

FORWARD PLAN DECEMBER 2012 – MARCH 2013

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REASON FOR ITEM

To review the Cabinet Forward Plan of forthcoming executive decisions to be made and any items on a published Cabinet agenda (if applicable).

OPTIONS OPEN TO THE COMMITTEE

- To comment on items going to the Cabinet or Cabinet Members for decision.
- Or to note the items and decide not to comment.

INFORMATION

The Forward Plan

The Committee's terms of reference enable it to monitor the Cabinet's Forward Plan and comment, if required, to the relevant decision-maker (Cabinet or Cabinet Member) on future decisions within the Committee's remit before they are made. Comments made by the Committee, depending upon publication timings, can be included within forthcoming reports to the Cabinet or Cabinet Member.

The current edition of the published Forward Plan is attached showing those items that are within this Committee's remit. The Forward Plan is published around the middle of each month (at least 28 clear days before the next Cabinet meeting) to comply with regulations around giving advance notice of future executive decisions.

Committee Members can ask questions they have about a particular Forward Plan item in advance and if necessary, through the agreement of the Chairman, request an officer to be present at the Committee meeting to give advice.

The Cabinet agenda

If the Cabinet agenda has been published and the Committee meets before the date of the Cabinet meeting, the Committee is entitled to provide comments on a report under their remit to Cabinet. This is normally added to an addendum sheet tabled on the night.

SUGGESTED COMMITTEE ACTIVITY

- To consider whether there are comments or suggestions that the Committee wishes to make that will aid Cabinet's decision-making.

Ref	Decision	Further information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
Council Departments: RS = Residents Services SC&H =Social Care & Health CS = Central Services									
Cabinet meeting - 20 December 2012									
849	Draft Interim Planning Policy on Houses in Multiple Occupation	On 24th March 2012 a 12 month statutory notice period commenced for creating an Article 4 Area for Brunel & Uxbridge South Wards. Subject to agreement from Full Council that the Article 4 Direction should be adopted) from 24 March 2013 the Council will receive planning applications for any conversion of a house into an HMO in Uxbridge South and Brunel Wards. This Cabinet report will set out a proposed policy and criteria for the Council to use to determine the planning applications for HMOs in the two wards and for HMO'S in general.	Brunel & Uxbridge South	28-Feb-13	Cllr Keith Burrows	RS - James Rodger	External consultation	New	
858	Continuation of the Vehicle Replacement Program 2012/13	Following a competitive tender exercise, Cabinet is requested to make procurement decisions in respect of the Vehicle replacement programme - Batch E (Special Collections and Breakspear Crematorium vehicles) and Batch F (Refuse collection vehicle).	All		Cllr Jonathan Bianco	RS - David Fisher		New	Private (3)
846	Ruislip Lido Enhancement Programme: Woody Bay Landscaping and Toilet Block	Cabinet will receive the landscaping proposals for the Woody Bay enhancement and the installation of a new toilet block alongside the Railway Station and make any necessary decisions.	West Ruislip		Cllr Jonathan Bianco	RS - Mohamed Bhimani		New	Private (3)

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801a	The Council's Budget - Medium Term Financial Forecast 2013/14 - 2016/17 BUDGET & POLICY FRAMEWORK	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2013/14 for consultation, along with indicative projections for the following three years.	All	28-Feb-13	Cllr Jonathan Bianco & Cllr Ray Puddifoot	CS - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		
804b	Review of Statement of Gambling Policy POLICY FRAMEWORK	The Gambling Act 2005 requires the Licensing Authority to review its Statement of Gambling Policy every three years. Cabinet will be asked to recommend a policy to Council for decision, following consultation.	All	17-Jan-13	Cllr Jonathan Bianco	RS - Sharon Garner	Wide consultation, including RESPOC, Licensing Committee, relevant partners and the public		
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Jales Tippell / Vanessa Scott			
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	RS - James Rodger			

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Cabinet Member Decisions - December 2012									
855	Enforcement Policy for Public Protection Services	Cabinet Members will be asked to agree an updated enforcement policy consolidating previous ones across a number of regulatory services across public protection services. It will provide clear and concise guidance to enforcement officers and ensure a consistent approach to enforcement.	All		Cllr Ray Puddifoot	RS - Shabeg Nagra		New	
834	Anti-Social Behaviour Policy for Tenants and Leaseholders	Following Hillingdon Homes' return to the Council, a revised policy is being recommended for approval.	All		Cllr Douglas Mills, Cllr Philip Corthorne & Cllr Ray Puddifoot	RS - Ed Shaylor	Local Tenants Forum, Housing Management		

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803	Safety at Sports Grounds	This is the annual report to inform the Cabinet Members of action taken by officers in respect of the Council's responsibilities under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act 1987. The Cabinet Members will be asked to approve action taken by officers to ensure the safety of the public (as spectators) at sports grounds within the Borough during 2012 and to determine the level of safety inspections which should be implemented in 2013.	All		Cllr Jonathan Bianco & Cllr Douglas Mills	RS - Stephanie Waterford	Residents' & Environmental Services POC. Other members of the Safety Advisory Group (Metropolitan Police, London Fire and Emergency Planning Authority, London Ambulance Service).		

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Cabinet meeting - 24 January 2013									
847	Oak Farm Library	This report to Cabinet will present proposals for the refurbishment of Oak Farm library and the procurement to undertake the associated works.	Hillingdon East		Cllr Jonathan Bianco	RS - Mohamed Bhimani		New	Private (3)
833	Accessible Hillingdon - Supplementary Planning Document	This report will seek Cabinet approval to consult on updated supplementary planning guidance to developers and planning applicants on accessible housing, access to public buildings and inclusive environments in light of the Hillingdon Local Plan (i.e. both Part 1 and the saved policies which now constitute Part 2) and the 2011 London Plan.	All		Cllr Keith Burrows	RS - Ali Kashmiri	Various stakeholders		
826	Community Heritage Initiative Project: Draft Conservation Appraisals for consultation	The CHIP scheme for the Borough, funded by English Heritage, aims to empower local residents to write their own conservation area appraisals. Four of the five studies commenced have now progressed to draft reports. This report seeks agreement to go out to public consultation on the four documents. The proposals include changes to existing conservation area boundaries; a potential Article 4 Direction, to change permitted development rights in Morford Way Conservation Area and additions to the Local List of Buildings of Local Architectural or Historic Importance. The latter will however be taken forward separately as part of the next Local List Review.	Various, in particular Eastcote & East Ruislip		Cllr Keith Burrows	RS - Jales Tippell			
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	RS - James Rodger			

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Cabinet Member Decisions - January 2013									
857	Food Service Plan 2012 - 2015	The Cabinet Member will be asked to agree the Council's Food Service Plan as a reference point against which to measure service development and improvements to local businesses and residents. It is a requirement of the Food Standards Agency (FSA), the body that monitors and audits local authority's activities on food enforcement.	All		Cllr Jonathan Bianco & Cllr Ray Puddifoot	RS - Oliver Darius		New	

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Cabinet meeting - 14 February 2013									
801b	The Council's Budget - Medium Term Financial Forecast 2013/14 - 2016/17 BUDGET & POLICY FRAMEWORK	This report will set out the Medium Term Financial Forecast (MTFF), which includes the proposed General Fund reserve budget and capital programme for 2012/13, along with indicative projections for the following three years.	All	28-Feb-13	Cllr Jonathan Bianco & Cllr Ray Puddifoot	CS - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		
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Cabinet meeting - 21 March 2013									
856	Beds in Sheds' in Hillingdon	The report will set out the issues relating to 'Beds in Sheds' in Hillingdon and explain what progress has been made to date in dealing with this. The report will seek Cabinet approval for the approach to be taken in the future.	Various		Cllr Keith Burrows	RS - Jales Tippell		New	
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Jales Tippell / Vanessa Scott		New	
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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	RS - Helena Webster	Local consultation within the Ward undertaken by Ward Councillors		
SI	New allocation of S106 contributions	To approve allocation of planning obligation funds for use locally.			Cllr Ray Puddifoot & Cllr Jonathan Bianco	RS - Nikki Wyatt			
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	CS - Democratic Services			
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action			Cllr Keith Burrows	RS - David Knowles	Traffic Liaison Group		
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Cllr Keith Burrows	RS - David Knowles			
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	RS - David Knowles			

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SI	Road Safety Programme, Traffic Congestion Mitigation Programme and School Travel Plan Programme	To approve any schemes in the programmes			Cllr Keith Burrows	RS - 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	RS - David Knowles			
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	RS - Helena Webster			

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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	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	RS - John Fern			
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	CS - Democratic Services			