

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
<small>ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; E&CP = Env't & Consumer Protection; F&R = Finance & Resources; P&CS = Planning & Community Services</small>									
<h2 style="text-align: center;">CABINET - 15 APRIL 2010</h2>									
443	Report of the Children and Young People who Abuse their Parents & Carers Working Group	The report to Cabinet will present recommendations from the External Services Scrutiny Committee following the report from the Working Group of Councillors. The recommendations stem from the witness sessions and seek to ensure that the range of activities to tackle parent abuse are co-ordinated. The report will also outline the case for tackling parent abuse in Hillingdon.	All		Cllr Philip Corthorne / Cllr David Simmonds	Nikki Stubbs, Democratic Services	Various external witnesses		NEW
444	Supporting People Programme and Sheltered Housing	Cabinet will receive a report considering the tendering of housing support services in sheltered housing.	All		Cllr Philip Corthorne	Barry Newitt			NEW
445	Ascott Court - Conversion of Disused Dining Centre	Due to the value, this report seeks Cabinet approval to progress with the refurbishment of the disused dining centre at Ascott Court. This involves rolling the programme into the existing HRA new build project and using the consultants and contractors that have previously been approved by Cabinet on 15 October 2009 to manage the programme.	Northwood Hills		Cllr Philip Corthorne	Mark Hall			NEW
447	Triscott House Extra Care Housing Scheme	Recently the Council was successful in attracting £4m worth of funding approval from the Homes and Communities Agency (HCA) to redevelop Triscott House sheltered housing scheme, in Hayes to construct a brand new extra care housing scheme. The proposal is for 47 extra care units under a design and build contract. In order to proceed, the Cabinet will be asked to appoint a contractor following a tender exercise under OJEU rules.	Townfield		Cllr Philip Corthorne	Mazhar Ali			NEW

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441	Business Improvement Delivery	An update report to Cabinet on progress on the Business Improvement Delivery programme, launched by the Leader and Chief Executive at the 2009 staff road shows, aimed at transforming the way the council works.	N/A		Cllr Ray Puddifoot & Cllr Douglas Mills	DCEO Fran Beasley			NEW
442	Professional, Technical and Administrative Agency Contract	The report outlines the results of the recent tender process for the supply of temporary workers engaged in Professional, Technical or Administrative (PT&A) activities within the Council. The current contracts ends on 30th June 2010 with no further extensions available to the Council. The PT&A contract will supply the largest number of temporary staff to the Council and includes essential roles such as Qualified Social Workers, Environmental Health Officers, Planners and Engineers.	N/A		Cllr Scott Seaman-Digby	Mike Talbot	Corporate Procurement, Finance and Legal		NEW
436	Merrifields House - First Floor Fit Out	To accept a tender for the "fit-out" of the first floor at Merrifields House, Burns Close, Hayes as a respite care home. The first floor is to be utilised as a facility to provide services for children and young people with disabilities as already provided on the existing ground floor.	Charville		Cllr Jonathan Bianco	Eileen Nicholson			
407	Multi-Functional Print Devices	This is a report to Cabinet (possibly Cabinet Member depending upon tender outcomes) to replace printers and photocopies in council buildings with a smaller number of multi function devices for efficiency purposes. Cabinet will be asked to award a contract for supply and possibly management of the this. It is a corporate project and will be written in conjunction with all Groups, Finance, Procurement and Facilities Management.	N/A		Cllr Jonathan Bianco & Cllr Seaman-Digby	F&R Derek Walker			

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412	New Years Green Lane Civic Amenity Site	This report to Cabinet will be for the acceptance of tender for the principal contractor for the re-development of this Civic Amenity Site.	Harefield		Cllr Jonathan Bianco	P&CS Bill King			
437	National HRA Review Implications for Hillingdon Council	The Department for Local Government and Communities have been reviewing the Housing Revenue Account financing model over the past few years with a view to making changes. One of the possible changes was for local authorities to buy their way out of the HRA subsidy scheme by agreeing to take on additional debt as part of a national re-allocation. In return, local authorities would be able to keep all proceeds from rents and other charges. For those LAs who currently have to pay back subsidy to DCLG as part of the annual settlement (termed negative subsidy) this would cease, with the additional income being used to finance the additional debt repayments. Hillingdon is one such authority and such a move could be beneficial to this authority. A consultation paper in 2009 suggested that local authorities would be invited by DCLG to opt out of the subsidy system in the first half of 2010. The invitation to opt out is expected in March 2010 and this report details the impact on the HRA within Hillingdon, recommending appropriate action depending on the detail of the offer made.	All		Cllr Philip Corthorne	Maqsood Sheikh			

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440	Disabled People's Plan - update	Cabinet will receive an update on the Disabled People's Plan & Action Plan approved by Cabinet in July 2009. The plan was developed this by disabled people to give them opportunity to influence the changes that will improve their health, wellbeing and quality of life.	All		Cllr Philip Corthorne	ASCH&H Gary Collier x0570	Disabled People's Champion, Cllr Peter Kemp, all service managers, partners, disabled groups, disabled people's assembly and all caring groups		
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO 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	F&R Paul Whaymand 01895 556074			
CABINET MEMBER DECISIONS - APRIL 2010									
446	Conversion of 27 Horton Road to residential accommodation	Due to the value, this report seeks Cabinet Member approval to progress with the refurbishment of the disused shop at 27 Horton Road, Yiewsley. This involves rolling the programme into the existing HRA new build project and using the consultants and contractors that have previously been approved by Cabinet on 15 October 2009 to manage the programme.	Yiewsley		Cllr Philip Corthorne	Mark Hall			NEW

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449	Reinstatement Works to Fire Damaged Chapel at Hillingdon & Uxbridge Cemetery	To accept a tender for the reinstatement works to a fire damaged chapel at Hillingdon & Uxbridge Cemetery, Uxbridge, Hillingdon Hill, Middlesex.	Brunel		Cllr Sandra Jenkins & Cllr Scott Seaman-Digby	Nick Scott			NEW
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	DCEO Democratic Services	Various	Various	
CABINET - 27 MAY 2010									
450	Ruislip Gardens School - Toilet Block and Cloakroom refurbishment	Report on the tender issued for the proposed refurbishment of the toilet accommodation and cloakrooms at Ruislip Gardens School.	South Ruislip		Cllr David Simmonds & Cllr Seaman-Digby	Venetia Rogers			NEW
435	Single Conversation Agreement including the Local Investment Plan for engagement with the Homes and Communities Agency	The report seeks approval for a Single Conversation Agreement including a Local Investment Plan (LIP), a document which the Homes and Communities Agency (HCA) requires to assist in their funding allocation decisions for housing and regeneration in Hillingdon. The HCA is the government's housing and regeneration agency and the council benefits from significant amounts of their funding for affordable housing. The LIP is intended to capture all the councils investment priorities for places and communities in one document. This will form the basis of an ongoing process of future engagement with the HCA called the "Single Conversation". Eventually a Local Investment Agreement will be developed between the council and the HCA as a result.	All		Cllr Philip Corthorne	Marcia Gillings			

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439	ICT Directory Services, File Hosting and Email	This report will present the results of the tender action for the provision of Directory Services, File Hosting and Email licenses and Support	All		Cllrs Jonathan Bianco and Scott Seaman-Digby	Arthur Greaves	Finance, Legal and Central Procurement		
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CABINET MEMBER DECISIONS - MAY 2010									
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	DCEO Democratic Services	Various	Various	
CABINET - 24 JUNE 2010									
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
SI	Quarterly Voluntary Sector Leases Report - Quarter 4	Regular quarterly report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	P&CS Gregory Morrison			

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SI	Quarterly Council Plan, Performance, Local Area Agreement and Achievements monitoring - Quarter 4	Regular monitoring report about how the council and partner organisations are performing and how the council is delivering its priorities as set out in the Council Plan.	All		Cllr Ray Puddifoot & Cllr Douglas Mills	DCEO Kevin Byrne / Sue Crehan / Ian Edwards 01895 277182			
SI	Quarterly Performance Monitoring of the Sustainable Community Strategy - Quarter 4	Regular quarterly monitoring report of the Sustainable Community Strategy about how the council and its partners are performing and delivering its priorities as set out in the Strategy.	All		Cllr Douglas Mills	DCEO Ian Edwards 01895 250612			
SI	Quarterly Planning Obligations Monitoring report - Quarter 4	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	P&CS Jales Tippell / Vanessa Scott 01895 250402		Previous Cabinet Reports	
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	F&R Paul Whaymand 01895 556074			
CABINET MEMBER DECISIONS - JUNE 2010									
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	DCEO Democratic Services	Various	Various	
CABINET - 15 JULY 2010									
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			

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CABINET MEMBER DECISIONS - JULY 2010									
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	DCEO Democratic Services	Various	Various	
CABINET MEMBER - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH									
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	DCEO Democratic Services		Requests from School Governing Bodies	
SI	Appointment of Consultants	To consider the appointment of consultants where the cost is between £5,000 and £50,000			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	F&R Peter Malewicz / Phil Hopkins			
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	DCEO 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	E&CP Jack Webster 01895 250638	Traffic Liaison Group	LAAU Accident Statistics	

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SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Cllr Keith Burrows	E&CP Jack Webster 01895 250638			
SI	To approve write offs	To consider write offs of Council income that are in excess of £5000			as appropriate	various			
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	E&CP Jack Webster 01895 250638			
SI	Road Safety Programme, Traffic Congestion Mitigation Programme and School Travel Plan Programme	To approve any schemes in the programmes			Cllr Keith Burrows	E&CP David Knowles 01895 277578	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				
SI	Acceptance of Tenders	To accept tenders for contracts of between £100k and £250k in their Portfolio Area where funding is previously included in Council budgets.			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	P&CS Mike Paterson 01895 250925			

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SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member(s) will be asked to consider the recommendations of the Environmental Improvements Panel.	Various		Cllr Douglas Mills & Cllr Sandra Jenkins	DCEO Maggie Allen 01895 277040			
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	Supporting People Update Report on a Quarterly Basis	Regular report to the Cabinet Member on what the Council is doing in respect of the "Supporting People" agenda. The SP programme seeks to provide the delivery of a quality of life and promotion of independence for vulnerable people.			Cllr Philip Corthorne	ASCH&H Barry Newitt 01895 277323			
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	E&CP Jonathan Westell			
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	DCEO Democratic Services			