



HILLINGDON  
LONDON



# Residents' and Environmental Services Policy Overview Committee

## Councillors on the Committee

Michael White (Chairman)  
David Yarrow (Vice-Chairman)  
Shirley Harper-O'Neill  
Patricia Jackson  
Carol Melvin  
David Payne  
Kuldeep Lakhmana  
Lynne Allen

**Date:** WEDNESDAY, 29 MAY 2013

**Time:** 5.30 PM

**Venue:** COMMITTEE ROOM 3 -  
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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This Agenda is available online at:  
<http://lbh-modgov:9071/ieListMeetings.aspx?CId=114&Year=2013>

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# Terms of Reference

A central role of a Policy Overview Committees is to undertake in-depth policy reviews on specific issues. Reviews provide the opportunity to hear from members of the public and expert witnesses, including people from a wide range of external organisations. Reviews usually make recommendations to the Cabinet on how the Council could improve its work. They therefore perform an important role in opening up the policy-making process to a wider audience, including people who would not normally have the opportunity to participate.

This Committee undertakes the policy overview role in relation to the following matters:

- Highways, traffic, parking & street environment
- Local transport, including rail, cycling & London Underground
- Footpaths and Bridleways
- Road safety and education
- Planning & Building Control
- Libraries
- The Borough's heritage and history
- Sport & Leisure services
- Waste management & recycling
- Green spaces, allotments, woodlands, conservation and sustainable development
- Consumer Protection, Trading Standards & Licensing
- Registrars & Bereavement Services
- Local watercourses, drainage and flooding
- Environmental Health, Air & Noise Quality
- Local impacts of Heathrow expansion
- Local impacts of High Speed Rail

# Agenda

## **Chairman's Announcements**

- 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 meetings held on 24 April 2013 and 09 April 2013 1 - 8
- 5 Review Topics for the First Major Review of 2013/14 9 - 10
- 6 Update on Dropped Kerb Scheme / Domestic Vehicle Crossover 11 - 16
- 7 Forward Plan 17 - 20
- 8 Work Programme 2010 21 - 22

## Minutes

### RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

24 April 2013



Meeting held at Committee Room 4 - Civic Centre,  
High Street, Uxbridge UB8 1UW

	<p><b>Committee Members Present:</b> Councillors Susan O'Brien (Chairman) Mary O'Connor (Vice-Chairman) Lynne Allen Kuldeep Lakhmana Carol Melvin Michael White David Yarrow</p> <p><b>LBH Officers Present:</b> Ed Shaylor, Community Safety and ASB Service Manager Shabeg Nagra, Public Protection Services Manager Colin Russell, Waste Division Manager Steve Austin, Traffic, Parking, Road Safety &amp; School Travel Plan Manager Nadia Williams, Democratic Services Officer</p>	
76.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies had been received from Councillor David Payne.</p>	
77.	<p><b>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> (<i>Agenda Item 2</i>)</p> <p>There were no declarations of interests notified.</p>	
78.	<p><b>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</b> (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items on the agenda marked as Part 1 would be considered in public.</p>	
79.	<p><b>TO AGREE THE MINUTES OF THE MEETING HELD ON 26 MARCH 2013</b> (<i>Agenda Item 4</i>)</p> <p>The minutes of the meeting held on 26 March 2013 were agreed as an accurate record; and there were the following matters arising:</p> <p><b>MINUTE 75 - WORK PROGRAMME 2012/13 (AGENDA ITEM 8)</b></p> <p>In relation to the recommendations of the Committee's first Review of 'Regulations and Byelaws relating to Cemeteries and Burial Grounds within Hillingdon', Members received a verbal update on the progress of part of recommendation 7, regarding the condition of the Grade I</p>	<p><b>Action by</b></p>

	<p>arch at the entrance of Hillingdon &amp; Uxbridge cemetery as follows:</p> <p><i>“It is proposed to undertake a full building services report on the Gatehouse at Uxbridge Cemetery to identify the scope of works required to restore the building and arrest its deterioration. In this regard, a briefing was given to relevant Cabinet Members in February 2013 on the outcome of a tender exercise for the relevant consultants carried out by officers at the request of the Cabinet Member for Finance, Property and Business Services. It was agreed informally to proceed with funding the survey, though given the expected value, a Cabinet Member report will be required for formal approval. Once this is given, it is expected to take up to 6 weeks to complete the survey. The survey will identify the scope of works and provide estimated costs for a budget strategy to be formulated to present to Cabinet Members for consideration”.</i></p> <p>The Committee requested an update to be provided via email on the progress of recommendation 3, relating to the reintroduction of leaflets and a pictorial booklet summarising key elements of the regulations to be circulated to bereaved families via Funeral Directors.</p> <p><b>Resolved</b></p> <ul style="list-style-type: none"> <li>• That the verbal update on relating to the Gatehouse at Uxbridge Cemetery be noted.</li> <li>• Requested officers to provide an update via email on the progress of the leaflets and pictorial booklet regarding the cemeteries regulations.</li> </ul>	<p>John Purcell Democratic Services</p>
<p>80.</p>	<p><b>REVIEW 2: A REVIEW OF LOCAL PEST CONTROL SERVICES AND THE IMPACT OF WASTE MANAGEMENT PROCESSES ON THESE - AGREE RECOMMENDATIONS</b> (<i>Agenda Item 5</i>)</p> <p>Members discussed the draft recommendations for the Committee’s second review of <i>Local Pest Control Services and the Impact of Waste Management Processes on these</i> set out as follows:</p> <p><b>DRAFT RECOMMENDATIONS</b></p> <p><b><u>Domestic housing</u></b></p> <ol style="list-style-type: none"> <li>1. The Committee request the support of the Hillingdon Registered Social Landlords Forum to encourage a provision for: <ol style="list-style-type: none"> <li>i more uniform tenancy conditions to prevent pest infestation.</li> <li>ii Communications to support, educate, advise and guide their residents about handling waste through ‘Welcome packs’ or other introductory material.</li> </ol> </li> <li>2. The Committee notes the roles of private landlords, social landlords and the Council, as a landlord in terms of how pest</li> </ol>	<p><b>Action by</b></p>

infestations are dealt with effectively in tenanted properties; and a form of collaboration be considered for educating all tenants of best practice.

3. To encourage social responsibility of individual tenants and homeowners, whether in social or private sector housing, to properly manage their domestic waste to minimise pest problems through:

- i. **Education**

- a. educational materials and leaflets
    - b. the wider use of signage to re-enforce the necessity of effective pest control and waste management
    - c. Articles in Hillingdon People twice a year to remind residents about effective ways of managing waste
    - d. Education through schools.

- ii. **Enforcement**

In the case of persistent offenders and individuals or group who have been reminded of their responsibilities the Committee would endorse enforcement methods to ensure that domestic waste is managed properly.

4. That the Committee's report is sent to the National Landlords Association and other relevant bodies, representing private sector, for information and to promote voluntary agreement among their members.

#### **Pest Control Services**

5. That Cabinet note the Committee's endorsement of a new, more equitable approach to providing Pest Control Services following the BID review.
6. That Cabinet request officers to ensure residents and landlords are aware of the services available to tackle pest problems by the Council, including an indication of costs. The Committee further recommends that Registered Social Landlords are encouraged to include advice on the use of these services.
7. That Cabinet endorse current concessions policy, which includes free pest control service for all over 65s, disabled and those on benefits.

#### **Waste Services & Enforcement**

8. That the continuation of 'fly-tipping' enforcement and alley-gating be considered in areas where there is a high level of illegal dumping of waste. These methods are positive solutions to areas of the Borough with high pest infestation

	<p><b>and; the benefits of alley gating to businesses have been positive in certain areas of the Borough.</b></p> <p><b>9. The Committee recommend that new signage incorporating pictures with a universal message be rolled out when leaflets and waste campaigns are refreshed.</b></p> <p>It was agreed that finalisation of the recommendations and the report would be agreed by the Chairman and Democratic Services, subject to comments being received from Committee Members.</p> <p><b>Resolved</b></p> <p><b>That the recommendations and final report be agreed by the Chairman and Democratic Services, subject to the receipt of comments from Committee Members.</b></p>	<p>Cllr Susan O'Brien Democratic Services</p>
<p>81.</p>	<p><b>SCHOOL TRAVEL PLAN UPDATE</b> (<i>Agenda Item 6</i>)</p> <p>Steve Austin, the Traffic, Parking, Road Safety &amp; School Travel Plan Manager introduced the report and advised that the Road Safety and School Travel Plan Team engaged with schools in order to encourage sustainable school travel plans within each school. Three officers visited schools in the Borough and were currently actively working with 71 out of 100 schools. Members noted that the London average for the take up of this programme was 35% and Hillingdon doubled this.</p> <p>In describing the three levels of Bronze, Silver and Gold Accreditation set by Transport for London (TfL), Members heard that only 7 schools had Achieved the Gold level, which included 2 beacon schools in Hillingdon, all of which were held as excellent by Transport for London.</p> <p>It was highlighted that the Team was working tirelessly to try and encourage all schools to achieve accreditation. In 2012, a letter endorsed by Councillor Keith Burrows, Cabinet Member for Planning, Transportation and Recycling was sent to all schools. In addition, there were plans to try and capture the schools that had not yet taken up the programme.</p> <p>Some schools had indicated that they had not taken up the programme due to limited resources and others found completing the School Travel Plan to be an onerous task, which was why the Team would visit schools to give the required support in completing the plan. Members noted that there were also plans to set up a website giving advice to schools to try and make it as easy as possible.</p> <p>In response to a query about the time it took to engage School Crossing Patrol officers, members were informed that the recruitment process took a long time, as Criminal Record Bureau (CRB) checks had to be undertaken in order to ensure the safety of children, which was paramount.</p> <p>On behalf of the Committee, the Chairman applauded the School Travel Plan Team for their tireless work in engaging with, and</p>	<p><b>Action by</b></p>



	supporting schools to deliver a range of Road Safety School activities to help them achieve a TfL Accreditation.	
82.	<p><b>FORWARD PLAN</b> (<i>Agenda Item 7</i>)</p> <p><b>Resolved</b></p> <p><b>The Committee agreed the Forward Plan.</b></p>	<b>Action by</b>
83.	<p><b>WORK PROGRAMME 2012/13</b> (<i>Agenda Item 8</i>)</p> <p>In concluding the meeting, the Chairman thanked the Committee and officers for their work during the year.</p> <p><b>Resolved</b></p> <p><b>The Committee agreed the 2012/2013 Work Programme.</b></p>	<b>Action by</b>
	The meeting, which commenced at 5.30 pm, closed at 6.55 pm.	

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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## Minutes

### RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

9 May 2013



Meeting held at Council Chamber - Civic Centre,  
High Street, Uxbridge UB8 1UW

	<p><b>Committee Members Present:</b> Councillors Michael White (Chairman) David Yarrow (Vice-Chairman) Shirley Harper-O'Neill Patricia Jackson Carol Melvin David Payne Kuldeep Lakhmana (Labour Lead) Lynne Allen</p> <p><b>LBH Officers Present:</b> Steven Maiden, Democratic Services Officer</p>	
1.	<p><b>APPOINTMENT OF CHAIRMAN &amp; VICE-CHAIRMAN</b> (<i>Agenda Item 1</i>)</p> <p><b>Resolved: That:</b></p> <ol style="list-style-type: none"><li><b>Councillor Michael White be elected Chairman of the Residents' &amp; Environment Services Policy Overview Committee for the municipal year 2013/2014; and</b></li><li><b>Councillor David Yarrow be elected as Vice-Chairman of the Resident's &amp; Environment Services Policy Overview Committee for the municipal year 2013/2014.</b></li></ol>	<b>Action by</b>
	The meeting, which commenced at 19.30pm, closed at 19.35pm.	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Steven Maiden on 01895 250692. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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## **Residents' & Environmental Services POC Review Topics for the first Major Review of 2013/14**

**Contact Officers: Steven Maiden  
Telephone: 01895 250692**

### **REASON FOR ITEM**

To enable the Committee to agree possible topics for a Major Review to be undertaken in the 2013/14 Municipal year.

### **OPTIONS OPEN TO THE COMMITTEE**

1. Agree a number of topics to be further investigated by officers for the first major review of 2013/14.

### **INFORMATION**

1. The Committee is responsible for undertaking the 'policy overview' role in relation to the services provided by Residents Services. The full range of services under the Committee's remit is outlined in the terms of reference at the start of the agenda.

2. In selecting topics for further investigation by officers, Members are reminded of the Committee's work since 2009, which included reviews of:

#### **2009/10**

Street Lighting

Illegal Imported Cosmetics and Food

Planning Enforcement – construction and use of back buildings (homes in back gardens)

#### **2010/11**

Khat

Town Twinning

#### **2011/12**

Mitigating the environmental effects of the telecommunications masts and cabinets in the London Borough of Hillingdon and beyond

#### **2012/13**

Review of the regulations and byelaws relating to the Cemeteries and Burial Grounds within Hillingdon

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## Update on Dropped Kerb Scheme / Domestic Vehicle Crossovers

Contact officer: Steven Maiden  
Telephone: 01895 250692

### REASON FOR ITEM

At the request of the Chairman, this item provides information on the Dropped Kerb Scheme and includes the Council's policy for dealing with obstructions to the installation of vehicle crossovers.

### OPTIONS OPEN TO THE COMMITTEE

- To note the update on the scheme and the accompanying policy document.

### INFORMATION

#### Background

Vehicle Crossovers are areas of the footway where the kerbs have been lowered and the footway surface strengthened to allow for vehicle access to and from a property.

The installation of a properly constructed vehicle crossover is essential in order that vehicles do not cause damage to the footway and the utility services such as gas, water and electrical apparatus that lay beneath most footways.

The installation of vehicle crossovers is governed by Section 184 of the Highways Act 1980. The main purposes of the Act are:-

1. It allows the owner/occupier of premises to apply to the Council to have a vehicle crossover installed to access premises. The Act is explicit in that the installation will be at the house owner/occupiers expense.
2. It allows the Council to install a vehicle crossover where the owner of a premises habitually takes a motor vehicle across a footway or verge to gain access to those premises.
3. It allows the Council to place restrictions on the owner /occupier of premises in respect of taking a vehicle across the footway.

The Council can refuse to grant permission for the installation on grounds of danger.

#### Policy

The Borough has one of the highest ownership of motor vehicles and the demand for vehicle crossovers is quite high with around 50 applications being assessed each month.

With such a demand there are many obstacles that could prevent a crossover being installed such as trees, lamp columns and parking bays. In the past these problems have been dealt with on an *ad hoc* basis which was not ideal. To ensure that the Council had an agreed standard across the Borough a Vehicle Crossover Policy which laid out the way in which obstructions were dealt with was introduced. The Policy not only clearly lays out procedures to follow but also tries, where possible, to maintain the street scene environment. The Policy is included below for reference.

### **Applications**

Residents of the Borough can either apply online or by paper application. Each application is assessed by the highways section once a site visit has determined whether the installation would pose any danger and whether there are any obstructions which may prevent the installation. Should the application be feasible then a quotation is sent to the applicant together with an acceptance form and guidelines. The average cost of a standard size crossover is around £800, however, each quotation is priced according to the size and amount of materials required. If the quotation is accepted then the installation will be added to the programme which will normally see the crossover installed in around 6 weeks.



## **STREET SCENE MAINTENANCE POLICY FOR DEALING WITH OBSTRUCTIONS TO THE INSTALLATION OF VEHICLE CROSSOVERS**

### **Obstruction by Highway Trees**

Street trees play a valuable role in offsetting the negative effects of motor vehicles and the removal of healthy trees to facilitate off street parking spoils the avenue affect of the boroughs streets, as trees are systematically removed and replaced with concrete or tarmac. The removal of street trees should therefore only be considered in exceptional circumstances where a tree is dead, diseased or dangerous.

Where a resident applies for a vehicle crossover and a street tree obstructs the construction of the crossover or excavation work for the crossover is within the drip line of a tree's canopy then the Highways Officer will seek the advice of a Tree Officer and the following will generally apply:

If the tree is healthy and of high amenity value, then the Tree Officer will advise that the application should be refused.

If the tree is of a low amenity value, is causing some form of footway damage and/or is replaceable, then subject to consultation consideration will be given to its removal and replacement elsewhere in the street, the cost of which will be passed to the resident.

If the tree is dead, dying, dangerous or causing extensive footway damage, then the Council will cover the cost of removing the tree and a replacement tree planted, if appropriate, by the Council.

If it is acceptable to remove the tree, the crossover application can then be approved subject to payment of the Council's costs.

### **Installation through a large Grassed area of highway**

Grassed areas adjoining the highway play an important role within the street scene environment of the borough and the removal of a these areas to facilitate off street parking spoils the visual affect of the boroughs streets, as areas are systematically removed and replaced with concrete or tarmac.

The damage to large grassed areas created by the construction of vehicle crossovers will only be considered in exceptional circumstances or where an established pattern of such vehicle crossovers has already been set within the street.

Where an application is received that will adversely damage a large grassed area then the Highways Officer will seek the advice of the Highways Inspection Manager and the following will generally apply:-

Where the area affected is a large area and is adopted public highway then unless there are exceptional circumstances or an established pattern of such vehicle crossovers has already been set in the street then the application will be refused.

Where the area is a large area and not adopted public highway but housing land the Highways Officer will seek the advice/approval of the Housing Officer for the area. (Following agreement with the Head of Estates Management applications will not be approved unless there are exceptional circumstances or an established pattern of such vehicle crossovers has already been set within the street).

### **Obstruction by Lamp column**

Where columns are provided in a street for street lighting purposes regulations stipulate the distances they are required to be sited at.

When a column obstructs the construction of a vehicle crossover or construction of a crossover would come within 0.6 metres of an unprotected column then the Highways Officer will seek the advice of a Street Lighting Engineer and the following will generally apply:-

If the column can be re sited within the regulated set distances and there is available space then subject to consultation consideration will be given to its removal and replacement elsewhere in the street, the cost of which will be passed to the resident.

If the column cannot be re sighted then the application will be refused.

### **Obstruction by Street furniture**

Where other street furniture obstructs the construction of a vehicle crossover then the Highways Officer will seek the advice of the Highways Inspection Manager. If the furniture can be re sighted to accommodate the crossover and still provide the necessary service function then consideration will be given to its removal and replacement elsewhere in the street, the cost of which will be met by the resident.

### **Parking bays**

Parking bays within parking schemes are implemented under a Traffic Management Order (TMO). Any amendment to remove or reduce a parking bay requires changes to the original TMO. Such amendments require consultation and publication of the proposal as well as advertising the making of the Order.

Where the location of a vehicle crossover is affected by a parking bay then the Highways Officer will refer the matter to the Traffic, Parking & Road Safety Manager for consideration whose decision in the matter is final.

The cost of any consultation and publication will be met by the crossover applicant.

In the first stage only the consultation fee and initial advertising costs as appropriate will be required to be paid prior to the commencement of consultation. The fee covers the council's costs in carrying out the statutory consultation and advertising the proposal and will be non refundable irrespective of the outcome. Payment of this fee does not guarantee that a TMO will be made. In deciding whether to make a TMO the Council is bound to have due regard to all consultation responses and the Council's statutory duty to secure the expeditious, convenient and safe movement of vehicular and other traffic.

Assuming that the results of the consultation responses are acceptable and the proposal will not adversely affect the expeditious, convenient and safe movement of vehicular and other traffic the remaining fee covering the cost to advertise and amend the Order and cost of removal and relocation of the parking bay sign or lines will then need to be paid by the applicant prior to the advert being published.

To reduce costs associated with amending a TMO, the resident may agree to wait for the Council to advertise several changes of TMO's so the cost can then be shared amongst those residents concerned.

Once an amendment to the TMO has been made the application for the crossover can then be approved and installation can be programmed.

It is a statutory requirement that if a proposed Traffic Management Order is to be made permanent then it must be done within two years of the proposal being advertised.

April 2012

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## **FORWARD PLAN**

**Contact officer: Steven Maiden**  
**Telephone: 01895 250692**

## **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**

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 on comment on these items.
2. Committee Members are requested to send in any questions they have regarding the attached Forward Plan or on any reports going to the next meeting of Cabinet, and to notify any officers that they would like to attend 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.

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 - 20 June 2013</b>									
923	Colham Bridge, Yiewsley	Cabinet will be asked to approve a tender for the new bridge works, new parapet and lighting.	Yiewsley / West Drayton		Cllr Keith Burrows	RS - Chris Tasker		New	Private (3)
925	Environmental Enforcement Service - Acceptance of Tender	To seek Cabinet approval to award a contract for two years for the provision of environmental enforcement services (including litter enforcement) based on the results of the tenders received.	All		Cllr Jonathan Bianco	RS - Ed Shaylor		New	Private (3)
926	Operation of the Gym at the Goals Complex, Springfield Road Hayes	A lease for the Gym located at Springfield Road Hayes has been tendered to obtain the best value for residents based on the overall proposal submitted. The existing occupier will be released from their contractual obligation to run the Gym on 31st August 2013. In order to be in a position to appoint a new tenant to take a lease from 1st September 2013 for a term in excess of 7 years, it is requested that Cabinet delegate powers to the Leader of Council and the Cabinet Member for Finance, Property and Business Services to meet the timescales of approving the most appropriate applicant and formalising the agreed terms	Townfield		Cllr Ray Puddifoot / Cllr Jonathan Bianco	RS - Susan Williams-Joseph		New	Private (3)
928	Uxbridge Central Library	Cabinet will receive the outcome of a competitive tender exercise for the main contractor to undertake the refurbishment of Uxbridge Central Library.	Uxbridge South		Cllr Jonathan Bianco	RS - Mohamed Bhimani		New	Private (3)
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS - Jales Tippell / Vanessa Scott			
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	Gift Funding for Planning Functions	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			

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?
<b>Cabinet Member Decisions - June 2013</b> Council Departments: RS = Residents Services SC&H = Social Care & Health AD = Administration Directorate FD = Finance Directorate									
931	Flat 5, Victoria Court, Linden Avenue, Ruislip Manor	To make the necessary decisions in respect of this property.	Manor		Cllr Ray Puddifoot / Cllr Jonathan Bianco	RS - Michele Henington		New	Private (3)
932	Grant of a lease to the Council of Charville Children's Centre	The report concerns the grant of a lease by the school's Academy Trust to the Council.	Charville		Cllr Jonathan Bianco	RS - Michael Paterson	Corporate consultees	New	Private (3)
933	Abbotsfield School for Boys - Determination of Statutory Proposals to admit girls into 6th form	Abbotsfield School for Boys wishes to admit girls (i.e. as well as boys) into its post-16 centre from September 2013. As a Foundation school, it is able to publish the necessary statutory proposals. However, the local authority would be the decision-maker. It is expected that the proposals will be published early in the summer term 2013. The recommendation will be formulated once the statutory process has been completed.	Various		Cllr David Simmonds	RS - Venetia Rogers		New	
<b>Cabinet meeting - 25 July 2013</b>									
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services			
SI	Gift Funding for Planning Functions	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			
<b>Cabinet Member Decisions - July 2013</b>									
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	AD - Democratic Services	Various		

Ref	Decision	Further information	Ward(s)	Report to Full Council	Cabinet Members(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 MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH</b>									
SI	New allocation of S106 contributions	To approve allocation of planning obligation funds for use locally.			Cllr Ray Puddifoot & Cllr Jonathan Bianco	RS - Nikki Wyatt			
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action			Cllr Keith Burrows	RS - David Knowles	Traffic Liaison Group		
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities			Cllr Keith Burrows	RS - David Knowles			
SI	Transport - Local Implementation Programme	Local Implementation Programme including schemes for the public realm, parking, road safety, school travel, walking, cycling, air quality improvement and Traffic Regulation Orders.			Cllr Keith Burrows	RS - David Knowles			
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	RS - Mike Paterson / David Ollendorf			Private (1,2,3)
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	RS - Helena Webster			
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	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	RS - John Fern			



# Agenda Item 8

## RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2013/14

**Contact Officer:** Steven Maiden  
**Telephone:** 01895 250692

**All Committee meetings will begin at 5.30 p.m.**

### REASON FOR ITEM

That the Committee consider revisions to the scheduling of existing meetings based upon review topics during 2013/14 as set out below:

### WORK PROGRAMME

<b>29 May 2013</b>	Review Discussion – to discuss and agree potential review topics for 2013/14
	Update on the Dropped Kerb Scheme
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>31 July 2013</b>	Review Discussion – consideration of scoping report for Major Review
	Consideration of Budget Planning Report for Planning, Environment & Community Services 2014/15
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>25 September 2013</b>	Major Review – first witness session
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>17 October 2013</b>	Major Review – second witness session
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>14 November 2013</b>	Major Review – consideration of draft final report
	Consideration of topics for single meeting review
	Annual Safety at Sports Grounds Report

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PART 1 – MEMBERS, PUBLIC AND PRESS

Residents' and Environmental Services Policy Overview Committee – 29 May 2013

	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>4 December 2013</b>	Single Meeting Review
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>21 January 2014</b>	Consideration of draft Final Report for Single Meeting Review
	Budget Report for consideration
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>26 February 2014</b>	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>26 March 2014</b>	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>30 April 2014</b>	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate
<b>28 May 2014</b>	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions and comment if appropriate

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