

SIGNIFICANT OFFICER DECISIONS

16 AUGUST 2013 TO 15 SEPTEMBER
2013

DECISIONS

40/13 – 45/13

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DEADLINE FOR MEMBER CALL-IN:

5.00pm on 25th September 2013

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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 submitting 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	40/13
Title of decision	Decision to commence consultation – retained organisation following school services review and competitive tender
Date decision taken	29th July 2013 (reported now because it was not included in the July-Aug 2013 schedule)
Decision maker	Strategic Director of Wellbeing
Portfolio	Education & Children
Details of decision taken	Following approval by Cabinet to award the school services contract to Cambridge Education the Council commenced a formal consultation on the proposed structure for the retained services of the local authority.
Reasons for taking decision	The Council under the new arrangements has a duty to ensure arrangements are in place to carry out its statutory duties and contract monitoring and performance management responsibilities. The consultation proposals set out arrangements to achieve this. (A copy of the consultation document issued to staff and key stakeholders is available to Members on request from Democratic Services).
Options considered	None
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	Regular reports relating to the progress and outcomes of the school services review presented to Cabinet. These reports and formal tender documentation informed the decision of the Council to outsource school services which in turn informed proposals for the retained organisation structure.

Ref	41/13
Title of decision	Appointment of a consultant
Date decision taken	29th May 2013 (implemented 6th August 2013) (reported now because it was not included in the July-Aug 2013 schedule)
Decision maker	CMT / Strategic Director of Wellbeing
Portfolio	Education & Children
Details of decision taken	To appoint 2 days a week for a 6 month period an appropriately qualified and experienced children's services consultant to undertake the role of Improvement Programme Manager.
Reasons for taking decision	Following the Ofsted inspection of safeguarding children in 2011 the council has been required to implement an improvement programme and report regularly to a statutory agency and improvement board chaired by an independent person of the council. For the last 6 months of the financial year 2012/13 the council appointed an improvement manager to assist a senior management team. The contract for this assignment ended in March 2013. Following consultation with the corporate management team and improvement board it was deemed appropriate to commission capacity to continue this work during 2013/14.
Options considered	The Senior Management Team considered a number of variations before arriving at the decision to appoint a 2 day per week commission. The appointment was secured following receipt of a number of CVs provided by agencies of experienced and senior children's services officers. The appointment of the Improvement Manager was made through Timothy James Consulting.
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	42/13
Title of decision	Langley Rd/Station Rd, High Street Langley experimental 20mph zone, junction improvements and cycle/pedestrian safety scheme
Date decision taken	22nd August 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Social & Economic Inclusion <i>Note: Leader of the Council consulted in the absence of the Commissioner for Social & Economic Inclusion</i>
Details of decision taken	To approve amendments to the existing experimental scheme in line with proposals received from the Langley Ward Members. A further 3 month phases Phase 3 – 20mph with road humps/speed cushions be trialled following the completion of Phase 2 (Oct 2013 – Jan 2014). Following the completion of Phase 3 – that the public be consulted on which of the 3 options they would prefer to see in the permanent scheme. That the final SD is prepared for the permanent scheme prior to its construction.
Reasons for taking decision	Previous Significant Decisions dated 2nd April & 8th Feb have been made with regard to the experimental scheme for Langley. A meeting was held with Langley Ward Members on 8th August 2013 and the outcome was that the Members would like to see the removal of the road narrowings at the roundabout and that they be replaced with the necessary road humps/speed cushions in order to achieve the required reduction in vehicle speeds to meet DfT requirements. At a further meeting it was acknowledged that the existing experimental scheme needed to complete its trial period in order to collect the comparative data. It was suggested that a further phase be incorporated to examine the value of installing road humps/speed cushions.
Options considered	See previous Significant Decisions February 2013 (Ref 05/13) and April 2013 (Ref 14/13).
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None
Reports considered	None

Ref	43/13
Title of decision	Victoria Road Gating Order
Date decision taken	5th September 2013
Decision maker	Assistant Director, Enforcement & Regulatory Services
Portfolio	Community & Leisure
Details of decision taken	To obtain a resolution to proceed with a statutory consultation for implementing a Gating Order under section 129 of the Highways Act 1980.
Reasons for taking decision	Victoria Rd is located in Central Ward, over the years a section of Victoria Rd has suffered numerous incidents of fly tipping. The section of the road that attracts fly tipping is set back out of sight and is a known hotspot for fly tipping. In June 2013 the land was cleared and a fence installed along Uxbridge Rd to help tackle fly tipping. Due to the ongoing problems with fly tipping, the council proposes to install gates/fencing.
Options considered	None
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None received.
Reports considered	None

Ref	44/13
Title of decision	Provision of Face to Face Interpretation Services
Date decision taken	28th August 2013
Decision maker	Contracts Review Board
Portfolio	All
Details of decision taken	<p>Contract award – sole supplier awarded to DA Languages.</p> <p>The council is required by law to ensure that its services are accessible to those residents of Slough in need, who do not English. We also have a legal duty to protect vulnerable adults and children. Although all council services may require face to face interpretation services, previous demand shows the vast majority of requests are from Children and Families.</p> <p>The existing contract provision ends on 30th September 2013 and the procurement was subject to an open, fully competitive tender process. The new contract will commence on 1st October 2013.</p>
Reasons for taking decision	The existing service provision had been in place since April 2010, following an OJEU compliant competitive tender process. This was extended until September 2013 to allow for another competitive tender process to be conducted. The original 2010 framework could only be extended for a further 1 year period before re-tendering. It was considered that best value to the council would be to re-tender on a sole supplier basis.
Options considered	<p>Contract extension with existing supplier (only possible for 1 year)</p> <p>Utilisation of government frameworks.</p> <p>Open competitive tender process.</p>
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None received.
Reports considered	None

Ref	45/13
Title of decision	Tender for Provision of Home to School Transport
Date decision taken	8th August 2013
Decision maker	Procurement Review Board
Portfolio	Education and Children
Details of decision taken	<p>Tender awarded to multiple suppliers for the Provision of Home to School Transport services. In view of the route pricing submitted by tenderers, routes have been allocated on the basis of the most economically advantageous and an assessment to deliver the services.</p> <p>The duration of the new contract is for 3 years +1 +1.</p>
Reasons for taking decision	The existing contract had already been extended for one year and had to be retendered.
Options considered	N/A
Details of any conflict of interest, disclosable pecuniary interest or non-statutory disclosable interest declared	None received.
Reports considered	Tender Evaluation Report to Procurement Review Board restricted as it contains 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>

None.