **16 FEBRUARY TO 15 MARCH 2015**

### **DECISIONS**

04/15 – 06/15

### **DATE OF PUBLICATION:**

20<sup>th</sup> March 2015

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

5.00pm on 27<sup>th</sup> March 2015

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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 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>	04/15
<b>Title of decision</b>	Appointments to Committees
<b>Date decision taken</b>	02/03/15
<b>Decision maker</b>	Kevin Gordon, AD Professional Services
<b>Portfolio</b>	N/A
<b>Details of decision taken</b>	<p>Following a review of Committee Places at the 19<sup>th</sup> February Council meeting, the following appointments were formally agreed, under Council procedure Rule 1.2 (vi), with effect from 20<sup>th</sup> February to annual meeting of Council May 2015:</p> <p>Overview &amp; Scrutiny – Cllr Coad</p> <p>Licensing Committee – Cllr Wright</p> <p>Neighbourhoods Scrutiny Panel – Cllr Chahal</p> <p>Employment &amp; Appeals Committee – Cllr Coad (previously Conservative, now UKIP Member)</p>
<b>Reasons for taking decision</b>	<p>On the 30<sup>th</sup> January 2015, Cllr Coad formally advised of the establishment of a UKIP Group on the Council consisting of herself, as Leader of the Group, and Cllr Mellor. The Council was therefore required to consider the allocation of Committee seats based on revised group size. The revised proportionality results in the following actions being necessary:</p> <ul style="list-style-type: none"> <li>- The Conservative Group losing one seat on two of the nine member committees – Overview &amp; Scrutiny and Employment &amp; Appeals</li> <li>- UKIP gaining one seat on two of the nine member committees – Overview &amp; Scrutiny and Employment &amp; Appeals</li> </ul>
<b>Options considered</b>	None.
<b>Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared</b>	None.
<b>Reports considered</b>	Council Procedure Rule 1.2 (vi)

<b>Ref</b>	05/15
<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>	The Significant Decision report.

<b>Ref</b>	06/15
<b>Title of decision</b>	Proposed Developer Traffic Regulation Order
<b>Date decision taken</b>	10/02/15
<b>Decision maker</b>	Joe Carter – Assistant Director (Assets, Infrastructure & Regeneration)
<b>Portfolio</b>	Regeneration, Housing & Resources
<b>Details of decision taken</b>	To implement a number of TRO's where we have received developer funding to assist with parking controls surrounding new developments.
<b>Reasons for taking decision</b>	<p>Britwell – To implement double yellow lines surrounding a large new housing development to protect the main routes in and out of the area from overflow parking.</p> <p>Stoke Gardens – To provide the developer with a safe and convenient area to load and unload goods close to the site. The limited waiting parking bays that will be lost due to this will be relocated further into Stoke Gardens.</p>
<b>Options considered</b>	N/A
<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>	The 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>

None.