

NOTIFICATION OF DECISIONS

3 JUNE 2016 TO 30 SEPTEMBER 2016

SLOUGH BOROUGH COUNCIL

NOTIFICATION OF DECISIONS

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 Notification of Decisions which sets out the decisions which the Cabinet intends to take over the following 3 months. The Notice 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. This Notice supersedes all previous editions.

Whilst the majority of the Cabinet's business at the meetings listed in this document will be open to the public and media organisations to attend, there will inevitably be some business to be considered that contains, for example, confidential, commercially sensitive or personal information.

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 that part of the Cabinet meetings listed in this Notice will/may be held in private because the agenda and reports for the meeting will 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.

This document provides a summary of the reason why a matter is likely to be considered in private / Part II. The full reasons are listed alongside the report on the Council's website.

If you have any queries, or wish to make any representations in relation to the meeting being held in private for the consideration of the Part II items, please email catherine.meek@slough.gov.uk (no later than 15 calendar days before the meeting date listed).

What will you find in the Notice?

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.
- Contact details of the officer preparing the report.
- A list of those documents considered in the preparation of the report (if not published elsewhere).
- The likelihood the report would contain confidential or exempt information.

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.

Who will make the Decision?

Decisions set out in this Notice will be taken by the Cabinet, unless otherwise specified. All decisions (unless otherwise stated) included in this Notice will be taken on the basis of a written report and will be published on the Council's website before the meeting.

The members of the Cabinet are as follows:

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| • Leader of the Council - Finance & Strategy | Councillor Munawar |
| • Education & Children's Services and Health & Social Care (& Deputy Leader) | Councillor Hussain |
| • Housing & Urban Renewal | Councillor Ajaib |
| • Environment and Leisure | Councillor Bal |
| • Regulation and Consumer Protection | Councillor Sohal |
| • Transport and Highways | Councillor Matloob |
| • Digital transformation & Customer Care | Councillor Sharif |

Where can you find a copy of the Notification of Decisions?

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: catherine.meek@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 Cabinet reports?

Each Report has a contact officer. If you want to comment or make representations, notify the contact officer before the deadline given.

What about the Papers considered when the decision is made?

Reports relied on to make key decisions will be available before the meeting on the Council's website or are available from 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 will be listed with those to be taken by the Cabinet. Key and Significant Decisions taken under delegated authority are reported monthly and published on the Council's website.

Are there exceptions to the above arrangements?

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

- The Head of Democratic Services 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.
- If the decision needs to be taken in the private part of a meeting (Part II) and Notice of this has not been published, the Head of Democratic Services will seek permission from the Chair of Overview & Scrutiny, and publish a Notice setting out how representations can be made in relation to the intention to consider the matter in Part II of the agenda. Urgent Notices are published on the Council's [website](#).

Cabinet - 18th July 2016

Item	Port- folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Statutory Service Plans</u> To recommend to Council the Statutory Service Plans (SSPs) in relation to Food Safety Service; Health and Safety Service; and Trading Standards Service in accordance with the requirements laid down by external agencies.	H&S	All	All	Ginny de Haan, Head of Consumer Protection & Business Compliance Tel: 01753 477912	-	None		
<u>Medium Term Financial Strategy</u> To receive an update on the position regarding the Council's Medium Term Financial Strategy.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	

Portfolio Key – F&S = Finance and Strategy, DT = Digital Transformation, E & L = Environment and Leisure, E & C = Education and Children, T & H = Transport & Highways, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, H & U = Housing & Urban Renewal

Bold – Key Decision

Non-Bold – Non-Key Decision

Italics – Performance/Monitoring Report

<u>Reconfiguration of the Borough's Activities Offer for People with Learning Disabilities</u> To consider a report on the reconfiguration of the boroughs day activities offer to service users with Learning Disabilities to: <ul style="list-style-type: none"> • meet the savings target of £350K which will contribute to the savings target of £0.65 million set against in-house services to be delivered between 2016/17 and 2017/18 • Ensure the Local Authority complies with the requirements of the Care Act 2014 of service users having choice and control over the services they receive. 	H&S	All		Simon Broad, Head of Safeguarding and Adult Learning Disabilities Tel: 01753 875202			√	
<u>Risk Based Verification Policy</u> To approve the policy for Risk Based Verification to be used for the assessment of Housing Benefit and Council Tax Support.	F&S	All	None	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	
<u>Proposed Amendments to Home to School Transport Policy</u> To seek agreement to remove the remaining discretionary element of the home to school transport policy. This is the provision of transport for children under five years of age.	E&C	All	All	Sharon Scott	O&S	None	√	

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<u>Contracts in Excess of £250,000 in 2016/17</u> To consider approval to commence tendering for any further contracts in excess of £250,000 in the 2016/17 financial year.	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	
<u>References from Overview & Scrutiny</u> <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	DT	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		
<u>Notification of Forthcoming Decisions</u> <i>To endorse the published Notification of Forthcoming Key Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

Cabinet - 19th September 2016

Item	Port- folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Medium Term Financial Strategy and Efficiency Statement</u> To consider a report on the Council's Medium Term Financial Strategy.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	

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<u>The Old Library Site - Development Proposals Update</u> Further to the report to Cabinet in March 2016, to consider a follow-up report on the business case to support the redevelopment of the Old Library site.	F&S	Central	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None		Yes, p3 LGA
<u>Financial & Performance Report: 1st Quarter 2016/17</u> To receive the latest financial and performance information for the period between April – June to 2016 including revenue and capital expenditure; write off and virement requests; fees and charges, including those relating to court costs; and the Council's Balanced Scorecard and Gold Project updates.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	
<u>Treasury Management Annual Report</u> To receive the annual report on treasury management issues, following agreement of the TM Strategy in February 2016.	F&S	All	All	Joseph Holmes, Assistant Director, Finance & Audit Tel: 01753 875358	-	None	√	
<u>Small Sites Development Strategy Update</u> As agreed by Cabinet in March 2016, to receive an update and take further decisions on the implementation of the Small Sites Development Strategy.	H&U	All	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	None	√	Yes, p3 LGA

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Italics – Performance/Monitoring Report

<u>Discretionary Housing Payments Update</u> Further to the Cabinet report of March 2016, to receive a progress report to advise Members on set out the level of demand for assistance and consider the impact of wider welfare reforms.		All	All		-	None	√	
<u>Services Contract between the Council and Slough Children's Services Trust Limited (SCST)</u> Further to the Cabinet report of 27th June 2016, the consider a report on the Services Contract between the Council and SCST.	E&C	All		Krutika Pau, Children's Services Director (Interim) Tel: 01753 875751			√	
<u>Issues and Options for review of the Local Plan for Slough</u> To agree Issues and Options for the review of Slough's Local Plan which would be the subject of public consultation.	H&U	All	All	Paul Stimpson, Strategic Lead Planning Policy & Projects Tel: (01753) 875820	Planning Committee	None	√	
<u>Trelawney Avenue Redevelopment Plan Update</u> Further to the Cabinet report of March 2016, to consider the final business case for the Trelawney Avenue Redevelopment Plan to bring forward a mixed-use development in the area.	E&L, H&U	Langley Kedermister	Regeneration & Environment	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	Report, 14/03/2016 Cabinet		
<u>References from Overview & Scrutiny</u> <i>To consider any recommendations from the Overview & Scrutiny Committee and Scrutiny Panels.</i>	DT	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None	√	

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<u>Notification of Forthcoming Decisions</u> <i>To endorse the published Notification of Forthcoming Key Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	
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