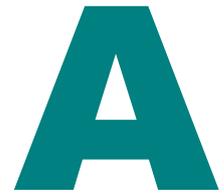




HILLINGDON
LONDON



Corporate Services, Commerce and Communities Policy Overview Committee

Councillors on the Committee

Richard Mills, Chairman
Wayne Bridges, Vice-Chairman
Lindsay Bliss
Nicola Brightman
Farhad Choubedar
Alan Deville
Jazz Dhillon
Vanessa Hurhangee
Kerri Prince

Date: WEDNESDAY, 13 MARCH
2019

Time: 7.30 PM

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

**Meeting
Details:** Members of the Public and
Media are welcome to attend.

This agenda is available online at:
www.hillingdon.gov.uk or use a smart phone
camera and scan the code below:



Published: Tuesday, 5 March 2019

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Putting our residents first

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
Phase II, Civic Centre, High Street, Uxbridge, UB8 1UW

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Terms of Reference

The Following Terms of Reference are common to all Policy Overview Committees (referred to as “The overview role”):

1. To 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. To monitor the performance of the Council services within their remit (including the management of finances and risk);
3. To comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. To 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);
5. To review or scrutinise decisions made or actions taken by the Cabinet, a Cabinet Member, a Council Committee or an officer.
6. To make reports and recommendations to the Council, the Leader, the Cabinet, a Policy Overview Committee or any other Council Committee arising from the exercise of the preceding terms of reference.
7. In accordance with the Local Government and Public Involvement in Health Act 2007, to consider ‘Councillor Calls For Action’ (CCfA) submissions.

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

Agenda

CHAIRMAN'S ANNOUNCEMENTS

- 1 Apologies for absence
- 2 Declarations of Interest
- 3 Minutes of the meeting held on 5 February 2019 1 - 6
- 4 Exclusion of Press and Public
- 5 Review A: Policing & Community Safety in Hillingdon 7 - 8
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- 7 Forward Plan 13 - 20
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Minutes

Corporate Services, Commerce and Communities
Policy Overview Committee
Tuesday, 5 February 2019
Meeting held at Committee Room 5 - Civic Centre,
High Street, Uxbridge



Published on:

Come into effect on: Immediately (or call-in date)

Members Present:

Councillors Richard Mills (Chairman)
Wayne Bridges (Vice-Chairman)
Lindsay Bliss
Nicola Brightman
Farhad Choubedar
Alan Deville
Jazz Dhillon
Kerri Prince
Raymond Graham

Officers Present:

Mark Braddock, Senior Manager, Democratic Services
Luke Taylor, Democratic Services Officer

54. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Vanessa Hurhangee, with Councillor Ray Graham substituting.

55. DECLARATIONS OF INTEREST

There were no declarations of interest.

56. MINUTES OF THE MEETING HELD ON 8 JANUARY 2019

RESOLVED: That the minutes of the meeting held on 8 January 2019 be agreed as a correct record.

57. EXCLUSION OF PRESS AND PUBLIC

It was confirmed that all items were Part I and would be considered in public.

58. DRAFT BUDGET PROPOSALS 2019/20: COMMENTS FROM POLICY OVERVIEW COMMITTEES

The Committee noted that comments on the draft budget proposals 2019/20 were made by Policy Overview Committees in January, and that these comments were before the Committee for consideration.

The Labour Group disagreed with the proposed comments' assertion that the Council had a record of delivering a budget without impacting on frontline services.

The draft comments were proposed and seconded and put to a vote, with five Councillors voting in favour and three voting against the proposed wording. The Labour Group requested that their opposition votes to the motion be recorded.

As such, it was agreed that the comments on the budget proposals be confirmed as "The Committee noted the budget projections and the combined budget proposals put forward by the Chief Executive's Office and Finance Group, and recognised the continuing financial constraints faced by the Council, whilst acknowledging that the Council have a track record over recent years of delivering a budget without impacting frontline services".

RESOLVED: That the Committee:

- 1. Noted the formal comments on the Cabinet's budget proposals from the other two Policy Overview Committees;**
- 2. Agreed its own final comments on the Cabinet's budget proposals; and,**
- 3. Submitted the combined set of formal Policy Overview Committee comments to Cabinet for consideration.**

59. REVIEW B: BROADCASTING OF POLICY OVERVIEW, SCRUTINY & SELECT COMMITTEES ON YOUTUBE

The Senior Democratic Services Manager introduced the report regarding broadcasting in Hillingdon, as part of the Committee's review into the Broadcasting of Policy Overview, Scrutiny and Select Committee meetings.

Members heard that the decision to begin broadcasting meetings was made in 2015, and it was possible to broadcast from the Committee Rooms 5 and 6 with single cameras, and the Council Chamber with three cameras.

The Council's YouTube viewing rates compare favourably with other Councils as residents are able to watch meetings that they are not able to attend, and even choose the item they wish to watch in some cases, which ensures they do not take up time watching discussions that they are not interested in.

Councillors were informed that YouTube provides free subtitling and transcripts on its videos, and technology was improving for these services, and were shown examples of other Council's around the world who broadcast Committee meetings for comparison.

The Senior Democratic Services Manager noted that watchtime, not views, was the key indicator for public interest in broadcasts, and heard that outside of Democratic Services, YouTube was used infrequently within the Council, although the music service occasionally posted videos. Members were then shown a tutorial to demonstrate you videos were added to YouTube.

The Committee asked whether it was possible to add meeting broadcasts to the Council's website, and heard that there was nothing to stop this, and although the Council used YouTube to broadcast, this may be something that is considered in the future.

Responding to questioning from Councillors, the Senior Democratic Services Officer noted that the resolution of videos was dictated by the cameras, which are now three years old and will eventually require upgrading, and that the streams were controlled by computers in the Democratic Services Office, while officers had to start the broadcasts on their own laptops at meetings.

Members noted the screens in CR5 could not be viewed on videos, citing the example of Planning Committee plans which may be useful for viewers to see, and asked whether these could be enhanced. The Senior Democratic Services Officer noted that Google Hangouts may offer alternatives to this as they could add presentational material during a broadcast, but this is something that would require the Democratic Services Officer to act on during the meeting with live editing. However, Democratic Services Officers were primarily required to minute meetings and advise the Chairman, and as such, live editing was seen as problematic, as it may interfere with the other roles required of the officers. However, it was an aspiration for the future.

The Committee asked whether the broadcasts generated enough traffic to warrant advertising and heard that monetisation was disabled to stop adverts for viewers, and that this decision was taken by the Council as it was a public body and would not be able to control the adverts to ensure they were for local businesses, or companies relevant to Hillingdon.

Councillors agreed that broadcasting more meetings was the way forward, but urged a cautious approach until viewing figures became clear and it was suggested that a test broadcast of one POC took place to see the demand for viewing these meetings.

Members commented that the filming of all meetings would also help provide a definitive record of minutes, and would be beneficial for Democratic Services when it came to recording minutes. The Committee agreed that the broadcasting of all meetings would be helpful and should take place, but noted that it was important to do so with zero cost impact. Members agreed that as the infrastructure was already in place, there was no need to roll it out further.

It was noted that if witnesses attend meetings they should be advised that they will be filmed, and this would need to be conveyed to anyone attending meetings. In cases where attendees did not want to be filmed, alternative arrangements could be agreed to ensure that the attendee was not visible but could be heard on the

broadcast, and this was possible to achieve. Furthermore, officers would need to ask for consent if vulnerable witnesses or children were to be filmed. Writing to witnesses, similarly to Planning and Licensing Committees, prior to the meeting to advise them of the broadcasts would help ease this process.

The Committee agreed to expand the current service and broadcast Policy Overview and Scrutiny committees using Committee Rooms 5 and 6 and the current technology that is in place.

RESOLVED: That the Committee recommend the expansion of the current broadcasting service to Cabinet, following a findings report to the Committee in March.

60. REVIEW A: POLICING IN HILLINGDON

Following the final witness session at the previous Committee meeting, Members discussed potential recommendations to be included in the final report.

The Committee noted that a regular report updating the Council on the impact CCTV has had to assist police in prosecutions may be helpful, and that this would be seen by the relevant scrutiny Committee.

Councillors also noted that the Community Safety Team had a lot of work, and wanted to ensure that the department was not under-resourced. It was agreed that the department coped admirably considering financial pressures, and due to their track record of delivering results, it was important to ensure this work could continue to a high level, and that ensuring the team was adequately resourced helped to achieve this.

Members expressed concerns regarding the rumoured cut in MOPAC funding, and noted that officers bring huge value to Hillingdon and a loss in funding for Tasking Teams would be problematic, and the Committee should make representations to MOPAC to request that this funding remains in place.

With regards to CCTV, the Committee agreed it was important to ensure the current CCTV program rollout continues, and that the Committee is notified of any slippage. Members also noted that it would be interesting to see information on the effects and prosecutions from mobile CCTV cameras.

Councillors commented that the "Out of Hours Team" that works in the Council overnight may be better deployed if they were moved to the new CCTV Control Room.

Members also stated that facial recognition in CCTV cameras may be used to help find missing people, vulnerable adults or dementia patients, and the Council should liaise on assisting this with the relevant teams if technology continues to advance to allow its use in this manner.

To conclude, it was agreed that a set of draft recommendations be drawn up and circulated to the relevant officers to confirm practicality and wording. Once agreed by

officers, these recommendations would then be circulated to the Chairman and Labour Lead Member to agree, before being incorporated into the final report.

RESOVLED: That the review's draft recommendations be agreed with the relevant officers, Chairman and Labour Lead Member, before being included in the first draft of the final report.

61. FORWARD PLAN

RESOLVED: That the forward plan be noted.

62. WORK PROGRAMME 2018/2020

RESOLVED: That the work programme be noted.

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REVIEW A: COMMUNITY SAFETY & NEW POLICING STRUCTURES IN HILLINGDON

Committee name	Corporate Services, Commerce & Communities Policy Overview Committee
Officer reporting	Luke Taylor, Democratic Services
Papers with report	None.

HEADLINES

As part of the Committee's review into the new policing structures in Hillingdon, and following the request from Committee members at the meeting on 24 July 2018 for witness sessions, key witnesses have been invited to answer questions relating to the review.

With witness sessions for the review now completed, the Committee is asked to agree a set of recommendations prior to a draft report of the review being agreed.

RECOMMENDATION:

That the Committee comment on and agree the recommendations to be included in the final review report.

SUPPORTING INFORMATION

At the meeting on 5 February 2019, it was agreed that draft recommendations, based upon the evidence heard and discussions during the review process, be agreed by the Chairman, Labour Lead Member and relevant officers.

The sign-off process regarding these recommendations is still in progress, but once a set of recommendations has been approved, these will be circulated to the Committee prior to the meeting.

At this meeting, Committee Members can discuss the suggested recommendations, and a final set of recommendations can then be used as part of the final report on Community Safety and the New Policing Structures in Hillingdon.

Implications on related Council policies

The role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

Policy Overview Committees directly engage residents in shaping policy, and recommendations from the Committees seek to improve the way the Council provides services to residents.

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 13 March 2019

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

REVIEW B: DIGITAL BROADCASTING OF POLICY OVERVIEW, SCRUTINY & SELECT COMMITTEES

Committee name	Corporate Services, Commerce & Communities
Officer reporting	Mark Braddock - Democratic Services
Papers with report	Indicative Review Timetable Draft Review Report – To be circulated prior to the meeting
Ward	All

HEADLINES

Following the witness session and recommendation steers provided by the Committee at the meeting on 5 February 2019, this paper presents to Members a draft review report for consideration, which will be circulated prior to the meeting.

RECOMMENDATIONS:

That the Committee consider the draft review report, delegating authority to the Senior Democratic Services Manager, in consultation with the Chairman, to make any further amendments prior to scheduling the report to Cabinet.

SUPPORTING INFORMATION

At the 5 February 2019 meeting, the Committee held a witness session which covered:

- Witness questioning: Senior Democratic Services Manager;
- Viewer analytics (the view of the viewer);
- Live demonstration of how YouTube broadcasting works at Hillingdon;
- Examples of other organisations broadcasting; and,
- Detailed Options Paper to assist Members.

During the meeting, the Committee gave positive feedback about the Council's existing broadcasting arrangements, along with specific consideration of the Council motion relating to expanding this to encompass the Council's policy overview, scrutiny and select committees. Members carefully reviewed the viewer and practical factors, along with the technology and cost implications of doing so. The minutes of the last meeting [also on this agenda] set out the witness session in more detail, including the recommendation steers provided by Members.

Attached is a draft of the report for the Committee to consider. The Committee's direction, feedback and suggestions are welcome. It is proposed to delegate any changes required to the Senior Democratic Services Manager, in consultation with the Chairman, to ensure the most efficient scheduling of the review to Cabinet around the start of the new municipal year.

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee - 13 March 2019

Implications on related Council policies

A role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction. Broadcasting on YouTube strengthens existing Council consultation and engagement policies.

How this report benefits Hillingdon residents

Since 2016, the broadcasting of council meetings has secured a big leap in the number of residents able to see how local decisions are made and how our democracy works. It increases transparency and can strengthen the connection between residents, the Council and local politicians. Broadcasting on the extremely versatile and resilient global YouTube platform, this enables people to view across nearly all devices they may have, anywhere and at any time.

Financial Implications

It is important that the Committee considers cost effective proposals that benefit resident taxpayers in relation to any review, which would ultimately be determined by Cabinet mid-year or as part of the Council's broader budget planning process or transformation plans. At the 5 February meeting, the Committee considered different options associated with the broadcasting of additional committee meetings. The preferred option by the Committee, and as set out in the draft review report, has zero financial implications.

Legal Implications

There are no legal impediments to the Council broadcasting official meetings, except where they concern Part II or other confidential business. In respect of members of the public that may attend, speak or have their personal details broadcast during committee deliberations, this is covered under the "public task" requirement in the Data Protection Act 2018, which enables the Council to process personal data that supports and promotes the democratic process. Furthermore, members of the public attending to participate directly also made aware of this prior to meetings.

BACKGROUND PAPERS

[Minutes of the 5 February 2019 meeting](#)
[Committee Detailed Options Report - 5 February 2019](#)

INDICATIVE REVIEW TIMETABLE - MULTI-YEAR WORK PROGRAMME

Meeting	Review phase	Suggested committee activity
8 January 2019	Scoping	The Committee considered an introductory report based on the Council motion, the progression of the review and provided initial feedback to officers.
5 February 2019	Witness / evidence	<ul style="list-style-type: none"> • Witness: Senior Democratic Services Manager • Updated Analytics report (the view of the viewer) • Member presentation and live demonstration of how YouTube broadcasting works • Examples of other organisations broadcasting • Detailed Options Paper to assist Members
5 February 2019	Findings	Following consideration of the Options Paper, Members framed their initial draft recommendations, which it agreed to consider further when receiving the final report.
13 March 2019	Final report	The Committee considers the draft report for referral to Cabinet.
18 April or 23 May 2019	Cabinet decision	For Cabinet to consider and make decisions based upon the Committee's final report and recommendations.

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FORWARD PLAN

Committee name	Corporate Services, Commerce & Communities Policy Overview Committee
Officer reporting	Luke Taylor, Democratic Services
Papers with report	Appendix A – Forward Plan

HEADLINES

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 the Cabinet or by the Cabinet Member).

RECOMMENDATION

That the Committee note the Forward Plan, and comment on any items coming before Cabinet if they see fit.

SUPPORTING INFORMATION

The Forward Plan is updated on the 15th of each month. An edited version to include only items relevant to this Committee's remit is attached as Appendix A.

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Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council

Cabinet Member(s) Responsible

Officer Contact for further information

Consultation on the decision

NEW ITEM

Public or Private (with reason)

SI = Standard Item each month

Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance

Cabinet meeting - 14 March 2019

Ref	Decision	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
310	Appointment of Consultants for Housing & Leisure Developments in Yiewsley and West Drayton	This report seeks approval to appoint external consultants to progress the proposed housing & leisure developments in the Yiewsley and West Drayton area.	Yiewsley / West Drayton		Cllr Jonathan Bianco	RS - Jenny Evans / Bobby Finch		NEW	Private (3)
305	Irrecoverable Corporate Debt	Cabinet will be asked to approve the write-off of individual irrecoverable debts greater than £50k as per the Constitution. This will include business rates and other debts by individuals and organisations where the Council has exhausted all possibility of recovering them. There is no additional financial cost to the Council as the cost of these write-offs have previously been provided for within the Council's financial planning.	N/A		Cllr Jonathan Bianco	FD - Rob Smith			Private (3)
306	Water Market Deregulation - Procurement of the Council's Water Portfolio	Cabinet will consider the acceptance of a tender for Water Services (Clean and Waste Water) for the Council's various assets and facilities.	N/A		Cllr Jonathan Bianco	RS - Richard Coomber			Private (3)
SI	Voluntary Sector Leases	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community.	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
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	FD - Paul Whaymand			Public

Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council

Cabinet Member(s) Responsible

Officer Contact for further information

Consultation on the decision

NEW ITEM

Public or Private (with reason)

SI = Standard Item each month

Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance

SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC		Public
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Cabinet Member Decisions expected - March 2019

Page 16	309	Corporate Technology and Innovation programme - ICT Transformation Phase 2 Work stage 2 Pathway to Cloud Services	Building on the transition of core ICT systems to Cloud based infrastructure, Cabinet will be requested to make the necessary procurement and business decisions for the Council's applications to move to a software as a service (SaaS) Cloud provider. This will ensure that all services and sites are fully disaster recovery compliant and, for staff, that council systems can be accessed at any Council location quickly and securely.	N/A		Cllr Jonathan Bianco	RS / FD - Louise Bateman / Jo Allen		NEW	Private (3)
	311	Social Care Case Management System	Cabinet will consider the procurement of the Council's Social Care Case Management ICT System. This is a key tool used within the Social Care directorate to record the interaction of social workers with most vulnerable residents in the Borough and underpins social work and safeguarding practices.	N/A		Cllr Philip Corthorne / Cllr David Simmonds CBE / Cllr Jonathan Bianco	SC / FD - Tony Zaman / Jo Allen		NEW	Private (3)
	302	In-cab technology for the Waste and Recycling Service	Cabinet will consider a tender for the provision of a waste management application with associated hardware to deliver new In-cab technology to the Council's fleet of waste vehicles. This will support the continued modernisation of the waste and recycling service, maximising collection operations and providing further benefits to residents.	All		Cllr Ray Puddifoot MBE / Jonathan Bianco / Cllr Douglas Mills / Cllr Keith Burrows	RS/FD - Louise Bateman / Jo Allen			Private (3)

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 18 April 2019									
SI	School Capital Programme Update	The biannual update to Cabinet on the Council's major school infrastructure programme and upgrading of educational facilities to deliver a good quality education for all children in the Borough.	Various		Cllr David Simmonds CBE / Cllr Jonathan Bianco	RS - Bobby Finch			Public
SI Page 17	Voluntary Sector Leases	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community.	All		Cllr Jonathan Bianco	RS - Michael Patterson / Michele Wilcox			Private (3)
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	FD - Paul Whaymand			Public
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC		Public
Cabinet Member Decisions expected - April 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public
Cabinet meeting - 23 May 2019									
SI	Voluntary Sector Leases	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All			RS - Michael Patterson / Michele Wilcox		NEW	Private (3)

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public or Private (with reason)
<i>Ref</i>	<i>SI = Standard Item each month</i>				<i>Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance</i>				
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC	NEW	Public
Cabinet Member Decisions expected - May 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various	NEW	Public
Cabinet meeting - 20 June 2019									
316 Page 18	Budget 2018/19 Outturn	Cabinet will review the Council's budget outturn position for the previous financial year.	All		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand		NEW	Public
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 Wilcox		NEW	Private (3)
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC	NEW	Public
Cabinet Member Decisions expected - June 2019									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various		Public

Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council

Cabinet Member(s) Responsible

Officer Contact for further information

Consultation on the decision

NEW ITEM

Public or Private (with reason)

SI = Standard Item each month

Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance

Cabinet meeting - 25 July 2019

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 Ray Puddifoot MBE / Cllr Jonathan Bianco	FD - Paul Whaymand		NEW	Public
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 Wilcox		NEW	Private (3)
SI	Reports from Policy Overview, Scrutiny & Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	CEO - TBC	TBC	NEW	Public

Cabinet Member Decisions expected - July 2019

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	CEO - Democratic Services	Various	NEW	Public
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AUGUST 2019 - No Cabinet Meeting - Cabinet Member decisions expected:

SI	Interim decision-making and Standard Items taken each month by the Cabinet Member	As there is no Cabinet meeting in August, the Leader of the Council may take various decisions on behalf of the Cabinet and these will be reported to Cabinet for subsequent ratification. Cabinet Members may also make a range of standard non-key decisions - details of these are listed at the end of the Forward Plan.	Various		Cllr Ray Puddifoot MBE	CEO - Democratic Services	Various	NEW	Public / Private - TBD
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The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, UK

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WORK PROGRAMME 2018 - 2020

Committee name	Corporate Services, Commerce and Communities Policy Overview Committee
Officer reporting	Luke Taylor, Democratic Services
Papers with report	Appendix A – Work Programme

HEADLINES

To enable the Committee to track the progress of its work in 2018-2020 and forward plan its work for the current, and next, municipal year.

RECOMMENDATIONS:

That the Committee note the Work Programme 2018 – 2020 and agree any amendments.

SUPPORTING INFORMATION

The Committee’s meetings start at 7.30pm (unless stated otherwise below), and the meeting dates for the next municipal year are as follows:

Meetings	Room
20 June 2018	CR6
24 July 2018	CR4
20 September 2018	CR4
11 October 2018	CR4
6 November 2018	CR4
8 January 2019	CR4
5 February 2019	CR4
13 March 2019	CR4
9 April 2019	CR4
18 June 2019	CR4
23 July 2019	CR4
19 September 2019	CR4
10 October 2019	CR4
5 November 2019	CR4
14 January 2020	CR4
4 February 2020	CR4
4 March 2020	CR4
7 April 2020	CR4

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 13 March 2019

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