



HILLINGDON  
LONDON



# Corporate Services and Partnerships Policy Overview Committee

## Councillors on the Committee

Richard Lewis (Chairman)  
Richard Mills (Vice-Chairman)  
Beulah East (Labour Lead)  
Lynne Allen  
Wayne Bridges  
Paul Buttivant  
Raymond Graham  
Carol Melvin

**Date:** MONDAY, 10 JUNE 2013

**Time:** 7.30 PM

**Venue:** COMMITTEE ROOM 2 -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE UB8  
1UW

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

**This agenda and associated  
reports can be made available  
in other languages, in Braille,  
large print or on audio tape on  
request. Please contact us for  
further information.**

**Published:** 28 May 2013

**Contact:** Khalid Ahmed  
Tel: 01895 250833  
Fax: 01895 277373  
Email: [kahmed@hillington.gov.uk](mailto:kahmed@hillington.gov.uk)

This Agenda is available online at:

<http://modgov.hillingdon.gov.uk/ielListDocuments.aspx?CId=243&MId=1684&Ver=4>

Lloyd White  
Head of Democratic Services  
London Borough of Hillingdon,  
3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW  
[www.hillingdon.gov.uk](http://www.hillingdon.gov.uk)



INVESTOR IN PEOPLE

# Useful information

Bus routes 427, U1, U3, U4 and U7 all stop at the Civic Centre. Uxbridge underground station, with the Piccadilly and Metropolitan lines, is a short walk away. Limited parking is available at the Civic Centre. For details on availability and how to book a parking space, please contact Democratic Services

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Please switch off any mobile telephones and BlackBerries™ before the meeting. Any recording of the meeting is not allowed, either using electronic, mobile or visual devices.

If there is a FIRE in the building the alarm will sound continuously. If there is a BOMB ALERT the alarm sounds intermittently. Please make your way to the nearest FIRE EXIT.



## About this Committee

This Policy Overview Committee (POC) will undertake reviews in the areas covered by the Administration and Finance Directorates and can establish a working party (with another POC if desired) to undertake reviews if, for example, a topic is cross-cutting.

This Policy Overview Committee will consider and comment on budget and service plan proposals for the Administration and Finance Directorates.

The Cabinet Forward Plan is a standing item on the Committee's agenda.

The Committee will not consider call-ins of Executive decisions or investigate individual complaints about the Council's services.

To perform the policy overview role outlined above in relation to the following matters:

1. Democratic Services
2. Localism
3. Central Services, incl. Human Resources, ICT, Communications & Legal Services
4. Capital programme, property, construction & facilities management
5. Financial Planning & Financial Services
6. Enforcement and anti-fraud activities
7. Procurement
8. Performance Improvement
9. Economic development & town centres and regeneration
10. Local commerce, employment, skills and job creation
11. Local Strategic Partnership and Sustainable Community Strategy;
12. Community engagement, partnerships and the voluntary sector
13. Equalities and Community Cohesion
14. Community Safety
15. Public Safety & Civil Protection
16. Energy use and carbon reduction
17. Health & Safety
18. Any functions not included within the remit of the other Policy Overview Committees
19. Cross-cutting reviews that cover the remit of other Committees

# Agenda

- 1 Apologies
- 2 Declarations of Interest
- 3 Minutes of Meetings held on 30 April and 9 May 2013 (**Page 1-2**)  
**30 April Minutes “to follow”**
- 4 Exclusion of Press and Public  
To confirm the items of business marked Part I will be considered in public and that the items marked Part II will be considered in private.
- 5 Major Review - Crime Prevention Resources provided by Hillingdon Police by the London Borough of Hillingdon (**Pages 3-24**)
- 6 Discussion on the possible topics for the Committee's next Major Review (**Pages 25-28**)
- 7 Work Programme 2013-14 (**Pages 29-32**)
- 8 Forward Plan (**Pages 33-38**)

## Minutes

Corporate Services and Partnerships Policy

Overview Committee

Tuesday 30 April 2013

Meeting held at Committee Room 5 - Civic Centre,  
High Street, Uxbridge UB8 1UW



HILLINGDON  
LONDON

	<p><b>Members Present:</b> Councillors Richard Lewis (Chairman), Lindsay Bliss, Beulah East, Neil Fyfe, Raymond Graham, Carol Melvin, Richard Mills and Michael White.</p> <p><b>Officers:</b> Liz Jones (Community Safety and CCTV Manager) and Khalid Ahmed (Democratic Services Manager).</p> <p><b>Witnesses:</b> PC Allyson Keith (Safer Schools - Metropolitan Police) and PC Dave Tennyson (Metropolitan Police).</p>		
<p>46.</p>	<p><b>MINUTES OF THE MEETING HELD ON 28 MARCH 2013</b></p> <p>Agreed as an accurate record.</p>		
<p>47.</p>	<p><b>EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>It was agreed that all items of business would be considered in public.</p>		
<p>48.</p>	<table border="1"> <tr> <td data-bbox="311 1153 1244 2049"> <p><b>MAJOR REVIEW - CRIME PREVENTION RESOURCES PROVIDED FOR HILLINGDON POLICE BY THE LONDON BOROUGH OF HILLINGDON</b></p> <p><b>Role Of Safer Schools Police Officers</b></p> <p>PC Allyson Keith attended the meeting and provided Members with details of the role of Safer Schools Police Officers.</p> <p>There were 9 police officers in total with one each allocated to the following groups of schools:-</p> <ul style="list-style-type: none"> <li>• Hillingdon Tuition Centre, Chantry School, Harefield Academy, The Douay Martyrs School.</li> <li>• Queensmead School, Vyners School, Bishop Ramsey C of E Secondary School, Ruislip High School.</li> <li>• Northwood High School, Haydon School.</li> <li>• Swakleys School, Abbotsfield School, Hillingdon Manor School.</li> <li>• Rosedale College, Parkside College, Hewins College.</li> <li>• Harlington Community School.</li> <li>• Stockley Academy, Bishopshalt School.</li> <li>• Uxbridge High School, Meadow High School.</li> <li>• Barnhill Community High School, Guru Nanak Sikh</li> </ul> </td> <td data-bbox="1244 1153 1484 2049"> <p><b>Action:</b></p> </td> </tr> </table>	<p><b>MAJOR REVIEW - CRIME PREVENTION RESOURCES PROVIDED FOR HILLINGDON POLICE BY THE LONDON BOROUGH OF HILLINGDON</b></p> <p><b>Role Of Safer Schools Police Officers</b></p> <p>PC Allyson Keith attended the meeting and provided Members with details of the role of Safer Schools Police Officers.</p> <p>There were 9 police officers in total with one each allocated to the following groups of schools:-</p> <ul style="list-style-type: none"> <li>• Hillingdon Tuition Centre, Chantry School, Harefield Academy, The Douay Martyrs School.</li> <li>• Queensmead School, Vyners School, Bishop Ramsey C of E Secondary School, Ruislip High School.</li> <li>• Northwood High School, Haydon School.</li> <li>• Swakleys School, Abbotsfield School, Hillingdon Manor School.</li> <li>• Rosedale College, Parkside College, Hewins College.</li> <li>• Harlington Community School.</li> <li>• Stockley Academy, Bishopshalt School.</li> <li>• Uxbridge High School, Meadow High School.</li> <li>• Barnhill Community High School, Guru Nanak Sikh</li> </ul>	<p><b>Action:</b></p>
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	<p style="text-align: center;">Secondary School.</p> <p>Generally each officer was deployed from 9.00am till 5.00pm every school day to ensure each school was problem free. Most problems occurred outside of school hours, generally after school, and dependent on the level of the problem, teams of officers could be deployed to incidents.</p> <p>During school hours, officers patrolled schools, ensuring the vicinity of schools were problem free. Outside of school term times the officers became a Borough resource and were deployed accordingly.</p> <p>Liaison took place with Transport Police and schools to ensure good communication took place to ensure joined up working.</p> <p>Members were informed that the Police had a limited role inside of schools, as general school discipline was the responsibility of teaching staff. However, the Police did intervene if offences occurred, and dependent on the offence, cautions were issued to offenders.</p> <p>The Police assisted with the Truancy patrols and were used as a deterrent to truancy.</p> <p>Members were informed that the Safer Schools Police Officers scheme began in Hillingdon in 2005 and although all 22 Secondary schools in the Borough were covered, there were high priority schools which received greater focus and attention.</p> <p><b>Crime Prevention Bus</b></p> <p>PC Dave Tennyson attended the meeting and provided details on the Crime Prevention Bus.</p> <p>Members were informed that the Crime Prevention Bus was purchased in 2003 at a purchase cost of around £34,000.</p> <p>The resource was operated by and liveried for the “Hillingdon Crime Prevention Panel” which was a sub-group of Hillingdon Community and Police Consultative Group. The Panel had now wound up as crime prevention was now effectively run by the Council and Police jointly under the Safer Hillingdon Partnership.</p> <p>The Council had taken over ownership of the vehicle and was the registered keeper. Road tax and maintenance were covered under the Council’s fleet management arrangements at a cost of about £1,000 per year.</p> <p>Previous to the last 12 months, the vehicle was heavily used by</p>	<p><b>Action:</b></p>
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	<p>Members were asked to contact the Community Safety Team for any suggested areas within their wards which they thought warranted the use of these mobile cameras.</p> <p>The Community Safety and CCTV Manager would provide details of the locations of all the CCTV cameras within the Borough.</p> <p>Prior to the next meeting of the Committee, Members would be invited to take a look at the CCTV control room within the Civic Centre.</p> <p><b>Older Peoples Burglar Alarms</b></p> <p>Members were provided with short presentation on the scheme which summarised the information which Members had received at their last meeting.</p> <p>Witnesses were thanked for the information they had provided for the review.</p> <p><b>RESOLVED –</b></p> <ol style="list-style-type: none"> <li>1. That information received from the witnesses be noted and form part of the evidence for the review.</li> <li>2. That officers be asked to undertake the actions outlined above and relevant witnesses be invited to the next meeting of the Committee.</li> </ol>	<p><b>Action:</b></p> <p><b>Liz Jones</b></p>
<p><b>49.</b></p>	<p><b>WORK PROGRAMME</b></p> <p>Noted.</p>	
<p><b>50.</b></p>	<p><b>CABINET FORWARD PLAN</b></p> <p>Noted.</p>	
	<p><b>Meeting commenced at 7.30pm and closed at 9.30pm</b>  <b>Next meeting: 10 June 2013 at 7.30pm</b></p>	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Khalid Ahmed on 01895 250833. These minutes are circulated to Councillors, Officers, the Press and Members of the Public.

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## Minutes

### CORPORATE SERVICES AND PARTNERSHIPS POLICY OVERVIEW COMMITTEE

9 May 2013

Meeting held at Council Chamber - Civic Centre,  
High Street, Uxbridge UB8 1UW



	<p><b>Committee Members Present:</b> Councillors Richard Lewis (Chairman) Richard Mills (Vice-Chairman) Wayne Bridges Paul Buttivant Raymond Graham Carol Melvin Beulah East (Labour Lead) Lindsay Bliss</p> <p><b>LBH Officers Present:</b> Steven Maiden, Democratic Services Officer</p>	
1.	<p><b>APPOINTMENT OF CHAIRMAN &amp; VICE-CHAIRMAN</b> (<i>Agenda Item 1</i>)</p> <p><b>Resolved: That:</b></p> <ol style="list-style-type: none"><li><b>Councillor Richard Lewis be elected Corporate Services &amp; Partnerships Policy Overview Committee for the municipal year 2013/2014; and</b></li><li><b>Councillor Richard Mills be elected as Vice-Chairman of the Corporate Services &amp; Partnerships Policy Overview Committee for the municipal year 2013/2014.</b></li></ol>	<b>Action by</b>
	The meeting, which commenced at 19.30pm, closed at 19:35pm.	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Khalid Ahmed on 01895 250833. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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## **Major Review – Crime Prevention Resources provided for Hillingdon Police by London Borough of Hillingdon**

**Contact Officer: Khalid Ahmed  
Telephone: 01895 250833**

### **REASON FOR ITEM**

To be provided with information from invited witnesses to help the Committee with its review.

### **OPTIONS OPEN TO THE COMMITTEE**

1. To question the witnesses on the information provided at the meeting.
2. To update the scoping report as appropriate based on the information provided at the meeting.
3. To consider whether the Committee has received all the necessary information and evidence to enable conclusions to be reached in the review.

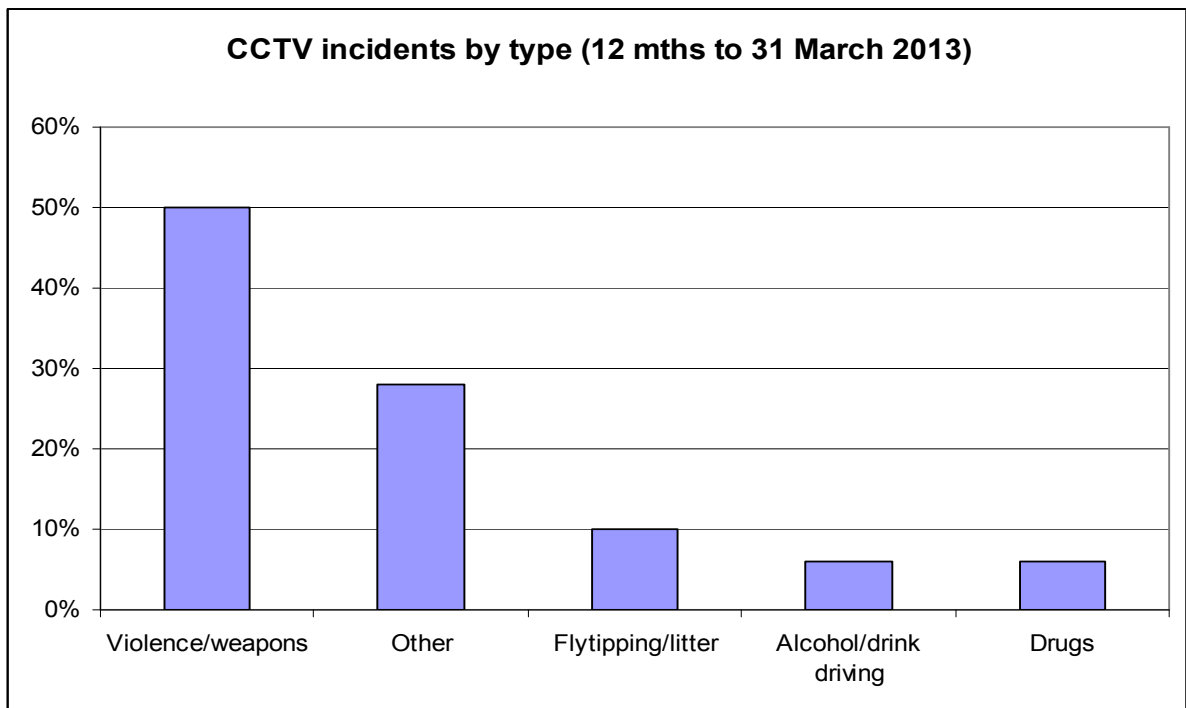
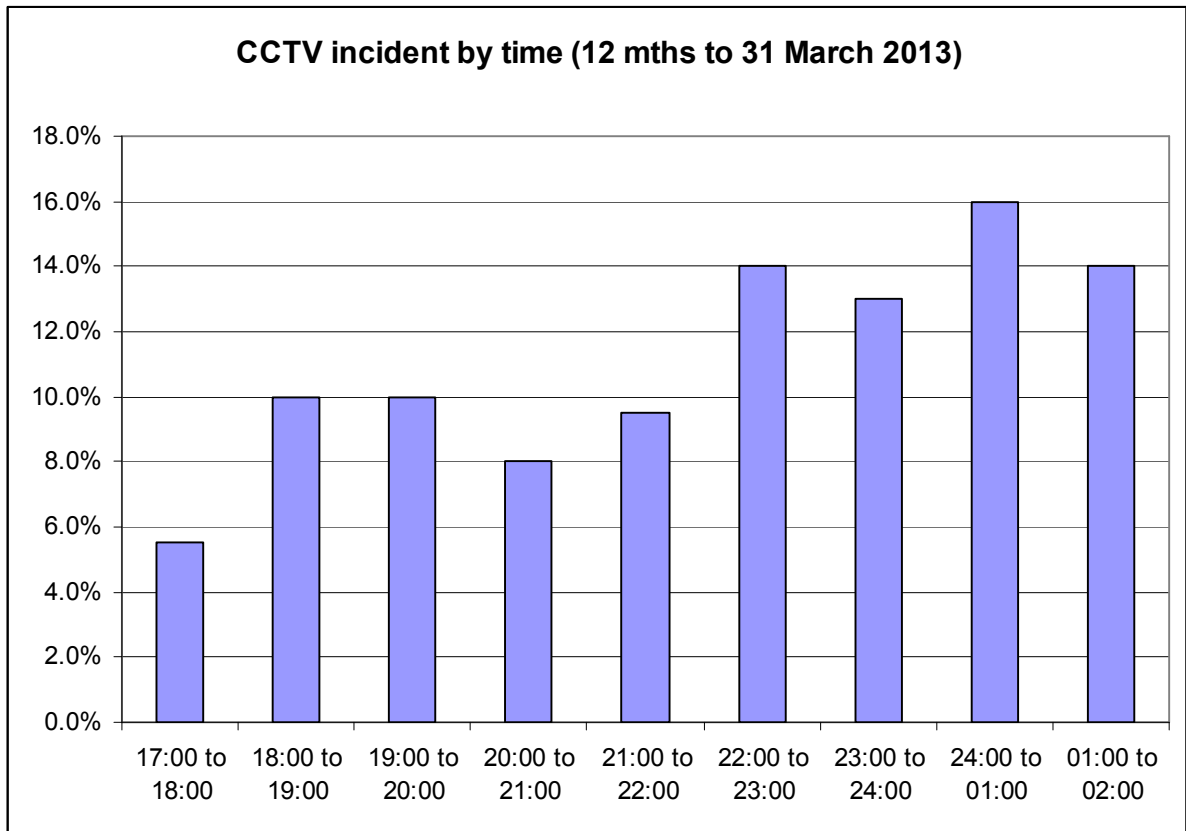
### **INFORMATION**

1. At the last meeting of the Committee held on 30 April 2013, the Committee was provided with a presentation from the Council's Community Safety and CCTV Manager on the Council's CCTV service and on the free Older Peoples Burglar Alarms Scheme.

### **CCTV**

2. In relation to the presentation on CCTV, Members asked that a visit be arranged to enable Members to have a look at the operation of the CCTV control room which is located within the Civic Centre. This will take place at 7.00pm, prior to the start of this meeting.
3. In addition the Committee asked for a breakdown of CCTV incidents by the hour, to assess the spread of incidents over the hours the system was monitored, which was now evenings only. Below is that breakdown.

Incidents involving CCTV staff (where CCTV staff have alerted other internal or external partners, or where other partners have asked for assistance from CCTV).



**Crime Prevention Bus and Safer Schools Police Officers**

4. Also in attendance for the meeting was PC Dave Tennyson who provided the Committee with details of the Crime Prevention Bus and PC Allyson Keith, who provided the review with background to the Safer Schools Police Officers.
5. At the meeting Members asked for additional information on the usage of the Crime Prevention Bus and attached to this report is an appendix which shows the extensive usage of the bus throughout 2010. (Appendix A).
6. During the presentation on Safer Schools Police Officers, which were first piloted in Hillingdon in 2005, Members asked for a breakdown of where the Safer Schools Police Officers were deployed. Details of this are detailed below with one PC allocated to the following grouped schools:
  - Hillingdon Tuition Centre, Chantry School, Harefield Academy, The Douay Martyrs School.
  - Queensmead School, Vyners School, Bishop Ramsey C of E Secondary School, Ruislip High School.
  - Northwood High School, Haydon School.
  - Swakleys School, Abbotsfield School, Hillingdon Manor School.
  - Rosedale College, Parkside College, Hewins College.
  - Harlington Community School.
  - Stockley Academy, Bishopshalt School.
  - Uxbridge High School, Meadow High School.
  - Barnhill Community High School, Guru Nanak Sikh Secondary School

### **Witnesses**

7. For this meeting the following witnesses have been invited to attend:
  - Sergeant Neil Roberts – To provide information on the two Mobile CCTV vehicles.
  - Chief Inspector Rob Wilson - To provide information on the use of speed meters.
  - Inspector Kevan Baillie – To provide information on the effectiveness of the Council funded 11 Police Officers.

### **PAPERS WITH REPORT**

Appendix A – Usage of Crime Prevention Bus throughout 2010

Appendix B – Scoping Report

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**2010 BUS BOOKINGS . updated 19/05/2010**

**JANUARY 2010**

12<sup>th</sup> Botwell S/N team 11-30 -3pm Phill Kirkup Stockley Arena.  
12<sup>th</sup> Cavendish “ 17.00 -20.00 Barry Bonidy Acacia Ave Street Briefing.  
13<sup>th</sup> Ruislip Manor “ 10am-4pm Chris Barton outside Alachi restraunt.  
14<sup>th</sup> “ “ “ 10am-4pm “ “ “ “ “  
15<sup>th</sup> “ “ “ 11am-7pm “ “ Crime Prevention Day.  
16<sup>th</sup> South Ruislip “ 10am-6pm Colin Homebase.  
17<sup>th</sup> “ “ “ 10am-6pm Colin Sainsbury’s.  
19<sup>th</sup> Barnhill S/N Team 10am-2pm Mick Hewett Street Briefing Uxb rd Hayes  
23<sup>rd</sup> Townfield “ “ 12- 4pm Andy Sauker Townfield Comm Centre.  
24<sup>th</sup> Yiewsley S/N Team 10am-3pm Nick Black Newcombe Rise.  
30<sup>th</sup> South Ruislip S/N team 10am-6pm Colin Homebase.  
31<sup>st</sup> “ “ “ 9am-3pm Homebase.

**February**

2<sup>nd</sup> Ruislip Manor S/N team 9am-4pm Chris Barton Outside Elachi Restraunt.  
5<sup>th</sup> Cavendish S/N Team 6pm-8pm Appledore Avenue Street Briefing.  
6<sup>th</sup> Botwell S/N Team 9am-13-30pm Phil Kirkup Hayes Town Centre.  
14<sup>th</sup> Cavendish S/N Team 3pm-5pm Windermere Avenue Street Briefing.

**February Continued**

16<sup>th</sup> Barnhill S/N Team 10am 2 pm Mick Hewett Uxb Rd Hayes Street Briefing.  
17<sup>th</sup> Heathrow Villages S/N Team 5pm-7pm Street Briefing.

- 19<sup>th</sup> South Ruislip S/N Team 9am-3pm Colin Bisset O/S Field End Rd Shops
- 20<sup>th</sup> Northwood S/N Team Ian Stacey High Street.
- 25<sup>th</sup> Safer Transport Team 10am-4pm Phil Lockhart Lombardy Retail Pk Hayes.
- 26<sup>th</sup> Botwell S/N Team 2pm-6pm Phil Kirkup Barra Hall Circus.
- 27<sup>th</sup> Ruislip Manor S/N Team 10am-4pm Chris Barton O/S Elachi Restraunt.
- 28<sup>th</sup> South Ruislip S/n Team 9am-6pm Colin Sainsbury's Crime Prevention day.

**March**

- 5th Uxbridge North S/n team RAF Uxb C/P Evening 6pm-9pm Mags Wiseman
- 6<sup>th</sup> South Ruislip S/N team 9am-3pm Colin Bisset outside Sainsbury's.
- 7<sup>th</sup> Uxbridge South. 7am-5pm Newcourt/Ratcliff Close Uxb Nick Stevens.
- 11<sup>th</sup>. Barnhill S/N team 10am-2pm Mick Hewett. Uxb Rd Street Briefing.

**STREETS AHEAD BOOKINGS**

- 13<sup>th</sup> Ickenham S/N Team All Day Booking for Streets Ahead Andy Kirkland.
- 15<sup>th</sup> " " " " " " " "
- 16<sup>th</sup>. Northwood S/N Team 9am-4pm Mount Vernon Hospital Ian Stacey
- 17<sup>th</sup> Safer Transport Team (Stt Hot spots) Dave Turner all Day Locations TBA
- 18<sup>th</sup> Brunel S/N Team 10am-2pm Hillingdon Hospital Derek Wheeler S/Ahead
- 18<sup>th</sup> Heathrow Villages 5pm-7pm Street Briefing.(Evening Booking)
- 19<sup>th</sup> Ruislip Manor S/N Team 10am-4pm Chris Barton O/S Elachi restraint.
- 20<sup>th</sup> South Ruislip S/N Team 10am-4pm Colin Bisset Sainsbury's.
- 20<sup>th</sup> Evening Booking UXb North C/P Evening RAF Uxbridge 6-9 Maggs Wiseman
- 21<sup>st</sup> Ruislip Gdns S/N Team 9am-3pm O/S Sainsburys. Colin Bisset
- 23<sup>rd</sup> Barnhill S/n team 10am-13-30pm Mick Hewett Belmore Parade Uxb Rd.

**25<sup>th</sup> Hayes Hub team.10am-4pm Hayes town + other locations.Anthony Cox**

**26<sup>th</sup> Pinkwell S/N Team.2pm-4pm David Collins.Phelps Way Hayes.Surgery**

### **April**

**3<sup>rd</sup> Northwood S/N Team. Ian Stacey High Street. (CANCELLED)**

**4<sup>th</sup> South Ruislip 10am-2pm.Colin Bisset Sainsbury's Victoria Road**

**6<sup>th</sup> Safer Transport Team Stt Hot Spots.Dave Turner All Day Locations TBA**

**7<sup>th</sup>Barnhill S/N Team 10am-13.00. Mick Hewett Belmore Parade Uxb Rd**

**9<sup>th</sup>Ruislip Manor S/N Team.9am-3pm Chris Barton O/S Elachi Restraunt.**

**10<sup>th</sup> Ruislip Manor S/N team 9am-3pm Chris Barton C/P Day**

**17<sup>th</sup>Morning Booking.BotwellS/N team 8am-2pm Phil Kirkup Waiting Location**

**17<sup>th</sup> Townfield S/N Team 3pm-7pm Craig Thompson Lombardy Retail Pk.**

**20<sup>th</sup> Barnhill S/N Team 10am- 3pm Mick Hewett Belmore Parade Uxb Rd.**

**21<sup>st</sup> Heathrow Villages 5pm-7pm Street Briefing.**

**24<sup>th</sup> Cavendish S/N Team 12-2pm Street Briefing St Peters Close Barry Biondi**

**28<sup>th</sup> Pinkwell S/n Team 2pm-4pm.David Collins Pinkwell Ave C/P stall.**

**30<sup>th</sup> Safer Transport Team(Stt Hotspots) Dave Turner Locations TBA All Day**

### **May**

**1<sup>st</sup> South Ruislip S/N team 10am-4pm Colin BissetHomebase.**

**2<sup>nd</sup> “ “ “ 10am-4pm Colin Bisset Sainsbury's.**

**4<sup>th</sup>Botwell S/N Team 11am-3pm Phil Kirkup.Awaiting location**

**5<sup>th</sup>Ruislip Manor S/N Team 11am-2pm Chris Barton Street Briefing Shenley Ave.**

**6<sup>th</sup> Barnhill S/N Team 10am-1pm Mick Hewett Belmore Parade.**

**8<sup>th</sup> Northwood S/N team 9am-2pm Ian Stacey Waitrose**

11th Yiewsley s/n Team 0800-1400 Nik Black Yiewsley High Street.  
 12<sup>th</sup> Heathrow Villages S/N team 17-19.00 Street Briefing Brad Bewley  
 13<sup>th</sup> Barnhill S/N team 9am-2pm Mick Hewett Belmore Parade Uxb Rd  
 14<sup>th</sup> Cavendish S/N Team 3pm-5pm Sheldon Drive Street Briefing Barry Biondi  
 15<sup>th</sup> Ruislip Manor S/N Team 11am-2pm. Street Breef Shenley Ave C.Barton  
 17th Yiewsley S/N team 1400-2000 Nik Black street Briefing Wrasbury Drive  
 19<sup>th</sup> South Ruislip S/N Team 10am-2pm. Colin Bisset, Sainsburys Victoria Rd  
 21st Yiewsley S/N Team 0800-1200. Nik Black C/P day Morrisons High street  
 22<sup>nd</sup> Botwell S/N team 8am-12 noon Phil Kirkup. Awaiting Location.  
 23<sup>rd</sup> Cavendish S/N Team 12-2pm Street Breet Queens Walk Barry Biondi  
 24<sup>th</sup> Barnhill S/N team 10am-3pm Mick Hewett Belmore Parade Uxb Rd  
 28<sup>th</sup> South Ruislip S/N Team 10am-2pm Colin Bisset Sainsbury's Victoria Rd  
 28<sup>th</sup>. Pinkwell S/N Team 4pm-6pm David Collins North Hyde Rd/station Rd  
  
 30th Yiewsley S/N Team 1100.1600 Nik Black Cowley H/Rd Currys. Pets at home.

**June**

4th Yiewsley S/N Team 0800-1400. Nik Black High Street Yiewsley  
 5<sup>th</sup> South Ruislip S/N Team 8am-4pm Colin Bisset. Sainsburys Victoria Rd.  
 6<sup>th</sup> Cavendish S/N Team 12-2pm Oak Grove Street Breet. Barry Biondi  
 7<sup>th</sup> Barnhill S/N team 9am-2pm Mick Hewett Belmore Parade Uxb Road  
 10<sup>th</sup> Heathrow Villages 17.00-19.00 Street Briefing Brad Bewley  
 12<sup>th</sup> Ruislip Manor/Gdns 8am-6pm West End Road RAF base C/P Day  
 13<sup>th</sup> Ruislip manor 8am-6pm RAF Northolt “ “ “ “ “

**15<sup>th</sup> Barnhill S/N team 9am-2pm Mick Hewett. Belmore Parade Uxb Rd**  
**19<sup>th</sup> Ickenham S/N team 8am -8pm Andy Kirkland Ickenham festival**  
**20<sup>th</sup> Uxb south S/N Team 0700-17-00 Nick Stephens Heritage Close. Street Brief**  
**27<sup>th</sup> Ruislip Gardens S/N team 2pm-8pm Colin Bisset Rui Gds Primary**  
**26<sup>th</sup> Cavendish S/N Team 11am-1pm Cambridge Drive Street Brief. Barry Biondi**  
**27<sup>th</sup> Northwood S/N Team 2pm-4pm Ian Stacey Street Brief Copse wood Estate**  
**28<sup>th</sup> Barnhill S/N team 9am-2pm Mick Hewett, Belmore Parade Uxb Rd.**  
**30<sup>th</sup> Pinkwell S/N Team 7pm-9pm David Collins CP stall Bourne Circus Hayes**

### **July**

**3<sup>rd</sup> Townfield SNT**  
**4<sup>th</sup> SOUTH Ruislip S/n TEAM 8AM-4PM Colin BISSET. Homebase Victoria Rd**  
5 July (12 midday to 10pm) - South Ruislip (Colin Bisset).  
  
**7<sup>th</sup> Charville SNT 9-5 (Uxbridge Rd/Kingshill Ave), Anil Kaul.**  
**8<sup>th</sup> Barnhill S/N team 9am-2pm Mick Hewett. Belmore Parade Uxb Rd**  
**8<sup>th</sup> Pinkwell S/N Team 7pm-9pm David Collins. Street Brief St Dunstan's Close**  
**9<sup>th</sup> 2pm – 5pm = Bus – leaflet tidying etc. Sarah Owen & David Tennyson**  
**10<sup>th</sup> Northwood/Ruislip Joint Venture 9am-6pm Chris Barton Location TBA**  
**14<sup>th</sup> Heathrow Villages. 17.00-19.00 Street Briefing Brad Bewley**  
**17<sup>th</sup> Uxbridge South S/N Team 8am-4pm Ross Swallow Uxb T/C**  
**18<sup>th</sup> Uxbridge South + CPH+ others All Day at Uxb Auto Show**  
**22<sup>nd</sup> – Pinkwell SNT**  
**23<sup>rd</sup> Yiewsley S/N Team 0800-1200 Nik Black Violet Avenue Shops**  
**24<sup>th</sup> South Ruislip S/N Team 8am-4pm Colin Bisset Sainsbury's Victoria Rd**

25<sup>th</sup> South Ruislip “ “ “ “ “ “ Home base Victoria Rd

26<sup>th</sup> Yiewsley S/N Team 1000-1600. Nik Black High Street Yiewsley.

30<sup>th</sup> West Ruislip SNT

31<sup>st</sup> Botwell S/N Team. 10am-16.00 Simon Mapes. Hayes Town

### August

7<sup>th</sup> Northwood S/N team 9am-2pm Ian Stacey.

8<sup>th</sup> South Ruislip S/N Team 8am-4pm. Colin Bisset Home base Victoria Road.

11<sup>th</sup> 9:00-15:00 Nick @ Yiewlsey SNT & 17.00-19.00 Heathrow villages SNT. Street Briefing. Brad Bewley

14<sup>th</sup> August – Ruislip Manor (Chris Barton) – Shenley Ave, Crime Prevention day.

15<sup>th</sup> Uxb South S/N Team 0700-1700 Nick Stephens Heritage Close Street Brief

18<sup>th</sup> Barnhill S/N Team 9am-2pm Mick Hewett Belmore Parade Uxb Rd

19<sup>th</sup> Pinkwell S/N Team 7pm-9pm David Collins Drop in Surgery Phelps way.

21<sup>st</sup> August ([Anil.Kaul@met.pnn.police.uk](mailto:Anil.Kaul@met.pnn.police.uk)) Charville Ward.

Sun 22nd Aug 0800 - 1500 hrs Homebase Victoria Road - Booked South Ruislip (Colin Bisset).

### September

4<sup>th</sup> September Harefield S/ Team 8am- 4pm Allan Moore. Mount Vernon Fun /R

5<sup>th</sup> Sept 2010 - Hayes End Recreation Park Fun day Sunday - Simon Mapes, PS 26 XH (Botwell).

11<sup>th</sup> Neil Osgood. 10am-4pm Breakspear School, St Giles Church Ickenham Church BBQ

Sun 12th Sept 0800 - 1500 hrs Sainsbury's Long Drive - South Ruislip (Colin Bisset).

13 sept - 1200 1400 – Cranford Drive – Andy.T.Wita@met.pnn.police.uk

18<sup>th</sup> September – Streets Ahead Hayes.

19<sup>th</sup> Uxb South S/N Team 07-00-1700 Nick Stephens Heritage Close Street Brief

### **October**

Sat 23rd Oct 0800 - 1500hrs Sainsbury's Long Drive - South Ruislip (Colin Bisset).

24th Uxb South S/N Team 07-00-1700.Nick Stephens Heritage Close Street Brief

Sun 31st Oct 0800 - 1500hrs Sainsbury's Long Drive –South Ruislip (Colin Bisset).

### **November**

13<sup>th</sup> Nov - 1000 -1800 Ruislip Manor SNT – Xmas fun day.

20<sup>th</sup> Streets Ahead – Ruislip

### **December**

December 1 - 24 for the Xmas Project – CPOs

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# HILLINGDON

LONDON

## Corporate Services & Partnerships Policy Overview Committee Review Scoping Report 2012/13

### **Crime Prevention Resources provided for Hillingdon Police by London Borough of Hillingdon and the free Older Peoples Burglar Alarms Scheme**

#### **Aim of review**

The review aims to examine the effectiveness of the equipment and man-power used by the Metropolitan Police which has been funded by the London Borough of Hillingdon and to assess the effectiveness of the Older Peoples Burglar Alarms scheme in terms of crime prevention.

#### **Terms of Reference**

- To identify the equipment which the Council helps fund for use by the Police in Hillingdon
- To assess the effectiveness and value for money to the Council on this funding of police equipment
- To assess the impact (if possible) the various types of equipment have had on crime in the Borough
- To understand the relationship between the Police and the Council in terms of the influence the Council has on the deployment of the equipment in the Borough
- To assess the impact the new local policing model will have on the deployment of this equipment
- To assess the role of the Police Officers the Council funds
- To assess the effectiveness of the free Older Peoples Burglar Alarm Scheme

## **APPENDIX A**

### **Draft – updated**

#### **Background**

This Council as a Strategic Partner to the Police provides resources and equipment to Hillingdon Police for crime prevention purposes in the Borough. Detailed information on this is detailed as an appendix to this scoping report.

#### **Reasons for the review**

The Committee wanted to review the usage of the equipment which this Council helps fund for Hillingdon Police and to assess its effectiveness in relation to crime prevention and reduction. Also to assess the value this partnership funding gives to the Council and ultimately to the residents of the Borough in the prevention of crime. Included in this would be assessing the impact in terms of crime reduction, the Council's Older Peoples Burglar Alarms scheme as had.

#### **Supporting the Cabinet & Council's policies and objectives**

The review will support the Council's partnership with the Police and contribute to the Safer Hillingdon Partnership Plan 2011-14, which is the statutory crime and disorder partnership for Hillingdon.

### **INFORMATION AND ANALYSIS**

#### **Key Issues**

For purposes of the review it is important to look at the types of equipment and the level of resource this Council funds for Hillingdon Police and whether the Council receives value for money in its use in the Borough.

The Committee also want to ascertain whether the Council as a Strategic Partner to the Police, have any influence on the deployment of this equipment.

#### **Remit - who / what is this review covering?**

Community Safety and Anti-Social Behaviour Team  
Metropolitan Police

#### **Key information required**

Details on the equipment which the Council funds for use by the Police in Hillingdon

The effectiveness of the equipment

## **APPENDIX A**

### **Draft – updated**

The impact (if possible) the various types of equipment have had on crime in the Borough

How is the equipment deployed in parts of the Borough and does the Council have any influence on how the equipment is used, and where in the Borough it is deployed?

Details on the Police Officers which this Council funds for the Metropolitan Police in the Borough.

What implications will the new local policing model have on this resource and equipment?

Details of the Older Peoples Burglar Alarms Scheme, including numbers, costings and satisfaction of the scheme by recipients.

## **EVIDENCE & ENQUIRY**

### **Witnesses**

Community Safety and Anti-Social Behaviour Investigations Service Manager  
Police representatives  
An officer from the Council's Transportation Team  
Council's Community Safety and CCTV Manager

### **Consultation and Communications**

None at this stage

## **LOGISTICS**

### **Proposed timeframe & milestones**

<b>Meeting Date *</b>	<b>Action</b>	<b>Purpose / Outcome</b>
28 March 2013	Agree Scoping Report	Information and analysis Council's Community Safety and Anti-Social Behaviour Investigations Service Manager
30 April 2013	Witness Session 1	Relevant Police officers and Council's Community Safety and CCTV Manager
10 June 2013	Witness Session 2	Relevant Police Officers
23 July 2013	Consideration of draft final report and recommendations	

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Corporate Services & Partnerships Policy Overview Committee – 10 June 2013

**APPENDIX A**  
**Draft – updated**

*\* Specific meetings can be shortened or extended to suit the review topic and needs of the Committee*

**Risk assessment**

Failure to secure witnesses to provide evidence and advice to the Committee will impact on the thoroughness and completeness of the review.

**APPENDIX A**  
**Draft – updated**

**BACKGROUND**

**CCTV vehicles**

The first of two CCTV vehicles was purchased in 2003. The cost was £55,000 for the CCTV equipment (see cost breakdown. The cost of the vehicle itself was in the region of £30,000 including a service package.

The first vehicle being fully liveried can only be driven by police personnel. After purchase by the Council it was handed over to Met Police who are the registered keeper and cover all maintenance, insurance and road tax costs.

It is a Vauxhall Movano van with Met Police livery and London Borough of Hillingdon logos. Being fully liveried it was found that its usefulness was mainly as a deterrent and tended to have the effect of displacing trouble makers out of an area to which it is deployed. It was of less value in producing evidence for criminal investigations due to its visibility.



Historical documents suggest that it was used to good effect since being purchased by the Council and donated to the police, but there were some initial problems associated with confusion over driving classification and which police personnel were authorised to drive it; lack of 'ownership'; day to day administration; difficulty with garaging.

With this in mind, in August 2005, a Police CCTV van manager was appointed with the task of raising the profile and to increase the use of the van and this was successful with a PC solely responsible for the van and making sure drivers looked after it. Initially only qualified Response Drivers were allowed to drive the van but this changed to allow other Police Staff including PCSOs and Special Constables to act as drivers.

Following the success of the first van, a second van was purchased second hand in 2006 with CCTV equipment already installed. The cost was £32,000 plus £12,000 for 5 years service package.

## **APPENDIX A**

### **Draft – updated**

It was chosen to be smaller in size and only “semi-liveried” to make it more effective by being less visible and easier to park in small spaces. It is a Mercedes Vito model.

In 2009, Automatic Number Plate Recognition equipment was added to the second vehicle at a cost of £11,500.

The second vehicle’s ownership was retained by the Council which therefore pays road tax and maintenance costs (since the expiry of the 5 year service package in 2012) which are in the region of £1,000 per year, although insurance is covered by Met Police’s fleet policy whilst their staff are driving it. No Council staff have used the vehicle since its purchase.



### **Crime Prevention Bus**

In 2003 the Council purchased a converted Optare passenger service type vehicle to act as a Crime Prevention Bus as a replacement for a previous model. Purchase cost was about £34,000. It was operated by and liveried for the “Hillingdon Crime Prevention Panel” which was a sub-group of Hillingdon Community and Police Consultative Group. The Panel has now wound up as crime prevention is now effectively run by the Council and Police jointly under the Safer Hillingdon Partnership. The Council has taken over ownership of the vehicle and is the registered keeper. Road tax and maintenance are covered under the Council’s fleet management arrangements at a cost of about £1,000 per year.

## APPENDIX A

### Draft – updated



The vehicle is heavily used by Police Crime Prevention Officers and Safer Neighbourhood Teams for public events, dispensing crime prevention advice and re-assurance. However, over the last 12 months its use has dropped significantly due to pressures on Safer Neighbourhood Teams and it would be valuable to assess whether it is likely to be useful under the new Local Policing Model to be introduced in 2013. The vehicle is 10 years old and maintenance costs are likely to rise in future years.

### Liveries

The Crime Prevention Bus still carries its now out of date livery, so there is a question about whether expense should be incurred to change the livery to reflect the Council and Police's identity, which depends on the future use of the vehicle.

The second CCTV vehicle has been considered for new livery, but this proved problematic to achieve agreement from the Met Police as it does not meet the MPS standard corporate livery requirements, so the design shown below has not yet been



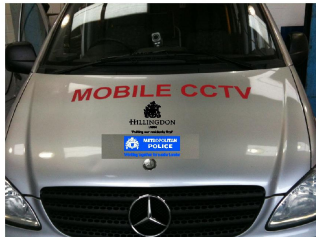


**APPENDIX A**  
**Draft – updated**

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<p><b>SIGN A RAMA</b>          4 Hillingdon Parade, Uxbridge Road          Hillingdon, UB10 0PE          TEL: 01895 272 221          24 hr FAX: 01895 272 714          Email: Sales@signh.co.uk          ONLINE: www.signh.co.uk</p>	<p>Company <input style="width: 90%;" type="text"/> Contact <input style="width: 90%;" type="text"/></p> <p style="text-align: center; font-size: small;">I / We confirm that production / ordering of materials can proceed as the artwork displayed is correct.</p> <p>Signed: <input style="width: 90%;" type="text"/> Date <input style="width: 90%;" type="text"/></p>	<ul style="list-style-type: none"> <li>★ Fascias</li> <li>★ Neon</li> <li>★ Banners</li> <li>★ Window Graphics</li> <li>★ Vehicle Graphics</li> <li>★ A-Frames</li> <li>★ Lightboxes</li> <li>★ 3D – Letters</li> </ul>
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**Speed meters**

Four speed meters were purchased in 2010 costing £2,000 each. These are in the hands of Safer Neighbourhood Teams to use when speeding traffic is an issue in their wards. They can be used in two ways. One is with the intention of issuing penalty charges and penalty points for speeding. This requires the officers who use the equipment to be formally trained so that enforcement will stand up to scrutiny, and also for the meters to be formally calibrated for accuracy, which has to be done at requisite intervals. This can be a barrier to the meters being used as frequently as might be desired. The current Borough Commander is supportive of using them more often in a second way. This is without the intention to impose the penalties. The meters can then be used by a wider range of officers and without re-calibration. The officer will take a speed reading, a vehicle stop will be executed and “words of advice” will be imparted to the driver about his or her speed. It is hoped that this kind of stop by a uniformed officer would be effective against all but the most hardened law breaker. Police would still have powers which can be used for more serious driving offences such as driving without due care and attention which would not require a speed meter.

**Police Officers funded by the Council**

The Council funded 11 Police Officers in the Police Tasking Team at a cost of around £450,000 a year. Further information and details on this would be provided during the review.



## **APPENDIX A**

### **Draft – updated**

#### **Older Peoples Burglar Alarms**

The project started in 2008. Initially, an agreement was made with Age Concern to fit the alarms using their Handyman, and a payment was made to Age Concern for them to employ a second person. The popularity of the scheme was high, and the demand for alarms outstripped Age Concern's ability to deliver fittings in a timely manner, so approval for a contracted out service was obtained from year two onwards.

In Phases 1 to 5, 4,000 alarms have been fully installed. In Phase 6, 500 alarms will have been fitted by mid April 2013. For Phase 7, 1,000 alarms have been ordered and will be installed during 2013/14 making 5,500 alarms in total.

Total capital cost for all 7 phases = £753,635 (purchase and installation of alarms)

Total revenue cost for all 7 phases = £143,500 (carry out 18 month service and battery change).

**Total: £897,135** or £163 per alarm.

#### **Responsibility for maintenance and battery replacement**

The Council has an agreement with the installers to carry out a free service and battery replacement in the internal movement detectors (room sensors) 18 months from the date of installation. After this, recipients of alarms will be responsible for all maintenance of the alarm unit (including battery replacement) and any costs involved and this is explained at the outset.

#### **Maintenance**

- The movement detectors (room sensors) will flash a red light when the battery is getting low (this indication will start about 3 months before the battery goes flat).
- The external siren battery is kept charged by the solar panel and this battery will last many years.
- If the outside siren box "beep" starts to sound weak when you set the alarm using the remote control this could indicate the battery in the remote control is low and in need of replacement (this won't apply if you have a control panel).

All recipients of burglar alarms through the Hillingdon Council scheme are entitled to a discount of 10% off of any purchases from Response Electronics and also receive a free Home Fire Safety visit from Hillingdon Fire Service.

#### **Effectiveness**

**APPENDIX A**  
**Draft – updated**

The scheme was brought in response to concern about a higher than average burglary rate in the Borough and to show a commitment to keeping Hillingdon's older residents safe. Even when 5,500 alarms have been fitted, this is still less than 5% of the households in the borough so it would not be realistic to expect that the burglary rate for the borough as a whole would reduce as a result of the scheme. However, there should be a reduction of burglaries affecting older people now that a substantial number of older people's properties are secured. Each recipient of an alarm is asked to complete a satisfaction survey to which the response is overwhelmingly positive

- **To what extent were you worried about being burgled prior to the alarm being fitted?**
- **How much did this worry impact on your life?**
- **Now the alarm has been installed, to what extent are you worried about being burgled?**
- **What difference has having the alarm made to your life (please tick all that apply)?**
- **Are you happy with the alarm?**

# Agenda Item 6

## Corporate Services & Partnerships Policy Overview Committee Review Topics 2013/14

Contact Officer: Khalid Ahmed  
Telephone: 01895 250833

### REASON FOR ITEM

To enable the Committee to agree the review it wishes to undertake in the 2013/14 Council year.

### OPTIONS OPEN TO THE COMMITTEE

1. Agree one major topic for an in-depth review in 2013/14 and single meeting reviews.

### INFORMATION

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the Administration and Finance area of the Council. The full range of services under the Committee's remit is outlined in the terms of reference at the start of the agenda. These are primarily strategic policy and internal functions such as finance, property, personnel, democratic services, legal services, ICT, economic development, as well as equalities and diversity.
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 2012, which included reviews of:

#### 2006/7

- Members' information needs concerning decision-making
- Members' role in Audit

#### 2007/8

- Community cohesion
- Review of Voluntary sector grants

#### 2008/9

- Wireless town centre in Hillingdon

**2009/10**

- Impact of a Pandemic in Hillingdon and the Effects on Council Services
- The Impact of Public Funded Business Support and the Success of New Business Start Up within Hillingdon and how the Council could improve Business to Business Support with the Borough's Industrial Estates

**2010/11**

- Census 2011 – to look at how this Council can contribute to improving the population data for the Borough
- Personal Safety of Members of the Council when meeting with members of the public.

**2011/12**

- Effectiveness of the Audit Committee and its Terms of Reference
- Operation and Function of Hillingdon First Card

**2012/13**

- Community Cohesion and the Accessing of Council Services
- Crime Prevention Resources

Members agree one topic for in-depth review, using the attached selection criteria

## POLICY OVERVIEW & SCRUTINY REVIEW PROFORMA

	Name of review					
<b>Selection Criteria for a review</b>						
1. Strong public interest						
2. Government pressure / Change in policy						
3. Included in the Hillingdon Improvement Programme (HIP) / Council objectives						
4. Inspection report recommendation (e.g. performance standards poor or below target)						
5. Area within Council's control / influence						
6. High impact on residents						
7. Expertise available on which to draw						
8. Good practice available elsewhere						
9. Any likely recommendations would be achievable within existing resources and budgets						
<b>Total score (one 'Y' = 1 point)</b>						

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# Agenda Item 7

## WORK PROGRAMME 2013/14

**Contact Officer:** Khalid Ahmed  
**Telephone:** 01895 250833

## REASON FOR ITEM

This report is to enable the Committee to review meeting dates and forward plans. This is a standard item at the end of the agenda.

## OPTIONS AVAILABLE TO THE COMMITTEE

1. To confirm dates for meetings
2. To make suggestions for future working practices and/or reviews.

## INFORMATION

*All meetings to start at 7.30pm*

<b>Meetings</b>	<b>Room</b>
<b>10 June 2013</b>	<b>CR 2</b>
<b>23 July 2013</b>	<b>CR 5</b>
<b>17 September 2013</b>	<b>CR 5</b>
<b>15 October 2013</b>	<b>CR 5</b>
<b>12 November 2013</b>	<b>CR 5</b>
<b>14 January 2014</b>	<b>CR 5</b>
<b>12 February 2014</b>	<b>CR 5</b>
<b>13 March 2014</b>	<b>CR 5</b>
<b>29 April 2014</b>	<b>CR 5</b>

Corporate Services & Partnerships Policy Overview Committee

**2013/14 DRAFT Work Programme**

<b>Meeting Date</b>	<b>Item</b>
<b>10 June 2013</b>	Corporate Services & Partnerships Policy Overview Committee Possible Review Topics 2013/14
	Crime Prevention Resources provided for Hillingdon Police by London Borough of Hillingdon– Witness Session
	Work programme for 2013/14
	Cabinet Forward Plan

<b>23 July 2013</b>	Budget Planning Report for Administration and Finance Directorates
	Scoping Report for next Major Review
	Work Programme
	Cabinet Forward Plan

<b>17 September 2013</b>	Major Review - Witness Session 1
	Cabinet Forward Plan
	Work Programme

<b>15 October 2013</b>	Major Review - Witness Session 2
	Cabinet Forward Plan
	Work Programme

<b>12 November 2013</b>	Major Review - Draft Final Report
	Cabinet Forward Plan
	Work Programme



<b>14 January 2014</b>	Budget Proposals Report for 2014/15
	Consideration of Mini Review Topics
	Cabinet Forward Plan
	Work Programme

<b>12 February 2014</b>	Cabinet Forward Plan
	Work Programme

<b>13 March 2014</b>	Cabinet Forward Plan
	Work Programme

<b>29 April 2014</b>	Cabinet Forward Plan
	Work Programme

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## **Cabinet Forward Plan**

**Contact Officer:** Khalid Ahmed  
**Telephone:** 01895 250833

### **REASON FOR ITEM**

The Committee is required to consider the Forward Plan and provide Cabinet with any comments it wishes to make before the decision is taken.

### **OPTIONS OPEN TO THE COMMITTEE**

1. Decide to comment on any items coming before Cabinet
2. Decide not to comment on any items coming before Cabinet

### **INFORMATION**

1. The Forward Plan is updated on the 15<sup>th</sup> of each month. An edited version to include only items relevant to the Committee's remit is attached below. The full version can be found on the front page of the 'Members' Desk' under 'Useful Links'.

### **SUGGESTED COMMITTEE ACTIVITY**

1. Members decide whether to examine any of the reports listed on the Forward Plan at a future meeting.

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Ref **Decision****Further information**

Ward(s)

Report to  
Full  
CouncilCabinet  
Member(s)  
ResponsibleOfficer  
Contact  
for further  
informationConsultation  
on the  
decision**NEW ITEM**Private  
decision?

Council Departments: RS = Residents Services SC&amp;H = Social Care &amp; Health AD = Administration Directorate FD= Finance Directorate

**Cabinet meeting - 20 June 2013**

924	<b>Extension of agreement with Metropolitan Police Service to fund 11 police officers</b>	The Metropolitan Police currently have an agreement with the Council for the provision of 1 sergeant and 10 constables. The formal agreement expires in 2013 and until the outcome of new policing structures is determined, it is recommended that this be extended rather than renewed to 2014 at the present time.	All		Cllr Douglas Mills	RS - Ed Shaylor			
925	<b>Environmental Enforcement Service Acceptance of Tender</b>	To seek Cabinet approval to award a contract for two years for the provision of environmental enforcement services (including litter enforcement) based on the results of the tenders received.	All		Cllr Jonathan Bianco	RS - Ed Shaylor			Private (3)
924	<b>Operation of the Gym at the Goals Complex, Springfield Road Hayes</b>	A lease for the Gym located at Springfield Road Hayes has been tendered to obtain the best value for residents based on the overall proposal submitted. The existing occupier will be released from their contractual obligation to run the Gym on 31st August 2013. In order to be in a position to appoint a new tenant to take a lease from 1st September 2013 for a term in excess of 7years, it is requested that Cabinet delegate powers to the Leader of Council and the Cabinet Member for Finance, Property and Business Services to meet the timescales of approving the most appropriate applicant and formalising the agreed terms	Townfield		Cllr Ray Puddifoot / Cllr Jonathan Bianco	RS - Susan Williams-Joseph			Private (3)

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Ref	Decision	Further information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
Council Departments: RS = Residents Services SC&H = Social Care & Health AD = Administration Directorate FD= Finance Directorate									
917	<b>Public Health contract update</b>	An update report on how the Council is taking forward the NHS contracts that have transferred to the Council.	N/A		Cllr Ray Puddifoot & Cllr Philip Corthorne	FD - Matthew Kelly			Private (3)
SI	<b>School Capital Programme Update</b>	This report will update Cabinet and request any necessary decisions in order to progress the School Capital Programme in order to upgrade facilities and keep on track to deliver sufficient places for children educated in the Borough.	Various		Cllr Jonathan Bianco and Cllr David Simmonds	RS - David Murnaghan	Corporate consultees		Private (3)
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Henington			Private (3)
SI	<b>Quarterly Planning Obligations Monitoring report</b>	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Jales Tippell / Vanessa Scott			
SI	<b>Reports from Policy Overview &amp; Scrutiny Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	<b>Academy Conversions</b>	A standard report to Cabinet to seek approval for the Council granting a long leases to schools who wish to convert to Academy Status.	Various		Cllr David Simmonds / Cllr Jonathan Bianco	RS - Michael Patterson			Private (3)
SI	<b>Gift Funding for Planning Functions</b>	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	RS - James Rodger			

Ref **Decision** Further information

Ward(s)

Report to Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
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Council Departments: RS = Residents Services SC&H = Social Care & Health AD = Administration Directorate FD= Finance Directorate

## Cabinet meeting - 25 July 2013

943	<b>Harlington Library - Award of Refurbishment Contract</b>	The report will outline the tender return for the refurbishment of Harlington Library and seek Cabinet approval to proceed with the works, subject to costs being acceptable.	Pinkwell		Cllr Jonathan Bianco	RS - Mohamed Bhimani		<b>New</b>	Private (3)
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Henington			Private (3)
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	FD - Paul Whaymand			

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