

## **FORWARD PLAN FEBRUARY – MAY 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 - 14 February 2013</b>									
889	<b>Use of Financial Consultants to Maximise Planning Obligations</b>	The report seeks authorisation for the engagement of independent, appropriately qualified third part financial consultants to assess the accuracy of Financial Viability Appraisals (FVA) that accompany planning applications. The full cost of these independent appraisals is met by the applicant, with no on-cost to the Council.	Various		Cllr Keith Burrows	RS - Matthew Duigan		New	
891	<b>Draft Interim Planning Policy on Houses in Multiple Occupation</b>	Cabinet in December 2012 agreed to consult on a new interim planning policy on HMOs, which would be used to determine planning applications in the two wards affected by the Article 4 Direction, which is due for implementation from March 2013. Cabinet will be asked to agree the interim policy and recommend to Council for approval.	Brunel & Uxbridge South	28-Feb-13	Cllr Keith Burrows	RS - James Rodger	External consultation	New	
893	<b>Update on High Speed 2</b>	Cabinet will receive an update on the impact of the Government's plans for HS2, including any consultation responses, the legal challenge being led by Hillingdon and the 51M Group and local campaign activities by the Council and residents.	Various		Cllr Ray Puddifoot	RS - Jales Tippell / AD - Raj Alagh	Local interest groups	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			

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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			
801b	<b>The Council's Budget - Medium Term Financial Forecast 2013/14 - 2016/17 &amp; HRA Budget 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			
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

895	<b>Amberley Lodge, Percy Bush Road, West Drayton</b>	The Cabinet Member will be asked to consider a report on the disposal of Amberley Lodge.	West Drayton		Cllr Ray Puddifoot / Jonathan Bianco	RS - Richard Carden		New	Private (3)
896	<b>Langley Barn, adj to Langley Farm, Breakspear Avenue North, Harefield</b>	The report seeks Cabinet Member authority to declare the land and barn surplus to requirements and to accept an offer.	Harefield		Cllr Ray Puddifoot / Jonathan Bianco	RS - Richard Carden		New	Private (3)
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 - 21 March 2013</b>									
882	<b>Continuation of the Vehicle Replacement Program (VRP) - 2012/13</b>	Following a compliant tender conducted by Corporate Procurement, Cabinet is requested to approve the recommendation and award of contract for the purchase of various vehicles in accordance with the VRP and/or give delegated authority to the relevant Cabinet Member and Deputy Chief Executive and Corporate Director, Residents Services to accept recommendation and contract award depending on the procurement timescales.	N/A		Cllr Jonathan Bianco	RS - David Fisher	Corporate consultees	<b>New</b>	Private (3)
884	<b>Delegation of powers to the England Illegal Money Lending Team</b>	This report describes the national arrangements for tackling illegal money lending (loan sharks) in England, via the England Illegal Money Lending Team. Cabinet is asked to authorise the Deputy Chief Executive and Corporate Director of Residents Services, together with the Cabinet Member for Finance, Property and Business Services, to sign a delegation document and working protocol which would allow the Team to investigate and institute proceedings against illegal money lenders operating within the London Borough of Hillingdon.	All		Cllr Jonathan Bianco	RS - Sue Pollitt	Corporate consultees	<b>New</b>	
887	<b>Local List of Buildings of Architectural or Historic Importance</b>	Cabinet will receive an update on the Local List, which was authorised by Cabinet in 2010. Buildings will be recommended for inclusion following consultation and nomination from officers and local residents.	Various		Cllr Keith Burrows	Charmian Baker		<b>New</b>	

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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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<b>Cabinet Member Decisions - March 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 Ray Puddifoot / Cllr Jonathan Bianco	FD - Rob Smith			
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		

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 - 24 April 2013

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?
741b	<b>Hillingdon Housing Strategy 2012 - 2015, Tenancy Strategy, Tenancy Policy and Allocation Policy - POLICY FRAMEWORK</b>	Following a period of public and tenant consultation, Cabinet will consider a comprehensive set of draft policies in relation to Housing. The draft Housing Strategy will set out the direction of Hillingdon's approach to housing. The Tenancy Strategy will reflect local housing needs along with a Tenancy Policy which will set out how the Council intends to provide social housing. An Allocations Policy will set out the Council's own priorities for how social housing will be used to determine entitlement and eligibility.	All	TBC	Cllr Philip Corthorne	RS / FD - Paul Feven & Neil Stubbings	Public, tenants, a range of partner organisations, SCHH staff and other stakeholders. Social Services, Health and Housing POC	New	
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>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 - 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		
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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 - 23 May 2013

SI	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?
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>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 - May 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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<b>CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH</b>									
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>Appointment of Consultants &amp; agency staff</b>	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			Private (1,2,3)
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 approve write offs, write offs of arrears and compensation payments</b>	To consider write offs that are in excess of £5000 and compensation payments in excess of £1000.			as appropriate	various			Private (1,2,3)
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>Chrysalis Programme of Environmental Improvements</b>	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	<b>External funding bids</b>	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	<b>Erection and Renewal of Street Furniture</b>	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	<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			