



HILLINGDON
LONDON



Residents' and Environmental Services Policy Overview Committee

Date: THURSDAY, 20
NOVEMBER 2014

Time: 5.30 PM

Venue: COMMITTEE ROOM 6 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

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

Councillors on the Committee

Michael White (Chairman)
David Yarrow (Vice-Chairman)
Lynne Allen
Teji Barnes
Mohinder Birah
Peter Davis
Patricia Jackson
Kuldeep Lakhmana (Labour Lead)
Carol Melvin

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This Agenda is available online at:
www.hillingdon.gov.uk

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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

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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 16 October 2014	1 - 4
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Minutes

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

16 October 2014

Meeting held at Committee Room 5 - Civic Centre,
High Street, Uxbridge UB8 1UW



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	<p>Committee Members Present: Councillors Michael White (Chairman), David Yarrow (Vice-Chairman), Lynne Allen, Teji Barnes, Mohinder Birah, Peter Davis, Patricia Jackson, Carol Melvin and John Morse</p> <p>Also Present: Katerina Paterson (Street Champion (Uxbridge South)), Murtaza Amin (Street Champion (Townfield)) and Ann Giddens (Street Champion (Pinkwell))</p> <p>LBH Officers Present: Steven Maiden (Democratic Services Officer), Charlotte Stamper (Communications Manager) and Helena Webster (Community Engagement & Town Centres Team Leader)</p>
18.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Lakhmana with Councillor Morse substituting.</p>
19.	<p>TO AGREE THE MINUTES OF THE MEETING HELD ON 25 SEPTEMBER 2014 (<i>Agenda Item 4</i>)</p> <p>RESOLVED: That the minutes of the meeting dated 25 September 2014 be agreed as a correct record.</p>
20.	<p>DIVERSIFYING THE STREET CHAMPIONS INITIATIVE - SECOND WITNESS SESSION (<i>Agenda Item 5</i>)</p> <p>The second witness session into diversifying the Street Champions Initiative was divided into two sections; the first dedicated to gathering evidence from 3 active street champions and the second set aside for officers from the Corporate Communications and Community Engagement teams to outline the support that their service areas provide for the initiative. The following is a summary of evidence heard.</p> <p><u>Street Champions</u></p> <p>The Street Champions present at the meeting were from Townfield, Uxbridge South and Pinkwell wards and had actively been reporting issues in their local areas for varying lengths of time. Two volunteers had been part of the initiative from its introduction and noted that the system was more efficient in the early days as issues were logged and progressed more quickly. It was also noted that there used to be regular local meetings that were valuable and as they allowed volunteers to meet and hear from officers and representatives from the Police etc. Witnesses advised that these meetings had now been stopped.</p>

Each of the volunteers advised that they had decided to become Street Champions as they wished to make a positive impact on their local areas and to develop their communities. All three volunteers noted that the main and persistent issues that they reported to the Council related to rubbish and fly tipping. There was concern that not enough was done to prohibit people from continually fly tipping and that this led to the same areas needing to be cleared repeatedly. It was suggested that CCTV be used to monitor areas that were prone to fly tipping.

A Street Champion suggested that the Planning Department might be asked to use the network of volunteers to advise them of upcoming planning applications in their local areas. This would ensure that they were kept informed and could relay this information to residents in their local areas.

The Street Champions did not have a great deal of involvement with their Ward Councillors and noted that they would appreciate the development of closer ties.

On a practical level, volunteers highlighted that there were some issues with computers not remembering their details so that they had to fill in their full details every time. Furthermore, the information required for reports was, at times, prohibitively detailed. Officers noted that this area would be looked into as the system should automatically store details.

As in the previous witness session, Street Champions noted that there appeared to be a lack of joined up thinking with some Council services. An example was provided on how the Council managed refuse collection. Members suggested that this was an issue that could be raised with the relevant officers but also noted that residents needed to be better educated on waste management.

Two of the Street Champions noted that they were Neighbourhood Watch Co-ordinators and advised that the two roles worked well together. The third volunteer advised that he would be very interested in becoming involved in the Neighbourhood Watch scheme as there were a number of issues that he would like to report that did not fit into the Street Champion's remit.

Corporate Communications

Witnesses advised that Corporate Communications did not have any direct contact with Street Champions but that they were reached through standard communication such as Hillingdon People. With regard to some of the issues raised by the Street Champions (as above), it was noted that information was also regularly sent out on issues such as refuse collection and waste management. On this point it was noted that there was generally a high level of satisfaction with waste services but that, due to a relatively transitory population within the Borough, this message needed to be regularly communicated.

The Committee was advised that there was potential to improve how the Council communicated with Street Champions through social media such as Facebook and Twitter. However, these were very resource heavy options as there was an expectation from users that they would be responded to on demand. Witnesses recommended that, prior to considering the implementation of another layer of communication dedicated to Street Champions, research should be undertaken to ascertain exactly what they wanted and whether they wished to be provided with different services to those available to all residents.

Witnesses acknowledged that there were residents who did not have access to a computer / smart phone and who were unwilling to go to the library to report an issue. Although work was done not to alienate residents who did not wish to use the internet, it was noted that the Council was encouraging people to report online because this was much more efficient and cost effective.

With regard to demographics, witnesses advised that, based on anecdotal evidence, younger people seemed to have less time to engage in reporting issues and becoming Street Champions. Consequently, it was suggested that the Council might focus on making better use of those portions of the Borough's population that did have the time and will to report issues.

Members confirmed their commitment to the introduction of a tick box on the Street Champion reporting system asking whether they wished to inform their Ward Councillors of an issue. It was noted that this would not amount to too many emails for Ward Councillors to deal with and that it was important that links between volunteers and elected representatives were strengthened.

Community Engagement

Witnesses advised that the Community Engagement team oversaw the Chrysalis Programme and the Ward Budget Scheme and was also currently conducting a pilot project into the Street Champion and Neighbourhood Watch schemes.

The Committee was advised that the majority of the roughly 4,000 Street Champions volunteered in the early stages of the initiative in 2006. At this time volunteers were provided with a cheque book to report issues and a range of incentives. As a high proportion of these volunteers now did not report, it was suggested that the Council might contact those who were now inactive and ascertain whether they wished to continue as Street Champions. This could also be used as an opportunity to ask additional questions such as whether they would like their details to be shared with Ward Councillors.

With regard to the regular meetings with Street Champions, witnesses advised that these meetings had been stopped temporarily whilst the Street Champion pilot project was underway. The Community Engagement Team was eager not to over consult during the pilot and the meetings (or a replacement) would be reintroduced at a later date. In the past the meetings had been standardised across the Borough but officers were currently assessing other ways to connect volunteers and disseminate information. The future make up of meetings and / or communications would be based on research as to what Street Champions wanted and needed.

Witnesses provide a breakdown of the demographics of Street Champions and how they are reporting. The data was several years out of date but indicated that there was a 65 / 35 % split on issues being reported online / offline. It was expected that an even higher proportion of volunteers were now reporting issues online. Volunteers were also predominantly white which meant that there was an opportunity to diversify the initiative.

With regard to the pilots being undertaken by the Community Engagement Team, the Committee was advised that an Academician had been allocated to progress the project. The pilot would be taking place November 2014. The Academician would be in a position to provide more up-to-date information and data on the current

	<p>demographics of Street Champions and report this to the Committee. He would also be progressing a leaflet promoting online reporting that would be made available to the Committee at their next meeting.</p> <p>RESOLVED: That:</p> <ol style="list-style-type: none"> 1. Officers investigate the issue of the reporting system not storing the details of Street Champions; 2. Officers provide up-to-date data on the demographics and reporting habits of Street Champions; 3. Officers make available the leaflet on online reporting for the next meeting of the Committee; and 4. The evidence provided be noted.
21.	<p>CONSIDERATION OF BYELAWS FOR PARKS (<i>Agenda Item 6</i>)</p> <p>Officers provided a brief presentation on the report which was previously entitled "Byelaws for Parks". Since its inclusion on the Cabinet's Forward Plan, the item had changed focus and now concerned "The Anti-Social Behaviour, Crime and Policing Act 2014: Public Spaces Protection Orders".</p> <p>Members raised concerns that this paper had only been circulated to the Committee one day in advance of the meeting. It was noted that this was insufficient time to consider fully the report and propose comments to Cabinet. There was also concern that the paper was not published 5 clear working days in advance of the meeting as per the Local Government (Access to Information) Act 1985.</p> <p>Officers advised that this report was not a report for the Committee but for the Cabinet. Consequently, it had been made available as soon as the Cabinet agenda was published. However, it was agreed that the Committee's concerns would be relayed to the Cabinet and senior officers in Democratic Services.</p> <p>RESOLVED: That:</p> <ol style="list-style-type: none"> 1. The Committee's concerns about the delay in receiving this report be relayed to the Cabinet and senior officers in Democratic Services; and 2. The Report be noted.
22.	<p>FORWARD PLAN (<i>Agenda Item 7</i>)</p> <p>RESOLVED: That the Forward Plan be noted.</p>
23.	<p>WORK PROGRAMME (<i>Agenda Item 8</i>)</p> <p>RESOLVED: That the Work Programme be noted.</p>
	<p>The meeting, which commenced at 5.30 pm, closed at 7.25 pm.</p>

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

MAJOR REVIEW – DIVERSIFYING THE STREET CHAMPIONS INITIATIVE – WITNESS SESSION 3

Contact Officer: Steven Maiden
Telephone: 01895 250692

REASON FOR ITEM

To enable the Committee to gather evidence as part of their Major Review into diversifying the Street Champions Initiative.

OPTIONS AVAILABLE TO THE COMMITTEE

1. Question the witnesses
2. Highlight issues for further investigation
3. To make a note of possible recommendations for the review

INFORMATION

As at the previous meeting this witness sessions will be divided into two sections. The first section (starting at 5.30pm) will be with 2 active street champions who have volunteered to provide evidence to the Committee. Once Members have heard from these volunteers they will be allowed to leave the session before the second section in which other witnesses will be present to provide evidence.

Members should note that it has not been possible to secure the witnesses for this session as proposed in the scoping report. This means that the Committee will not be hearing from Neighbourhood Watch Co-ordinators as initially intended. Instead, witnesses who have already presented to the Committee have been invited to come back to respond to any further questions and to assist Members with the development of final draft recommendations.

Witnesses for the first session are as follows:

Name	Position
Street Champion	Cavendish Ward
Street Champion	Uxbridge North Ward
Break	
Helena Webster	Community Engagement & Town Centre Improvements Manager
Charlotte Stamper	Communications Manager

PAPERS WITH THE REPORT

Review Terms of Reference

Terms of Reference

Setting the context

1. To gain a comprehensive understanding of the current Street Champions initiative to include:
 - a. The current level of uptake across different areas of the Borough;
 - b. The volume and nature of the issues raised;
 - c. The remit and accountability of the role; and
 - d. The barriers to involvement and reporting issues.
2. To gain a comprehensive understanding of the Neighbourhood Watch Scheme to include:
 - a. The findings of the pilot project into linking the Street Champions Initiative and the Borough's Neighbourhood Watch Scheme;
 - b. The current level of uptake across different areas of the Borough;
 - c. A clear idea as to where schemes are located in the Borough; and
 - d. The barriers to involvement.

Better Access and Reporting

1. To explore ways in which the Council could better use its current resources (e.g. its website) to increase the ease with which volunteers are able to report issues;
2. To assess the viability of using new forms of digital media in order to make reporting issues more accessible; and
3. To explore ways in which those volunteers who do not wish to use digital medias can better report issues.

Street Champions and Neighbourhood Watch

1. To put forward recommendations on how the Street Champions initiative could be linked with Neighbourhood Watch Schemes in the Borough;
2. To explore ways in which Street Champions could be encouraged to engage more generally in the community safety agenda; and
3. To explore how these initiatives might be linked through the use of the technologies highlighted above.

FLOOD INVESTIGATION REPORT

Contact officer: Vicky Boorman
Telephone: Ext. 7920

REASON FOR ITEM

At its meeting on 26 March 2014, the Committee asked that an update on the Council's response to flooding in the Borough be provided in due course. The attached report sets out this information.

OPTIONS OPEN TO THE COMMITTEE

- To note and comment on the Flood Investigation Report.

INFORMATION

Further information is contained within the report below.

FLOOD INVESTIGATION REPORT

December 2013 - June 2014

The report is produced to fulfil Lead Local Flood Authority requirements to investigate significant flooding under Section 19 of the Flood and Water Management Act 2010 which states:

"On becoming aware of a flood in its area, a lead local flood authority must, to the extent that it considers it necessary or appropriate, investigate -

Which risk management authorities have relevant flood risk management functions, and

Whether each of those risk management authorities has exercised, or is proposing to exercise, those functions in response to flood.

Where an authority carries out an investigation under subsection 1) it must -

- (a) Publish the results of its investigations; and
- (b) Notify any relevant risk management authorities".



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1 Summary

Flood Risk in Hillingdon

Hillingdon Council is susceptible to a number of different sources of flooding. Within its boundaries lie the River Colne and River Crane catchments as well as the River Pinn and Yeading Brooks in addition to numerous ordinary watercourses. The Council has also identified large areas as being at risk from surface water according to recently released Environment Agency 'Risk of flooding from Surface water'¹ maps (which can be found on their website). Flooding could affect over 5,000 people in the borough. Further information on these risks can be found in Hillingdon's Strategic Flood Risk Assessment and Surface Water Management Plan available on the Council's Website².

Causes of flooding

It is considered that there has been the highest rainfall on record over recent months across the country. From a rain gauge operated by the Council's Green Spaces team at Haste Hill Golf Club, Hillingdon received 157mm in January and 40mm between February 1st - 14th. This was consistent across the borough as can be seen from data obtained from a weather station at Heathrow where Table 1 shows data from December to February.

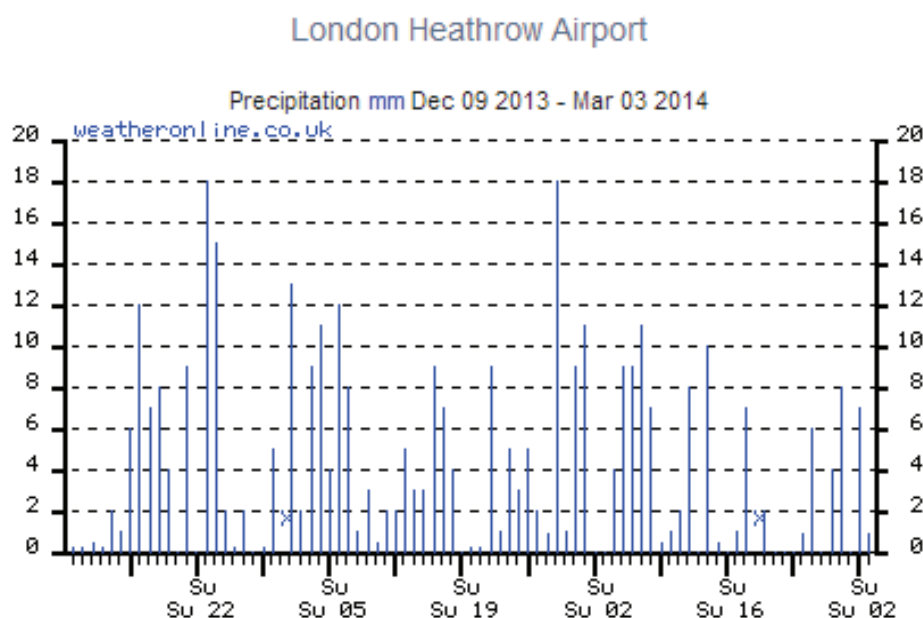


Table 1 Rainfall from Dec 09 to March 3rd from 'Weather Online'³

Although this is considered unprecedented weather, the Council needs to ensure that flood events are investigated to ensure any contributing factors are being managed appropriately.

Flooding impact

Evidence has been collected from the numerous calls, emails and letters that the Council has received over this period.

This is the largest flood event Hillingdon has experienced for a number of years. Given the enquiries from members and other bodies in the response to this flooding, an investigation

¹ <http://watermaps.environment-agency.gov.uk/wiyby/wiyby.aspx?topic=ufmfsw#x=357683&y=355134&scale=2>

² <http://www.hillingdon.gov.uk/24117>

³ <http://www.weatheronline.co.uk/weather/maps/city>

should be undertaken. This action is recommended by the Surface Water Management Plan Appendix C Actions. In addition it is appropriate under Section 19 of the Flood and Water Management Act 2010.

Lead Local Flood Authority response

Hillingdon has a clear process in place through the Civil Protection Service in which adverse weather warnings are disseminated within the Council so that officers in different services can take the appropriate action. In an emergency, Hillingdon has a number of officers on standby, ready to respond.

During this period, officers liaised with the Environment Agency and monitored closely the weather forecast and the impact of rainfall on rivers in order to determine the appropriate action to take. An internal cross-departmental meeting was held to ensure the response was co-ordinated.

The Council Highways service in particular attended sites on numerous occasions over this period during the night and at weekends as requested by residents. They delivered over 1,000 sandbags to residents, as well as continuing to visit structures on rivers across the borough to remove debris and thus reduce the likelihood of blockages.

Hillingdon also experienced a significantly higher call volume to the Customer Contact Centre relating to flooding issues from residents. Over 100 enquiries required specialist advice from the Flood and Water Management Officer. This included clarification on the responsibility for alleviating the flooding; and advice on what action to take. 20% of all enquiries were from Councillors.

During this period, the Council website was updated to provide information on the action to take if in an area at risk of flooding.

Other Risk Management Authorities (RMA) responses

The Environment Agency opened its incident room in anticipation of the forecast adverse weather and responded to a number of queries from residents. They provided the Council with clear updates on what was happening so the Council could plan work. Their operations teams also visited known hotspots to clear debris and trees to reduce the likelihood of blockage. A number of flood data recorders were also deployed to collect information on the flood levels, extents and impacts of flooding.

2 Areas affected in Hillingdon


Summary of Impact

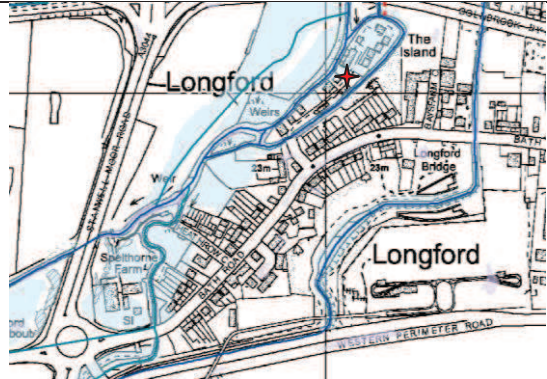

In Hillingdon approximately 29 residential properties, gardens and some garages have been affected by flooding, with a few businesses, educational institutions also reported affected. Only one educational institution was severely affected internally. In addition Breakspear Road South a key highway route have been affected. The Council is aware of others that have been affected but not reported directly to the Council.

The following areas listed are the key affected sites that have been reported to the Council. There may be other areas that the Council are not aware of.

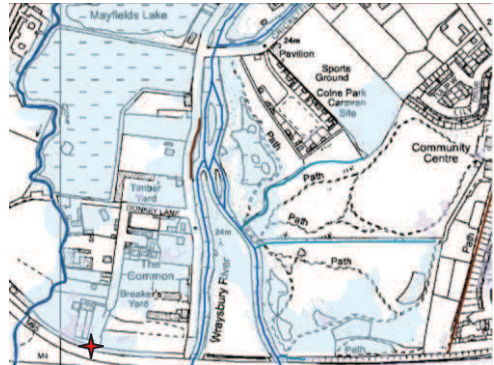

The Council have requested the Environment Agency Flood Investigation report which covers Hillingdon, but at this time it has not been finalised and so was not provided to the Council and has therefore not informed this report.

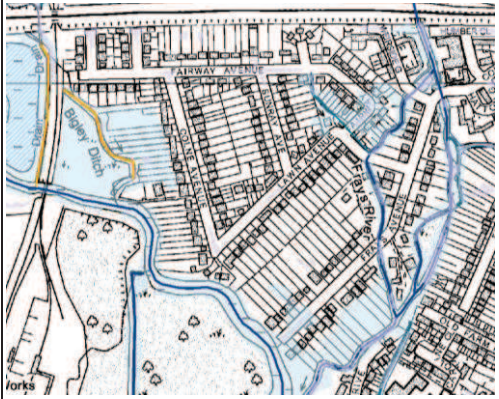
The flooding reports were from across the whole borough and from different sources, and therefore it is important that each site is identified and examined. Not all have been able to be verified.

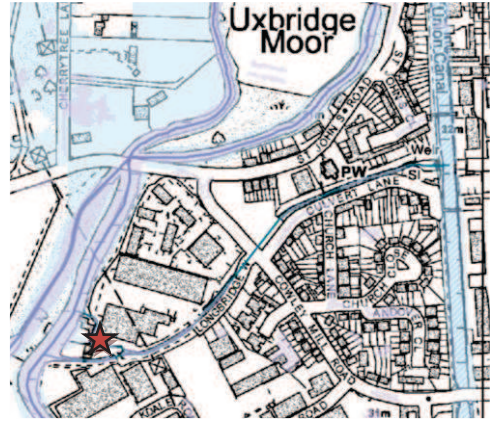

Area affected	a) Spout Lane north, Heathrow TW19 6BW	
Date of flooding	07/02/2014	
Grid Reference	504540 175254 or TQ0475SE	
Land ownership	Residents or 'Riparian' owners	
Map of Area		
Location of flooding marked as a red star		
		Riparian Ownership - highlighted blue Highways Agency - highlighted orange Council Highways - highlighted green.
Duration of flooding	Approx 2 days	
Source of flooding	Ordinary Watercourse	
Cause/Pathway	Ordinary watercourses flowed on to Highway	
Impact of flooding	Water over the access to one residential property and one business. Potentially 26 Houses and business including 3 Electricity Substations could have issues with flooded access.	
Evidence	Anecdotal evidence from resident	
History of flooding	2013 previous reports of the access road being flooded	
Summary	All ditches in this area are part of the catchment of the River Colne which then flows in to the River Thames. The River Thames in February 2014 was particularly high and this resulted in high water levels on the River Colne. A flood warning was issued for the 'River Colne & Frays River at West Drayton and Stanwell Moor' mainly affecting the area south of Airport Way. However smaller ditches in this area then couldn't flow away and water spilled on to adjacent land. It is important that these ditches are cleared to ensure flow is maintained where possible. Only 11 of the 26 buildings are within the flood warning area.	
Action recommended for Residents and or Businesses	The Council recommends that residents work together to produce a Community Flood Plan. Support will be offered in starting this, and in identifying and signposting any appropriate grants and appropriate property level protection. Residents also have 'riparian' responsibilities for the watercourses crossing their land.	
Action by the Highways Agency	Clear ditches that they are responsible for.	
Action by the Council	Clear ditches within adopted land, to assist highways drainage.	



Area affected	b) The Island, off Bath Road Longford	
Date of flooding	07/02/2014	
Grid Reference	505064 177077 or TQ0577SW	
Land ownership	Residents or 'Riparian' owners.	
Map of Area	Photo	
Location of flooding marked as a red star	February 2014 (Taken by LBH)	
		
Duration of flooding	Approx 2 days	
Source of flooding	Main River - River Colne	
Cause/Pathway	River levels rising and water flowing onto back gardens.	
Impact of flooding	1 property reported concerns, though potentially 23 properties on the island could have been affected.	
Evidence	Anecdotal evidence from Highways officers and residents, including photos.	
History of flooding	Flood Alerts issued 3 times in January 2014. Environment Agency Flood Alert issued from 29 th January. Flood warning issued from 7 th to 16 th Feb 2014.	
Summary	River levels rose quickly. Residents contacted the Council and sand bags were provided on this occasion. However these are unlikely to have prevented inundation of this area, had river levels risen any higher. The Longford Flood Alleviation Scheme, an overflow channel constructed on Council owned land appeared to function well.	
Action recommended for Residents	The Council recommends that residents work together to produce a Community Flood Plan. Support will be offered in starting this, and identifying and signposting any appropriate grants and appropriate property level protection.	
Action by the Environment Agency	The site lies midway between a numbers of Environment Agency gauges which makes it difficult to monitor river levels at this location, particularly as the river has a number of different channels. This is also not 'real time' data. Feedback has been provided by the Council to the Environment Agency who have committed to reviewing their monitoring locations.	

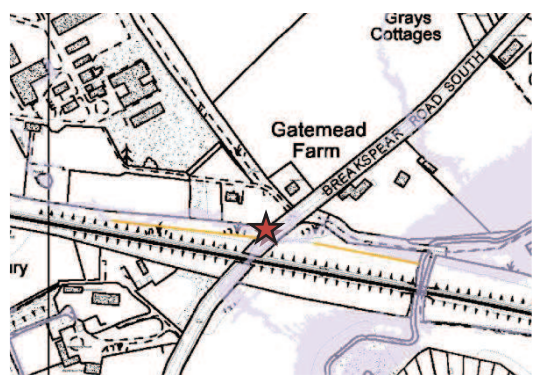

⁴ This and all the following assessments are based on the best available flood risk information from the Environment Agency Flood Map. In each map, blue shows the risk from the rivers, and pink highlights the risk from surface water.



Area affected	c) The Common, West Drayton	
Date of flooding	07/02/2014	
Grid Reference	505102178621 or TQ0578NW	
Land ownership	Residents or 'Riparian' owners, and private roads	
Map of Area	Photo	
Location of flooding marked as a red star	February 2014 (Taken by resident)	
		
Duration of flooding	Approx 2 days	
Source of flooding	Main River - River Colne and Wreaysbury River	
Cause/Pathway	As water levels rose in both rivers, water flowed across back gardens and into the main access road to the Island	
Impact of flooding	3 residents reported water surrounding their properties and accesses to a depth of approx 30cm. Potentially 38 properties, and 12 businesses, could have been cut off by flooding.	
Evidence	Anecdotal evidence from Council Highways Team and residents.	
History of flooding	2013	
Summary	Residents contacted the Council and sand bags were provided on this occasion. A number of properties utilised their own pumps as water came up under floor boards to keep it from affecting contents. Residents raised concerns about the timing of the Environment Agency Flood Warning, and had queries about what action the Council would take.	
Action Residents and or Businesses	Residents to report incidents and extent of flooding to the Council so this can inform future plans to reduce flood risk. The Council recommends that residents work together to produce a Community Flood Plan. Support will be offered in starting this, and in identifying and signposting to appropriate grants and protection.	
Action by the Environment Agency	The river flows in a number of channels, and these residents lie midway between Environment Agency gauges making it difficult to monitor river levels. This is also not 'real time' data. Feedback has been provided to the Environment Agency who have committed to reviewing their monitoring and issuing of warnings in this area. In 2010 a prefeasibility and scoping for the Arklyn Kennels Flood Defence Scheme was undertaken. Work was not progressed as a result of the findings of the study. However due to the continuing issues at this site the Council have asked the Environment Agency to investigate funding a property level protection scheme.	



Area affected	d) Fairway Avenue and surrounding area.	
Date of flooding	07/02/2014	
Grid Reference	505497 179934 or TQ0579NW	
Land ownership	Private land owners and Council maintained roads.	
Map of Area	Photo	
Location of flooding marked as a red star		
		
Duration of flooding	Approx 2-3 days	
Source of flooding	Main Rivers and ordinary watercourses - Frays River and Bigley Ditch	
Cause/Pathway	River levels were high in the Frays River and water flowed into back gardens. Drains also not able to flow into the river causing ponding on road.	
Impact of flooding	Reports of flooding of 2 properties back gardens, and access road.	
Evidence	Anecdotal evidence from Council Highways Team and residents	
History of flooding	None Council are aware of.	
Summary	Following request by residents, and as river levels were rising and inundation imminent, sand bags provided by the Council to the most vulnerable residents.	
Action Residents and or Businesses	<p>The Council recommends that residents work together to produce a Community Flood Plan. Support will be offered in starting this, and in identifying and signposting to any appropriate grants and property level protection.</p> <p>It is clear that a large number of properties have hard surfaced drives which run into the road, exacerbating highways flooding. Promotion of the SWMP Action plan for residents - reducing flood risk by replacing hard surfaces with permeable paving.</p> <p>Private owners of ditches to acknowledge their 'Riparian' responsibilities to clear them, and maintain their capacity.</p>	
Action by the Council	To publish the investigation which would provide residents with clarity on what the Council are doing to manage flood risk, which organisation is responsible for different elements of flooding and if and when support will be provided.	


Area affected	e)) St Johns Road and surrounding area.	
Date of flooding	07/02/2014	
Grid Reference	504503 183299 or TQ0483SE	
Land ownership	Residents and College	
Map of Area	Photo	
Location of flooding marked as a red star	(From LBH)	
		
Duration of flooding	Approx 2-3 days	
Source of flooding	Main River - River Colne and Ordinary watercourse.	
Cause/Pathway	River levels rising, water flowing into residents garden and on to highway and entrance to College.	
Impact of flooding	1 garden of residential property and internal flooding to an Educational Institution.	
Evidence	Anecdotal evidence from Highways officers and residents	
History of flooding	2013	
Summary	The Canal and River Trust opened all sluices fully to discharge water. This flows along the watercourse to the River Colne. The River Colne was very high and water from the ordinary watercourse could not flow away. Following a request from a resident, sandbags were provided by the Council, and advice given to the College.	
Action Residents and or Businesses	The Council recommends the resident and College produce a Flood Plan. Support will be offered in starting this, and identifying and signposting to grants and appropriate property level protection.	
Action by the Environment Agency	The site lies midway between Environment Agency gauges which makes it difficult to monitor river levels at this location particularly as the river has a number of different channels. This is also not 'real time' data. Feedback provided to the Environment Agency by the Council. The Environment Agency have committed to reviewing their monitoring and issuing of warnings in this area.	

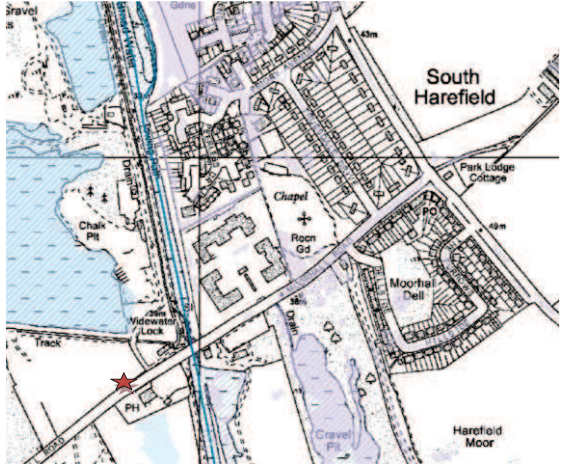
Area affected	f) Charville Lane, Ullswater Close, Kendall Close and Langdale Drive	
Date of flooding	24/12/13, 1/01/14, and 07/02/2014	
Grid Reference	509302 183279 or TQ0983SW	
Land ownership	Residents, Private Landowner and Council	
Map of Area	Photo	
Location of flooding marked as a red star	December 2013 (From LBH)	
		
Duration of flooding	Approx 24 hours	
Source of flooding	Multiple - Main River - Yeading Brook, Ordinary Watercourse and surface water sewer	
Cause/Pathway	River levels rising coming into back garden and Highway.	
Impact of flooding	6 reports of flooded access roads and front and back gardens and garages flooded on Ullswater, and Kendal Close, also road flooded on Langdale Drive. 2 reported properties surrounded by water on Charville Lane. However approx 40 given sand bags.	
Evidence	Anecdotal evidence and photos from Highways officers and residents	
History of flooding	2013 and previous.	
Summary	River levels high causing water to flow up Thames Water sewers, onto Highway, front drives and garages.	
Action Residents and or Businesses	The Council recommends the residents work together to produce a Community Flood Plan, support will be offered in starting this, and identifying and signposting to any grants and appropriate property level protection which may be available.	
Action by the Environment Agency	Investigation into issuing a specific surface water alert for this area. Feedback provided to the Environment Agency by the Council who have given a commitment to reviewing their monitoring and issuing of warnings in this area.	
Action Thames Water	Confirm ownership and maintenance of culvert, jetting of manhole and clearance of culvert and trash screens to the rear of Kendal and Ullswater Close.	
Action by the Council	Continue to ensure the Risk Management Authorities undertake the actions identified above. Continue to clear the ditch on Council owned land and clear the screens until Thames Water clarify their ownership and responsibility.	

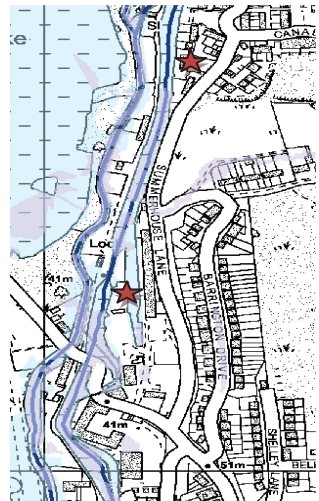

Area affected	g) Breakspear Road South, Ruislip	
Date of flooding	01/02/2014	
Grid Reference	507194 187196 or TQ0787SW	
Land ownership	Network Rail.	
Map of Area	Photo	
Location of flooding marked as a red star	December 2012 (From LBH)	
		
Duration of flooding	Approx 24 hours.	
Source of flooding	Surface water	
Cause/Pathway	Run off from surrounding fields entering ordinary watercourses on Network Rail land, These also take flow from highways ditches, but cannot discharge to the River Pinn when it is high, so back up.	
Impact of flooding	Flooded Category C Highway underneath Railway line.	
Evidence	Photographs and anecdotal evidence from Highways officers	
History of flooding	Flooding in 2012, and December 2013	
Summary	Surrounding field catchment and highways ditches of approx 388 Acres or 157 hectares catchment draining to the ordinary water course flowing along either side of the embankment in to the River Pinn. When the River Pinn is high this watercourse cannot flow away and water floods the road. The Council was already aware of flooding at this location, and has engaged with Network Rail as Riparian Landowner in 2013 to clear the streams on their land. Network Rail has cleared the stream to the north side of the embankment which has reduced the frequency of flooding. They have also at request of the Council replaced a culvert headwall which was blocking flow. However the site is still at risk and flooded in 2014. Further works by Network Rail are required to ensure the south side watercourse is clear. This will continue to be monitored by the Council.	
Action by Network Rail	Clearance of ditch on a regular basis and completion of the replacement headwall.	

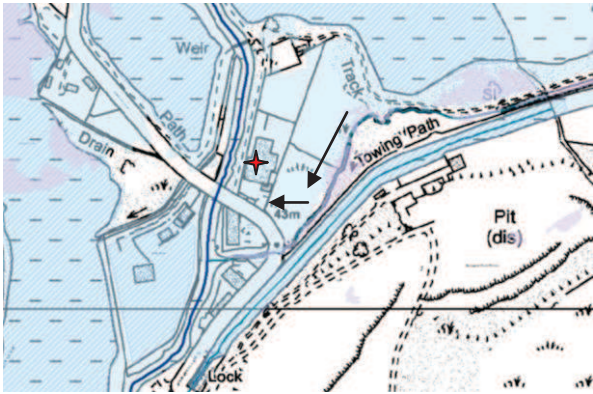

Area affected	h) Ruislip Lido	
Date of flooding	December 2013 - March 2014	
Grid Reference	508703 189034 or TQ0889SE	
Land ownership	Hillingdon Council	
Map of Area	Photo	
Location of flooding marked as a red star	January 2014 (From LBH)	
		
Duration of flooding	Continued ordinary watercourse and groundwater flows	
Source of flooding	Ordinary Watercourse - Cannons Brook and also groundwater.	
Cause/Pathway	High water levels at the Lido and Northwood Golf Club.	
Impact of flooding	1 report of Northwood Golf Club being closed. Water contained within the Lido preventing flooding.	
Evidence	Anecdotal evidence from Council officers and photographs.	
History of flooding	Over-flow from Lido in 1977, 200/2001 and 2009	
Summary	<p>Due to the sustained period of rainfall and flow into the Lido, water levels rose considerably above the agreed managed water level. However as a result, the Lido provided substantial storage for water which reduced the likelihood of flooding downstream. There was concern by Northwood Golf Club that water was being held back in Ruislip Woods, and was impacting on the use of their greens.</p>	
Action by the Council	<p>A Flood Risk Assessment (FRA) was undertaken for the Lido by the Council. This recommended that water levels should be managed at 0.65m below da. The Council continues to monitor water levels regularly, and operates valves to allow the discharge of water from the Lido. The Council has undertaken the work recommended by the FRA, by restricting the diameter of one overflow pipe, and by carrying out works downstream on the Cannons Brook including the replacement of the Ladygate Lane Trash screen. However the Council continues to work with the Environment Agency to determine the best management regime to ensure water levels can be maintained at the agreed level. The Council has investigated the operation of sluices within the woods and has confirmed that in times of high flow, water would flow over them and into the Lido. In addition the ditch network has been checked and debris cleared as a result.</p>	

Area affected	h) Kings College Playing Fields	
Date of flooding	December 2013- April 2014.	
Grid Reference	509468 188088 or TQ0988SW	
Land ownership	Residents and the Council.	
Map of Area	Photo	
Location of flooding marked as a red star	January 2014 (from LBH)	
		
Duration of flooding	December 2013- June 2014.	
Source of flooding	High water table and continued groundwater flows	
Cause/Pathway	Groundwater and surface water.	
Impact of flooding	9 reported incidents of back gardens and 1 of a garage flooded in addition to large areas of water ponding on the Kings College playing fields. Footpath to the playing fields also flooded.	
Evidence	Anecdotal evidence from the Council and residents, and photographs taken.	
History of flooding	1977 and 2012.	
Summary	The Playing fields and surrounding residential properties are a low lying area adjacent to the River Pinn identified by the 'Environment Agency Flood Map for Surface Water'. Once built up, water takes a long time to drain back into the River Pinn.	
Action by the Council	The Council constructed land drainage in 2004 to alleviate flooding. However due to the record amounts of rain, water remains ponded on site. Further work is being considered, survey work has been undertaken and proposals are being drawn up. An application for funding has been made for this work.	
Action recommended by Residents	As the area is identified as being at risk from both fluvial, surface and groundwater, Council recommends that the residents work together to produce a Community Flood Plan. Support will be offered in starting this, and in identifying and signposting any appropriate grants and appropriate property level protection.	
Action by the Environment Agency	Funding has been awarded by the Regional Flood Risk and Coastal Committee for a ' River Pinn Flood Risk Management Strategy' to reduce flood risk from the river. The Environment Agency to take into account groundwater issues in the area in developing the potential scheme. Initial investigation work by the Environment Agency scheduled to take place in 2014/2015.	

Area affected	j) High Road, Eastcote and surrounding area	
Date of flooding	510391 188421 or TQ1088SW	
Grid Reference		
Land ownership	Residents.	
Map of Area	Photo	
Location of flooding marked as a red star		
		
Duration of flooding	Approx 24 hours 2014.	
Source of flooding	Unconfirmed	
Cause/Pathway	Unconfirmed	
Impact of flooding	A number of garages and the highway	
Evidence	Anecdotal evidence from the Council and residents.	
History of flooding	None the Council is aware of	
Summary	<p>2 Residents have reported issues with the drainage at Pembroke Park. The Council has undertaken an investigation in to this which found that Taylor Wimpey is responsible. The Council raised concern over the drainage on the site and work was undertaken by Taylor Wimpey to clear it.</p> <p>1 resident reported ongoing issues of flooding on the High Road: gullies were cleared by the Council but water still remained. The issue was reported to Thames Water and a clearance of the pipe scheduled. However this appears to be a continuing issue.</p>	
Action by Taylor Wimpey and A2 Dominion	The responsibility for drainage within Pembroke Park will be handed over to Private Management Company 'A 2 Dominion' in the future. Therefore A2 Dominion should continue to ensure that the drainage infrastructure is cleared regularly in the future. (with the exception of the main road through the development, which is to be adopted by the Highway Authority)	
Action by Thames Water	Clearance of sewer draining High Road, Eastcote.	

Area affected	k) Moorhall Road, Harefield	
Date of flooding	07/02/2014	
Grid Reference	505189 188821 or TQ0588NW	
Land ownership	Private Landowner and the Council	
Map of Area	Photo	
Location of flooding marked as a red star		
		
Duration of flooding	Approx 24 hours 2014.	
Source of flooding	Surface water flooding	
Cause/Pathway	Water falling on the road not able to drain away	
Impact of flooding	Water covered the road, and access from the west to approx 3 businesses.	
Evidence	Anecdotal evidence from Council officers and residents	
History of flooding	None Council is aware of	
Summary	Highways officers attended the site to place signage to say that the road was flooded. Queries were raised by tenants as to the responsibility for sewers which are on the private land. Offices implemented their Business Continuity Plan to advise their employees.	
Action by the Council	The Council advised on roles and responsibilities for tenants to contact the Thames Water regarding the sewer. Provide business continuity advice to those local business that were affected or are at future risk.	

Area affected	I)) Royal Quay and Summerhall Lane, Harefield	
Date of flooding	07/02/2014	
Grid Reference	504084 191208 or TQ0491SW	
Land ownership	Private Landowner and Residents	
Map of Area	Photo	
Location of flooding marked as a red star	February 2014 (Taken by resident)	
		
Duration of flooding	Approx 24 hours 2014.	
Source of flooding	Ordinary watercourse (Channel from Canal) and surface water flooding.	
Cause/Pathway	Water from Canal flowing over the proposed development site of Royal Quay and at other points along the towpath to the north. The foul water sewer system was overwhelmed and caused backing up into toilet systems of at least 1 residential property.	
Impact of flooding	Island at Royal Quay, and 3 residents gardens along Canal towpath and residents on Summerhall Lane.	
Evidence	Anecdotal evidence from residents and photographs.	
History of flooding	None. Previous issues of sewer flooding	
Summary	During recent heavy rainfall evidence was provided of the flooding and concern expressed about the implications of the new development.	
Action by Thames Water	Further investigation of the flooding events and operation of the sluices to be undertaken. Provision of management plan by Thames Water for the sluices at Coppermill Lock to demonstrate they are being managed appropriately. The Council recommends that this information is provided to new residents on the site to allow them to contact Thames Water directly about any issues. In addition, The Council have asked Thames Water to investigate the pump and sizing of the foul water system to alleviate flooding at Summerhall Lane.	
Action by Developer	Developer to undertake an addendum to their Flood Risk Assessment to address recent revisions in proposals and the flood risk to and from their site.	

Area affected	m) Springwell Lane, Harefield	
Date of flooding	07/02/2014	
Grid Reference	504354 193121 or TQ0493SW	
Land ownership	Private Landowner	
Map of Area	Photo	
Location of flooding marked as a red star	February 2014 (from LBH)	
		
Duration of flooding	Approx 24 hours 2014.	
Source of flooding	Main River - River Colne, Ordinary watercourse, and surface water flooding.	
Cause/Pathway	Unconfirmed combination from multiple sources. Potential flow path from the River Colne across Stockers Lake and along ordinary watercourse following the arrows.	
Impact of flooding	Flooding cutting off access to 1 business, and possibly residents although not reported.	
Evidence	Anecdotal evidence from officers and residents, and photographs taken.	
History of flooding	None the Council is aware of	
Summary	Water falling on the road, could not drain away as the River Colne was very high. The Council Highways team attended to place signs to close the road, however there was concern that the Council did not do enough to help.	
Action Residents and or Businesses	To ensure that landowners where appropriate are undertaking their 'Riparian' responsibilities, and clearing ditches. To develop a Flood Plan supported by the Council	
Action by the Council	The Council is to advise of any support for businesses provided by the government that may be appropriate and to advise on the flood plan.	

Area affected	n) Generic queries regarding flooding
Queries	Actions
1 A number of residents have raised concerns through Members about being able to contact the Council if needed.	Each request has been responded to individually. There is information for residents on the Hillingdon website identifying who to contact, and how, both during and out of normal working hours. The Council is contactable 24 hrs a day, and has a number of officers on standby to respond to emergencies. Increase information available to residents which does not require a conversation with an officer / increase number of officers able to provide flood related advice (potentially via contact centre)
2 A number of queries across the borough concerned the roles and responsibilities of the different Flood Risk Management Authorities such as the Council and Environment Agency and who was responsible for managing different types of rivers such as main rivers and ordinary watercourses.	Roles and responsibilities are continually evolving. Council officers to provide clarity via the website and possibly via hard copy in libraries, as to what the Council and Environment Agency's responsibilities and work they do. However information can currently be found in the Hillingdon Strategic Flood Risk Assessment (SFRA) ⁵ available on the Hillingdon website. The Council to review ditch management where it has responsibility. The Council to publicise via the website, and possibly libraries, the responsibilities of a riparian owner i.e. owner of land through which a ditch passes. More details can be found in 'Living on the Edge' ⁶ an Environment Agency publication.
3 A number of residents expressed concern about how often the Council clear trash screens.	Development of an asset management plan is required which will detail what the Council manages and their management programme. This would be made available to residents.
4 A number of 'vulnerable institutions' such as schools are affected by flooding and should have a flood plan.	Council officers to advise educational institutions on producing a flood plan ⁷ and/or business continuity plan. Guidance can be found on the Environment Agency or Flood Forum websites.
5 Large number of Schools have had localised surface/ groundwater issues.	Educational institutions to ensure they are aware of their drainage assets and are managing and clearing them appropriately.
6 Residents and Councillors have reported a number of highway flooding incidents. The Council has attended the site, cleared the gullies and passed the query to the Utility company. However the flooding has remained an ongoing issue, for example on Bury Street, Wood End Green, High Road, Eastcote and Station Approach, South Ruislip.	The Council to continue to respond to blocked gullies. The Council to continue to work with and raise issues with water utility companies where the problems continue. Specific incidents have been raised with Thames Water through their local government liaison officer and officers have met the Operations Manager for the area. Where it is a significant flooding incident, the Council may consider if there are options and the resources to be able to take to alleviate the flooding. This is limited as the Council cannot alter utilities pipework. Additional resources and budget are needed in order to investigate these issues further, such as being able to undertake CCTV surveys and carrying out high pressure jetting. Thames Water to respond to issues reported and provide

⁵ <http://www.hillingdon.gov.uk/index.jsp?articleid=24117&nor=1>

⁶ <https://www.gov.uk/government/publications/riverside-ownership-rights-and-responsibilities>

⁷ <http://apps.environment-agency.gov.uk/flood/151256.aspx>

	feedback on ongoing issues including timeframes for solutions.
7 Sandbags	Review policy to ensure it is sustainable and realistic and permits appropriate prioritisation of activities by highways staff.

3 Conclusion

In summary from the previous reports, 26 properties and 7 Businesses were affected as well as 4 schools/ educational facilities. However this investigation highlights the areas that would be first affected in any larger flood event and should be a focus for the Council to consider options to reduce flooding.

The Council has considered the investigation findings and puts forward the following actions:

Short Term Actions

The Council

- To update information on the website regarding the roles and responsibilities of each of the flood risk bodies.
- Review the Environment Agency report and provide feedback to ensure co-ordinated approach to actions particularly regarding communications
- To publicise the government Flood Support Schemes, for business and home owners and develop where there is eligibility the mechanism for administering these proposals.
- To finalise investigations and provide feedback to residents and contacts directly where issues have been reported.

The Environment Agency

- To provide the Council with their flooding review and information on the actions they will be taking.
- To investigate providing real time data on river and sea levels for professional partners and or the public.
- To undertake the promised review of location of gauges, and timings and appropriateness of Flood Warnings within the Borough and discuss this with the Council.
- To share more clearly information on management and maintenance and projects to allow the Council and other Riparian owners to develop their own programme of works and maintenance.

Residents

- To take action by producing Community Flood plans and using the 'resilience' measures tool, (Detailed in the SWMP Appendix B).

Long Term Actions

The Council

- To review and update the Multi Agency Floodplan, where necessary to reflect the current flood risks for the borough, and to formalise the council's internal flood response plan(s).
- To review of the ditch management and maintenance programme for the Council. This is already underway by the Flood and Water Management Officer.
- To review sandbag provision and formulate a clear policy based on cost benefit of reactive response versus the provision of advice by the Council to residents to implement site specific resilience measures.
- Following investigations, the Council to work with other responsible bodies and identify landowners to ensure they are taking appropriate action to reduce flood risk.

- To publish the Flood Investigation report and notify other Risk Management Authorities with Actions.
- To establish a communication plan to engage with residents regarding information on the Council's response to reducing flood risk and to ensure clear communication during a flood event both in and out of hours.
- To provide advice to those educational establishments in areas at flood risk, to put a flood plan in place and to ensure their drainage system is m
- To continue working towards delivering the legal requirements of the Flood and Water Management Act 2010 and the Flood Risk Regulations 2009.
- Review the Council policy on the provision and use of Sandbags.
- To continue implementing the Surface Water Management Plan⁸ Actions. There are a number of actions to manage flood risk from local sources such as surface water and groundwater which the Council has already set out in the SWMP. Some of these actions are repeated below:
 - Following this investigation the Council should update the Surface Water Management Plan: Evidence and Action Plans, Appendix A Site Specific Actions and Appendix C Generic Council Actions.
 - Continue to progress site specific projects. To also incorporate those at risk from Main River flooding so there is one clear list of the projects relating to flood risk being progressed by various bodies across the Borough. For example the River Pinn and Cannons Brook projects led by the Environment Agency. Add additional projects where there have been significant events identified within this investigation such as, c 'The Common' and i 'Kings College Playing Fields'.
 - Continue to develop and update a Flood Plan for the Council.
 - Continue development of Asset Register for 'significant assets' affecting flooding.

⁸ Surface Water Management Plan available on Hillingdon website <http://www.hillingdon.gov.uk/26402>

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Agenda Item 7

RESIDENTS' & ENVIRONMENTAL SERVICES POC - REVIEW TOPICS FOR SINGLE MEETING REVIEW

Contact Officers: Steven Maiden
Telephone: 01895 250692

REASON FOR ITEM

To enable the Committee to agree a topic to be developed into a full scoping report to be considered at the meeting on 20 January 2014.

OPTIONS OPEN TO THE COMMITTEE

The Committee is asked to select a single area within its remit to be developed into a scoping report. This will require the Committee to provide specific rather than broad areas to focus on. By so doing, officers will be able to produce a scoping report that addresses Members' main concerns and put forward an effective plan for the review.

INFORMATION

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.

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
2013/14
§ Using Our Water: Improving Efficiency and Developing Long-Term Strategies
2014/15
§ Diversifying the Street Champions Initiative

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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 that 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 and 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)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance Cabinet meeting - 20 November 2014									
051	Accessibility of the London Underground	Cabinet will receive a report on activity in relation to making London Underground Stations within Hillingdon more accessible for residents and those with disabilities. This follows a related motion to Council approved on 10 July 2014.			Cllr Ray Puddifoot MBE / Cllr Keith Burrows	RS - Jales Tippell	TfL	NEW	
045	Air Handling Units (AHUs) refurbishment works	Although Cabinet gave approval to a contract in 2013 for these works, the recommended contractor withdrew their tender from consideration. Cabinet is therefore asked to consider the other tenders received.	Uxbridge South		Cllr Jonathan Bianco	RS - Nish Parmar	Corporate consultees	NEW	Private (3)
049	Parking appeals - delegation to Transport and Environment Committee	The Parking Appeals Service for Parking on Private Land (POPLA) is overseen by London Councils on behalf of London boroughs under contract to the British Parking Association. All London boroughs have been requested to re-affirm their delegated authority to the organisation's Transport and Environment Committee in respect of the ongoing operation of this service. Note: this should not be confused with the London Parking and Traffic Appeals Service on public land (PATAS).	All		Cllr Keith Burrows	AD - Mark Braddock	Corporate consultees	NEW	
026	Former Belmore Allotment, Burns Close, Hayes	Cabinet will be asked to declare the site surplus to requirements, authorise the sale and delegate the necessary future decisions in respect of the site to the Leader of the Council and Cabinet Member.	Barnhill		Cllr Jonathan Bianco	RS - Marcia Gillings			Private (3)
040	Review of the Planning Contract	In 2011 the Council commenced a contract with the firm 'Terra Quest' (for a 10 year period) to validate, assess and otherwise process specific categories of planning applications. The contract included a review clause after the 3rd year of the contract. The Cabinet report sets out the outcome of that review.	All		Cllr Keith Burrows	RS - Matthew Duigan	Corporate consultees		Private (3)

Ref	Decision	Further information	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private Decision?
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Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance									
SI	Reports from Policy Overview & Scrutiny Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		TBC	AD - Democratic Services			

Cabinet meeting - 18 December 2014

035	Provision of the Supply and Installation of CCTV Equipment	Cabinet will be asked to consider creating a Framework Agreement for the Provision of the Supply and Installation of CCTV Equipment to The London Borough of Hillingdon, for the term of 3 years with the option of a 1 year extension, subject to performance.	All		Cllr Douglas Mills	FD - Victoria Coady	Service areas / Corporate Procurement		Private (3)
038a	The Council's Budget - Medium Term Financial Forecast 2015/16 - 2018/19 BUDGET & POLICY FRAMEWORK	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2015/16 for consultation, along with indicative projections for the following three years. This will also include the HRA rents for consideration.	All	19 February 2015 (reserve date 26 February 2015)	Cllr Jonathan Bianco & Cllr Ray Puddifoot MBE	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		

SI	Reports from Policy Overview & Scrutiny Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		TBC	AD - Democratic Services			
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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			
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Cabinet meeting - 22 January 2015

Ref	Decision	Further information	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private decision?
Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services FD= Finance									
49	Town Centre Improvement Schemes and Crossrail update	Cabinet will receive an update on the Borough's popular and successful Town Centre Improvement Schemes along with associated improvements from the Crossrail project, nearing completion across the Hayes/West Drayton corridor.	Various		Cllr Douglas Mills	RS - Jales Tippell / Helena Webster	Various stakeholders	NEW	
SI	Reports from Policy Overview & Scrutiny Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		TBC	AD - Democratic Services			
Cabinet meeting - 12 February 2015									
038b	The Council's Budget - Medium Term Financial Forecast 2015/16 - 2018/19 BUDGET & POLICY FRAMEWORK	Following consultation, this report will set out the Cabinet's proposals for the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2015/16 for consultation, along with indicative projections for the following three years. This will also include the HRA rents for consideration. Subject to Cabinet's decision, the budget will then be referred to Full Council for approval.	All	19 February 2015 (reserve date 26 February 2015)	Cllr Jonathan Bianco & Cllr Ray Puddifoot MBE	FD - Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers	NEW	
SI	Reports from Policy Overview & Scrutiny Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	AD - Democratic Services		NEW	
CABINET MEMBER DECISIONS - LIST OF STANDARD ITEMS CONSIDERED EACH MONTH									
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		

Ref	Decision	Further information	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Private? decision?
Council Departments: RS = Residents Services CYPs =Children and Young People's Services ASCS= Adult Social Care Services AD = Administration FD= Finance									
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	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 MBE and Cllr Jonathan Bianco	RS - John Fern			

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Agenda Item 9

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2014/15

Contact Officer: Steven Maiden
Telephone: x0692

REASON FOR REPORT

This report is to enable the Committee to review meeting dates and forward plans. This is a standard item at the end of each agenda.

OPTIONS OPEN TO THE COMMITTEE

1. To confirm dates for meetings
2. To make suggestions for future working practices and reviews.

WORK PROGRAMME

26 Jun 2014 Venue: CR5	Major Review 1 – agree potential review topic for first major review
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions
30 Jul 2014 Venue: CR6	Major Review 1 – consideration of scoping report
	Consideration of Budget Planning Report for Residents Services 2015/16
	Work Programme – review the annual work programme Cabinet Forward Plan – review forthcoming decisions
25 Sep 2014 Venue: CR5	Major Review 1 – First witness session
	Report on road safety in areas surrounding schools - <i>on hold following circulation of previous paper on same topic</i>
	Work Programme – review the annual work programme Cabinet Forward Plan – review forthcoming decisions
16 Oct 2014 Venue: CR5	Major Review 1 – Second witness session
	Consideration of Byelaws for Parks
	Work Programme – review the annual work programme Cabinet Forward Plan – review forthcoming decisions
20 Nov 2014 Venue: CR5	Major Review 1 – Third witness session
	Review 2 – agree potential review topic for single meeting review
	Update on the Council's and other bodies' responses to flooding in the Borough
	Work Programme – review the annual work programme Cabinet Forward Plan – review forthcoming decisions

20 Jan 2015 Venue: CR5	Review 2 - consideration of scoping report
	Report on the Cleaning of footpaths and bridal ways including: information on a cleaning schedule and fly tipping
	Annual Safety at Sports Grounds Report
	Budget Report for consideration
	Work Programme – review the annual work programme
Cabinet Forward Plan – review forthcoming decisions	

25 Feb 2015 Venue: CR5	Review 2 - witness session
	Update on the enforcement on Cemetery Regulations
	Report on Fly tipping in the Borough and the use of CCTV as a method of surveillance
	Work Programme – review the annual work programme
Cabinet Forward Plan – review forthcoming decisions	

25 Mar 2015 Venue: CR5	Review 2 - consideration of draft final report
	Update on implementation of recommendations from past reviews
	Major Review 2 - consideration of draft final report
	Work Programme – review the annual work programme
Cabinet Forward Plan – review forthcoming decisions	

29 Apr 2015 Venue: CR4	Consideration of topics for major reviews for the next Municipal Year
	Work Programme – review the annual work programme
	Cabinet Forward Plan – review forthcoming decisions

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