

# **NOTIFICATION OF DECISIONS**

## **1 NOVEMBER 2016 TO 31 JANUARY 2017**

## **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](mailto: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:

- |  |                    |
|--|--------------------|
| • 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](mailto: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 - 21st November 2016

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><u>Finance Update</u></p> <p>To receive an update on the latest revenue and capital position; and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.</p>	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None		
<p><u>Performance Report: 2nd Quarter 2016/17</u></p> <p>To receive the latest performance information for the period between July to September 2016.</p>	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None		
<p><b><u>Medium Term Financial Planning Update and Initial Savings Proposals</u></b></p> <p>To consider an update on the Council's medium term financial planning position and consider any initial savings proposals as part of the development of the revenue budget 2017/18.</p>	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None	√	
<p><b><u>Issues and Options for Review of the Local Plan for Slough</u></b></p> <p>To agree Issues and Options for the review of Slough's Local Plan which would be the subject of public consultation.</p>	H&U	All	All	Paul Stimpson, Strategic Lead Planning Policy & Projects Tel: (01753) 875820	Planning Committee	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

<b><u>Draft Housing Strategy</u></b> To consider the draft Slough Housing Strategy and consider the arrangements for the public consultation.	H&U	All	All	Mike England, Interim Strategic Director Regeneration, Housing & Resources Tel: 01753 875301	-	None	√	
<b><u>CPO Approvals for Empty Properties</u></b> To seek Cabinet approval to apply for a CPO to bring seven properties back into residential use and remove the blight caused to the neighbourhoods.	H&U	Baylis and Stoke; Cippenham Green; Langley Kederminster ; Wexham Lea	All	Amir Salarkia, Interim Housing Regulation Manager Tel: 01753 875540	-	None	√	Yes, p3 LGA
<b><u>Strategic Acquisition Strategy</u></b> To seek approval to allocate an increased budget for the Strategic Acquisition Strategy to secure additional land and/or investment assets that will improve the Council's financial resilience.	F&S	All	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	None	√	Yes, p3 LGA
<b><u>Lease Slough Refugee Support, 28 Bath Road, Salt Hill Park</u></b> The Cabinet is requested to approve the letting of 28 Bath Road to Slough Refugee Support and to recommend same to full Council on 29th November 2016.	E&L	Chalvey	Regeneration & Environment	Stuart Aislabie, Principal Asset Manager Tel: 01753 477226	-	None	√	
<b><u>Digital Transformation</u></b> To set out the emerging business case considerations for and approach to the Council's digital transformation and seek approval to proceed with the Design Phase as proposed.	DT	All	All	Nick Vat, Business Transformation Manager Tel: 07949 329 645	-	None		

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<u>References from Overview &amp; Scrutiny</u>  <i>To consider any recommendations from the Overview &amp; 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 Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

## Cabinet - 19th December 2016

Item	Port- folio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Finance Update</u>  To receive an update on the latest revenue and capital position; and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None		
<b><u>Council Taxbases for 2017/18</u></b>  To present information on the properties in Slough and their categories of occupation for the purpose of determining the council taxbase for the borough for the 2017/18 financial year.	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None		

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<b><u>Subsidiary Housing Companies Update</u></b>  Further to the Cabinet decisions of 5 <sup>th</sup> September 2016, to receive an update on the establishment of a housing company group structure and business plan.	H&U	All	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	None		Yes, p3 LGA
<b><u>Learning Disabilities Services Reconfiguration Update</u></b>  As agreed at the Cabinet meeting on 17 <sup>th</sup> July 2016, to consider a further report on the progress made in reconfiguring learning disability day services.	H&S	All	All	Alan Sinclair, Assistant Director, Adult Social Care Tel: (01753) 875752	-	None		
<b><u>Trelawney Avenue Redevelopment Plan Progress Report</u></b>  Further to the report to Cabinet on 17 <sup>th</sup> October 2016, to consider a final report on the community hub proposals forming the Trelawney Avenue Redevelopment Plan, subject to the provision of a viable business case, if required.	H&U	Langley Kedermister	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	Trelawney Avenue Update v6, 17/10/2016 Cabinet	√	Yes, p3 LGA
<b><u>RMI Contract - Progress Update</u></b>  To consider a report updating the Cabinet on the procurement of a Repairs, Maintenance & Investment contract and to determine the shortlist of bidders.	H&U	All	All	Mike England, Interim Strategic Director Regeneration, Housing & Resources Tel: 01753 875301	-	None	√	Yes, p3 LGA
<b><u>References from Overview &amp; Scrutiny</u></b>  <i>To consider any recommendations from the Overview &amp; 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 Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
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## Cabinet - 23rd January 2017

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<u>Finance Update</u>  To receive an update on the latest revenue and capital position; and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None	√	
<b><u>Council Tax Support Scheme 2017-18</u></b>  To agree a scheme for the administration of Council Tax support for 2017-18.	F&S	All	All	Stephen Fitzgerald, Interim AD, Finance & Audit Tel: 01753 875358	-	None	√	
<b><u>Five Year Plan 2017-2021</u></b>  To consider the revised Five Year Plan 2017-21, and if approved to recommend to full Council on 31 <sup>st</sup> January 2017.	F&S	All	All	Tracy Luck, Assistant Director Strategy & Engagement Tel: 01753 875518	-	None	√	
<b><u>Slough Housing Strategy</u></b>  To consider the new Slough Housing Council, and if approved to recommend the document to full Council on 31 <sup>st</sup> January 2017.	H&U	All	All	Mike England, Interim Strategic Director Regeneration, Housing & Resources Tel: 01753 875301	-	None	√	

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<u>References from Overview &amp; Scrutiny</u>  <i>To consider any recommendations from the Overview &amp; 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 Decisions.</i>	F&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	

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