

Bolton Council

Report to: Executive Cabinet Member for Environmental Services

Date: 26th January 2015

Report of: Director of Chief Executive's Department

Report No:

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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:

Date of Meeting	Item and Decision	Action and Progress
02/07/12	<p><u>Claim for Public Rights of Way – Edditch Farm (R Woods)</u></p> <p>A Claim was made for a public right of way from Hengist Street to Leverhulme Park via Edditch Farm. The Cabinet Member declined to make an order based on the evidence submitted by the Claimant.</p> <p>The Claimant appealed to the Planning Inspectorate who allowed the appeal. The Planning inspectorate has directed Bolton Council to make an order modifying the Definitive Map and Statement. . The order was made and advertised on 17th January 2014. The period for objection ended on 19th February, several objections were received.</p>	<p>Legal Services have now referred the matter to the Planning Inspector for a decision.</p>
01/07/13	<p><u>Revised Service Charge Agreements for Bolton Market (Donna Ball)</u></p> <p>The Executive Cabinet Member for Environmental Services AUTHORISED the Markets Services to underwrite a service charge increase in 2014/15 and 2015/16 as outlined in paragraph 7.3 and 7.4 of the report and APPROVED the revised methodology for the calculation of the service charge as outlined in paragraph 6.0 of the report.</p>	<p>This will be progressed as part of the on-going redevelopment scheme.</p>
02/12/13	<p><u>AGMA Convictions Policy Relating to Private Hire and Hackney Carriage Licensing (Elizabeth Pritchard)</u></p> <p>The Executive Cabinet Member for Environmental Services AGREED to the undertaking of a consultation exercise as detailed in the report and following this consider the adoption of the AGMA Convictions Policy and implementation of the proposals regarding the future hearing indecency cases.</p>	<p>Consultation ends February 2014. Comments will then be considered.</p> <p>Consultation complete comments and consideration to be reported to Exec Member April 14.</p> <p>Further development work across all AGMA LA's. Revised policy to be resubmitted for approval.</p>

Date of Meeting	Item and Decision	Action and Progress
6/01/14	<p><u>Term Maintenance Contracts for Specialist Highway Surface Treatments (K Walker)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member NOTED the report and gave APPROVED that officers be permitted to procure a new term maintenance contract for surface dressing and also in respect of a new term maintenance contract for micro asphalt and slurry works.</p>	<p>Advice received from Legal Services that the contract should be procured as a framework. Officers to revise tender documents accordingly.</p>
06/01/14	<p><u>Proposals for increased Period of Validation of Private Hire and Hackney Carriage Vehicle Licenses (Elizabeth Pritchard).</u></p> <p>The Executive Cabinet Member considered the proposals and APPROVED the report subject to the deletion of the word revoke in paragraph 2.7 of the report and the insertion therefor of the word suspend.</p>	<p>Aiming to put procedures in place and implement new proposals from April 2014.</p> <p>Implementation will need to be deferred until fees and charges agreed, aim to introduce 1st September 14.</p> <p>Pilot to be conducted with one approved garage first, aiming for October 2014.</p>
03/02/14	<p><u>Review of the Management of Allotments (Malcolm Russell)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services the Executive Cabinet Member Leader AGREED the proposals contained in the report, namely:-</p> <ul style="list-style-type: none"> (i) The request from Harpers Lane Allotments Ltd for a Business Tenancy for part or all of the Harpers Lane Allotments site. (ii) Authorise the Director of Environmental Services to enter into 'Operational Management' arrangements with other allotment sites who wish to do so. 	<p>Discussions ongoing</p> <p>Number of OMAs now in place and others being progressed.</p>

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03/03/14	<p><u>Approval to Tender for the Supply of Tyres and Associated Services to Fleet Management (Andrew Wood)</u></p> <p>Following a recommendation from the Cabinet for Waste and Recycling the Executive Cabinet Member AGREED to grant approval for Vehicle Fleet Management to tender for the supply and fit of tyres and associated services provided and allow the Council to award the tender on a best value basis.</p>	<p>Tender documents were reviewed on 29.10.14 and a Tyre Contractor has been nominated. (J.A Tyres LTD) Procurement & Legal to award contract.</p>
03/03/14	<p><u>Review of Provision of Bowling Greens and Associated Facilities (Malcolm Russell)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services Executive Cabinet Member –</p> <p>(i) APPROVED the criteria set out in the report for prioritising the retention of bowling greens and associated facilities.</p> <p>(ii) Authorise the Director of Environmental Services to utilise the criteria to identify sites for potential closure to achieve the savings required by the approved Neighbourhood and Regulatory Services and any subsequent budget reductions; and</p> <p>(iii) Authorise the Director of Environmental Services, in consultation with the Chief Executive Cabinet Member, to implement the closure and removal of greens and associated facilities identified by the application of the approved criteria to achieve the savings required by the approved Neighbourhood and Regulatory Services and any subsequent approved budget reductions.</p>	<p>2014 usage being identified to enable criteria to be applied.</p> <p>To follow from (ii) above.</p>

Date of Meeting	<u>Item and Decision</u>	Action and Progress
07/04/2014	<p data-bbox="375 376 1082 443"><u>Framework of Approved Contractors for Social Needs Transport) Kevan Roberts)</u></p> <p data-bbox="375 477 1142 577">Following a recommendation from the Cabinet Member for Neighbourhood and Community Services, the Executive Member APPROVED –</p> <ul style="list-style-type: none"> <li data-bbox="375 611 1185 712">(i) The extension of the terms of the framework agreement for a further two twelve month periods from 1st September, 2014; and <li data-bbox="375 745 1155 880">(ii) Prior to the extension, allow providers on the framework the opportunity to refresh their vehicle information and pricing schedule, as indicated in the report. 	<p data-bbox="1209 611 1509 779">Closing date for framework contractors to update vehicle information and prices is 4th June.</p>
07/04/2014	<p data-bbox="375 913 1010 981"><u>Approval to Tender for Bin Cleaning, Repair and Refurbishment (Mark Hoban/Jackie Lindley)</u></p> <p data-bbox="375 1014 1142 1115">Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AGREED –</p> <ul style="list-style-type: none"> <li data-bbox="375 1149 1166 1249">(i) To tender for bin cleaning, repair and refurbishment services using the specification provided in Appendix 1; and <li data-bbox="375 1417 1155 1518">(ii) Delegate authority to the Director of Environmental Services to award the successful tenderer on a best value basis. 	<p data-bbox="1209 1149 1505 1384">Due to be advertised on the procurement chest last month (Dec) but unplanned sickness absence has created a delay until January</p>
14/07/2014	<p data-bbox="375 1547 1142 1615"><u>Winter Hey Lane Zebra Crossing – Results of Consultation (Nicola Smithies)</u></p> <p data-bbox="375 1648 1166 1850">Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member AGREED, having considered the objections and the views of ward councillors APPROVED the implementation of the scheme shown on drawing 123183-01, as set out in the report.</p>	<p data-bbox="1209 1648 1437 1749">Works due to commence 20 January 2015</p>

Date of Meeting	<u>Item and Decision</u>	Action and Progress
14/07/2014	<p data-bbox="371 327 975 360"><u>Behaviour Change Enforcement (Andy Bolan)</u></p> <p data-bbox="371 394 1166 562">Following a recommendation from the Cabinet Member for Community Services the Executive Cabinet Member for Environmental Services NOTED the information presented in the report and APPROVED the process flow chart appended to the report.</p>	<p data-bbox="1206 394 1477 562">Aiming to put procedures in place and implement new proposals from September 2014.</p> <p data-bbox="1206 577 1485 678">The new Section 46 Notices are currently in production.</p>
18/08/2014	<p data-bbox="371 707 826 741"><u>Fuel Card Contract (Laura Swann)</u></p> <p data-bbox="371 775 1174 875">The Executive Cabinet Member APPROVED the purchase of fuel from Allstar, through the CCS framework for the next 3 years, with the option to extend for 1 year.</p>	<p data-bbox="1206 775 1501 909">The new contract is now in place and 96% of new fuel cards have been issued.</p>
22/09/2014	<p data-bbox="371 943 1126 1010"><u>Clarence Street / All Saints Street – Waiting Restrictions / Prohibition of Driving – Objections (Sean Bamber)</u></p> <p data-bbox="371 1043 1174 1279">Following a recommendation from the Executive Cabinet Member for Highways and Transport, the Executive Cabinet Member, having considered the objections and the views of ward members, APPROVED the introduction of the proposed no waiting at any time restriction / prohibition of driving order with the amendments indicated in the report to the ones advertised in June/July, 2014.</p>	<p data-bbox="1206 1043 1485 1178">Work will be implemented as part of the 278 works for the scheme</p> <p data-bbox="1206 1193 1390 1261">Action: Close comments</p>
22/09/2014	<p data-bbox="371 1312 1054 1379"><u>Approval for Procurement of Horticultural Machinery (John Sharrock)</u></p> <p data-bbox="371 1413 1094 1547">(a) Following a recommendation from the Cabinet Member for Community Services, the Executive Cabinet Member authorised the Director of Environmental Services to:</p> <p data-bbox="472 1581 1166 1715">(i) Procure horticultural machinery (via the Corporate Procurement Team) in accordance with the Council's Standing Orders relating to procurement; or</p>	<p data-bbox="1206 1413 1493 1514">Tender on the Chest. Tenders due back 7 Jan 2015.</p>

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	<ul style="list-style-type: none"> (ii) Carry out a mini tender under and then place an order under an existing framework agreement (which has been made available to the Council) for horticultural machinery hire and maintenance; (iii) Appoint the successful tenderer to supply horticultural machinery in accordance with the tender documents; and (b) Following a recommendation from the Cabinet Member for Community Services, the Executive Cabinet Member authorised the Borough Solicitor to carry out all the necessary legal formalities. 	
22/09/2014	<p><u>Approval for Procurement of the Weeds Spraying Service (John Sharrock)</u></p> <p>Following a recommendation from the Cabinet Member for Community Services, the Executive Cabinet Member -</p> <ul style="list-style-type: none"> (i) Authorised the Director of Environmental Services to procure a weed spraying service (via the Corporate Procurement Team) in accordance with the Council's Standing Orders relating to Contracts; (ii) Appoint the successful tenderer to deliver a weed spraying service in accordance with the tender documents; and (iii) Authorised the Borough Solicitor to carry out all necessary legal formalities. 	<p>Tender documents being prepared.</p> <p>Tender due on Chest early December for return in January.</p>
22/09/2014	<p><u>Approval for Procurement of Pavement Sweeper Replacements (John Sharrock)</u></p> <p>Following a recommendation from the Cabinet Member for Community Services, the Executive Cabinet Member AUTHORISED -</p> <ul style="list-style-type: none"> (i) The Director of Environmental Services to determine the most effective procurement route in respect of the required pavement sweeper replacements and to either: 	<p>Tender documents being prepared.</p>

(a) Procure and appoint a contractor to deliver pavement sweeper hire and maintenance in accordance with the Standing Orders relating to Contracts; or

(b) Join, carry out a mini tender under and then place an order under an existing framework agreement (which has been made available to the Council) for pavement sweeper hire and maintenance.

(ii) That the Borough Solicitor be asked to carry out all necessary legal formalities.

Date of Meeting	<u>Item and Decision</u>	Action and Progress
22/09/2014	<p><u>The Food Service Plan (Julia Hall)</u></p> <p>The Executive Cabinet Member ENDORSED the food safety delivery programme, as set out in the report and recommended that full Council approves the Food Service Plan as part of the policy Framework.</p>	Food Team implementing the food service delivery programme.
20/10/2014	<p><u>Approval to Tender for School Meals Information and Monitoring System (Elaine Long)</u></p> <p>Following a recommendation from the Cabinet Member for Community Services the Executive Cabinet Member granted the Assistant Director of Community Services APPROVAL to tender for the services detailed in the report and also delegate AUTHORITY to the Assistant Director of Community Services to award the contract to the successful bidder.</p>	<p>ongoing</p> <p>Draft Tender completed submitted to procurement 29.10.14.</p> <p>Procurement meeting with legal 06.11.14.</p> <p>Tender document scheduled to be uploaded to the chest 07.11.14 pending outcome from legal.</p>
20/10/2014	<p><u>The Security Guarding Contract (Paul Bolton)</u></p> <p>Following a recommendation from the Cabinet Member for Community Services the Executive Cabinet Member for Environmental Services granted APPROVAL for the Assistant Director of Waste, Fleet and Community Services to tender the Security Guarding Contract and also delegate AUTHORITY to the Director of Environmental Services to award the contract to the successful tenderer to commence in May 2015.</p>	<p>Security and Response are now working with Council Procurement service to tender the Security Guarding contract.</p> <p>Tenders (ITT) to be available by Dec/Jan and new contract in place by May 2015.</p>
20/10/2014	<p><u>Approval to Tender for the Ad Hoc Delivery of Refuse and Recycling (Laura Swann)</u></p> <p>The Executive Cabinet Member granted APPROVAL for the Assistant Director of Community Services to tender for the ad hoc delivery of refuse and recycling bins and delegate authority to the Assistant Director of Community Services to award the contract to the successful companies.</p>	The Tender is currently live on the CHEST with a closing date of the end of January..

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20/10/2014	<p><u>Approval to Tender for Various Vehicle Fleet Management Supplies (Laura Swann)</u></p> <p>Following a recommendation from the Cabinet Member for Community Services the Executive Cabinet Member Agreed to –</p> <ul style="list-style-type: none"> (i) Grant approval for the Assistant Director of Community Services to tender for the supplies and services detailed in the report; (ii) Delegate authority to the Assistant Director of Community Services to award the contracts listed in this report to the successful companies; and (iii) Approve the waiving of Standing Orders detailed in the report. 	<p>An action plan is in place to tender the work over the next 6 months.</p> <p>The Lubricant contract and short term hire contract are now in place and being used.</p>
17/11/2014	<p><u>Asset Protection Scheme(Bernard Catterall)</u></p> <p>Following a recommendation from the Cabinet member for Highways and Transport the Executive Cabinet Member AGREED -</p> <ul style="list-style-type: none"> (i) To approve the delegation of the power to carry out investigatory works under Section 72 of the New Road and Street Works Act 1991 and any inspections or works required as a result of such investigatory works to Salford City Council, as detailed in the report; and (ii) To authorise the Borough Solicitor to carry out all formalities. 	<p>Work will be implemented as part of the 278 works for the scheme</p> <p>Action: Close comments</p> <p>The Asset Protection Scheme legal agreement has now been signed off by both Bolton & Salford's Legal Services.</p> <p>Action Complete.</p>

17/11/2014	<p><u>New Antisocial Behaviour Enforcement Legislation (Rafael Martinez)</u></p> <p>The Executive Cabinet Member AGREED -</p> <ul style="list-style-type: none"> (i) That the new anti-social behaviour powers are adopted by the Council with appropriate amendments to the Council's Scheme of Delegation, officer authorisation and policies and procedures for implementation; (ii) The continued use of Fixed Penalty Notices for non-compliance of a Community Protection Notice and Public Space Protection Order as set out in the report with an upper charge limit of £100.00 and an early payment charge of £75.00; (iii) The transitional arrangements for the Public Space Protection Order which include the following designated public place orders, gating orders and dog control orders; (iv) Delegate to the Director of Environmental Services, in consultation with the Executive Cabinet Member, to approve the arrangements for the Anti-Social Behaviour Case Review Procedure; and (v) Instruct Officers to prepare an electronic briefing note on the new changes and to arrange a seminar inviting all elected members. 	The Scheme of delegation will go to council for approval on 3.12.14.
15/12/2014	<p><u>Petition Requesting Traffic Speed Reduction Measures on Fredrick Street, Farnworth (John Davies/Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member APPROVED the following:-</p> <ul style="list-style-type: none"> (i) That the request for speed reduction measures on Fredrick Street is not supported; and (ii) That the introduction of a 20 mph speed limit within the Fredrick Street area of Farnworth is supported in principle but not progressed unless an appropriate funding stream is identified. 	<p>No further action</p> <p>Funding not yet identified</p>

15/12/2014	<p><u>Compliance with the Waste Regulations, 2011(Laura Swann)</u></p> <p>The Executive Cabinet Member AGREED to:-</p> <p>(i) Recognise that consideration was given to amending Table 15 in Appendix 1 to provide information for Bolton Council Alone, but it was deemed not necessary due to the complications of the PFI arrangements;</p> <p>(ii) Adopt the assessment of the separate collection of recyclables (Appendix A), carried out by the Greater Manchester Waste Disposal Authority as compliance for Bolton with the Waste (England and Wales) Regulations 2011; and</p> <p>(iii) Recognise that the Greater Manchester Assessment of compliance with the regulations will be reviewed every 2 years or in the event of the key triggers detailed in section 9 of Appendix 1.</p>	No further action required. Assessment adopted.
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