



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  
Scott Farley  
Martin Goddard

**Date:** TUESDAY, 18 JUNE 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](http://www.hillingdon.gov.uk) or use a smart phone  
camera and scan the code below:



**Published:** Monday, 10 June 2019

**Contact:** Luke Taylor  
**Tel:** 01895 250693  
**Email:** [ltaylor3@hillingdon.gov.uk](mailto:ltaylor3@hillingdon.gov.uk)

Putting our residents first

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

# Useful information for residents and visitors

## Travel and parking

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. Please enter from the Council's main reception where you will be directed to the Committee Room.

## Accessibility

For accessibility options regarding this agenda please contact Democratic Services. For those hard of hearing an Induction Loop System is available for use in the various meeting rooms.

## Attending, reporting and filming of meetings

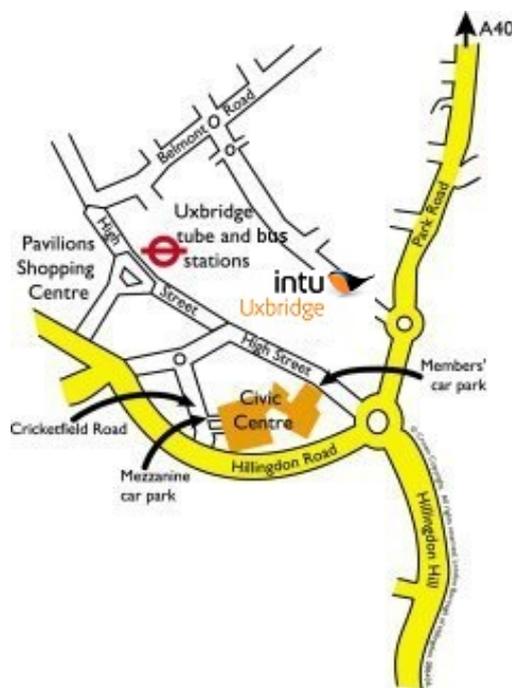
For the public part of this meeting, residents and the media are welcomed to attend, and if they wish, report on it, broadcast, record or film proceedings as long as it does not disrupt proceedings. It is recommended to give advance notice to ensure any particular requirements can be met. The Council will provide a seating area for residents/public, an area for the media and high speed WiFi access to all attending. The officer shown on the front of this agenda should be contacted for further information and will be available at the meeting to assist if required. Kindly ensure all mobile or similar devices on silent mode.

Please note that the Council may also record or film this meeting and publish this online.

## Emergency procedures

If there is a FIRE, you will hear a continuous alarm. Please follow the signs to the nearest FIRE EXIT and assemble on the Civic Centre forecourt. Lifts must not be used unless instructed by a Fire Marshal or Security Officer.

In the event of a SECURITY INCIDENT, follow instructions issued via the tannoy, a Fire Marshal or a Security Officer. Those unable to evacuate using the stairs, should make their way to the signed refuge locations.



## 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 previous meetings 1 - 6
- 4 Exclusion of Press and Public
- 5 Review C: Scoping Report 7 - 16
- 6 Forward Plan 17 - 20
- 7 Work Programme 2018/2020 21 - 24

## Minutes

Corporate Services, Commerce and Communities  
Policy Overview Committee  
Tuesday, 9 April 2019  
Meeting held at Committee Room 4 - 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)  
Lynne Allen  
Farhad Choubedar  
Tony Eginton  
Kerri Prince  
Paula Rodrigues  
Steve Tuckwell

### **Apologies:**

Councillors Alan Deville, Lindsay Bliss, Nicola Brightman, Jazz Dhillon and Vanessa Hurhangee

### **Officers Present:**

Luke Taylor, Democratic Services Officer

## **71. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Bliss, Brightman, Deville, Dhillon and Hurhangee, with Councillors Allen, Eginton, Rodrigues and Tuckwell substituting.

## **72. DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **73. MINUTES OF THE MEETING HELD ON 13 MARCH 2019**

**RESOLVED:** That the minutes of the meeting held on 13 March 2019 be agreed as a correct record.

## **74. EXCLUSION OF PRESS AND PUBLIC**

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

## 75. REVIEW A: COMMUNITY SAFETY & POLICING IN HILLINGDON

The Chairman noted that the draft report had been sent to Members, and asked that any comments on the document be submitted to either the Chairman or Democratic Services Officer by Monday 22 April 2019.

Members sought clarification on Recommendation 6, and asked whether further information could be included on the hours that the Control Room is manned, however it was noted that the Committee had agreed the recommendations at the previous meeting.

The Committee also noted that issues could arise, not only within housing estates, but also with registered landlords, and Councillors noted that this could be built into the discussion section of the review.

The Committee agreed that they were happy with the draft report and recommendations, endorsed the document, and then delegated authority to for the drafting of the final report to the relevant officers, under consultation with the Chairman and Labour Lead Member.

**RESOLVED: That the Committee delegate authority for the drafting of the Committee's final report to the relevant officers, in consultation with the Chairman and Labour Lead Member.**

## 76. FUTURE REVIEW TOPICS

The Committee noted that, with the conclusion of the previous reviews, a new review topic was required to take forward in 2019/20 as part of the two-year work programme.

It was suggested that the Committee consider looking at local commerce, employment, skills and job creation as this review topic, taking into account the work with Uxbridge College and Job Centre Plus in the Borough, in addition to the use of Section 106 allocations. Councillors also suggested that this topic could include the Council's support for local small businesses and their partnerships with the public sector.

Members also stated that a review into Community Cohesion could be another review topic, and while it was noted that a review into this topic took place in 2013, the Borough will have changed substantially since that time.

It was also requested for consideration to be given to a review in Enforcement, and to understand what specific areas within the Council and Committee's remit could be included in such a review.

**RESOLVED: It was agreed to take forward the suggestions for a review and agree that a scoping report be brought to the next Committee meeting for any suitable review topics.**

**77. FORWARD PLAN**

**RESOLVED: That the forward plan be noted.**

**78. WORK PROGRAMME 2018/2020**

Members noted the change in location to Committee Room 5 for the next cycle of meetings reflected the suggestions from the Committee in Review B: Broadcasting of Policy Overview and Scrutiny meetings.

It was agreed that Review C be added to the work programme, including the scoping report and potential dates for witness sessions and the review process.

**RESOLVED: That the work programme 2018/19 be noted, subject to the addition of Review C.**

This page is intentionally left blank

## **Minutes**

**Corporate Services, Commerce and Communities  
Policy Overview Committee  
Thursday, 9 May 2019  
Meeting held at Council Chamber - 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  
Scott Farley  
Martin Goddard

#### **1. ELECTION OF CHAIRMAN**

**RESOLVED:** That Councillor R. Mills be elected as Chairman of the Corporate Services, Commerce and Communities Policy Overview Committee for the 2019/20 municipal year.

#### **2. ELECTION OF VICE-CHAIRMAN**

**RESOLVED:** That Councillor Bridges be elected as Vice-Chairman of the Corporate Services, Commerce and Communities Policy Overview Committee for the 2019/20 municipal year.

This page is intentionally left blank

## FIRST REVIEW - DRAFT SCOPING REPORT

<b>Committee name</b>	Corporate Services, Commerce and Communities Policy Overview Committee
<b>Officer reporting</b>	Luke Taylor, Democratic Services
<b>Papers with report</b>	Scoping Report

### HEADLINES

Officers have provided a draft scoping report for the Committee that puts forward an initial plan for the review. Members can chose to accept this scoping report or make relevant changes.

### RECOMMENDATION

**That the Committee comment on and consider the scoping report to initiate the review.**

### INFORMATION

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the Chief Executive's Office and Finance areas 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. At the Committee meeting held on 9 April 2019, Members discussed potential topics for a review. Further discussions with officers took place following the meeting, and it was agreed that a scoping report on "Local Commerce, Employment, Skills & Job Creation" be brought to the meeting scheduled for 18 June 2019.
4. Other topics discussed at the previous meeting are scheduled to come to the Committee as information items and are included in the Work Programme (Item 7).

This page is intentionally left blank



# Corporate Services, Commerce & Communities Policy Overview (Scrutiny) Committee Review Scoping Report

## Working Title: Local Commerce, Employment, Skills & Job Creation

### 1. REVIEW OBJECTIVES

#### **Aim and Background to Review**

This review seeks to consider the current local economic environment, and better understand the implications of new developments and initiatives in Hillingdon.

The review will hear from expert witnesses on key initiatives and how they will impact on Hillingdon, its economy and residents, and also affords the Committee an opportunity to undertake site visits to the Old Vinyl factory and, in particular, the Central Research Laboratory, which is driving the resurgence of design and innovation in manufacturing in Hayes.

At the Committee meeting on 9 April 2019, it was unanimously agreed to further explore Local Commerce, Employment, Skills and Job Creation as a potential review topic, and officers were requested to provide a scoping report that set out the guidelines and timelines to investigate the issue.

It is proposed that the review looks at **three different elements** of this review topic, as follows:

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

## I. “The Big Picture”

This section of the review will consider where Hillingdon Council is currently performing on the national / regional picture. The following information gives an initial snapshot of the local economy, and officers will provide further observations on the local economy at the Committee meeting.

**Hillingdon’s Business Base** - the March 2018 NOMIS figures from the Office for National Statistics show that Hillingdon's business community stood at 15,315. This is the total number of businesses in Hillingdon, including the Borough’s retail sector. The makeup of Hillingdon's business community in terms of number of employees can be seen below (a comparison the business sector statistics for Hounslow and Harrow boroughs are included, as well as a comparison with 2015 figures):

Business type	Hillingdon		Hounslow		Harrow	
	2015	2018	2015	2018	2015	2018
Micro (0-9 employees)	11,380	13,035	11,795	12,940	12,160	14,340
Small (9-49 employees)	1,565	1,675	1365	1390	950	975
Medium (49 - 249 employees)	475	605	365	370	170	170
Large (250+ employees)	100	105	80	75	20	15
	13,520	15,315	13,605	14,775	13,300	14,775

From the NOMIS figures, there are a number of issues worthy of note. Whilst Hillingdon has a healthy business base in terms of the numbers of businesses, it also has a good balance in terms of business size and the range of employment. Like Hounslow and Harrow, Hillingdon has a solid micro business base, which makes up the bulk of our economy, but unlike Harrow and Hounslow, Hillingdon also has a strong large business base.

As is to be expected with such a quantum of businesses, the range and diversity of business activity in Hillingdon is significant. Whilst it is to be expected that a Borough with two airports and excellent road and rail connections, the logistics, transport and storage sector is strong. However, the Professional Scientific and technical sector, and the service sectors are also both major employers. It comes as little surprise that as a consequence of having such a broad based economy, Hillingdon has one of the lowest Job Seekers Allowance levels in London. Furthermore, Hillingdon supports a jobs density ratio of 1.05 (ratio of total jobs to population). Outside of central London, Hillingdon has the highest concentration of large employers or corporate headquarters.

**Business start-ups in Hillingdon** - Latest information on business start-ups shows the healthy growth but down from a peak in 2016:

Year	Number of Start-ups
2015	2811
2016	2911

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

2017	2550
2018	2511

**JSA claimant levels** in Hillingdon remain low. The September 2018 figures showed claimant levels at just 2,555. December 2018 figures were at 2,645, or 1.3% of Hillingdon's working age population. The London and national averages remain higher at 2.4%.

The latest Employment Support Allowance figures (ESA – the benefit which has replaced Incapacity Benefit) are not published as frequently as the JSA figures, but the latest figures from May 2018 show claimants numbers of 7510.

### **Changing economic profile**

Updates and commentary on the local economy can be provided, and major national projects that affect the Borough's economy, such as Cross Rail, should also be considered.

It is suggested that, as one of the country's first Institute of Technology (IoT) centres will be established at Uxbridge College, with Brunel University London as the higher education provider in the partnership, government investment in this area and the IoT could also be considered.

It will also be helpful to consider major areas within the Borough that have received significant investment, such as The Old Vinyl Factory, and the former Nestles Factory in Nestles Avenue it may be helpful to see what attracted the investment in the Borough and how it can be explored in the future.

The Committee may also choose to invite representatives from the Central Research Laboratory (CRL) to partake in the review. The CRL is driving the resurgence of design and innovation in manufacturing in Hayes, and having come from modest beginnings in the basement of the Shipping building only three years ago, when the CRL was home to a handful of fledgling businesses, the initiative now:

- Hosts a hundred plus organisations
- Has created fifty jobs;
- Produced four thousand prototypes;
- Has secured £2.8m development grants;
- Has links with over fifty manufacturing organisations worldwide; and,
- Has outgrown its current facilities and requires additional space to expand.

## ***II. “Skills and the Future”***

The future of the Council's economy and its local residents must also be considered, and it is important that the review focuses on education, skills and youth employment to see its impact on the Borough's economy. Potential witnesses could include Uxbridge College, Brunel University

and Adult and Community Learning, and the West London Film studios could also be considered as a local success story.

The role of Job-Centre Plus, a key partner to Hillingdon Council, Uxbridge College and major local employers is an important one as JCP lead on employment support for Hillingdon residents. Again, this organisation could be a useful potential witness in terms of assisting members to understand how Hillingdon's economy is evolving.

The construction sector is one area that may also have relevance here. With so many major projects in the Borough, it is important to ensure young people have an opportunity to work in the sector. The Committee might also consider how the Council uses the section 106 planning process to support residents' access careers and secure skills training in major construction sites across the borough. Qualify Me (the Council's construction training support organisation) and Uxbridge College could be considered as potential witnesses.

The Committee can also consider the future of the local economy, and the direction that it is heading. It may be helpful to hear evidence regarding the work the Council is doing to ensure the economy remains strong in the future, and what economic areas, industries, partnerships and investments are considered vital for the future of the Borough.

### **III. "The Local Picture"**

The final section of the review can explore the work that is being taken alongside partners, the Chamber of Commerce, and local businesses, to ensure the local economy remains strong.

The Council's support of local business through such initiatives as;

- "Stop and shop" schemes, the town centre improvements programme and shop front improvement grant scheme;
- The support the Borough's small businesses can expect from the forthcoming local supply chain initiative;
- The role of the annual Hillingdon EXPO - a unique, free event that brings together Hillingdon businesses and encourage networking, collaboration and trading;
- The way the Council uses its Local Plan to support and encourage mixed-use development; and,
- The promotion of the Borough to external investors.

#### **Terms of Reference**

The following Terms of Reference are suggested for the review, subject to any changes agreed by the Committee:

- 1. To consider the current local economic environment, and better understand the implications of new developments and initiatives in Hillingdon;*

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

2. *To examine where Hillingdon Council is currently performing within the regional economic picture and identify any gaps or weaknesses or areas for improvement;*
3. *To consider the future of the Council's economy and its local residents, with a focus on education, skills and youth employment to understand their impact on the Borough's economy and identify any gaps or weaknesses;*
4. *To explore the work that is being taken alongside partners, the Chamber of Commerce, and local businesses, to ensure the local economy remains strong and identify areas for action or improvement; and,*
5. *Subject to the Committee's findings, to make any conclusions and/or recommendations to the Cabinet to strengthen the local economy, that are cost-effective and through existing partnership arrangements.*

## **2. INFORMATION AND ANALYSIS**

### **Current Context**

A strong economy is vital to any local authority, and Hillingdon is no different. This review seeks to look at the where Hillingdon's stands within the regional economic picture, what is driving the local economy, and how the Council can best utilise the opportunities available to it to continue to advance economically and create jobs for local residents.

Once a picture of the local economy and its diversity has been established, it will then be possible to see how the Council is moving the economy forward, and what are its strengths and weaknesses.

The Council's Local Plan and "Open for Business" strategy may also be considered, as well as the impact that they are having on the Borough.

### **Responsibilities**

The portfolio Cabinet Member responsible for economic development is Councillor Jonathan Bianco, as Cabinet Member for Finance, Property and Business Services. Where this relates to Town Centre improvements, it is Councillor Douglas Mills, Cabinet Member for Communities, Commerce and Regeneration.

### **Connected Activity**

- Streamlined Major Applications Process

### **Current Intelligence, Best Practice and Research**

- Updates on Local Economy – published three times per year

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

## Further Information

London Borough of Hillingdon website, “*Connected for Business*” (online):

<https://www.hillingdon.gov.uk/article/26700/Connected-for-business>

Brunel University, London, “*Skills training in West London to be boosted by new Institute of Technology*”, 10 April 2019 (online):

<https://www.brunel.ac.uk/news-and-events/news/articles/Skills-training-in-West-London-to-be-boosted-by-new-Institute-of-Technology>

## **3. EVIDENCE & ENQUIRY**

### **Witness Testimony**

Lines of enquiry will need to be worked up in due course.

Potential witnesses, among others, could include:

- Testimony from LBH Officers;
- Testimony from the Institute of Technology, Uxbridge College;
- Testimony from Brunel University London;
- Testimony from a representative of Stockley Park, such as SEGRO - a major logistics operator in borough;
- Testimony from a representative of U+I PLC;
- Testimony from a representative of Job Centre Plus;
- Testimony from the local Chamber of Commerce; and,
- Testimony from the Central Research Laboratory.

Site visits to West London Film Studios, local construction sites for major developments, or innovative local businesses may also be arranged if they are deemed necessary.

Members may wish to suggest alternative witnesses.

### **Emerging Conclusions or Themes for Development**

These will emerge and become apparent as the review progresses.

## **4. REVIEW PLANNING & ASSESSMENT**

As Policy Overview Committees now operate under a multi-year work programme, the Committee has scope to undertake a more detailed review.

It is advised that witnesses attend in themed sessions. Draft timeframe & milestones are set out below and can be extended or reduced as the Committee sees fit:

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

<b>Meeting Date</b>	<b>Action</b>	<b>Purpose / Outcome</b>
18 June 2019	Agree Scoping Report	Information and analysis
23 July 2019	Witness Session 1	Evidence & enquiry - "The Big Picture"
19 September 2019	Witness Session 2	Evidence & enquiry - "Skills & the Future"
10 October 2019	Witness Session 3	Evidence & enquiry - "The Local Picture"
5 November 2019	Findings	To discuss findings and draft recommendations
4 February 2020	Draft Final Report	Proposals – agree recommendations and final draft report
April 2020	Cabinet - Consider Final Report	Agree recommendations and final report
November 2020 (date TBC)	Monitoring of implementation of recommendations	

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

### **Financial Assessment**

This review is not expected to require a financial assessment at this stage.

Generally, Committees should seek to ensure any recommendations are cost-effective or save the Council money. However, any early findings or recommendations by the Committee which may result in a call on Council budgets should be discussed at the earliest opportunity by the Chairman, relevant Cabinet Member and Leader of the Council to assess viability.

### **Resource Requirements**

None at this stage.

### **Equalities Impact**

None at this stage.

---

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

This page is intentionally left blank

## FORWARD PLAN

<b>Committee name</b>	Corporate Services, Commerce & Communities Policy Overview Committee
<b>Officer reporting</b>	Luke Taylor, Democratic Services
<b>Papers with report</b>	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 15<sup>th</sup> of each month. An edited version to include only items relevant to this Committee's remit is attached as Appendix A.

This page is intentionally left blank

# 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)
--------------------------------	-------------------------------	---	------------------------------	----------	---------------------------------

Ref

SI = Standard Item each month

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

## Cabinet meeting - 20 June 2019

014	<b>Appointment of contractor and release of funds for Tranche 7 Housing Development</b>	Cabinet will consider the appointment of contractor and release of funds for Tranche 7 Housing Development. This will be on Nelson Road, Hillingdon Heath.	Hillingdon East		Cllr Jonathan Bianco	RS - Michael Naughton / Neena Singh			Private (3)
019	<b>Budget 2018/19 Outturn</b>	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			Public

## Cabinet Member Decisions expected - June 2019

009	<b>Appointment of a building works contractor for the housing development at the Maple and Poplar Day Centre sites.</b>	This report seeks approval to appoint a works contractor to build the housing development at the former Maple and Poplar Day Centre sites, extend the consultants appointment for this construction stage as well as the release of capital funds for the construction works and associated costs. Delegated authority to the Leader and Cabinet Member has previously been granted by Cabinet to progress the necessary decisions on this project.	Yeading		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	RS - Jenny Evans / Bobby Finch			Private (3)
010	<b>Appointment of a building works contractor for the housing development at the former Willow Tree Depot site.</b>	This report seeks approval to appoint a works contractor to build the housing development at the former Willow Tree Depot site, extend the consultants appointment for this construction stage as well as the release of capital funds for the construction works and associated costs. Delegated authority to the Leader and Cabinet Member has previously been granted by Cabinet to progress the necessary decisions on this project.	Yeading		Cllr Ray Puddifoot MBE / Cllr Jonathan Bianco	RS - Jenny Evans / Bobby Finch			Private (3)

### Cabinet meeting - 25 July 2019

002 a	Hillingdon Drone Policy	Subject to Cabinet approval to consult on a new Drone and Small Unmanned Aircraft Policy and amended Public Space Protection Orders in May, the Leader of the Council will consider the outcome of stakeholder consultation and determine the approval of any new policy.	All		Cllr Ray Puddifoot MBE	CEO / RS - Mark Braddock & Raj Alagh / Paul Richards	Airports, relevant local organisations and statutory consultation for changes to PSPOs	NEW	Public
----------	-------------------------	---	-----	--	---------------------------	--	--	-----	--------

### Cabinet meeting - 12 December 2019

026 a	<b>The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 BUDGET &amp; POLICY FRAMEWORK</b>	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2020/21 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	20-Feb-20	Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		Public
027	<b>Assistance to Hillingdon's local voluntary organisations</b>	This report to Cabinet will make recommendations on the level of financial support to voluntary organisations for the 2020/21 financial year, demonstrating continued commitment to the vital work they do for residents in Hillingdon.	All		Cllr Douglas Mills	RS - Kevin Byrne	Corporate Services, Commerce & Communities POC		Public

The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, UK

## WORK PROGRAMME 2018 - 2020

<b>Committee name</b>	Corporate Services, Commerce and Communities Policy Overview Committee
<b>Officer reporting</b>	Luke Taylor, Democratic Services
<b>Papers with report</b>	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:

<b>Meetings</b>	<b>Room</b>
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	CR5
23 July 2019	CR5
19 September 2019	CR5
10 October 2019	CR5
5 November 2019	CR5
14 January 2020	CR5
4 February 2020	CR5
4 March 2020	CR6
7 April 2020	CR5

Classification: Public

Corporate Services, Commerce & Communities Policy Overview Committee – 18 June 2019

This page is intentionally left blank

# Multi year work programme

Corporate Services, Commerce & Communities

2020

Meeting Month Date	June 18	July 23	September 19	October 10	November 5	January 14	February 4	March 4	April 7	May Cabinet
-----------------------	------------	------------	-----------------	---------------	---------------	---------------	---------------	------------	------------	----------------

## REVIEW A: local policing arrangements in support of the Council's community safety efforts and funded Tasking Teams

- Topic selection / scoping stage
- Witness / evidence / consultation stage
- Findings, conclusions and recommendations
- Final review report agreement
- Target Cabinet reporting
- Post review monitoring

CABINET

X

## REVIEW C: Title TBC

- Topic selection / scoping stage
- Witness / evidence / consultation stage
- Findings, conclusions and recommendations
- Final review report agreement
- Target Cabinet reporting
- Post review monitoring

Scoping report

Witness Session 1    Witness Session 2    Witness Session 3

Findings

Final Report

CABINET

## Regular business items

- Mid-year Budget Update
- Annual complaints & service update report
- Cabinet's budget proposals for next financial year
- Cabinet Forward Plan monitoring

X

X

X    All POCs

X    X    X    X    X    X    X    X    X    X

## One-off business items

- Biennial Safety Review - Sports Grounds
- Officer Report - Community Cohesion
- Officer Report - Enforcement Actions
- Future Review Topics

X

X

X

X

## Past review monitoring

- Recruitment
- Homophobic, Biphobic & Transphobic Bullying
- Broadcasting of Policy Overview, Scrutiny & Select Committees on YouTube
- Local Policing & Community Safety in Hillingdon

X

X

X

X

This page is intentionally left blank