

# Bolton Council

**Report to:** Executive Cabinet Member for  
Environmental Services

**Date:** 15<sup>th</sup> August 2016

**Report of:** Director of Chief Executive's  
Department

**Report No:**

**Contact Officer:** Ian D Mulholland

**Tele No:** 33 (1037)

**Report Title:** **Monitoring of Executive Member Decisions**

**Confidential /  
Non Confidential:**

(**Non-Confidential**) This report does **not** contain information which warrants its consideration in the absence of the press or members of the public.

**Purpose:**

The report details the progress of recently taken Executive Member decisions.

The monitoring report will be a regular report to the Executive Member's meeting.

**Recommendations:**

The Executive Member is requested to note the report.

**Decision:**

For noting.

**Background Doc(s):**

**Signed:**

\_\_\_\_\_  
Leader / Executive Member

\_\_\_\_\_  
Monitoring Officer

**Date:**

\_\_\_\_\_

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Date of Meeting	Item and Decision	Action and Progress
23/03/2015	<p><u>Petition requesting additional signage and waiting restrictions around Moss Bank Park, Smithills (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member APPROVED –</p> <ul style="list-style-type: none"> <li>(i) The introduction of waiting restrictions in the area is supported in principle subject to funding being made available;</li> <li>(ii) The installation of improved signage to the overflow car park is supported in principle subject to funding being made available;</li> <li>(iii) The introduction of a, Residents only Parking, on an informal basis is not supported and;</li> <li>(iv) That the Director of Environmental Services be asked to look into the general parking arrangements at Moss Bank Park.</li> </ul>	<p>Parking arrangements in Moss Bank Park to be investigated by Head of Neighbourhood Services.</p>
15/06/2015	<p><u>Washington Street/Hove Street North/Fern Street – Proposed Waiting Restrictions/Loading Bay Order – Objection (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways, Transport and Community Services the Executive Cabinet Member APPROVED –</p> <p>Having considered the objections received and the views of ward members the introduction of the proposed no waiting at any time restriction/loading bay order with the amendments indicated in the report to the ones advertised in March/April 2015.</p>	<p>The highway works to be completed prior to the TRO being made.</p>
Date of Meeting	Item and Decision	Action and Progress
13/07/15	<p><u>Petition from Residents of Mancroft Avenue Regarding Decommissioning of Bolton At Home CCTV (John Pye)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood Police and Community Safety the Executive Cabinet Member CONFIRMED the approach taken by the Council to continue using portable CCTV equipment and that Bolton at Home be recommended to help establish an active neighbourhood Watch in this area.</p>	<p>Waiting for police to supply some data to confirm no problems in the area.</p>
13/07/2015	<p><u>Bolton Food Service Plan, 2015/16 (Linda Duckworth)</u></p>	

	<p>The Executive Cabinet Member for Environmental Services -</p> <p>(i) ENDORSED the Service's food safety delivery programme and that the Council be recommended to approve the Food Service Plan as part of the policy framework.</p> <p>(ii) AGREED that matters around the possible compulsory display of food hygiene certificates be explored further via the LGA.</p> <p>(iii) AGREED that matters around the possible charging for the Food Premises Inspection Service be explored via the LGA.</p>	<p>Delivery plan being implemented.</p> <p>Ongoing delivery of inspection programme.</p> <p>Matters ii and iii raised with LGA, awaiting response.</p> <p>Programme delivery outcomes will be reported as part of the 2016/17 annual food service plan later in the year.</p>
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Date of Meeting	Item and Decision	Action and Progress
16/11/2015	<p><u>Framework of approved Contractors for Social Needs Transport (Kevan Roberts)</u></p> <p>Following a recommendation from the Cabinet Member for Highways, Transport and Community Services the Executive Cabinet Member APPROVED:-</p> <ul style="list-style-type: none"> <li>(i) for the Assistant Director of Waste, Fleet &amp; Community Services to procure taxi, minibus and coach operators using a framework contract agreement to commence on 1<sup>st</sup> September 2016;</li> <li>(II) in a framework contract for Home to School Transport for an initial period of 2 years from 1<sup>st</sup> September 2016 to 31<sup>st</sup> August 2018 with an option at the end of the period to either re-tender or extend the terms of the framework agreement for a further 2 twelve month periods;</li> <li>(iii) a framework contract for School's Swimming Transport for an initial period of 2 years from 1<sup>st</sup> September 2016 to 31<sup>st</sup> August 2018 with an option at the end of the period to either re-tender or extend the terms of the framework agreement for a further 2 year period; and</li> <li>(iv) delegate authority to the Director of Environmental Services to appoint contractors to the framework.</li> </ul>	<p>Tender documentation to be posted on the chest early June 2016.</p>
14/12/2015	<p><u>Procurement of Cleaning and Janitorial Products (Phil Bailey)</u></p> <p>Following a recommendation from the Cabinet Member for Highway, Transport and Community Services the Executive Cabinet Member AGREED to authorise the Corporate Procurement Team to –</p> <ul style="list-style-type: none"> <li>(i) invite tenders for a service for the supply of cleaning and janitorial products in accordance with the Council's Standing Orders relating to Contracts;</li> <li>(ii) act as lead authority on behalf of the contracting authorities for the Association of Greater Manchester Authorities;</li> <li>(iii) appoint the most economically advantageous tenderers to deliver a service for the supply of cleaning and janitorial products in accordance with the tender documents; and</li> <li>(iv) carry out necessary legal formalities.</li> </ul>	<p>Contract currently out to tender via the Corporate Procurement Team.</p> <p>Expected new contract start date: 1<sup>st</sup> May 2016.</p>

Date of Meeting	Item and Decision	Action and Progress
25/01/2016	<p><u>New Contract for Civil Parking Enforcement Services and Car Park Management (Sheila Jackson)</u></p> <p>Following a recommendation from the Cabinet Member for Highway, Transport and Community Services the Executive Cabinet Member –</p> <p>(i) authorised the procurement of a new Civil Parking Enforcement Contract and Car Park Management for Bolton Council, in accordance with the Council's Standing Orders relating to contracts for a term of 1<sup>st</sup> October 2016 to 30<sup>th</sup> September 2021, with an option to extend for a further period of up to 2 years; and</p> <p>(ii) authorised the Borough Solicitor to carry out all necessary legal formalities.</p>	Commenced procurement process to deliver a new CPE contract for 1 <sup>st</sup> October 2016.
25/01/2016	<p><u>Licensing Service Development, 2015/17 (Sarah Schofield)</u></p> <p>The Executive Cabinet Member APPROVED the proposed developments to the Licensing Service, together with proposals in relation to locally set fee, as set out in the report.</p>	<p>Payment Plan went live during April.</p> <p>3 Licensing processes are now online with no need for customers to attend the One Stop Shop.</p>
21/03/16	<p><u>Kearsley Area - Proposed Waiting Restrictions (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways, Transport and Community Services the Executive Cabinet Member for Environmental Services, having considered the representations/petitioners, AGREED to the introduction of the traffic regulation order, as amended and as set out in the report.</p>	Order to be Made and restrictions to be implemented. Date yet to be agreed.
Date of Meeting	Item and Decision	Action and Progress
13/06/16	<p><u>Crompton Ward Area (Various Streets) – Proposed Waiting / Loading Restrictions – Objections (Sean Bamber)</u></p> <p>Following a recommendation from the Cabinet Member for Housing, Procurement and Highways, the Executive Cabinet Member having considered the objections and views of Ward Members AGREED to the introduction of the proposed restrictions with the amendments, as indicated in the report.</p>	Order to be Made and restrictions to be implemented.
13/06/16	<p><u>Review of Bolton Council's Contaminated Land Strategy (Jackie McCracken)</u></p>	

	<p>The Executive Cabinet Member AGREED to recommend that full Council adopts the draft Contaminated Land Strategy, as detailed in the report.</p>	<p>This was approved by Council on 29<sup>th</sup> June, 2016</p>
13/06/16	<p><u>Framework Contract for Taxi Testing Retender, 2017/18 and 2019/2020 (Elizabeth Pritchard)</u></p> <p>The Executive Cabinet Member APPROVED the procurement of a Framework Contract for Taxi Testing 2017/18, with an option to extend for a further two years in 2019/20, as set out in the report.</p>	<p>Advertisement due via the CHEST November 2016</p>
11/07/2016	<p><u>Union Road – Proposed Waiting Restrictions, Objections (Sean Bamber)</u></p> <p>Following a recommendation from the Cabinet Member for Housing, Procurement and Highways, the Executive Cabinet Member, having considered the objections and the views of Ward Members, APPROVED the introduction of the proposed restrictions with the amendments indicated in the report to the ones advertised in November/December, 2015.</p>	<p>Order to be Made and restrictions to be implemented.</p>
11/07/2016	<p><u>Chorley Old Road – Review of Waiting Restrictions, Objections9 (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Housing, Procurement and Highways, the Executive Cabinet Member, having considered the objections and the views of Ward Members, APPROVED the introduction of the traffic regulation order, as amended, as detailed in Appendix 1 to the report.</p>	<p>Order to be Made and restrictions to be implemented.</p>

Date of Meeting	Item and Decision	Action and Progress
11/07/2016	<p><u>Stephens Street – Proposed School Keep Clear Markings, Objections (Sean Bamber)</u></p> <p>Following a recommendation from the Cabinet Member for Housing, Procurement and Highways, the Executive Cabinet Member, having considered the objections and the views of Ward Members, APPROVED the proposal as advertised in April/May. 2016.</p>	Order to be Made and restrictions to be implemented.
11/07/2016	<p><u>Domestic Waste Enforcement Policy (Andrew Bolan)</u></p> <p>The Executive Member for Environmental Services NOTED the report and AGREED to adopt the new procedures regarding the enforcement process and that the fine level be set at £80 with no early repayment option.</p>	New process has now been implemented and is actively in operation across the borough.
11/07/2016	<p><u>Housing Services – Changes to the Management Structure of Lease Management and Furnished Tenancies Services (Cath Conniffe)</u></p> <p>Following a recommendation from the Cabinet Member for Housing, Procurement and Highways the Executive Cabinet Member APPROVED –</p> <ul style="list-style-type: none"> <li>(i) The proposals to delete the posts of Senior Lease Management Officer and Senior Furnished Tenancies Officer and create a new post of Principal Landlord Services Officer;</li> <li>(ii) The creation of a Furniture Options Team Leader position and ring fenced selection from the current Assistant Furnished Tenancies officers; and</li> <li>(iii) The re-grading and re-designation of the Management Support Officer role to Project Support Officer.</li> </ul>	Implementetation of new staffing arrangements are in progress, working in conjunction with HR colleagues

11/07/2016	<p><u>Review of Social Needs Transport Phase 2 – Post Consultation Report (Kevan Roberts)</u></p> <p>Following a recommendation from the Cabinet Member for Special Projects, Transport and Skills, the Executive Cabinet Member APPROVED the final proposals, as set out in the report, subject to the approval of the Head of Paid Service in consultation with the Leader, delegate implementation of the new structure, including voluntary early retirement / flexible retirement / voluntary severance applications to the Director of Place.</p>	<p>Post consultation staff briefings held on 12, 13 July.</p> <p>Finish dates agreed for staff where VER/VS approved to 31<sup>st</sup> August.</p> <p>Write to all staff to confirm new working arrangements from Sept 2016.</p> <p>Implement new staffing structure from Sept 2016.</p>
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