



HILLINGDON
LONDON



Residents' and Environmental Services Policy Overview Committee

Councillors on the Committee

Susan O'Brien (Chairman)
Mary O'Connor (Vice-Chairman)
Carol Melvin
David Payne
Michael White
David Yarrow
Kuldeep Lakhmana (Labour Lead)
June Nelson

Date: WEDNESDAY, 30 MAY 2012

Time: 5.30 PM

Venue: COMMITTEE ROOM 3A -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

**Meeting
Details:** Members of the Public and
Press are welcome to attend
this meeting

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information.**

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Lloyd White

Head of Democratic Services

London Borough of Hillingdon,

3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW

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Residents' & Environmental Services Policy Overview Committee

Terms of Reference

To perform the policy overview role outlined below:

1. conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. monitor the performance of the Council services within their remit (including the management of finances and risk);
3. comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. consider the Forward Plan and comment as appropriate to the decision-maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);

In relation to the following services:

1. culture, arts and sport including the provision and/or management of museums, art galleries, theatres, archives and local history activities, libraries, leisure centres, swimming pools and other like facilities;
2. lifelong learning;
3. community safety;
4. the provision, planning and management of parks and open spaces, allotments, cemeteries, pitches and other like facilities;
5. transport, highways and parking;
6. waste management and recycling;
7. conservation and biodiversity;
8. safety education;
9. licensing and registration;
10. trading standards;
11. consumer protection;
12. environmental health functions
13. planning and building control
14. the Council's planning policies (including the Unitary Development Plan and other plans for the use and development of land), Local Agenda 21 Strategy and Local Transport (Implementation Plan).

Policy Overview Committees will not investigate individual complaints.

Agenda

Chairman's Announcements

	Page
1 Apologies for Absence	
2 Declaration of Interest in matters coming before this meeting	
3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private	
4 To agree the Minutes of the meetings held on 27 March 2012 and 10 May 2012	1 - 6
5 Review topics discussion - 2012/13	7 - 8
6 Work Programme	9 - 10
7 Forward Plan	11 - 22



HILLINGDON
LONDON

Minutes

**RESIDENTS' AND ENVIRONMENTAL SERVICES
POLICY OVERVIEW COMMITTEE**

27 March 2012

**Meeting held at Committee Room 3 - Civic Centre,
High Street, Uxbridge UB8 1UW**

	<p>Committee Members Present: Councillors Michael Markham (Chairman) Susan O'Brien (Vice-Chairman) Shirley Harper-O'Neill Judy Kelly June Nelson David Yarrow</p> <p>LBH Officers Present: Roger Bearpark (ICT Service Manager) James Rodger (Head of Planning, Trading Standards & Enforcement) Nadia Williams (Democratic Services Officer) Natasha Dogra (Democratic Services Officer)</p>	
55.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies had been received from Councillor David Payne and Councillor Jazz Dhillon.</p>	Action by
56.	<p>TO CONFIRM THAT ALL ITEMS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT ANY ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items on the agenda were marked Part 1 and were therefore considered in public.</p>	Action by
57.	<p>TO AGREE THE MINUTES OF THE MEETING HELD ON 15 FEBRUARY 2012 (<i>Agenda Item 4</i>)</p> <p>Resolved: The Committee agreed the minutes of the meeting held on 15 February 2012.</p>	Action by
58.	<p>TELECOMMUNICATIONS REVIEW: CONSIDERATION OF FINAL REPORT (<i>Agenda Item 5</i>)</p> <p>The Chairman welcomed Roger Bearpark (ICT Service Manager) and James Rodger (Head of Planning, Trading Standards & Enforcement) to the meeting. Members of the Committee thanked Officers for their support during this review. The Chairman of the Committee offered a special thanks to James Rodger for his help with the Planning aspects of the review.</p>	Action by

Officers presented Members with the final report on “Mitigating the environmental effects of telecommunication masts and cabinets in the London Borough of Hillingdon and beyond.” Officers listed the report recommendations as follows:

i. Future Demand:

That the London Borough of Hillingdon Planning Service Officers monitor the development of wireless technology and industry updates and recommend to the Cabinet Member for Planning, Transportation & Recycling how the Council’s planning policies may need to be adapted;

ii. Technical

That the London Borough of Hillingdon’s Highways Department undertake periodic checks to ensure that masts and cabinets are sited where agreed/specified in original application.

That the London Borough of Hillingdon’s Planning department works with Utility Operators to ensure that telecommunication and broadband cabinets are more secure;

That the London Borough of Hillingdon Planning Service requests that when Operators are asked to remove redundant masts and cabinet, they report such activity to the Local Authority Planning Department;

That the Head of Planning requests that operators, as part of their annual roll out plans, identify any obsolete equipment and a timescale for its removal;

That Hillingdon Planning department add a condition to mast approvals requiring obsolete equipment to be removed within one month. The Head of Planning has advised a condition wording which would ensure equipment is removed within one calendar month, thus removing the ambiguity: “All equipment not required for telecommunication purposes shall be removed from the site in its entirety and the site returned to its former state either within one calendar month of the equipment no longer being required or as soon as is reasonably practical, whichever is the sooner.”

iii. Planning

That the Head of Planning requests that all agents submitting applications on behalf of mobile phone operators be required to ensure that all planning proposal coverage maps submitted with proposals tally with the operators most up to date coverage charts;

That Hillingdon’s Corporate Property and Construction Service adopt a more flexible approach to the siting of masts and cabinets on Council owned land, with the Corporate Director for Planning, Environment, Education & Community Services arbitrating when a conflict of opinion is created between the Planning department and the Corporate Property and Construction Service;

That the telecommunications policy in the Development Management Document (DMD) which is being prepared as part of the Local Development Framework reflects the Committee’s recommendations;

That the department of Communities and Local Government is asked to provide more guidance to Local Planning Authorities on dealing with telecommunications infrastructure, taking into account the recommendations of this report;

The telecommunications operators submit with their International Commission on non-ionizing radiation protection (ICNIRP) certificates the signal strength and exclusion zone parameters with each planning application;

iv. Regulation

That Office for Communications (OFCOM) communicate their responsibilities under the Communications Act Section 73(3) to Local Authorities nationwide;

That the London Borough of Hillingdon Planning Department request OFCOM's support in ensuring the sharing of telecommunication equipment;

v. Design

That the results of the 'Street Art' research exercise using funding from the Hillingdon Champion for the Arts be reported back to the Committee and act as a model for future design of telecommunications cabinets exercises;

That Local Authorities ask operators to prepare a catalogue of designs for masts and cabinets from which Local Authority Planning Department's can choose a design appropriate to an area, particularly conservation and historic areas;

vi. Health

That the London Borough of Hillingdon use Freedom of Information (FOI) powers to require ICNIRP monitoring reports of a sample of existing masts in Hillingdon (from a limited sample of sites identified from the planning database) and to report back their findings to the RESPOC committee;

That OFCOM assume responsibility to independently verify that telecommunications operators are complying with ICNIRP health standard.

Members agreed that the recommendations reflected the conclusions of the review. The Chairman asked Officers to circulate photographs which could be placed on the front cover of the report. Officers advised Members that they would take photographs of Cabinets situated in the borough and send these through to the Committee.

Resolved:

- **That Officers would circulate photographs which could be placed on the front page of the final report to Members.**
- **The Committee delegated authority to the Chairman and Labour Lead for final sign off following any minor amendments to the report**

*Nadia Williams /
Natasha Dogra
(Democratic
Services)*

	<ul style="list-style-type: none"> ▪ The Committee agreed the RESPOC final report. 	
59.	<p>FORWARD PLAN (<i>Agenda Item 6</i>)</p> <p>Resolved: The Committee noted the Forward Plan.</p>	<p>Action by</p> <p><i>Nadia Williams / Natasha Dogra (Democratic Services)</i></p>
60.	<p>WORK PROGRAMME 2011/12 (<i>Agenda Item 7</i>)</p> <p>The Chairman of the Committee advised Members that the Hillingdon Khat report had recently been mentioned in the House of Commons by MP James Brokenshire during a debate on legal highs. Officers informed Members that Brent Council had published their final report on Khat and had referred to the Hillingdon Khat report throughout their review – their recommendations reflected those of the London Borough of Hillingdon. The Hillingdon Khat report would also be the first Policy Overview Committee report to be translated into Arabic, following lobbying by local ethnic groups.</p> <p>Resolved: The Committee agreed the Work Programme.</p>	<p>Action by</p> <p><i>Nadia Williams / Natasha Dogra (Democratic Services)</i></p>
<p>The meeting, which commenced at 5.30 pm, closed at 6.20 pm.</p>		

These are the minutes of the above meeting. For more information on any of the resolutions please contact Natasha Dogra on 01895 277 488. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

Minutes**RESIDENTS' AND ENVIRONMENTAL SERVICES
POLICY OVERVIEW COMMITTEE****10 May 2012****Meeting held at Council Chamber - Civic Centre,
High Street, Uxbridge UB8 1UW**

	<p>Committee Members Present: Councillors Susan O'Brien (Chairman) Mary O'Connor (Vice-Chairman) Carol Melvin David Payne Michael White David Yarrow Kuldeep Lakhmana June Nelson</p> <p>LBH Officers Present: Nikki O'Halloran</p>
61.	<p>APPOINTMENT OF CHAIRMAN & VICE-CHAIRMAN (<i>Agenda Item 1</i>)</p> <p>Resolved: That:</p> <ol style="list-style-type: none"> 1. Councillor Susan O'Brien be elected Chairman of the Residents' & Environment Services Policy Overview Committee for the municipal year 2012/2013; and 2. Councillor Mary O'Connor be elected as Vice-Chairman of the Resident's & Environment Services Policy Overview Committee for the municipal year 2012/2013.
	<p>The meeting, which commenced at 20.39 pm, closed at 20.40 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nikki O'Halloran on 01895 277 488. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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RESPOC **Review Topics 2011/12**

Contact Officers: Nadia Williams/ Natasha Dogra
Telephone: 01895 277655/277488

REASON FOR ITEM

To enable the Committee to agree the review it wishes to undertake in the 2012/13 Council year.

OPTIONS OPEN TO THE COMMITTEE

1. Agree a topic for in-depth review in 2012/13

INFORMATION

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the services provided by the Planning, Environment, Education and Community Services Group. The full range of services under the Committee's remit is outlined in the terms of reference at the start of the agenda.
2. Previous experience from both Hillingdon and other Councils indicates that the Committee can have the greatest impact by focusing on a work programme agreed at the start of the Council year. Similarly, focusing upon one or two items at each meeting can help Members engage with the major issues and encourage stakeholder engagement.
3. As in previous years, the Committee is recommended to use this first meeting of the year to set a work programme for the next 12 months and select one or two topics for major review.
4. In selecting topics, Members are reminded of the Committee's work in from 2006 to 2011, which included reviews of:

2006/7

Tackling anti-social behaviour
Increasing recycling and reducing waste
A specialist domestic violence court for Hillingdon

2007/8

Highways maintenance
Community consultation and engagement
Cleanliness of the environment

2008/9

CCTV Strategy
Heritage in Hillingdon

Residents' and Environmental Services Policy Overview Committee 30 May 2012

2009/10

Street Lighting

Illegal Imported Cosmetics and Food

Planning Enforcement – construction and use of back buildings (homes in back gardens).

2010/11

Khat

Town Twinning

2011/12

Mitigating the environmental effects of the telecommunications masts and cabinets in the London Borough of Hillingdon and beyond

SUGGESTED SCRUTINY ACTIVITY

Members agree one or two topics for in-depth review, using the selection criteria below suggested by the Audit Commission and their knowledge of residents' priorities.

Selection criteria recommended by the Audit Commission**(A) Possible Reasons for Scrutiny**

Strong public interest

Government pressure

Included in the council plan or Hillingdon Improvement Programme

Inspection report recommendation (e.g. performance below target)

(B) Scope for Making an Impact

Area within Council's control/influence

High impact on residents

Expertise available on which to draw

Good practice available elsewhere

Agenda Item 6

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2011/12

Contact Officer: Nadia Williams/Natasha Dogra
Telephone: 01895 277688/ 277488

REASON FOR ITEM

All Committee meetings will begin at 5.30 p.m. That the Committee consider revisions to the scheduling of existing meetings based upon review topics during 2012/13 as set out below:

WORK PROGRAMME

30 May 2012	Review Discussion – to discuss and agree potential review topics for 2012/13
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
25 July 2012	Review Discussion – to consider scoping reports on the review topics agreed.
	Quarterly Performance and Budget Reports for consideration.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
20 September 2012	Review 1 Discussion – first witness session.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
18 October 2012	Review 1 Discussion - second witness session.
	Mitigating the Environmental Effects of Telecommunication Masts and Cabinets in the London Borough of Hillingdon and beyond - Review Update Report.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
15 November 2012	Review 1 Discussion – third witness session.
	Consider topics for 2 nd Review
	Statement Policy for Gambling - consultation update.

	Annual Safety at Sports Ground Report – Committee update.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
6 December 2012	First Review – conclusions and recommendations.
	Second Review – Scoping report.
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
22 January 2013	First Review – agree final report.
	Second Review – Witness Session 1.
	Budget Reports for consideration.
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
13 February 2013	Second Review – witness session 2.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
26 March 2013	Second Review – witness session 3.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
24 April 2013	Second Review - final report.
	Work Programme – review the annual work programme.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

FORWARD PLAN MAY 2012 – AUGUST 2012

Contact officer: Nadia Williams
Telephone: 01895 277655

REASON FOR ITEM

The Committee is required by its terms of reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by Cabinet or Cabinet Member).

OPTIONS OPEN TO THE COMMITTEE

- To comment on items going to the Cabinet or Cabinet Members for decision.
- Or to note the items and decide not to comment.

INFORMATION

The Forward Plan

1. The Forward Plan for the following months has been published. Those items that are within this Committee's remit are shown on the attached version of the Forward Plan. The Committee may wish to consider these items and comment to the decision-maker.
2. Committee Members are requested to send in any questions they have on any items in the attached Forward Plan or in the published Cabinet agenda and reports, and to request any officers that they wish to be present to give advice.

SUGGESTED COMMITTEE ACTIVITY

- To consider whether there are comments or suggestions that the Committee wishes to make that will aid Cabinet's decision-making.

The Cabinet Forward Plan

Period of Plan: May to August 2012

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
<p>SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services</p> <p>Cabinet - 24 May 2012</p>									
756	Update on Botwell Green Sports and Leisure Centre	Cabinet will receive an update on contract variations and settlement regarding the building contract.	N/A		Cllr Jonathan Bianco	PEECS - Michael Kinsella			NEW
758	Town centre regeneration	This report provides an update on town centre regeneration within Hillingdon and in particular, progress on improvements within the three town centres which are the focus for regeneration:- Hayes, Ruislip Manor and Northwood Hills. This follows a successful grant award of £2.7m from the Greater London Authority.	All, but directly Botwell, Townfield, Manor and Northwood Hills		Cllr Douglas Mills	PEECS - Jales Tippell	External consultations have been ongoing with ward councillors and the Town Centre Forums set up in Hayes, Ruislip Manor and Northwood Hills.	Sustain, Renew & Prosper: The Hillingdon approach to regeneration 2011-2016 Hillingdon's Core Strategy to 2026	NEW

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
738	Award of contracts for construction related consultancy services	The report will seek approval to accept tenders for construction related consultancy services to be used on a call-off basis as required for projects in the housing works to stock programme. The tenders will be a result of mini competitions from the Cyntra consultants framework and are for CDM coordinator services, building surveying services, M&E engineering services and lift consultant services.	N/A		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	SCH&H - Grant Walker / Boe Williams-Obasi			
734	Award of SAN backup solution	Following a procurement exercises, this report to cabinet will seek approval for the award of a contract for backing up the Council's Storage Area Network (SAN).	N/A		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Steve Palmer			
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			
Cabinet Member Decisions - May 2012									
SI	Standard Items taken each month by the Cabinet Member Residents' and Environmental Services Policy Overview Committee	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
759	Obstructions to Vehicle Crossover Installations	The Cabinet Member will be asked to agree the procedure for dealing with highway obstructions to vehicle crossover installations.	All		Cllr Keith Burrows	PEECS - John Fern			NEW

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services

Cabinet - 21 June 2012

668	Contract Award: Framework Agreement for Support Planning and Brokerage	<p>This report to Cabinet relates to Direct Payments, which enable social care service users to access and control their own fund with which to pay for care services. The Direct Payment Support Service provides independent advice, support and assistance for recipients of Direct Payments to ensure that service users are able to fully benefit from this option.</p> <p>The contract award for this service follows a collaborative tender process across four London boroughs. A framework agreement has been developed with the London Boroughs of Brent, Kensington ad Chelsea and Hammersmith & Fulham. The tender process, being led by Hammersmith & Fulham.</p>	All		Cllr Philip Corthorne & Cllr Seaman-Digby	SCH&H - Paul Feven	Service users, carers and SCHH staff have been consulted in drawing up the service specification and in developing questions to submit to prospective providers at the interview stage.		
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PEECS - Jales Tippell / Vanessa Scott		Previous Cabinet Reports	
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PEECS - Gregory Morrison			
Cabinet Member Decisions - June 2012									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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Cabinet - 26 July 2012

SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	CS - Paul Whaymand			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PEECS - Jales Tippell / Vanessa Scott		Previous Cabinet Reports	
SI	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PEECS - Gregory Morrison			

Cabinet Member Decisions - July 2012

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	
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August

No Cabinet meeting scheduled

Cabinet Member Decisions - August 2012

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	

SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH

SI	Ward Budget Initiative	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All		Cllr Douglas Mills / Cllr Ray Puddifoot	PEECS - Maggie Allen	Local consultation within the Ward undertaken by Ward Councillors	Ward Budget Initiative Cabinet Report & Protocol - 18 December 2008	
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.			as appropriate	Democratic Services		Petitions to the Council	
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action			Cllr Keith Burrows	PEECS David Knowles	Traffic Liaison Group	LAAU Accident Statistics	
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Cllr Keith Burrows	PEECS David Knowles			
SI	To approve write offs, write offs of arrears and compensation payments	To consider write offs that are in excess of £5000 and compensation payments in excess of £1000.			as appropriate	various			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SI	To consider parking management schemes & Traffic Regulation Orders	To consider and decide on the form of parking management schemes including stop and shop schemes at shopping centres. To also consider objections to traffic regulation orders and to decide whether to approve the orders in the light of objections			Cllr Keith Burrows	PEECS David Knowles			
SI	Road Safety Programme, Traffic Congestion Mitigation Programme and School Travel Plan Programme	To approve any schemes in the programmes			Cllr Keith Burrows	PEECS David Knowles	Traffic Liaison Group, Motorists' Forum, Ward Councillors		
SI	London Cycle Network Schemes and Cycling Initiative Schemes	To approve any schemes that are part of the London Cycle Network or are cycling initiative schemes			Cllr Keith Burrows	PEECS David Knowles			
SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member(s) will be asked to consider the approval of projects.	Various		Cllr Douglas Mills & Cllr Jonathan Bianco	PEECS Maggie Allen			
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.			as appropriate	various			

Ref = Social Care, Health & Housing; **Report Title** = Advance information; **Ward(s)** = Planning, Environment, Education & Community Services

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
S1	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		as appropriate	Democratic Services			

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