



HILLINGDON
LONDON



Residents' and Environmental Services Policy Overview Committee

Councillors on the Committee

Michael Markham (Chairman)
Kay Willmott-Denbeigh (Vice-Chairman)
Lynne Allen
Paul Buttivant
Janet Duncan
Judy Kelly

Date: WEDNESDAY, 17 MARCH
2010

Time: 6.00 PM

Venue: COMMITTEE ROOM 4A -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

**Meeting
Details:** Members of the Public and
Press are welcome to attend
this meeting

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information.**

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Contact: Nadia Williams

Tel: 01895 277 655

Fax: 01895 277 373

Email: nwilliams@hillington.gov.uk

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Lloyd White

Head of Democratic Services

London Borough of Hillingdon,

3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW

www.hillingdon.gov.uk



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Residents' & Environmental Services Policy Overview Committee

Terms of Reference

To perform the policy overview role outlined below:

1. conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. monitor the performance of the Council services within their remit (including the management of finances and risk);
3. comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. consider the Forward Plan and comment as appropriate to the decision-maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);

In relation to the following services:

1. culture, arts and sport including the provision and/or management of museums, art galleries, theatres, archives and local history activities, libraries, leisure centres, swimming pools and other like facilities;
2. lifelong learning;
3. community safety;
4. the provision, planning and management of parks and open spaces, allotments, cemeteries, pitches and other like facilities;
5. transport, highways and parking;
6. waste management and recycling;
7. conservation and biodiversity;
8. safety education;
9. licensing and registration;
10. trading standards;
11. consumer protection;
12. environmental health functions
13. planning and building control
14. the Council's planning policies (including the Unitary Development Plan and other plans for the use and development of land), Local Agenda 21 Strategy and Local Transport (Implementation Plan).

Policy Overview Committees will not investigate individual complaints.

Agenda

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the meeting held on 17 February 2010 1 - 10
- 5 Illegal Cosmetics and Illegally Imported Foods - Consideration of draft Conclusions and Recommendations - Report to follow 11 - 18
- 6 Forward Plan March 2010 to June 2010 19 - 24
- 7 Work Programme 2010 25 - 26

Minutes

**Residents' and Environmental Services Policy
 Overview Committee
 Wednesday, 17 February 2010
 Meeting held at Committee Room 3a - Civic
 Centre, High Street, Uxbridge UB8 1UW**



**Published on: 1 March 2010
 Come into effect on: Immediately**

	<p>Members Present:</p> <p>Councillors Michael Markham (Chairman) Kay Willmott-Denbeigh (Vice-Chairman) Lynne Allen Paul Buttivant Janet Duncan Graham Horn (In place of Judy Kelly)</p> <p>Officers Present:</p> <p>Sue Pollitt, Divisional Trading Standards Officer, LBH Shabeg Nagra, Port Health Manager, LBH Oliver Darius, Principal Environmental Officer, LBH Peggy Law, Consumer protection Manager, LBH Viv Pullha , Officer from the UK Border Agency (Freight) Joanne Kingham, Officer from the UK Border Agency (Freight) Peter Howard, Officer from the UK Border Agency (The Channels)</p>
<p>1.</p>	<p>Apologies for Absence</p> <p>Apologies for absence had been received from Councillor Judy Kelly. Councillor Graham Horn attended in her place.</p>
<p>2.</p>	<p>Declaration of Interest in matters coming before this meeting</p> <p>Councillor Lynn Allen declared a personal interest as a member of the Licensing Committee and remained in the meeting during discussion of the items.</p>
<p>3.</p>	<p>To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private</p> <p>It was confirmed that all items of business would be considered in public.</p>

4.	<p>To agree the Minutes of the meeting held on 19 January 2010</p> <p>The minutes of the meeting held on 19 January 2010 were agreed as a correct record and signed by the Chairman. It was noted that a briefing note/information requested by Members in respect of the Budget Proposal Report for 2010/2011 was still outstanding (item 5).</p>	<p>Action By: Andy Evans Marcus Briginshaw Gill Brice</p>
5.	<p>Final Report: Planning Enforcement - Construction and use of Detached Out-buildings (Homes in Back Gardens), to follow</p> <p>The Committee received the final report on Planning Enforcement – Construction and use of Detached Out-Building (Homes in Back Gardens).</p> <p>The Chairman thanked officers on behalf of the Committee, for a very informative and constructive report.</p> <p>Resolved</p> <p>That the Committee endorse the final report of the review and delegated authority to the Chairman of the Committee, in consultation with officers, to update the review based on any changes which may be required before its submission to Cabinet.</p> <p>In consultation with the Chairman recommendation 6b contained in the final report had to be amended to include the correct legislation. The wording originally agreed and as amended is set out below.</p> <p>RESPOC agreed Recommendation 6b as follows:-</p> <p>‘Changes to the schedule of exempt buildings schedule under Regulation 9, of Schedule 2, Class VI (small detached buildings) of the Building Regulations Act 2000 to reduce it to 20 sq. metres.’</p> <p>Building Control have amended to read</p> <p>‘Changes to Class VI ‘Small Detached Buildings’ of Part II ‘Control of Building Work’ of the Statutory Instrument 2000 No. 2531 ‘The Building Regulations 2000’ to remove the option for uncontrolled detached buildings with a floor area in excess of 15 sq. metres.’</p>	

<p>6.</p>	<p>Witness Session - Illegal Cosmetics and Illegally Imported Foods - Border Controls and Wholesale/Retail</p> <p>The Chairman welcomed the following witnesses:</p> <ul style="list-style-type: none"> • Sue Pollitt, Divisional Trading Standards Officer, LBH • Shabeg Nagra, Port Health Manager, LBH • Oliver Darius, Principal Environmental Officer, LBH • Peggy Law, Consumer protection Manager, LBH • Viv Pullha , Officer from the UK Border Agency (Freight) • Joanne Kingham, Officer from the UK Border Agency (Freight) • Peter Howard, Officer from the UK Border Agency (The Channels) <p>The Chairman invited officers to focus on the key issues that were faced by each department in respect of Illegal Cosmetics and Illegally Imported Foods – Border Controls and Wholesale/Retail. In general, the Committee wished officers to focus on whether the issue of illegally imported food was a growing problem, if so what could be done to negate the problem and what measure could be taken in the future.</p> <p>The Need to be more unpredictable</p> <p>Officers from the UK Border Agency (Heathrow) (UKBA) advised that it had been identified that there was a need for an element of unpredictability when checking imported goods. That there needed to be a varied approach to scheduling checks in order to prevent importers knowing when detection processes were being undertaken. Port Health Hillingdon currently had specific sheds allocated to specific importers, with working hours limited to midnight (call out cover after midnight). Port Health was therefore restricted in initiating the element of unpredictability. UKBA had a dedicated team which worked on a 24 hour basis and for this reason were in a position to be unpredictable in their checks. Consignments were sometimes put on hold to allow for rotation.</p> <p>Officers from Port Health added that there was no budget to fund a dedicated out-of-hours team and Port Health did not have the legal powers to seize goods. UKBA had the legal powers to carry out the Product of Animal Origin (POAO) function, which was why Port Health would notify UKBA to follow-up.</p> <p>Would the use of technology be helpful in the future?</p> <p>Officers responded that mobile x-ray machines were currently being trialed by Port UKBA. The x-ray machines easily detected bottled products and concealments of POAOs within boxes of food</p>	<p>Action By:</p>
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products. The use of dogs had also been recently introduced to detect POAOs within freight, under 'Operation Codex'.

Are every flights arriving in Terminal 3 checked?

Officers explained that it was not possible for every flight to be checked and therefore checks were risk based.

What is the knowledge and training regime for officers?

It was noted that officers from UKBA received legal basic training but most was gained from on-the-job training. Knowledge in respect of source commodity was intelligence led, due to limited resources.

Port Health currently have links around Europe, does UKBA have the same?

Officers responded that UKBA did not currently have a link with Europe.

The Committee noted that it may be helpful for UKBA to develop a link with Europe, as that operated by Port Health.

Officers advised that UKBA dealt with people who dealt with illegal goods and such importers would not therefore use the proper channels to import their goods. UKBA would seize illegal goods and report the seizures to relevant agencies.

It was explained that although information was shared with other agencies, It was difficult for UKBA to follow through issues at times, due to the lack of a secure Memorandum Of Understanding of Legal Gateway (MOU) (the legal gateway for information exchange).

Officers explained that no robust system was currently in place for information sharing and that there was a need for closer working with other agencies. That UKBA was currently looking into how the agency could practically share information with Port Health.

Information sharing

It was explained that intelligence officers from HM Revenue and Customs (HMRC) provided information via intelligence gateways to local authorities. In order for such information exchange to take place securely, a robust system was required.

Officers advised that there needed to be a 'legal gateway' to enable information to be shared more easily. This issue was currently being explored by UKBA, as the agency had strict

legislation and policies to abide by when using MOUs. The Committee heard that Trading Standards had recently set up a secure email system for information sharing and were looking at using the system to work more closely with other agencies.

Officers from the UKBA explained that closer working with other agencies was new to the agency. The MOUs were introduced in September 2009 to strictly monitor data in HMRC, as a result of some files going missing. It was pointed out that UKBA was in the process of addressing the issue of setting up a gateway for exchanging information.

Members were advised that there was also a need for a better maintained server system at the airport to support the critical process of exchanging information.

The Committee noted that with limited resources, a great deal of the work done by the UKBA was intelligence led and therefore, there needed to be some secure means of sharing information.

How do the agencies plan to work closer?

The Committee was informed that the idea of closer working was being taken forward as a project within operation Codex 3 in tackling the illegal importation of POAOs within freight. The project would focus on risk testing countries and the exercise would take place 4 or 5 times per month.

It was reported that 11 exercises had been planned for March 2010. That the projects would include a specialist team which dealt with skin lightening creams. Members were informed that under operation Codex 3, large quantities of skin lightening cream products were found and subsequently the consignment was referred to the specialist team to investigate further.

Who is responsible for tackling the issue at source?

Officers advised that it was up to the airlines to inform passengers that they were not permitted to bring meat products into the country. The Department for Environment Food and Rural Affairs (Defra) tackled the issue through publicity, whilst the UKBA carried out enforcement.

It was explained that as offences occurred at the point of importation, UKBA did not have the legal powers to go to countries of export.

The Committee heard that the only way illegal imports could be stopped, would be by sending dedicated teams to exporting countries to monitor the items being put in freights.

Members agreed that this course of action would have huge resource implications.

What can you do to improve things?

Officers advised that:

- The commodity of drugs was under control
- The concept of joint working was fairly new, although the process had already begun. Joint working with as many agencies would continue with special projects
- Dealing with animal products would be a huge target for UKBA
- The fact that Port Health was not able to vary their attendance was an issue. In the short term, more joint working was foreseen in respect of risk assessment
- Greater sharing of information would be welcomed
- Heathrow was the only airport where closer working and sharing of information was happening due to the issue of restricted funding.

Are charges placed on offenders?

Offices advised that stricter requirements had been placed on importers in respect of labelling and mis-description. With regard to goods smuggled through freight airlines, agents would not do checks and if the person receiving the goods was approached, they would deny that the goods were meant for them.

However, it was explained that in respect of imported food controls of POAOs, all costs incurred were recovered from charges collected from importers, as there was no revenue budget provision.

Members requested officers to provide further details about charges made to importers and report back to the meeting on 17 March 2010.

The issue of communication between agencies

Officers commented that:

- The issue of MOUs would be resolved following the initial set up of the system
- Staff needed to be certain and know that they had the legal rights to pass on and exchange information

**Shabeg
Nagra
Port
Health**

- As agencies had not worked closely in the past, there needed to be an agreement between agencies of how information should be shared (set up a protocol)
- Closer working with agencies started in September 2009 and currently, joint working in the detection of animal product was a priority
- Telephone contact was currently not permitted between UKBA and Border Controls

Officers from Trading Standards advised that the Local Authority Co-ordinator of Regulatory Services (LACORS) had been instrumental in setting up MOUs between boroughs, and Hillingdon now had a secure email system.

Members asked officers to provide a briefing paper about setting up MOUs, to be reported back to the next meeting on 17 March 2010.

Resources

The Committee heard that there was a legal requirement in respect of Regulation 669 (High risk products) which required importers to notify UKBA of high risk products. It was noted that this area took up a large amount of resources, and no external sources had been identified to apply for external funding.

In respect of Imported Food – Wholesale/Retail, officers advised that a joint bid had been made by the West London Sector Food Liaison Group to the FSA, for funding to carry out sampling and surveillance of imported food. A further bid had been placed by The London Co-ordination Group for sampling and detection to uncover risky foods.

Is there a blacklist of wholesalers and retailers?

Officers advised that there was no blacklist as such, as the 'Scores on Doors' scheme provided a measure of compliance. Zero and 1 star premises would receive more attention, retailers and wholesalers do not opt out. Within the retail environment, members of the public may pick up issues and report their concerns to the Food Health and Safety Team.

Therefore, the focus in this area was more intelligence gathering of health and hygiene indicators.

Members were informed that the issue of hygiene practices would not necessarily be picked up by the members of the public, as the

7.	<p>Forward Plan February 2010 to April 2010</p> <p>The Committee considered extracts of items in the Forward Plan for the period of February 2010 to April 2010. Members requested officers to circulate copies of the following Cabinet Member Decisions reports for information:</p> <ul style="list-style-type: none"> • CCTV Strategy • Winter Service Plan • Rights of Way Improvement Plan <p>Resolved – That items on the Forward Plan be noted.</p>	
8.	<p>Work Programme 2010</p> <p>The Committee considered the Work Programme and decided to cancel the meeting on 13th April 2010, as no items were likely to be reported to the meeting on this date.</p> <p>Resolved – That the Work Programme be revised to reflect the Committee meeting on 13th April will not now be required.</p>	
	<p>The meeting closed at 7.28 pm.</p>	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nadia Williams on 01895 277 655. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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ILLEGAL COSMETICS AND ILLEGALLY IMPORTED FOODS

Contact Officer: Nadia Williams

Telephone: 01895 277655

REASON FOR ITEM

For the Committee to consider the evidence received at the witness session on 17 February 2010 on this review and agree the conclusions and recommendations on the draft final report. The Committees conclusions and recommendations would be submitted to the Cabinet.

OPTIONS OPEN TO THE COMMITTEE

1. To accept the report as drafted.
2. To amend, add or delete parts of the report.

INFORMATION

Background

1. On the 8 October 2010, the Committee received a short presentation by officers on Illegal Cosmetics and Illegally Imported Foods as a future review topic.
2. At its Committee's meeting of 18 November 2009, consideration was given to draft scoping reports on the review of Illegal Cosmetics and Illegally Imported Foods.
3. At the meeting on 17 February 2010, the Committee took evidence on the review and agreed conclusions and recommendations for the Committee's report.
4. Attached is the draft final report for the Committee's consideration
5. In addition, During the witness session, Members requested briefing notes in respect of the following:
 - Further details about charges made to importers
 - Details about setting up Memorandum of Understandings (MOUs)
 - Suggestion of how the public might contribute in alerting Food, Health and Safety Team about food standards in the wholesale/retail environment (Street Champion Scheme)

These are attached as Appendices A, B and C

SUGGESTED OVERVIEW ACTIVITY

- Consider whether the report takes account of the evidence, advice and views received by the Committee.
- Consider whether any changes would improve the clarity of the report.

REVIEW: ILLEGAL COSMETICS AND ILLEGALLY IMPORTED FOODS

Briefing paper: Recovery of Income in respect of Charges relating to Imported Food Controls of Products of Animal Origin (POAO)

For Imported food controls of POAOs, there is no revenue Budget. Therefore, all costs incurred are recovered from charges collected from importers. Charges are set each year to ensure full recovery and any surplus income by statute must be reinvested in the service. Should there be a short fall; charges can be increased to recover the following year. For 2010/11 the amount to be recovered is £1,679,930.

Verification of imported Organic food products is similar to above and £121.8K was recovered last year.

Financial statements are provided to Central Government departments showing income recovered and costs incurred.

For foods of non-animal origin, there is a Revenue Budget of £88K and in addition, the service was successful in obtaining additional funding through the grant scheme from the Food Standards Agency to support additional sampling. (Oct 08 to March 09 total of £26K and January 09 to March 09 £10,7K and for 2009/2010 £9K)

Since the introduction of new legislation in January 2010, the service is also now able to charge for checks on “high risk Non-POAO “for food imports from countries outside the EU.

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REVIEW: ILLEGAL COSMETICS AND ILLEGALLY IMPORTED FOODS

Briefing Paper: Memorandum of Understanding between HMRC and Local Authorities

The Anti Terrorism, Crime and Security Act 2001 introduced provisions that enable HM Revenue and Customs to disclose information to law enforcement agencies for the purpose of assisting criminal investigations and proceedings. It came into force on 14 December 2001.

Following this, the Inland Revenue (as was) produced a Code of Practice and information could only be disclosed by HM Revenue and Customs to those law enforcement agencies that agreed to abide by the principals outlined in the Code of Practice, as formalised in arrangements and obligations specified in a Memorandum of Understanding.

The Local Authority Co-ordinators on Regulatory Services (LACORS) signed a Memorandum of Understanding (MOU) with the Inland Revenue (as was) on Monday 13 January 2004. In signing the MOU, LACORS was acting on behalf of specified Local Authorities that had formally agreed to the terms of the MOU and Code of Practice. LACORS can add or amend Local Authorities to the list, providing each authority agrees to the terms of the MOU and Code of Practice.

It was recommended that Local Authorities should look at these documents corporately as a wide variety of Local Authority services (e.g. Trading Standards, Environmental Health, Housing Benefits, Planning etc) may want to benefit from the information gateway provided by the MOU. Local Authorities may also be asked to disclose information to HM Revenue and Customs in accordance with the statutory gateways provided by this MOU.

The London Borough of Hillingdon is included on the list of Authorities who have agreed to the terms of the MOU. Garry Coote, Manager of the Fraud Investigation Team is the Authorised signatory for the Borough.

The MOU enables local authorities to request information from HMRC.

The MOU and Code of Practice are available on the LACORS website.

The MOU deals with requests for specific information and these can be dealt with through this gateway.

However, it also establishes the principle of data sharing in the circumstances set out at the previous RESPOC meeting ie allowing collaboration between enforcement agencies. It may be that a regular data sharing between the Imported Food Office and HMRC could be established in a procedure underpinned by the MOU.

It should be noted that "GCSX" e-mail, ie secure e-mail is now available to officers of the Borough and this has overcome previous difficulties in the transmission of intelligence between enforcement agencies.

REVIEW: ILLEGAL COSMETICS AND ILLEGALLY IMPORTED FOODS

Briefing Paper: Street Champion Scheme – How to make a Difference

‘Street Champions’ scheme allows members of the public to be the eyes and ears of the community making a real difference.”

We all visit the shops and do “food shopping” this may take place in major supermarkets or in smaller retail outlets or even in cash and carry, wholesalers.

These businesses are subject to routine food law interventions by qualified and competent Environmental Health Practitioners (EHP’s) on a frequency determined by an objective assessment of risk within the business.

A business may be visited as often as once every 6 months or as little as once every 5 years. New businesses sometimes open without registering and with little prior knowledge of operating a food business. They may not even get inspected if we do not know about them.

As the eyes and ears of the community Street Champions could alert the Local Authority Food Health and Safety Team by providing intelligence as follows:

- Newly opened businesses
- Food on display for sale past its use by date
- High-risk foods out of temperature control (indicators such as condensation inside packaging,)
- Poor standards in customer facilities, missing hand soap, no hot water or towels (often indicator of wider problems within the business concerning food safety management)
- Misleading claims
- Foreign Language Labelling
- No labelling
- Collect photographic evidence
- Notify Internet trade
- Notify illicit food trade, back of a van, from under the counter

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FORWARD PLAN: MARCH 2010 - JUNE 2010

Contact officer: Nadia Williams
Telephone: 01895 277655

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 **March 2010 to June 2010** 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.

The next Cabinet meeting

2. The subsequent Cabinet is due to meet on Thursday 18th March 2010.
3. 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.

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The Cabinet Forward Plan

Period of Plan: March 2010 to June 2010 inclusive

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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									
CABINET - 18 MARCH 2010									
SI	Residents' & Environmental Services Policy Overview Committee Review	The Policy Overview Committee will be presenting their mini-review report on Planning Enforcement and Homes in Back Gardens, with recommendations to Cabinet for consideration.	Various		Cllr Keith Burrows	DCEO Gill Brice / Morgan Einon			NEW
428	CCTV Maintenance Contract	The current CCTV maintenance contract, which expires in March 2010, needs to go out to tender. The report will seek Cabinet approval to award a 3 year contract (with the possibility at the end of the period to extend for further years).	All		Cllrs Mills, Jenkins and Seaman- Digby	E&CP Richard Stainthorpe	Internal and external stakeholders, e.g. Police.		
411	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			
409	Ward Budget Initiative - progress report	A report to Cabinet on the progress made over the last year on this successful local initiative promoted by Ward Councillors. The report will show how the initiative has delivered significant benefits to many local organisations as well as thousands of residents across the Borough.	All		Cllr Douglas Mills	DCEO Maggie Allen		Ward Budget Initiative Protocol approved by Cabinet in December 2008.	
SI	Quarterly Planning Obligations Monitoring report - Quarter 3	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	
CABINET MEMBER DECISIONS - MARCH 2010									

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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									
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 APRIL 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			
CABINET MEMBER DECISIONS - APRIL 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 - 27 MAY 2010									
SI 22	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
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			

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>									
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	
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	

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RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2010

Contact Officer: Nadia Williams
Telephone: 01895 277655

REASON FOR ITEM

That the Committee consider revisions to the scheduling of existing meetings based upon review topics during 2009/10 as set out below:

WORK PROGRAMME

17th March 2010	Draft Final Report - Illegal Cosmetics and Illegally Imported Foods – Border Controls and Wholesale/Retail
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
13th April 2010	This meeting was cancelled at the last meeting, as it was considered that there would be no items for consideration.

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