

Key Decisions to be made by Executive members; and Items to be considered in Private at Executive meetings

Between Saturday 1 October 2016 to Monday 31 October 2016 (inclusive)

Notice given under the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Representations to be received by no later than 12 noon on Monday 3 October, 2016

First Published 1 September 2016

Children's Services

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Schools' Model Disciplinary Policy and Guidance Seeking approval by Cabinet so that the Schools' Model Disciplinary Policy can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt. Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;	No	October 2016		Matthew Sampson, Director of Children's Services Chris Ward, Director - Education Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell .gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Schools' Model Grievance Policy and Guidance Seeking approval by Cabinet so that the Schools' Model Grievance Policy can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt. Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;	No	October 2016		Matthew Sampson Director of Children's Services Chris Ward Director - Education Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell. gov.uk Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
CS074 Schools' Model	New and/or amendments				Matthew Sampson, Director of Children's Services
Management of Absence Policy and Guidance Seeking approval by Cabinet so that the Schools' Model Management of Absence Policy can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt. Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;	No	October 2016		Chris Ward, Director - Education Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell. gov.uk Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Schools' Model Redundancy Policy and Guidance Seeking approval by Cabinet so that the Schools' Model Redundancy Policy for School Based Teaching and Non-Teaching staff can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt. Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;	No	October 2016		Matthew Sampson Director of Children's Services Chris Ward Director - Education Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell. gov.uk Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
CS076 Schools' Model Capability Policy and Guidance Details of proposal: Seeking approval by Cabinet so that the Schools' Model Capability Policy for Non-Teaching staff can be recommended to Schools where the Local Authority is the employer for the Governing Bodies to adopt. Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	New and/or amendments to operational policy or policies i.e. policies, standards or rules by which council employees or agents operate and deliver services;	No	October 2016		Matthew Sampson Director of Children's Services Chris Ward, Director - Education Louise Lawrence. HR Business Partner 0121 569 3845 louise_lawrence@sandwell. gov.uk Lakhbir Mahal, Assistant HR Business Partner 0121 569 3855 lakhbir_mahal@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Children's Services – Infrastructure Review To approve revised infrastructure of Children's Services Council Scorecard Priority: Great People Our Children – Sandwell's Future	(b)	Exempt information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority. Information relating to the financial or business affairs of any particular person (including the authority holding that information).	October 2016		Matthew Sampson Director - Children's Services Sharon Moore Director - Children and Families Chris Ward, Director - Education Contact Officers: Jean Butler 01215698476 Jean_butler@sandwell.gov. uk Louise Lawrence 0121 569 3845 Louise_lawrence@sandwell.gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
CS079 Model Schools Pay Policy 2016/17 To approve the new model pay policy for schools Attached and Unattached Council Scorecard Priorities: Great People	(c)	No	October 2016		Matthew Sampson Director of Children's Services Chris Ward Director – Education Louise Lawrence HR Services Consultancy Manager 0121 569 8279 louise_lawrence@sandwell. gov.uk Lakhbir Mahal, Assistant Business Partner/Case Manager 0121 569 3855 lakhbir_mahal@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
CS083 Delivery of Children's Services		Information relating to the financial or business affairs of		Report from Director of	Director of Children's Service Matthew Sampson
To approve the future model of delivery for Children's Services Council Scorecard Priorities: Great Performance - 'Excellent people, excellent council'	(c)	any particular person (including the authority holding that information).	19 October	Children's Services	Contact Officer Matthew Sampson Matthew_sampson@ sandwell.gov.uk

Core Council Services

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
The Provision of a new Oldbury Local. To improve the customer experience by providing a fit for purpose local facility which amalgamates service provision and allows customers to self serve where possible and provides a more personal/face-to-face service to deal with complex and multifaceted issues Council Scorecard Priorities: Great performance Great place Great prospects	(a) (b) (c)	No	19 October 2016	Report, Appraisal Report.	Adrian Scarrott Director - Neighbourhoods Paul Haden Service Manager – Customer 0121 569 3471 Paul_haden@sandwell.gov. uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
The Provision of a new West Bromwich Local. To improve the customer experience by providing a fit for purpose local facility which amalgamates service provision and allows customers to self serve where possible and provides a more personal/face-to-face service to deal with complex and multifaceted issues Council Scorecard Priorities: Great performance Great place Great people Great prospects	(a) (b) (c)	No	19 October 2016	Report, Appraisal Report.	Adrian Scarrott Director - Neighbourhoods Paul Haden Service Manager – Customer 0121 569 3471 Paul_haden@sandwell.gov. uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Grant funding for voluntary sector advice provision 2017/2018 - 2019/2020 To approve the grant funding for voluntary sector advise and information to people with caring responsibilities Score Card Priorities:- Getting the resources right - giving people excellent advice services give the people of Sandwell excellent services and getting more or our money by working closely with our partners in the voluntary sector.	(b) (c)	Information relating to the financial or business affairs of any particular person (including the authority holding that information)	19 October 2016	None	Adrian Scarrott Director – Neighbourhoods Contact Officer: Heather Chinner heather_chinner@sandwell. gov.uk 0121 569 3022

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
CCS14 Corporate Contract Award Awarding of corporate contracts for Advertising, Agency Staffing, Electricity Supply and Physiotherapy Council Scorecard Priorities: Great performance – getting the resources right	(b)	No	October 2016	None	Darren Carter Chief Finance Officer Karen Stringer Procurement Services Manager Karen_stringer@sandwell. gov.uk Neil Whitehouse Senior Category Manager Neil_whitehouse@sandwell. gov.uk

Highways and Environment

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Document s to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Flood Risk Management Service Delivery Arrangements To approve proposed Service Delivery Arrangements with Staffordshire County Council Council Scorecard Priorities: Great People, Great Place, Great Prospects, Great Performance	(c)	No	19 October 2016	None	Nick Bubalo Director- Regeneration & Economy Contact Officer: Nigel Wilkins Group Manager Highway Services 0121 569 4027 Kate Ashley, Strategic Lead Service Improvement 0121 569 2389

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made	Responsible Director Contact Details Report author
Award of Framework Agreements for Highway and Environment To enter into and participate in Framework Agreement to deliver small highway schemes, supply of plant hire and highway electrical connections provided by independent connections Council Scorecard Priorities: Great People, Great Place, Great Prospects, Great Performance	(b)	No	October 2016	None	Nick Bubalo Director- Regeneration & Economy Contact Officer: Nigel Wilkins Group Manager — Development 0121 569 4027

Housing

Housing	•				
Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
HG02 Plastering and Associated Works					
The work comprises of plastering and associated work (to include the removal & refixing of electrical items, radiators, removal & reinstating of kitchens/bathrooms) of a jobbing nature arising at Council owned properties within Sandwell. The Contractor is to support, as and when required, the Plasterers employed directly by Sandwell MBC Council Scorecard Priorities: Great People, Great Place,	(b)	information relating to the financial or business affairs of any particular person (including the authority holding that information)	October 2016	None	Adrian Scarrott Director - Neighbourhoods Matthew Cotter Category Manager Procurement Services 0121 569 6073 Matthew_cotter@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Electrical Repairs and Maintenance The project comprises electrical services to supplement the electrical teams in Sandwell Councils Response Repairs, Planned and Cyclical, Aids and Adaption's and Void sections. The project is to provide repair / maintenance, cyclical maintenance and Electrical Installation. Council Scorecard Priorities: Great People, Great Place,	(b)	information relating to the financial or business affairs of any particular person (including the authority holding that information)	October 2016	None	Adrian Scarrott Director - Neighbourhoods Matthew Cotter Category Manager Procurement Services 0121 569 6073 Matthew_cotter@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Supply of Plumbing Parts Supply of Plumbing Parts into the Roway Lane stores for use by Repairs Departments. Council Scorecard Priorities: Great Place	(b)	No	October 2016	None	Adrian Scarrott Director of Neighbourhood Services Wendy Jones Category Manager Procurement Services 0121 569 6098 Wendy_jones@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Roofing Repairs and Parts Tenders are invited for the provision of asphalt, built up felt and sheet and pitched roof repairs. Council Scorecard Priorities: Great People, Great Place,	(b)	information relating to the financial or business affairs of any particular person (including the authority holding that information)	October 2016	None	Adrian Scarrott Director - Neighbourhoods Matthew Cotter Category Manager Procurement Services 0121 569 6073 Matthew_cotter@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Supply and Fit Composite Door Sets Tenders are invited for the supply and fit of fully assembled composite door sets for front and rear of the property as well as fire doors. Council Scorecard Priorities: Great People, Great Place,	(b)	information relating to the financial or business affairs of any particular person (including the authority holding that information)	October 2016	None	Adrian Scarrott Director - Neighbourhoods Matthew Cotter Category Manager Procurement Services 0121 569 6073 Matthew_cotter@sandwell. gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Domestic Ironmongery The project is for the supply of Domestic Ironmongery to include door furniture and UVPC components for use by the Repairs & Maintenance Teams at Roway Lane	(b)	information relating to the financial or business affairs of any particular person (including the authority holding that information)	October 2016	None	Adrian Scarrott Director - Neighbourhoods Matthew Cotter Category Manager Procurement Services 0121 569 6073 Matthew_cotter@sandwell. gov.uk
Council Scorecard Priorities: Great People, Great Place,					

Public Health and Protection

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Commissioning of Drug and Alcohol Service To approve commissioning of drug and alcohol service to reduce the prevalence of substance misuse and associated harms across Sandwell. Council's Scorecard Priority: Great People	(b)	Information relating to the financial or business affairs of any particular person (including the authority holding that information).	19 October 2016	None	David Stevens Director of Adult Social Care, Health and Wellbeing Ansaf Azhar Consultant in Public Health 0121 569 5185 Ansaf_azhar@sandwell.gov. uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Targeted Good Start to Life support. Approval to develop a new service model. Council Scorecard Priorities: Great People Great Prospects	(b)	No	19 October 2016	None	Director of Adult Social Care, Health and Wellbeing Contact Officer: Sarah Farmer Early Years Programme Manager Public Health 0121 569 5058 sarah_farmer@sandwell.gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Charges for pest control treatments in domestic premises To consider the introduction of charges for some pest control treatment in domestic premises, with exemptions for persons meeting certain criteria. Council Scorecard Priorities: GREAT PERFORMANCE - Getting the resources right	(c)	No	October 2016	None	Director of Adult Social Care, Health and Wellbeing Contact Officer: Stephen Gabriel 0121 569 5331 stephen_gabriel@sandwell .gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Young Persons Contraception and Sexual Health Service To seek approval for extension of contract. Council Scorecard Priorities: Great People	(b)	No	19 October 2016	None	David Stevens Director - Adult Social Care, Health and Wellbeing Contact Officer Sarah Farmer Title Early Years Programme Manager 0-19 Number x5058 Email sarah_farmer@sandwell.go v.uk

Social Care

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Day Care Services for Older People To consider the outcome of consultation on the future options for the service. Councils Scorecard Priority: Great People	(c)	No	19 October 2016		David Stevens Director - Adult Social Care, Health and Wellbeing Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest@ sandwell.gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Fountain Court To consider the outcome of consultation on the future options for the service. Councils Scorecard Priority: Great People	(c)	No	19 October 2016		David Stevens Director - Adult Social Care, Health and Wellbeing Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest@ sandwell.gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
Community Alarms and Floating Support Services To review future options for Community Alarms and Floating Support services. Council's Scorecard Priority: Great People	(c)	No	19 October 2016	None	David Stevens Director - Adult Social Care, Health and Wellbeing Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest@ sandwell.gov.uk

Anticipated Decisions	Key Decision Type	Private Item	Date of Decision	List of Documents to be submitted and address where they will be made available	Responsible Director Contact Details Report author
SC11 STAR and Fast Response Service To consider how we remodel and restructure STAR and Fast Response Service specification	(c)	No	19 October 2016	None	David Stevens Director - Adult Social Care, Health and Wellbeing Chris Guest Divisional Manager 0121 569 5495 chris_anne_guest@ sandwell.gov.uk

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 requires local authorities to give 28 days notice (this means 4 full weeks plus 2 days, i.e. 30 days) of:-

- (a) the intention to hold a meeting of the executive in private and the reasons for that decision;(this is applicable to meetings of the Cabinet and its Committees)
- (b) the intention to make a key decision.(this is applicable to all meetings of the executive, including decisions taken by Cabinet Members)

Representations may be made to the Authority about why an item should not be considered in private within the timescales as indicated on the front sheet of the Notice.

This document and the tables to which it relates form the basis of the Notice as required by the Regulations.

Who takes Key Decisions?

The Notice contains matters which it is believed will be key decisions to be taken by the executive during the period of the Notice.

The following series of tables, broken down into the areas of responsibility of each of the Cabinet Members, Cabinet or Cabinet Committees list the items which are likely to be considered as either a key decision or will not be open to the public during their consideration by the executive.

What does the Notice tell me?

What key decisions/private items are likely to be considered during the period of the Notice;

Who is responsible for making those decisions;

Which of the Council's Scorecard Priorities: Great People, Great Place, Great Prospects and Great Performance are affected by the proposals;

A list, where available, of the documents which will be submitted for the consideration of the decision maker in relation to a key decision and an address from which public documents may be obtained;

Any other relevant documents;

Who you can contact for further information or to make representations about proposed private items.

What is a Key Decision?

The Council defines a Key Decision as:

- (a) an executive decision which is likely to result in the Council incurring expenditure which exceeds that included in any approved revenue or capital budget or the limits set out within an approved borrowing or investment strategy and was not the subject of specific grant; or
- (b) an executive decision which is likely to result in the Council incurring expenditure, the making of savings or the generation of income amounting to:
 - £250,000 or more where the service area budget exceeds £10m;
 - £100,000 or more where the service area budget is less than £10m; or
- (c) an executive decision which is likely to be significant in terms of its effect on communities living or working in an area comprising two or more wards of the Borough

The part(s) of the definition which it is considered apply to each of the items listed in this Notice are indicated in the 'Anticipated Decisions' Column.

What is meant by Confidential and Exempt Information?

Confidential information means information given to the Council by a Government Department on terms which prevent its public disclosure or information which cannot be publicly disclosed by statute or by Court Order.

In accordance with Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006, exempt information means information falling within the following 7 categories (subject to any condition):-

- 1. Information relating to any individual.
- 2. Information that is likely to reveal the identity of an individual.
- 3. Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- 5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6. Information which reveals that the authority proposes:-
 - to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - to make an order or direction under any enactment.
- 7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

NOTE - Qualifications on the application of the Exemptions

8. Information falling within Paragraph 3 above is <u>not</u> exempt information if it is required to be registered under any of the following Acts:-

The Companies Act 1985;

The Friendly Societies Acts 1974 or 1992;

The Industrial and Provident Societies Acts 1965 to 1978p;

The Building Societies Act 1986;

The Charities Act 1993.

9. Information is <u>not</u> exempt information if it relates to proposed development for which the local planning authority may grant itself planning permission pursuant to regulation 3 of the Town and Country Planning General Regulations 1992.

10. Information which:-

<u>falls within</u> any of Paragraphs 1 to 7 above; <u>and</u> is <u>not prevented from being exempt by virtue of paragraphs 8 or 9 above,</u>

is exempt information if and so long as, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

How do I find out about an item listed in the Notice?

If you would like any information about an item listed in the Notice, you can contact the person named in the last column of each table. A contact telephone number is provided for you.

How can I make representations?

If you wish to make any representations as to why a proposed Cabinet or Cabinet Committee item should not be considered in private, please contact the Democratic Services Unit on 0121 569 3188 or email democratic_services@sandwell.gov.uk who will refer your representation to the Council's Monitoring Officer. A further notice will be made, five clear days prior to the decision being taken, stating if any representations have been made, what they were and the Monitoring Officer's decision on the matter.

Additional items within the period of the Notice

Should any additional decisions be required, within that part of the Notice which exceeds 28 days, a further Notice will be supplied indicating the details of those additional items and the date by which representations can be made.