

Bolton Council

Report to: Executive Cabinet Member for
Environmental Services

Date: 23rd February 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>Following completion of the advertisement of the order. The matter will be referred back to the Planning Inspector. It is likely they will inform us of how they wish to proceed by mid-March 2015.</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>Existing Framework Contract for Highway Works will be utilised to procure specialist works (action now completed)</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 data-bbox="379 309 1182 376"><u>Approval to Tender for the Supply of Tyres and Associated Services to Fleet Management (Andrew Wood)</u></p> <p data-bbox="379 409 1182 577">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 data-bbox="1214 409 1501 678">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 data-bbox="379 712 1182 779"><u>Review of Provision of Bowling Greens and Associated Facilities (Malcolm Russell)</u></p> <p data-bbox="379 824 1182 925">Following a recommendation from the Cabinet Member for Neighbourhood and Community Services Executive Cabinet Member –</p> <ul data-bbox="379 958 1182 1516" style="list-style-type: none"> <li data-bbox="379 958 1182 1059">(i) APPROVED the criteria set out in the report for prioritising the retention of bowling greens and associated facilities. <li data-bbox="379 1093 1182 1261">(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 <li data-bbox="379 1294 1182 1516">(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 data-bbox="1214 1093 1501 1193">2014 usage being identified to enable criteria to be applied.</p> <p data-bbox="1214 1294 1501 1361">To follow from (ii) above.</p>

Date of Meeting	<u>Item and Decision</u>	Action and Progress
07/04/2014	<p><u>Framework of Approved Contractors for Social Needs Transport) Kevan Roberts)</u></p> <p>Following a recommendation from the Cabinet Member for Neighbourhood and Community Services, the Executive Member APPROVED –</p> <ul style="list-style-type: none"> (i) The extension of the terms of the framework agreement for a further two twelve month periods from 1st September, 2014; and (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>Closing date for framework contractors to update vehicle information and prices is 4th June.</p>
07/04/2014	<p><u>Approval to Tender for Bin Cleaning, Repair and Refurbishment (Mark Hoban/Jackie Lindley)</u></p> <p>Following a recommendation from the Cabinet Member for Waste, Recycling and Housing, the Executive Cabinet Member AGREED –</p> <ul style="list-style-type: none"> (i) To tender for bin cleaning, repair and refurbishment services using the specification provided in Appendix 1; and (ii) Delegate authority to the Director of Environmental Services to award the successful tenderer on a best value basis. 	<p>Due to be advertised on the procurement chest before the end of the year. New contract start date of 1 April 2015.</p>
14/07/2014	<p><u>Winter Hey Lane Zebra Crossing – Results of Consultation (Nicola Smithies)</u></p> <p>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>Works currently on site and awaiting ENW connections.</p> <p>Expected completion early March.</p>

Date of Meeting	<u>Item and Decision</u>	Action and Progress
14/07/2014	<p><u>Behaviour Change Enforcement (Andy Bolan)</u></p> <p>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>Aiming to put procedures in place and implement new proposals from September 2014.</p> <p>The new Section 46 Notices are currently in production.</p>
18/08/2014	<p><u>Fuel Card Contract (Laura Swann)</u></p> <p>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>Contract awarded to Allstar. New cards distributed to staff Dec / Jan with new fuel card policy.</p>
22/09/2014	<p><u>Clarence Street / All Saints Street – Waiting Restrictions / Prohibition of Driving – Objections (Sean Bamber)</u></p> <p>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>Completed</p>
22/09/2014	<p><u>Approval for Procurement of Horticultural Machinery (John Sharrock)</u></p> <p>(a) Following a recommendation from the Cabinet Member for Community Services, the Executive Cabinet Member authorised the Director of Environmental Services to:</p> <p>(i) Procure horticultural machinery (via the Corporate Procurement Team) in accordance with the Council's Standing Orders relating to procurement; or</p>	<p>Tender on the Chest. Tenders due back 7 Jan 2015.</p>

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	<p>(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;</p> <p>(iii) Appoint the successful tenderer to supply horticultural machinery in accordance with the tender documents; and</p> <p>(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.</p>	
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> <p>(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;</p> <p>(ii) Appoint the successful tenderer to deliver a weed spraying service in accordance with the tender documents; and</p> <p>(iii) Authorised the Borough Solicitor to carry out all necessary legal formalities.</p>	<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> <p>(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>	<p>Tender documents being prepared.</p>

	<p>(a) Procure and appoint a contractor to deliver pavement sweeper hire and maintenance in accordance with the Standing Orders relating to Contracts; or</p> <p>(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.</p>	
	<p>(ii) That the Borough Solicitor be asked to carry out all necessary legal formalities.</p>	

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>	This recommendation has now been changed to recommend using the Councils Standing Order CSO5 and a subsequent report is in circulation – Feb 23 rd 2015
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>	Security and Response are now working with Council Procurement service to tender the Security Guarding contract. Tenders (ITT) to be available by Dec/Jan and new contract in place by May 2015.
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 specification is being pulled together and we hope to tender during November/December.
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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(Dave Houghton/ 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>Completed</p> <p>Completed</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; 	<p>The Scheme of delegation will go to council for approval on 3.12.14.</p>

	<p>(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</p> <p>(v) Instruct Officers to prepare an electronic briefing note on the new changes and to arrange a seminar inviting all elected members.</p>	
15/12/2014	<p><u>Petition Requesting Traffic Speed Reduction Measures on Fredrick Street, Farnworth (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member APPROVED the following:-</p> <p>(i) That the request for speed reduction measures on Fredrick Street is not supported; and</p> <p>(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>	<p>No further action</p> <p>Funding not yet identified</p>
26/01/2015	<p><u>Petition Requesting Traffic Calming Measures on Tonge Road, Little Lever Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member APPROVED-</p> <p>(i) That the introduction of traffic calming on Tong Road is not agreed; and</p> <p>(ii) That the introduction of a 20mph speed limit within the Little Lever area is supported in principle but would only be progressed should the required funding be identified.</p> <p>(iii) That the introduction of a 20mph speed limit within the Little Lever area is supported in principle but would only be progressed should the required funding be identified.</p>	<p>Funding not yet identified</p>

26/01/2015	<p><u>Petition Requesting a 20MPH Zone in Little Lever (Joe Fox)</u></p> <p>Following a recommendation from the Cabinet Member for Highways and Transport the Executive Cabinet Member APPROVED -</p> <p>(i) That the scheme is not progressed unless an appropriate funding method is identified.</p> <p>(ii) That the introduction of a 20mph speed limit within Little Lever is supported in principle; and</p>	Funding not yet identified
26/01/2015	<p><u>Unauthorised Memorial and Tribute Removal Policy</u> <u>(Kevan Roberts)</u></p> <p>The Executive Cabinet Member APPROVED the implementation of a policy for the removal of unauthorised memorials and tributes in cemeteries, as set out in the report.</p>	