

FORWARD PLAN: September 2011 – March 2012

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REASON FOR ITEM

The Committee is required by its terms of reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by Cabinet or Cabinet Member).

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

1. The Forward Plan for the following months has been published. Those items that are within this Committee's remit are shown on the attached version of the Forward Plan. The Committee may wish to consider these items and comment to the decision-maker.
2. Committee Members are requested to send in any questions they have on any items in the attached Forward Plan or in the published Cabinet agenda and reports, and to request any officers that they wish to be present to give advice.

SUGGESTED COMMITTEE ACTIVITY

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

The Cabinet Forward Plan

Period of Plan: September 2011 to early 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									
Cabinet - 29 September 2011									
660	Re-organisation of the Highways Responsive Maintenance Operation	This report to Cabinet puts forward proposals to re-organise the current in-house Highways Responsive Maintenance Team to undertake all responsive highways maintenance works. Currently, works generated which cannot be completed by the in-house team within a set time period are allocated to an external contractor for completion. Cabinet will be asked to consider the merits of delivering the service in-house or to re-tender.	All		Cllr Keith Burrows and Cllr Scott Seaman-Digby	PEECS - James Birch			NEW
640	LIP Delivery Plan 2012-13 Funding, Submission to Transport for London	The report sets out the basis of the Local Implementation Plan (LIP) funding submission for 2012/13 to Transport for London (TfL). The LIP funding submission document will request funding from TfL based on a set allocation for capital expenditure on transport in 2012/13. The submission document also indicates the bid for two subsequent years 2013/14 and 2014/15.	All		Cllr Keith Burrows	PEECS - David Knowles / Bob Castelijm			
644	Planning Delivery Agreement - redevelopment of the Former National Air Traffic Service Site in West Drayton (Phase 2)	This report to Cabinet considers the offer of gift funding to meet the Council's reasonable and justifiable costs associated with the discharging its planning function. This will ensure dedicated resources are given to Phase 2 of this project in the Porters Way, West Drayton area.	West Drayton		Cllr Keith Burrows	PEECS - Matthew Duigan			

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645	Consideration of whether an Article 4 Direction to control HMOs around Brunel University should be introduced	A number of University cities have taken advantage of recent changes in regulations so they can withdraw existing planning permitted development rights for student houses, so that the number of HMOs (Houses in Multiple Occupation) in individual streets can be controlled for the benefit of other residents amenity. Cabinet will be asked to consider whether this should be introduced around Brunel University.	Brunel and nearby wards		Cllr Keith Burrows	PEECS - James Rodger			
654	Queens Walk Learning and Development Centre	Cabinet will be asked to make decisions on future options regarding the use of Council's Learning and Development Centre, based adjacent to Queensmead School.	South Ruislip		Cllr Ray Puddifoot / Cllr Jonathan Bianco	PEECS - Steve Smith	Staff and Users		
632	Total approach to Town Centre Regeneration - Support for Hillingdon's small, independent traders	Following a competitive tender process, this report recommends the award of a consultancy contract for a 2-year visual merchandising programme supporting small independent traders in three town centres, Hayes, Ruislip Manor and Northwood Hills. This initiative has been funded in full through the Local Area Agreement Reward Grant as agreed with partners within the Local Strategic Partnership	Various		Cllr Douglas Mills / Cllr Scott Seaman-Digby	CS - Jales Tippell / Kevin Byrne / Helena Webster	Corporate Procurement		

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635	Acceptance of tender for the collection and processing of Highways Arisings, Soil and Assorted Rubble / Hardcore.	The Council generates inert waste from activities such as Highways works, Mechanical Street Cleansing and the collection / removal of flytipped waste. This material is tipped at Harlington Road Depot. Cabinet will be requested to approve a contract to allow for it's collection and disposal seeking the most economically advantageous contractor, following an OJEU tender.	All		Cllr Keith Burrows / Cllr Scott Seaman-Digby	PEECS - Colin Russell	Corporate Procurement		
631	New years green Lane Landfill Site	At its meeting in March, Cabinet requested an update report on the New Years Green Lane Landfill Site.	Harefield		Cllr Jonathan Bianco	PEECS - Peggy Law			
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	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PEECS - Gregory Morrison			
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			

Cabinet Member Decisions - September 2011

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SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
659	Council Petition to allow the Ramgarhia Sikh Association Hayes to purchase the former Golden Crescent Library in Hayes: Consideration of response following Council resolution	<p>Following consideration by full Council on 7th July 2011 of a petition submitted by Mr Dhillon regarding the former Hayes library site, Council resolved that the individual views of the local Ward Councillors and local MP on 4 specific questions should be received before a final decision is made on the future of the site.</p> <p>A single response has been received, within the deadline agreed by Council, by the local MP on behalf of himself and the local Ward Councillors. The Leader of the Council and Cabinet Member for Finance, Property and Business Services will consider this response and determine, in accordance with the Council resolution, if a) reasoned individual responses have been received so that Cabinet should reconsider the matter or b) that the original Cabinet decision of 14th April 2011 should stand.</p>	Botwell / Townfield		Cllr Ray Puddifoot / Cllr Jonathan Bianco	PEECS / Democratic Services - Bill Ogden / Nikki Stubbs	Petition Hearing with local residents & interested parties; petition at full Council; all Members of the Council; views of the local MP and Ward Councillors	Cabinet Decision 14 April 2011; Petition from the local MP; Petition from Mr Dhillon; Cabinet Member Petition Hearing Minutes 6 July 2011; Council Decision 7th July 2011	
589	Anaerobic Digestion: Waste and Energy Technology	Anaerobic digestion is a well proven waste management technology and also a renewable energy source in the form of biogas from organic materials such as manures and slurries, food waste and sewage sludge. The Cabinet Member will be asked to agree to look at generating revenue income from food and agricultural waste and to provide funding for further feasibility advice and study to be undertaken by an expert in Anaerobic Digestion.	Harefield / All Wards		Cllr Keith Burrows / Cllr Jonathan Bianco	PEECS - David Haygarth / Hannah Bloxham			

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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 - 27 October 2011									
608	Community Infrastructure Levy	Following approval to develop a scheme in April, Cabinet will be asked to adopt a Hillingdon's Community Infrastructure Levy and Charging Schedule.	All		Cllr Keith Burrows	PEECS - Jales Tippell			
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			
Cabinet Member Decisions - October 2011									
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 November 2011									

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564	West London Waste Plan: Proposed Sites and Policies	Following consultation by the six West London boroughs - Hillingdon, Brent, Ealing, Harrow, Hounslow and Richmond-upon-Thames, Cabinet will be asked to approve an up-to-date policy framework to assess planning applications for waste management facilities - also forming part of the Local Development Framework for each Borough.	All		Cllr Keith Burrows	PEECS - Jales Tippell			
612	Highgrove Pool Refurbishment - Second Stage Tender	The report will highlight the outcome of the second stage of a two stage tender process for the Council's Construction partner for the refurbishment of Highgrove Pool.	Eastcote & East Ruislip		Cllr Jonathan Bianco / Cllr Scott Seaman-Digby	PEECS - Mohamed Bhimani			
617	Hillingdon Khat Review	An update from the Committee on progress so far on implementing its recommendations to tackle the legal high, Khat.	Various		Cllr Douglas Mills	Democratic Services			
584	Responsible Retailer Pilot	Cabinet requested a further report back following the implementation of the pilot scheme and to consider any roll-out across the Borough.	All		Cllr Douglas Mills	PEECS - Peggy Law / Sue Pollitt	Feedback from pilot		
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			

Cabinet Member Decisions - November 2011

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Cabinet - 15 December 2011

647a	The Council's Budget - Medium Term Financial Forecast 2012/13 - 2015/16	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2012/13 for consultation, along with indicative projections for the following three years.	All		Cllr Jonathan Bianco	CS- Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		
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	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	Voluntary Sector Leases Report	Regular report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PEECS - Gregory Morrison			

Cabinet Member Decisions - December 2011

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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 January 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			NEW
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			NEW
Cabinet Member Decisions - January 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 - 16 February 2012									
647b	The Council's Budget - Medium Term Financial Forecast 2012/13 - 2015/16	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	23-Feb-12	Cllr Jonathan Bianco	CS- Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		NEW

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SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			NEW
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			NEW
Cabinet Member Decisions - February 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 - 29 March 2012									
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	NEW
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			NEW
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			NEW
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	

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CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH									
SI	New allocation of S106 contributions	To approve allocation of planning obligation funds for use locally.			Clr Ray Puddifoot & Clr Jonathan Bianco	PEECS - 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	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			Clr Keith Burrows	PEECS David Knowles	Traffic Liaison Group	LAAU Accident Statistics	
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Clr Keith Burrows	PEECS 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			Clr 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			Clr Keith Burrows	PEECS David Knowles	Traffic Liaison Group, Motorists' Forum, Ward Councillors		

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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			
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	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	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			