



HILLINGDON
LONDON



Corporate Services and Partnerships Policy Overview Committee

Date: TUESDAY, 28 APRIL 2015

Time: 7.30 PM

Venue: COMMITTEE ROOM 4 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

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

Councillors on the Committee

Richard Lewis (Chairman)
Richard Mills (Vice-Chairman)
Robin Sansarpuri (Labour Lead)
Wayne Bridges
Tony Burles
Nick Denys
Narinder Garg
Raymond Graham
Carol Melvin

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Published: 20 April 2015

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This Agenda is available online at:

<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=243&MId=2121&Ver=4>

Putting our residents first

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

Useful information

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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 for Absence
- 2 Declarations of Interest
- 3 Minutes of Meeting held on 19 March 2015 (**Pages 1-4**)
- 4 Exclusion of Press and Public
To confirm the items of business marked Part II will be considered in public and that items marked Part II will be considered in private.
- 5 Second Major Review - Social Housing Fraud (**Pages 5-12**)
- 6 Update on the Committee's Review on the Council's Corporate Complaints Procedure
To consider an oral update.
- 7 Review Topics for the next Municipal Year
Discussion to take place.
- 8 Forward Plan (**Pages 13-18**)
- 9 Work Programme (**Pages 19-22**)

Minutes

Corporate Services and Partnerships Policy

Overview Committee

Thursday 19 March 2015

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



HILLINGDON
LONDON

	<p>Members Present: Councillors Richard Lewis (Chairman), Richard Mills (Vice-Chairman), Tony Burles, Nick Denys, Narinder Garg, Raymond Graham, Carol Melvin, and Robin Sansarpuri.</p> <p>Apologies: Wayne Bridges.</p> <p>Officers: Sarah Glazebrook (Deputy Principal Lawyer - Housing) and Khalid Ahmed (Democratic Services Manager).</p>		
45.	<p>MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2015</p> <p>Agreed as an accurate record.</p>		
46.	<p>EXCLUSION OF THE PRESS AND PUBLIC</p> <p>It was agreed that all items of business would be considered in public.</p>		
47.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td data-bbox="311 1153 1244 2027"> <p>SECOND MAJOR REVIEW - SOCIAL HOUSING FRAUD</p> <p>Sarah Glazebrook, the Council's Deputy Lawyer for Housing attended the meeting and provided the Committee with the legislative framework around social housing fraud.</p> <p>Members were informed that in relation to allegations of social housing fraud, her primary responsibility in the Social Housing Fraud project was to recover property for the Council which was being fraudulently occupied, and to re-allocate to those people on the waiting list.</p> <p>The Committee was informed that consideration was given to whether cases were suitable for prosecution.</p> <p>Reference was made to the Prevention of Social Housing Fraud Act which had given local authorities the power to prosecute those who had unlawfully sublet their social housing. The law related to social housing tenants and introduced two new criminal offences; where tenants had sublet or had parted with possession of a property or ceased to occupy knowing that it was a breach of tenancy. The second, more serious offence was where a tenant had dishonestly and in breach of tenancy, sublet without consent and ceased to occupy the property as</p> </td> <td data-bbox="1244 1153 1487 2027" style="vertical-align: top;"> <p>Action By:</p> </td> </tr> </table>	<p>SECOND MAJOR REVIEW - SOCIAL HOUSING FRAUD</p> <p>Sarah Glazebrook, the Council's Deputy Lawyer for Housing attended the meeting and provided the Committee with the legislative framework around social housing fraud.</p> <p>Members were informed that in relation to allegations of social housing fraud, her primary responsibility in the Social Housing Fraud project was to recover property for the Council which was being fraudulently occupied, and to re-allocate to those people on the waiting list.</p> <p>The Committee was informed that consideration was given to whether cases were suitable for prosecution.</p> <p>Reference was made to the Prevention of Social Housing Fraud Act which had given local authorities the power to prosecute those who had unlawfully sublet their social housing. The law related to social housing tenants and introduced two new criminal offences; where tenants had sublet or had parted with possession of a property or ceased to occupy knowing that it was a breach of tenancy. The second, more serious offence was where a tenant had dishonestly and in breach of tenancy, sublet without consent and ceased to occupy the property as</p>	<p>Action By:</p>
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<p>their only or principal home.</p> <p>Members were informed of the difficulties which the local authority had in proving breach of tenancy and dishonest sub-letting, but that it was slightly easier to bring possession proceedings. This was because the Council would be able to include multiple grounds and provide evidence of the practical steps that could be taken by officers to identify and evidence non-occupation / sub-letting cases.</p> <p>The Committee noted that the Council's officers were meticulous in their recording of notes of cases which were important for building up a body of evidence.</p> <p>Reference was made to tenants under their tenancy agreements, having the right to take lodgers in their homes, provided they had sought the permission of the local authority. Permission for this was subject to the individual circumstances of the tenant and if the property would not be overcrowded if there was to be a lodger.</p> <p>Discussion took place on tenancy agreements and Members were informed that the terms and conditions of agreements were not reviewed annually but were reviewed periodically every five years or so. Reference was made to the terms and conditions of tenancy agreements and the requirement for these to be clearly and concisely communicated to tenants. Members asked that consideration be given to tenancy agreements being witness countersigned to ensure that terms and conditions were clearly understood and communicated clearly to all social housing tenants.</p> <p>The Committee also asked that consideration be given to providing reminders to tenants on terms and conditions on an annual basis which would re-enforce the message and provide an evidence base for courts in any prosecutions that the tenant had been made aware of their tenancy agreement requirements.</p> <p>Reference was made to the need for magistrates to understand fully the complexity of social housing and the issues which confronted local authorities as social housing landlords. It was suggested that the offer of training should be given to magistrates.</p> <p>The Committee was made aware of the policy statement on serious housing fraud which had been agreed by the Leader of the Council which added further clarification to the Council's approved Anti- Fraud Strategies and Policies. In this, reference was made to Hillingdon Council having a zero tolerance approach to housing fraud.</p>	<p>Action By:</p>
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	<p>Members suggested that a more general policy could be developed which could provide a framework for the Council to prevent, identify and address social housing fraud with the Council's social housing stock. Officers were asked to give consideration to this.</p> <p>The Committee thanked the Council's Deputy Lawyer for Housing for providing the legal framework for tackling social housing fraud.</p> <p>RESOLVED –</p> <p>1. That the information provided be noted and officers be asked to provide a summary of evidence received during the review to enable suggested recommendations to be worked on for the next meeting of the Committee.</p>	<p>Action By:</p> <p>Khalid Ahmed</p>
48.	<p>CABINET FORWARD PLAN</p> <p>Noted.</p>	
49.	<p>WORK PROGRAMME</p> <p>For the next meeting of the Committee, Members were asked to consider future review topics for the next Municipal Year</p> <p>Noted.</p>	
	<p>Meeting commenced at 7.30pm and closed at 8.30pm</p> <p>Next meeting: 28 April 2015 at 7.30pm</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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Second Major Review - Social Housing Fraud

Contact Officers: Khalid Ahmed
Telephone: 01895 250833

REASON FOR ITEM

To discuss the evidence which has been received by the Committee during the review and to give consideration to suggested recommendations.

OPTIONS OPEN TO THE COMMITTEE

- 1. To consider the evidence which the Committee has received during the review and to suggest recommendations for Officers to take forward.**

BACKGROUND

1. On 8 January 2015, the Committee began a review into Social Housing Fraud. Further witness sessions took place on 5 February and 19 March 2015 when the Committee received evidence from the following witnesses:

- Garry Coote - LBH Corporate Fraud Investigations Manager
- Niamh Hall - LBH Investigator - Corporate Fraud Team
- Debbie Leather - LBH Investigator - Corporate Fraud Team
- Sarah Glazebrook - Deputy Principal Lawyer - Housing

Objectives of the Review

2. The aim of the review was to examine the work which this Council carries out in relation to the detection of social housing fraud and to investigate other measures which could be used to save this Council money and to recover social housing which was being fraudulently used.

Reasons for the Review

3. The Committee was informed that with upwards of almost 1.7 million households on the waiting list for social housing and around 250,000 social households officially classed as overcrowded, social housing fraud needed to be stopped.
4. Many social landlords, including this Council, are increasing their efforts to stop fraud in their housing stock, and as a result more social homes have been recovered for their proper use. Whilst this progress is encouraging, the Government wants local authorities to do more to prevent and stop social housing fraud. The review undertook to look at the work which this Council's Corporate Fraud Team was already doing and making suggestions which would boost detection rates or provide preventative measures to reduce fraud.

5. Preventing people from engaging in social housing fraud would reduce the number of unlawfully occupied social homes and free up more social housing for those in genuine need. This would be achieved by deterring people from engaging in social housing fraud, incentivising those already committing fraud to stop and making it easier for social landlords to detect and evict those who continue to commit fraud.

What's happening in Hillingdon?

6. The Council's Social Housing Fraud Project commenced in October 2010 and since the commencement of the project 177 properties have been recovered and re-let to people with genuine housing need.
7. The Audit Commission, in their report 'Protecting the Public Purse 2014' estimated that nationally it costs councils on average £18,000 a year for each family placed in temporary accommodation.
8. From April to November 2014 applying the Audit Commission 'Protecting the Public Purse' guidelines equates to a saving of £684,000 in Hillingdon through the detection.

A summary of the evidence

9. For this meeting, Members and officers will look at the evidence received during the review and to look at possible recommendations. For Members information the evidence which was considered at the three meetings is detailed below:-

8 January 2015 meeting

- "Social Housing Fraud related to the abuse of the allocation and occupancy of a Council owned property. Offenders could be either sub-letting their property, living elsewhere or claiming to be homeless when they were not. Therefore, the tenure or homelessness application would be fraudulent and the registered tenant or applicant would not have a genuine housing need.
- The Committee was informed that in October 2013 the Government passed legislation to criminalise sub-letting fraud. On conviction, tenancy fraudsters faced up to two years in prison or a fine.
- Members were informed that Hillingdon would use these powers to prosecute suitable cases. Reference was made to the Council's publicity on this which included "blow the whistle on Housing Cheats" posters which appeared in every issue of Hillingdon People. This had helped to generate calls to the Council's fraud hotline, and all such referrals were fully investigated by the Council.
- In addition, examples of case studies which involved social housing fraud were publicised in Hillingdon People and these articles often described the improved quality of life for Hillingdon residents who had been allocated the tenancy of a recovered property. Members were informed that this generated positive feedback from residents and encouraged the reporting of suspected social housing fraud.
- The Committee was informed that the Social Housing Fraud Project had commenced in October 2010 and had been initially targeted at registered Council tenants who were

either sub-letting the property or were not resident, and therefore, the properties were empty.

- Members were greatly encouraged that since the commencement of the project 177 properties had been recovered and re-let to people with genuine housing need.
- Members were informed that the Audit Commission estimated that nationally it costs Councils on average £18,000 a year for each family placed in temporary accommodation. Working on that basis the savings to date for the 177 recovered properties was £3,186,000.

The Team

- The team currently comprised of two full time Housing Investigation Officer Posts, one part-time Visiting Officer, administrative support and the Corporate Fraud Investigator Manager. The Committee would receive evidence from members of the Team during the review.
- The Project Team met every week to review cases and to agree the appropriate course of action and a Legal Officer attended these meetings.
- Members were provided with a brief summary of some of the data systems which the Team could access to carry out investigations but greater detail would be provided on these during the review.

Current work

- Officers were currently working with a credit reference agency (Experian) to data match all Hillingdon's housing tenancy records with credit reference data. These matches would identify if tenants were linked to another address other than their Council property, if they had a mortgage for a different address, or if there were people other than the registered tenants living at the property.
- From August 2014 Corporate Fraud Officers had been working with Housing Needs reception staff to carry out enhanced checks and verification of people's homeless status. This work had ensured resources had only been allocated to residents with a genuine housing need.
- Reference was made to other projects which included a bungalow project whereby 520 had been visited, and 5 had come back as being non-occupation. Tower blocks within the Borough would also be an area which would be investigated.

5 February 2015 meeting

Investigations

- The Committee was informed that the Team received referrals from the Fraud hotline and from a variety of sources both within the Council, and outside the Council such as from Council contractors. For example contractors who were working on behalf of the

Part I – Members, Public and Press

Corporate Services & Partnerships Policy Overview Committee - 28 April, 2015

Council made the Team aware if there had been suspicions regarding the occupants of a property.

- Records were checked against the electoral register, Council Tax and Housing Benefit records. Members were informed that intensive and varied visits took place to check occupants of social housing and these visits took place at anytime during the day, evening and at weekends. The Team worked flexible hours to enable visits to be made to homes when occupants were likely to be at home, which proved the commitment of the Team.
- The Committee was provided with examples of the meticulous detail which the Investigators went to in terms of their investigations and Members were informed that in the majority of cases the actions of officers would be enough to either close cases because no further action was required.
- The Committee was informed that after three visits, investigations would be stepped up. There would be more IT checks and tenants could possibly be invited into the Council offices for an informal meeting. Members were informed that at this meeting, a tenant would be informed that housing fraud was a criminal offence and that a breach of tenancy was a civil offence.
- If tenants were adamant that they did live at the property, they would be asked to provide evidence in the form of bank statements, utility usage statements etc. Tenants would be advised to seek independent legal advice and the Council would write a Data Protection Act request to other agencies or local authorities.
- The Committee was informed that throughout an investigation officers within Housing, Council Tax and Housing Benefits were kept informed of anything that could impact on the person concerned claim or increased rent arrears.
- Members were informed that once a strong case had been built by the Council, it was hoped that the tenant would hand back the keys to the social housing property.
- Reference was made to weekly meetings which took place within the Corporate Fraud Team where advice was provided by a solicitor from Legal Services on the course of action to be taken based on the evidence which the Council had. This legal advice was vital in terms of making decisions on whether to progress further with investigations.
- Members were informed that if a case did go to court and trial, Investigating Officers attended court to provide evidence. If the court case was successful and a bailiff's warrant was obtained, Investigation Officers would attend the eviction to ensure that the property was ready to hand over to lettings to enable the property to re-house another family.

Sub-Letting

- Discussion took place on those social housing properties which had been found to be sub-let and Members were informed that there were cases where the tenant had been unaware that they had been renting a social housing property. The Committee was

given assurance that these victims were given professional support and advice from the Council's Housing Options Team to enable them to find suitable accommodation.

- Members were provided with case study examples of investigations which had taken place and the detail and work which was carried out by officers to investigate.
- Discussion took place on possible measures which could be introduced by the Council to make unsuspecting sub-letters aware of social housing properties.
- Officers were asked to look into means of subtly branding social housing to enable unsuspecting sub-letters to know that the property was Council owned.
- Officers were also asked to look into whether a list of Council property could be provided for public inspection.
- In addition, Members asked about the Council applying for Compensation Orders for sub-letters during court prosecutions.

Use of Social Media and information from other agencies

- The Committee was informed that Investigators also used tools such as Facebook and other Social Media, Google searches, 192.com and Gum Tree to investigate potential fraudsters.
- Liaisons took place with many outside agencies, Citizen Advice Bureaus within prisons, other fraud teams within other local authorities, housing associations, charities etc.
- Reference was made to internal liaison which took place within the Council and examples were given of the work which took place with the Education Team, Social Services, Mental Health Team, Anti Social Behaviour Team, Housing Teams and Democratic Services Registrars.

Other Initiatives

- Members were also informed of some of the work which had been carried out in some of the Council's tower blocks and bungalows. The work on these schemes provided good publicity for the work being done and would also act as a preventative measure for any would be fraudsters.
- Great emphasis was placed on working closely with residents on the schemes as this collaborative approach often provided Investigators with important information on suspected fraud.
- Members made reference to possible work which could take place with hospitals, colleges, universities and officers would look at these areas.

Promotion and publicity

- Members were informed that the Social Housing Fraud project was promoted widely, with "Blow the whistle on Housing Cheats" posters appearing in every issue of Hillingdon People, which helped to generate calls to the Council's fraud hotline.
- Examples of combating social housing fraud were also publicised in Hillingdon People. These articles often described the improved quality of life for Hillingdon residents who had been allocated the tenancy of a recovered property. This generated positive feedback from residents and encouraged reporting of suspected social housing fraud.
- Reference was made to the Team promoting the social housing fraud work which was taking place at resident's association meetings from April 2015 as part of the forward work programme.

19 March 2015 meeting

- Members were informed that in relation to allegations of social housing fraud, her primary responsibility in the Social Housing Fraud project was to recover property for the Council which was being fraudulently occupied, and to re-allocate to those people on the waiting list.
- The Committee was informed that consideration was given to whether cases were suitable for prosecution.
- Reference was made to the Prevention of Social Housing Fraud Act which had given local authorities the power to prosecute those who had unlawfully sublet their social housing. The law related to social housing tenants and introduced two new criminal offences; where tenants had sublet or had parted with possession of a property or ceased to occupy knowing that it was a breach of tenancy. The second, more serious offence was where a tenant had dishonestly and in breach of tenancy, sublet without consent and ceased to occupy the property as their only or principal home.
- Members were informed of the difficulties which the local authority had in proving breach of tenancy and dishonest sub-letting, but that it was slightly easier to bring possession proceedings. This was because the Council would be able to include multiple grounds and provide evidence of the practical steps that could be taken by officers to identify and evidence non-occupation / sub-letting cases.
- The Committee noted that the Council's officers were meticulous in their recording of notes of cases which were important for building up a body of evidence.
- Reference was made to tenants under their tenancy agreements, having the right to take lodgers in their homes, provided they had sought the permission of the local authority. Permission for this was subject to the individual circumstances of the tenant and if the property would not be overcrowded if there was to be a lodger.
- Discussion took place on tenancy agreements and Members were informed that the terms and conditions of agreements were not reviewed annually but were reviewed periodically every five years or so. Reference was made to the terms and conditions of tenancy agreements and the requirement for these to be clearly and concisely

communicated to tenants. Members asked that consideration be given to tenancy agreements being witness countersigned to ensure that terms and conditions were clearly understood and communicated clearly to all social housing tenants.

- The Committee also asked that consideration be given to providing reminders to tenants on terms and conditions on an annual basis which would re-enforce the message and provide an evidence base for courts in any prosecutions that the tenant had been made aware of their tenancy agreement requirements.
- Reference was made to the need for magistrates to understand fully the complexity of social housing and the issues which confronted local authorities as social housing landlords. It was suggested that the offer of training should be given to magistrates.
- The Committee was made aware of the policy statement on serious housing fraud which had been agreed by the Leader of the Council which added further clarification to the Council's approved Anti- Fraud Strategies and Policies. In this, reference was made to Hillingdon Council having a zero tolerance approach to housing fraud.
- Members suggested that a more general policy could be developed which could provide a framework for the Council to prevent, identify and address social housing fraud with the Council's social housing stock. Officers were asked to give consideration to this.

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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 15th 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'.
2. The Forward Plan attached has not been updated since the last meeting of the Committee held on 26 June. However, an updated version of the Forward Plan published on 15 July will be distributed on the evening of the POC meeting.

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)	Final decision by 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 CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

Cabinet meeting - 21 May 2015

SI	School Capital Programme Update	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 - Jean Palmer OBE / Bobby Finch	Corporate consultees		Public / Private (3)
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	RS - Michael Patterson / Michele Henington			Private (3)

Ref Decision Further information

Ward(s)

Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

Cabinet meeting - 18 June 2015

Ref	Decision	Further information	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
36	Budget 2014/15 Outturn	The Cabinet will receive the details of the budget outturn for 2014/15.	All		Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD - Paul Whaymand		NEW	
SI	School Capital Programme Update	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 - Jean Palmer OBE / Bobby Finch	Corporate consultees	NEW	Public / Private (3)
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	RS - Michael Patterson / Michele Henington		NEW	Private (3)

Ref Decision Further information

Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance

Cabinet meeting - 23 July 2015

Ref	Decision	Further information	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
37	Darrell Charles Court - Roof Refurbishment & Solar Panels	Cabinet approval is required for the tender for the roof refurbishment and photovoltaic panel installation works at Darrell Charles Court Sheltered Housing Scheme, Uxbridge.	Uxbridge North		Cllr Jonathan Bianco	RS - Adriano Sapelli		NEW	Private (3)

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Agenda Item 9

Work Programme 2014/15

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

Meetings	Room
26 June 2014	CR 6
16 July 2014	CR 5
16 September 2014	CR 4
29 October 2014	CR 4
11 December 2014	CR 4
8 January 2015	CR 5
5 February 2015	CR 6
19 March 2015	CR 3
28 April 2015	CR 5

Corporate Services & Partnerships Policy Overview Committee

2014/15 DRAFT Work Programme

Meeting Date	Item
26 June 2014	Corporate Services & Partnerships Policy Overview Committee Possible Review Topics 2014/15
	Work programme for 2014/15
	Cabinet Forward Plan
16 July 2014	Budget Planning Report for Administration and Finance Directorates
	Scoping Report for next Major Review and presentation
	Work Programme
	Cabinet Forward Plan
16 September 2014	Major Review - Witness Session
	Cabinet Forward Plan
	Work Programme
29 October 2014	Major Review - Witness Session and consideration of draft recommendations
	Single Meeting Review - Members Enquiries
	Cabinet Forward Plan
	Work Programme
11 December 2014	Major Review -Consideration of recommendation
	Second Review Topic - To agree
	Cabinet Forward Plan
	Work Programme
8 January 2015	Budget Proposals Report for 2015/16
	Second Review - Scoping Report and Witness Session

	Major Review -Consideration of recommendations
	Cabinet Forward Plan
	Work Programme
5 February 2015	Witness Session for Second Review
	Budget comments from other Policy Overview Committees
	Cabinet Forward Plan
	Work Programme
19 March 2015	Witness Session for Second Review - Social Housing Fraud
	Cabinet Forward Plan
	Work Programme
28 April 2015	Second Review - Social Housing Fraud - Consideration of Recommendations
	Update on Corporate Complaints Review
	Possible Review Topics for next Municipal Year
	Cabinet Forward Plan
	Work Programme

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