

## **FORWARD PLAN JANUARY – APRIL 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 AD = Administration Directorate FD= Finance Directorate									
<b>Cabinet meeting - 24 January 2013</b>									
868	<b>Hillingdon Physical Activity Plan</b>	Building on the successes of the 2012 Olympic Games and the opportunity to deliver a local legacy plan to help improve the physical health of local residents, this report to Cabinet will detail actions that will be implemented within existing resources across a range of partners in Hillingdon. The objectives and targets will also help address the local health priorities identified in the current Health and Wellbeing Strategy.	All		Cllr Douglas Mills	RS - Priscilla Simpson and Howard Griffin		New	
870	<b>Surface Water Management Plan</b>	The Surface Water Management Plan has been commissioned by the GLA to meet the requirements of the Flood Risk Regulations 2009 and the Flood and Water Management Act 2010. It identifies areas affected in times of heavy rainfall and provides a strategy to manage surface water across the Borough. It is a requirement of the Floor Risk Regulations 2009 that the document, once approved by Cabinet, will be published to engage the public and other stakeholders and encourage their input on flood risk incidents.	Various		Cllr Jonathan Bianco	RS - Vicky Boorman	Relevant internal teams, Environment Agency	New	
874	<b>Consultation on extending permitted development rights</b>	Cabinet will note the Council's response to the Government consultation on extending permitted development rights, submitted in December 2012.	All		Cllr Keith Burrows	RS - James Rodger		New	

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833	<b>Accessible Hillingdon - Supplementary Planning Document</b>	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		
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	FD - Paul Whaymand			
SI	<b>Gift Funding for Planning Functions</b>	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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<b>Cabinet Member Decisions - January 2013</b>									
867	<b>Council Tax Collection and Recovery Processes and Procedures</b>	The Cabinet Member will be asked to approve a revised Council Tax Collection and Recovery Processes and Procedures document which takes into account the changes to Council Tax following the abolition of Council Tax Benefit.	All		Cllr Jonathan Bianco	FD - Rob Smith		New	
857	<b>Food Service Plan 2012 - 2015</b>	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			
SI	<b>Standard Items taken each month by the Cabinet Member</b>	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	AD - Democratic Services	Various		

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<b>Cabinet meeting - 14 February 2013</b>									
879	<b>Hillingdon Community Infrastructure Levy (CIL)</b>	In September 2012, Cabinet gave approval to a second round of consultation on the CIL documents, which closed on 14th December 2012. Cabinet is requested to consider the consultation responses and progress to the next stage, submitting the CIL to the Secretary of State for examination.	All		Cllr Keith Burrows	RS - James Gleave		New	
801b	<b>The Council's Budget - Medium Term Financial Forecast 2013/14 - 2016/17 &amp; HRA Budget</b> <b>BUDGET &amp; POLICY FRAMEWORK</b>	This report will set out the Medium Term Financial Forecast (MTFF), which includes the proposed General Fund reserve budget, HRA budget and capital programme for 2013/14, along with indicative projections for the following three years.	All	28-Feb-13	Cllr Jonathan Bianco & Cllr Ray Puddifoot	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson			Private (3)
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	FD - Paul Whaymand			

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Council Departments: RS = Residents Services SC&H =Social Care & Health AD = Administration Directorate FD= Finance Directorate									
SI	<b>Gift Funding for Planning Functions</b>	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 - February 2013

SI	<b>Standard Items taken each month by the Cabinet Member</b>	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	AD - Democratic Services	Various		
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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?
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## Cabinet meeting - 21 March 2013

856	<b>Beds in Sheds' in Hillingdon</b>	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			
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson			Private (3)
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	FD - Paul Whaymand			
SI	<b>Quarterly Planning Obligations Monitoring report</b>	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Jales Tippell / Vanessa Scott			
SI	<b>Gift Funding for Planning Functions</b>	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 - March 2013

SI	<b>Standard Items taken each month by the Cabinet Member</b>	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	AD - Democratic Services	Various		
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Council Departments: RS = Residents Services SC&H =Social Care & Health AD = Administration Directorate FD= Finance Directorate									
<b>Cabinet meeting - 24 April 2013</b>									
SI	<b>Voluntary Sector Leases Report</b>	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	RS - Michael Patterson		New	Private (3)
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services		New	
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	FD - Paul Whaymand		New	
SI	<b>Gift Funding for Planning Functions</b>	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		New	

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## Cabinet Member Decisions - April 2013

SI	<b>Standard Items taken each month by the Cabinet Member</b>	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	AD - Democratic Services	Various	New	
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## CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH

SI	<b>Ward Budget Initiative</b>	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	<b>New allocation of S106 contributions</b>	To approve allocation of planning obligation funds for use locally.			Cllr Ray Puddifoot & Cllr Jonathan Bianco	RS - Nikki Wyatt			
SI	<b>Petitions about matters under the control of the Cabinet</b>	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	AD - Democratic Services			
SI	<b>Local Safety Schemes and Parking Revenue Account funded schemes</b>	To consider petitions received and decide on future action			Cllr Keith Burrows	RS - David Knowles	Traffic Liaison Group		
SI	<b>Pedestrian Crossings</b>	To approve schemes to provide crossing facilities			Cllr Keith Burrows	RS - David Knowles			

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SI	<b>To consider parking management schemes &amp; Traffic Regulation Orders</b>	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	<b>Road Safety Programme, Traffic Congestion Mitigation Programme and School Travel Plan Programme</b>	To approve any schemes in the programmes			Cllr Keith Burrows	RS - David Knowles	Traffic Liaison Group, Motorists' Forum, Ward Councillors		
SI	<b>London Cycle Network Schemes and Cycling Initiative Schemes</b>	To approve any schemes that are part of the London Cycle Network or are cycling initiative schemes			Cllr Keith Burrows	RS - David Knowles			
SI	<b>Response to key consultations that may impact upon the Borough</b>	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	various			