

# **NOTIFICATION OF DECISIONS**

## **1 JANUARY 2019 TO 31 MARCH 2019**

Date of Publication: 21<sup>st</sup> December 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 - 21st January 2019

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><b><u>HRA Rents &amp; Service Charges 2019/20</u></b></p> <p>To consider the Housing Revenue Account rent and service charge for 2019/20 and, if agreed, recommend the changes to full Council.</p>	F&H	All	All	Neale Cooper, Head of Finance (Transformation) Tel: (01753) 875417	NCS Panel	None		
<p><b><u>Council Tax Support Scheme 2019-20</u></b></p> <p>To agree a scheme for the administration of Council Tax support for 2019-20.</p>	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<p><b><u>Delegation of CHC Commissioning, Placement, Procurement and Contract Management Functions</u></b></p> <p>To agree that the Continuing Health Care (CHC) commissioning, procurement and contract management functions be delegated through a Section 75 Agreement to Slough Borough Council. In addition the report will outline the longer term ambitions to integrate CHC assessment and review with Bracknell Forest Council, and will outline the IT, HR, GDPR implications.</p>	H&S	All	All	Alan Sinclair, Director of Adults and Communities Tel: (01753) 875752	-	None	√	

**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

<b><u>Business Rates Policies - Retail Discounts 2019/20</u></b>  To agree a Council policy for the financial year 2019-20 in respect of Business Rates Retail Discount as announced in the Autumn Budget 2018.	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None	√	
<b><u>Nova House Update</u></b>  Further to the decisions taken by the Cabinet on 6 <sup>th</sup> October 2017 leading to the acquisition Nova House, Slough to improve fire safety, the Cabinet will receive an update and take any necessary decisions on future arrangements.	F&H	Central	All	Joe Carter, Director of Regeneration Tel: (01753) 875653	-	None	√	Yes, p3 LGA
<u>References from Overview &amp; Scrutiny</u>  <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		
<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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## Cabinet - 4th February 2019

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<p><u>Quarterly Financial Update - Revenue, Quarter 3 2018/19</u></p> <p>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.</p>	F&H	All	All	Barry Stratfull, Service Lead Finance Tel: (01753) 875748	O&S	None		
<p><u>Quarterly Financial Update - Capital, Quarter 3 2018/19</u></p> <p>To receive an update on the capital programme for the third quarter of the year.</p>	F&H	All	All	Barry Stratfull, Service Lead Finance Tel: (01753) 875748	-	None		O&S
<p><b><u>Five Year Plan 2019-2024</u></b></p> <p>To consider, and if agreed, to recommend to Council the refreshed Five Year Plan setting out the Council's strategic priorities.</p>	R&S	All	All	Dean Tyler, Service Lead Strategy & Performance Tel: (01753) 875847	-	None		
<p><b><u>Revenue Budget 2019/20 and MTFS 2019-2023</u></b></p> <p>To consider, and if agreed, to recommend to Council the Revenue Budget 2019/20 and the Medium Term Financial Strategy 2019-2023.</p>	R&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S, 31/1/19	None		

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Non-Bold – Non-Key Decision

*Italics* – Performance/Monitoring Report

<b><u>Capital Strategy 2019-2024</u></b> To consider, and if agreed, to recommend to Council the Capital Strategy for the period between 2019-2024.	R&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S, 31/1/19	None		
<b><u>Treasury Management Strategy 2019/20</u></b> To consider, and if agreed, to recommend to Council the Treasury Management Strategy for 2018/19.	R&S	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	O&S, 31/1/19	None		
<b><u>Cashier's Service Update</u></b> Further to the decisions of the Cabinet on 15 <sup>th</sup> October 2018, to consider the options and take further decisions arising from the investigative work on the future provision of the Council's cashier's service.	F&H	All	All	Neil Wilcox, Director of Finance and Resources (Section 151 Officer) Tel: 01753 875358	-	None		
<b><u>Trelawney Avenue Community Hub</u></b> To receive an update and take decisions on the plans for the Trelawney Avenue Community Hub as part of the wider redevelopment plan previously agreed by Cabinet.	R&S, H&S	Langley Kedermi ster	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	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 the Scrutiny Panels.</i>	T&P	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>	R&S	All	All	Catherine Meek, Head of Democratic Services Tel: 01753 875011	-	None		
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## Cabinet - 18th March 2019

Item	Portfolio	Ward	Priority	Contact Officer	Other Committee	Background Documents	New Item	Likely to be Part II
<b><u>Performance &amp; Projects Report: Quarter 3, 2018/19</u></b>  To receive a report on the progress against the Council's performance indicators, priorities and key projects for the period between October to December 2018.	T&P	All	All	Dean Tyler, Service Lead Strategy & Performance Tel: (01753) 875847	O&S	None		
<b><u>Hub Strategy Update</u></b>  To consider approval of the Council's strategy for the future community hubs in Slough.	H&S, R&S	All	All	Stephen Gibson, Head of Asset Management Tel: 01753 875852	-	None		Yes, p3 LGA
<u>Gender Pay Gap Reporting 2018/19</u>  To receive the annual report on Slough Borough Council's Gender Pay Gap for 2018/19.	H&S, R&S	All	All	Christine Ford, Equality and Diversity Manager Tel: 01753 875069	-	None	√	

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*Italics* – Performance/Monitoring Report

<b><u>Slough Mass Rapid Transit Phase 2</u></b> To consider a report on the progression of Phase 2 of the Slough Mass Rapid Transit scheme eastwards from Slough town centre.	P&T	All	All	Savio DeCruz, Service Lead Major Infrastructure Projects Tel: 01753 875640	-	None		
<b><u>Private Rented Property Licensing</u></b> Further to the Cabinet decisions of 17 <sup>th</sup> September 2018, the receive the response to the consultation, and take any necessary decisions, on the borough wide Additional Licensing Scheme and a Selective Licensing Scheme for the Central and Chalvey wards for private rented sector housing.	F&H	All	All	Amir Salarkia, Interim Housing Regulation Manager Tel: 01753 875540	-	None	√	
<u>References from Overview &amp; Scrutiny</u> <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	√	
<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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