

# **NOTIFICATION OF DECISIONS**

## **1 OCTOBER 2018 TO 31 DECEMBER 2018**

Date of Publication: 13<sup>th</sup> September 2018

## **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 - Regeneration & Strategy | Councillor Swindlehurst |
| • Deputy Leader - Transformation & Performance    | Councillor Hussain      |
| • Environment & Leisure                           | Councillor Anderson     |
| • Planning & Transport                            | Councillor Carter       |
| • Regulation and Consumer Protection              | Councillor Mann         |
| • Corporate Finance & Housing                     | Councillor Nazir        |
| • Health & Social Care                            | Councillor Pantelic     |
| • Children & Education                            | Councillor Sadiq        |

## **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](#).

For further information, contact Democratic Services on 01753 875120.

## Cabinet - 15th October 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Medium Term Financial Strategy Update</u></b></p> <p>To consider an update on the Council's Medium Term Financial Strategy and financial planning assumptions.</p>	R&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><b><u>Treasury Management Strategy Update</u></b></p> <p>To receive an update on the performance against the Treasury Management Strategy, as approved by Council in February 2018.</p>	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><b><u>LWP Update</u></b></p> <p>Further to the Cabinet report on 18<sup>th</sup> January 2018, to receive an in-year update on Local Welfare Provision spend and activity.</p>	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><b><u>Increase in Fees for Pest Control and Confined Stray Dog Collection contracted service</u></b></p> <p>To consider an increase in service charge fees for Pest Control and Confined Stray Dog Collection.</p>	F&H	All Wards	All	Ian Blake, Neighbourhood Manager Tel: 07917 092909	-			

**Portfolio Key** – R&S = Regeneration and Strategy, T&P = Transformation & Performance, E & L = Environment and Leisure, C&E = Children & Education, P & T = Planning & Transport, R & C = Regulation and Consumer Protection, H & S = Health and Social Care, F&H = Corporate Finance & Housing

**Bold** – Key Decision

Non-Bold – Non-Key Decision

*Italics* – Performance/Monitoring Report

<p><b><u>Council HQ Relocation to Town Centre Update</u></b></p> <p>To receive an update and take any necessary decisions on the relocation of the Council HQ to the town centre including fit out, transport and parking, energy conservation, IT, future of the cashier service and associated estate matters.</p>	R&S	All	All	Joe Carter, Director of Regeneration Tel: (01753) 875653	-	None		Yes, p3 LGA
<p><b><u>SMP Remodelling Options Appraisal</u></b></p> <p>To consider a report on the options appraisal for remodelling of St Martin's Place following the relocated of the Council's HQ to the town centre.</p>	R&S	Chalvey	All	Joe Carter, Director of Regeneration Tel: (01753) 875653	-	None	√	Yes, p3 LGA
<p><b><u>Asset Disposal Report</u></b></p> <p>Further to the Cabinet decision of 29<sup>th</sup> May 2018, to consider a report on the potential to dispose of assets to reduce the Council's borrowing costs following a performance review of assets.</p>	R&S	All	All	Joe Carter, Director of Regeneration Tel: (01753) 875653	-	None	√	Yes, p3 LGA
<p><b><u>New Animal Licensing Fees</u></b></p> <p>To agree a new schedule of fees for animal licensing.</p>	R&C	All	All	Michael Sims, Licensing Manager Tel: 01753 47	-	None	√	

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

<b><u>Contract in Excess of £250,000 - Talent Management System</u></b>  To seek authority to commence tendering for a Talent Management System to support the implementation and long term development of The Slough Academy.	C&E, F&H	All	All	Surjit Nagra, HR Business Partner Tel: (01753) 875727	-	None	√	
<b><u>References from Overview &amp; Scrutiny</u></b>  <i>To consider any references from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i>	T&P	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None		
<b><u>Notification of Forthcoming Decisions</u></b>  <i>To endorse the published Notification of Decisions.</i>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

## Cabinet - 19th November 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>Performance &amp; Projects Report Q2 2018/19</u></b>  To receive a report on the progress against the Council's balanced scorecard indicators and key projects for 2018-19.	T&P	All	All	Dean Tyler, Service Lead Strategy & Performance Tel: (01753) 875847	-	None		

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

<u>Quarterly Financial Update - Revenue, Quarter 2 2018/19</u>  To receive an update on the latest revenue position; and to consider any write off requests, virements and any other financial decisions requiring Cabinet approval.	F&H	All	All	Barry Stratfull, Service Lead Finance Tel: (01753) 875748	-	None		
<u>Quarterly Financial Update - Capital, Quarter 2 2018/19</u>  To receive an update on the capital programme to for the second quarter of the year.	F&H	All	All	Barry Stratfull, Service Lead Finance Tel: (01753) 875748	-	None		
<u>References from Overview &amp; Scrutiny</u>  <i>To consider any recommendations from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i>	T&P	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>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		

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



## Cabinet - 17th December 2018

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>Council Taxbases for 2019/20</u></b></p> <p>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 2019/20 financial year.</p>	F&H	All	All	Barry Stratfull, Service Lead Finance Tel: (01753) 875748	-	None	√	
<p><u>References from Overview &amp; Scrutiny</u></p> <p><i>To consider any references from the Overview &amp; Scrutiny Committee and Scrutiny Panels.</i></p>	T&P	All	All	Shabana Kauser, Senior Democratic Services Officer Tel: 01753 787503	-	None	√	
<p><u>Notification of Forthcoming Decisions</u></p> <p><i>To endorse the published Notification of Decisions.</i></p>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None	√	

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