

REPORT TO COUNCIL

REPORT OF: THE LEADER

REPORT NO. CAB005

DATE: 6th SEPTEMBER 2007

TITLE:	LEADER'S REPORT ON URGENT KEY AND NON KEY DECISIONS
FORWARD PLAN ITEM:	No
DATE WHEN FIRST APPEARED IN FORWARD PLAN:	N/A
KEY DECISION OR POLICY FRAMEWORK PROPOSAL:	Yes – urgent key decision made on 14 th June 2007

COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION:	Councillor Linda Neal, Leader of the Council	
CORPORATE PRIORITY:	Corporate Governance	
CRIME AND DISORDER IMPLICATIONS:	None	
FREEDOM OF INFORMATION ACT IMPLICATIONS:	Reports taken into consideration in the making of these decisions can be accessed electronically via the Local Democracy link on the Council's website www.southkesteven.gov.uk	
INITIAL EQUALITY IMPACT ASSESSMENT	Carried out and appended to report? Not Applicable	Full impact assessment required? No
BACKGROUND PAPERS:	Report number WCS26; report number ENV375; report number BTIM001	

1. INTRODUCTION

This report is to inform the Council of an urgent key decision taken on the 2nd July 2007 under Access to Information Procedure Rule 16 and two urgent non key decisions taken on 14th June 2007 and 5th July 2007 under Access to Information Procedure Rule 23.4.

2. RECOMMENDATION

Members are asked to note these decisions in accordance with Access to Information Procedure Rule 17.3

3. DETAILS OF REPORT

(i) Urgent Key Decision made on 2nd July 2007: Cabinet minute CO11

Confirmation of arrangements for the processing and handling of dry recyclable materials

DECISION: To authorise officers to continue with the existing arrangements negotiated with Mid UK Recycling Limited for a period of 12 months from the date of the decision.

This decision was taken as a matter of urgency in order to formalise an informal arrangement as quickly as possible for the processing and handling of dry recyclable materials in order to protect the Council's service interests.

(ii) Urgent Non Key Decision made on 14th June 2007 by the Portfolio Holder for Healthy Environment

Expenditure of grant from Dept of Health for implementation of Smoke Prohibition Legislation

Decision:

That approval is granted that the expenditure of the grant received from the Department of Health for the implementation of the regulations imposing the smoking ban in enclosed places which comes in to effect on the 1st July 2007 be as follows:

- **Repeat advertising in local papers in June, also promoting a web based competition, linked to visits to several schools promoting food safety and the benefits of the ban. (£5,000)**

- **Distribution of 50,000 specially designed beer mats promoting the ban and the appropriate disposal of litter, to be given to licensed/catering premises. (£5,500)**
- **Local radio advertising and other agreed joint initiatives across the County (£5,000)**
- **Part funding of a smoke cessation person who will work for 2 days per week for one year in the SKDC area assisting businesses with compliance and staff smoking cessation schemes. These will be businesses, which the council's health and safety enforcement officers would not normally routinely visit, as they are enforced by the HSE.(£10,000)**
- **Employment of a contractor during the summer and autumn to assist with catching up on visit and inspection work, which has been deferred due to smoke legislation related activity. It is also anticipated, based on the experience of Ireland, Scotland and Wales, that there will be surge of enforcement enquiries for the first few months after implementation of the ban.(£23,000)**
- **Subsidy of town centre cigarette waste bins, competition costs, internal training and miscellaneous. (£3,900)**

Total £52,400

This decision was taken as a matter of urgency in order to fully utilise the grant from the Dept. of Health, to maximise the effectiveness of this very important public health measure, and to work in partnership with other stakeholders in Lincolnshire for the optimum benefit of the population of SKDC.

(iii) Urgent on Key Decision made on 5th July 2007 by the Portfolio Holder for Corporate Governance & Housing on behalf of the Portfolio Holder for Access and Engagement.

Decision:

That approval is granted to award a contract to SoftwareAg for the continued development of the CRM system.

This decision was taken as a matter of urgency because the new national unlimited travel concession service is a critical public facing service to be delivered starting January 2008. Data cleansing is a key part of this service and the delivery mechanism requires a fundamental review and update in order to fulfil the statutory needs of the service. The system to be provided is an essential part of the provision.

Delays at this critical time in the project could have a detrimental effect on the delivery of this service in a number of key areas namely, delays with the software development, data cleansing and implementation.

4. OPTION ANALYSIS

As contained in reports WCS26, ENV375, and BTIM001

5. COMMENTS OF MONITORING OFFICER

This report is required in accordance with procedures outlined within the Constitution.

6. CONTACT OFFICERS

Urgent key decision on 2nd July 2007:
Tracey Blackwell
Corporate Head Healthy Environment

Urgent non key decision on 14th June 2007:
David Price
Healthy Communities Service Manager

Urgent non key decision on 5th July 2007:
Andy Nix
Business Transformation and Information Management Service Manager