

The Cabinet Forward Plan

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
Cabinet - 16 February 2012									
723	Heritage Lottery Fund Bid for Eastcote House Gardens	Following notification that the Stage 1 Bid to the Heritage Lottery Fund was successful, this report to Cabinet will set out the Bid programme, details of the community and educational proposals for the buildings and gardens, the projected costings and the steps required for progressing to the Stage 2 Bid.	Eastcote & East Ruislip		Cllr Ray Puddifoot / Cllr Jonathan Bianco / Cllr Keith Burrows	PEECS - Charmian Baker	Corporate consultees	Heritage Lottery Fund letter and the Stage 1 Bid	
726	Application to Stop Up Adopted Highways Land, Warley Road	Cabinet will be asked to make a decision in relation to application(s) pursuant to the Highways Act 1980 and determine whether or not it supports the stopping up of the adopted public highway at Warley Road.	Barnhill		Cllr Keith Burrows	PEECS - John Fern	Legal Services		
728	Highgrove Pool Refurbishment - second stage tender	The report to Cabinet will seek decisions on the tender price and associated time scales for the refurbishment of Highgrove Pool.	Eastcote & East Ruislip		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Mohamed Bhimani	Corporate Procurement		

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
713	Pan London Highways Alliance Contract	The report seeks the views of the Cabinet on whether the Council should join a proposed Pan London Common Highways Contract for the delivery of scheme based highways maintenance and improvement works upon the expiration of the current highways term contract in April 2013. It is proposed to delegate final approval to sign-up to the scheme to the Leader and Cabinet Member.			Cllr Keith Burrows & Cllr Scott Seaman-Digby	PEECS - James Birch	Corporate Procurement, Transport for London		
691	Broadband and Internet Service Provision Contract	Following a procurement exercise, Cabinet will be asked to agree the contract for Broadband and Internet Service provision for the Council for a period of 4 years from 1st July 2012.	N/A		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Steve Palmer	Corporate Procurement & current and future broadband and ISP providers		
515	Housing Revenue Account (HRA) Rent Setting 2012-2013	To set rents and fees and charges for HRA dwellings and recommend to full Council.	All	23-Feb-12	Cllr Jonathan Bianco / Cllr Phillip Corthorne	SCH&H - Maqsood Sheikh	Tenants and other stakeholders		
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	CS - Paul Whaymand			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Gift Funding for Planning Functions	To seek Cabinet approval for gift funding concerning the redevelopment / regeneration of the former EMI site in Hayes. Such funding from developers would meet the Council's reasonable and justifiable costs associated with discharging its planning function.	Botwell		Cllr Keith Burrows	PEECS - James Rodger			NEW
Cabinet Member Decisions - February 2012									
685	Award of Contract for the collection, counting and banking of cash and cheques from all necessary LBH sites as required	Cabinet will be asked to make a decision following the tendering process for this service. It will include all Council sites and activities ranging from parking services to libraries and the Civic Centre.	N/A		Cllr Jonathan Bianco and Cllr Douglas Mills	CS - Annette Reeves	Corporate Procurement		
701	Supply of Smart Cards and the provision of Bureau Services - contract extension	Cabinet will be asked to extend a contract for 2 years for the supply of Smart Cards and the provision of bureau services in connection with the HillingdonFirst card.	N/A		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Steve Palmer	Corporate Procurement		
674	Appointment of supplier for the provision of translation, interpretation and alternative communication services	This report will seek Cabinet approval following the outcome of the tender exercise to provide the council's translation, interpretation and alternative communication services.	All		Cllr Scott Seaman-Digby	CS - David Holdstock	Corporate Procurement		

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	
Cabinet - 29 March 2012									
734	Award of SAN backup solution	Following a procurement exercises, this report to cabinet will seek approval for the award of a contract for backing up the Council's Storage Area Network (SAN).	N/A		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Steve Palmer			NEW
735	Tender for DEFRA funded projects in relation to Air Quality	Cabinet will be asked to accept a consultancy tender in relation to DEFRA (Department for Environment, Food and Rural Affairs) funded projects to provide recommendations for improvements to air quality in Hillingdon and the Heathrow Airport area. These projects will be aimed at evaluating transport solutions.	All		Cllr Keith Burrows / Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Val Beale			NEW
736	Award of contract: the maintenance and repair of fencing and gates for Hillingdon Housing Repairs Service	To seek Cabinet agreement to accept a tender for the supply, erection, maintenance and repair of fencing and gating and to award a contract for four years. The tender will be using the framework agreement for fencing previously approved by Cabinet.	Various		Cllr Philip Corthorne / Cllr Scott Seaman-Digby	SCH&H - Grant Walker			NEW

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
737	Procurement of Small Street Sweeping Machines	The Council currently has ten small mechanised sweepers utilised on street and pavement cleaning duties across the Borough. Over the previous 12 months there has been a significant increase in maintenance and repair costs for these, affecting their reliability. Cabinet will be presented with a proposal and business case for their replacement following a tender exercise.	All		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - David Fisher			NEW
608	Community Infrastructure Levy	Following approval to develop a scheme in April, Cabinet will be asked to adopt a Community Infrastructure Levy and Charging Schedule.	All		Cllr Keith Burrows	PEECS - Jales Tippell			
709	Equality and Diversity Policy	This updated policy will be presented to Cabinet for approval, outlining the Council's responsibilities under the new Equality Act 2010 and setting out the Council's equality objectives as part of meeting our statutory duties.	All		Cllr Douglas Mills	CS - Vicky Trott	Internal Groups	Opportunity for all - Equal Opportunities Policy, Equality in Employment, Equality Act 2010	
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PEECS - Jales Tippell / Vanessa Scott		Previous Cabinet Reports	
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	CS - Paul Whaymand			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			
Cabinet Member Decisions - March 2012									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	
Cabinet - 26 April 2012									

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
668	Contract Award: Framework Agreement for Support Planning and Brokerage	<p>This report to Cabinet relates to Direct Payments, which enable social care service users to access and control their own fund with which to pay for care services. The Direct Payment Support Service provides independent advice, support and assistance for recipients of Direct Payments to ensure that service users are able to fully benefit from this option.</p> <p>The contract award for this service follows a collaborative tender process across four London boroughs. A framework agreement has been developed with the London Boroughs of Brent, Kensington ad Chelsea and Hammersmith & Fulham. The tender process, being led by Hammersmith & Fulham.</p>	All		Cllr Philip Corthorne & Cllr Seaman-Digby	SCH&H - Paul Feven	Service users, carers and SCHH staff have been consulted in drawing up the service specification and in developing questions to submit to prospective providers at the interview stage.		
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	CS - Paul Whaymand			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			

Cabinet Member Decisions - April 2012

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	
Cabinet - 24 May 2012									
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	CS - Paul Whaymand			
SI	Gift Funding for Planning Functions	To report to Cabinet any gift funding from developers to meet the Council's reasonable and justifiable costs associated with discharging its planning function.	TBC		Cllr Keith Burrows	PEECS - James Rodger			
Cabinet Member Decisions - May 2012									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	Democratic Services	Various	Various	
CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH									
SI	Ward Budget Initiative	To approve the spending of Ward Budgets following applications from Ward Councillors - this will be done on a monthly or regular cycle.	All		Cllr Douglas Mills / Cllr Ray Puddifoot	PEECS - Maggie Allen	Local consultation within the Ward undertaken by Ward Councillors	Ward Budget Initiative Cabinet Report & Protocol - 18 December 2008	

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	New allocation of S106 contributions	To approve allocation of planning obligation funds for use locally.			Cllr Ray Puddifoot & Cllr Jonathan Bianco	PEECS - Nikki Wyatt			
SI	Constitutions of School Governing Bodies and appointment of LA Governors	To approve appointments and reappointments of local authority governors and to approve any changes to school governing body constitutions			Cllr David Simmonds	Democratic Services		Requests from School Governing Bodies	
SI	Appointment of Consultants & agency staff	To consider the appointment of consultants where the cost is between £5,000 and £50,000. To appoint individual temporary and agency workers between this value for senior management posts. To also accept the appointment of any consultants delegated by Cabinet.			as appropriate	various			
SI	Release of Capital Funds	Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members			Cllr Ray Puddifoot and Cllr Jonathan Bianco	various	Corporate Finance		
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.			as appropriate	Democratic Services		Petitions to the Council	
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action			Cllr Keith Burrows	PEECS David Knowles	Traffic Liaison Group	LAU Accident Statistics	

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Cllr Keith Burrows	PEECS David Knowles			
SI	To approve write offs, write offs of arrears and compensation payments	To consider write offs that are in excess of £5000 and compensation payments in excess of £1000.			as appropriate	various			
SI	To consider rent reviews	To consider rent reviews of commercial and other premises.			Cllr Ray Puddifoot and Cllr Jonathan Bianco	PEECS - Mike Patterson			
SI	To consider parking management schemes & Traffic Regulation Orders	To consider and decide on the form of parking management schemes including stop and shop schemes at shopping centres. To also consider objections to traffic regulation orders and to decide whether to approve the orders in the light of objections			Cllr Keith Burrows	PEECS David Knowles			
SI	Road Safety Programme, Traffic Congestion Mitigation Programme and School Travel Plan Programme	To approve any schemes in the programmes			Cllr Keith Burrows	PEECS David Knowles	Traffic Liaison Group, Motorists' Forum, Ward Councillors		
SI	London Cycle Network Schemes and Cycling Initiative Schemes	To approve any schemes that are part of the London Cycle Network or are cycling initiative schemes			Cllr Keith Burrows	PEECS David Knowles			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Acceptance of Tenders	To accept tenders for contracts of between £50k and £250k in their Portfolio Area where funding is previously included in Council budgets and to accept any tenders delegated by Cabinet.			as appropriate	various			
SI	Extension of Leasehold Interests of flats under the 1993 Act	To consider an extension of the leasehold interests for several flats where the Council as freeholder has received an application under the Leasehold Reform Housing and Urban Development Act 1993. The report will recommend grant of the extensions in each case where the Notice is valid and in accordance with legislation.			Cllr Jonathan Bianco and Cllr Philip Corthorne	SCH&H Mike Paterson / David Ollendorf			
SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member(s) will be asked to consider the approval of projects.	Various		Cllr Douglas Mills & Cllr Jonathan Bianco	PEECS Maggie Allen			
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.			as appropriate	various			
SI	Social Care, Health and Housing Commissioning Quarterly update	Regular report to the Cabinet Member on what the Council is doing in respect of social care commissioning and any necessary decisions that are required within the Cabinet Member's remit.			Cllr Philip Corthorne	SCH&H Gary Collier			
SI	Erection and Renewal of Street Furniture	Following Cabinet's decision on 24th September, final sign-off of any expenditure against this term contract must be made by the Leader of the Council and Cabinet Member for Finance and Business Services.	All		Cllr Ray Puddifoot and Cllr Jonathan Bianco	PEECS - Jamie Birch			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		as appropriate	Democratic Services			