

SIGNIFICANT OFFICER DECISIONS

16 JUNE 2013 TO 15 JULY 2013

DECISIONS

32/13 – 34/13

DATE OF PUBLICATION:

Thursday 25th July 2013

DEADLINE FOR MEMBER CALL-IN:

5.00pm on 1st August 2013

CONTACT:

Nick Pontone

Democratic Services Officer

01753 875120

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 3rd 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 submitted 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.

A copy will be published on Slough Borough Council's Website: www.slough.gov.uk

Ref	32/13
Title of decision	Contract award for a Tender to provide SCOOT equipment on Stoke Road and Farnham Road
Date decision taken	20th June 2013
Decision maker	Procurement Review Board Assistant Director Finance & Audit – Joseph Holmes Head of Legal Services – Amardip Healy Assistant Director Commissioning, Procurement & Shared Services – Joanna Anderson Director of Customer & Community Services – Roger Parkin
Portfolio	Social & Economic Inclusion
Details of decision taken	Competitive Tender Request over £50,000
Reasons for taking decision	Following the conclusion of a compliant and robust tender procedure, Siemens submission was identified as the most economically advantageous tender and as such, have been awarded the contract.
Options considered	Other options available include introduction of Fixed plans but require regular updating.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	Business Case and Tender Evaluation Report restricted as they contain exempt information.

Ref	33/13
Title of decision	Contract award to supply furniture to the Council
Date decision taken	5th July 2013
Decision maker	Procurement Review Board Assistant Director Finance & Audit – Joseph Holmes Head of Legal Services – Amardip Healy Assistant Director Commissioning, Procurement & Shared Services – Joanna Anderson Director Regeneration, Hsg & Resources – Sarah Richards
Portfolio	Finance & Strategy
Details of decision taken	Competitive Tender Request over £50,000
Reasons for taking decision	Following the Council's corporate provider going into liquidation, a tender exercise was carried out to identify a new corporate office furniture provider. A compliant OJEU competitive tender exercise was conducted and Bates Office Services tender was identified as the most economically advantageous to the Council.
Options considered	Not going to tender and ordering as and when required: would result in non compliance to EU Procurement Regulations and the Council's Financial Procedure Rules and therefore this option was not pursued.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	Business Case and Tender Evaluation Report restricted as they contain exempt information.

Ref	34/13
Title of decision	Contract award to lease 2 x modular buildings as temporary classrooms at St Mary's and Godolphin School
Date decision taken	10th July 2013
Decision maker	Procurement Review Board Assistant Director Finance & Audit – Joseph Holmes Head of Legal Services – Amardip Healy Assistant Director Commissioning, Procurement & Shared Services – Joanna Anderson Director of Regeneration, Housing & Resources – Sarah Richards
Portfolio	Education & Children
Details of decision taken	Competitive Tender Request over £50,000
Reasons for taking decision	Both schools have agreed to admit an additional class of children for September 2013. Both schools will have new permanent expansion projects undertaken, however this will take some time and therefore the lease of temporary buildings is required in the mean time.
Options considered	Open tender was considered however due to the urgency an appropriate framework agreement was utilised via the Government Procurement Service.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	Business Case and Tender Evaluation Report restricted as they contain exempt information.

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/services/2026.aspx>

Ref: 13/05 Humber Way Flats Entry System

Petition Received – 31st May 2013

We ask Slough Council to install voice controlled entry gating (or similar) to our flats.

Response Provided – 19th June 2013

Thank you for submitting a petition on behalf of Humber Way residents in respect of installing a controlled door entry system at these blocks.

I am now in a position to update you on this matter as follows;

We have now had an opportunity to consult with residents and discuss any ongoing concerns with Thames Valley Police. As a result, I am pleased to advise that based on our findings it has been agreed that Humber Way will benefit from a controlled door entry system as a measure to reduce anti-social behaviour at this location.

We are currently in discussions with our contractor regarding surveys, costs and programming of works. At present the current contract for door entry systems and upgrades is in the process of being awarded with the legal contract yet to be concluded.

There are a number of priorities in the existing schedule of works that need to be finalised with the successful contractor before a programme of works can be produced and definitive timescales put in place.

I can confirm that Humber Way will be added to the list of priorities with completion scheduled for the end of March 2014. However, delays and slippage may result in completion slightly later, for example, April/May 2014. That said, we are in discussions with the contractor to establish how we can accelerate works once the contract is signed in order that works in this programme can be completed by the end of March 2014. We will be writing to all residents in Humber Way to advise them accordingly.

In the meantime, I thank you for the interest you have shown in this particular matter and trust that this fully responds to your enquiry. Please do not hesitate to contact me should you wish to discuss the matter further.