



HILLINGDON  
LONDON



# Residents, Education and Environmental Services Policy Overview Committee

## Councillors on the Committee

Wayne Bridges (Chairman)  
Michael Markham (Vice-Chairman)  
Allan Kauffman  
Heena Makwana  
Devi Radia  
Stuart Mathers  
Paula Rodrigues  
Jan Sweeting  
Steve Tuckwell

**Date:** WEDNESDAY, 26 JUNE  
2019

**Time:** 7.00 PM

**Venue:** COMMITTEE ROOM 6 -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE

**Meeting  
Details:** Members of the Public and  
Media are welcome to attend.

This agenda is available online at:  
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**Published:** Tuesday, 18 June 2019

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Putting our residents first

Lloyd White  
Head of Democratic Services  
London Borough of Hillingdon,  
Phase II, Civic Centre, High Street, Uxbridge, UB8 1UW

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# Terms of Reference

The Following Terms of Reference are common to all Policy Overview Committees (referred to as “The overview role”):

1. To conduct reviews of policy, services or aspects of service which have either been referred by Cabinet, relate to the Cabinet Forward Plan, or have been chosen by the Committee according to the agreed criteria for selecting such reviews;
2. To monitor the performance of the Council services within their remit (including the management of finances and risk);
3. To comment on the proposed annual service and budget plans for the Council services within their remit before final approval by Cabinet and Council;
4. To consider the Forward Plan and comment as appropriate to the decision-maker on Key Decisions which relate to services within their remit (before they are taken by the Cabinet);
5. To review or scrutinise decisions made or actions taken by the Cabinet, a Cabinet Member, a Council Committee or an officer.
6. To make reports and recommendations to the Council, the Leader, the Cabinet, a Policy Overview Committee or any other Council Committee arising from the exercise of the preceding terms of reference.
7. In accordance with the Local Government and Public Involvement in Health Act 2007, to consider ‘Councillor Calls For Action’ (CCfA) submissions.

To perform the policy overview role outlined above in relation to the following matters:

1. Education Services and statutory education authority functions
2. School performance and attainment
3. School Transport
4. Relationships with Local Academies / Free Schools
5. Pre-School & Early Years Services
6. Youth Services & Careers Services
7. Juvenile justice & probation services
8. Adult Learning
9. Education and learning partnerships
10. Music & The Arts
11. Highways, traffic, parking & street environment
12. Local transport, including rail, cycling & London Underground
13. Footpaths and Bridleways
14. Road safety and education
15. Planning & Building Control
16. Libraries
17. The Borough’s heritage and history
18. Sport & Leisure services
19. Waste management & recycling
20. Green spaces, allotments, woodlands, conservation and sustainable development
21. Consumer Protection, Trading Standards & Licensing
22. Registrars & Bereavement Services
23. Local watercourses, drainage and flooding
24. Environmental Health, Air & Noise Quality
25. Local impacts of Heathrow expansion
26. 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 previous meetings 1 - 10
- 5 Air Quality Briefing Note 11 - 16
- 6 For Consideration: Littering and Fly Tipping Review 17 - 20
- 7 Cabinet Forward Plan 21 - 26
- 8 Work Programme 27 - 30

## Minutes

### RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

16 April 2019

Meeting held at Committee Room 6 - Civic Centre,  
High Street, Uxbridge



|     |  |
|-----|--|
|     | <p><b>Committee Members Present:</b><br/>Councillors Wayne Bridges (Chairman), Michael Markham (Vice-Chairman), Allan Kauffman, Heena Makwana, Stuart Mathers, Paula Rodrigues, Jan Sweeting, Steve Tuckwell and Brian Stead (In place of Vanessa Hurhangee)</p> <p><b>LBH Officers Present:</b><br/>Dalton Cenac (Highways &amp; Traffic Manager), Dan Kennedy (Director, Housing, Environment, Education, Performance, Health &amp; Wellbeing), Gurmeet Matharu (Senior Highways Engineer), Sarah Phillips (School Place Planning Project Manager) and Neil Fraser (Democratic Services Officer)</p>                                   |
| 73. | <p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>Apologies were received from Councillor Hurhangee. Councillor Stead was present as her substitute.</p>   |
| 74. | <p><b>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> (<i>Agenda Item 2</i>)</p> <p>None.</p>  |
| 75. | <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 were marked as Part I and would therefore be considered in public.</p>   |
| 76. | <p><b>TO AGREE THE MINUTES OF THE PREVIOUS MEETING</b> (<i>Agenda Item 4</i>)</p> <p><b>RESOLVED:</b> That the minutes of the meeting held on 21 March 2019 be approved as a correct record.</p>   |
| 77. | <p><b>QUARTERLY SCHOOL PLACES PLANNING UPDATE</b> (<i>Agenda Item 5</i>)</p> <p>Dan Kennedy - Director, Housing, Environment, Education, Performance, Health &amp; Wellbeing, and Sarah Phillips – School Place Planning Project Manager, updated the Committee on the Council's School Places Planning.</p> <p>The Committee was advised that officers had completed two admission rounds for primary and secondary places in September 2019. In Hillingdon, all pupils who had submitted timely applications had been offered a place on offer day, with 94.3% of residents receiving an offer for one of their preferred schools.</p> |

Figures received showed that Hillingdon was again best in west London for meeting parental first preferences, first-third, and first-sixth, for primary places. Hillingdon was better than the average of all 32 London boroughs.

Further forecasts for September suggested that demand for secondary places would increase, in line with increased demand seen across London. Regarding primary places, the number of places offered had reduced slightly, though approximately 100 applications had been received after the closing date, so figures would be more accurate once these applications had been processed.

Members asked a number of questions, including:

**Regarding secondary places for Year 7, the figures showed that the majority of schools had very few places available. The government recommended that approximately 5% of places should be kept open. How were officers addressing this?**

Officers recognised that places for Year 7 were tight. However, the government's comments regarding 5% was guidance only, and officers did not expect further large numbers of applications to add to the remaining places. However, officers had agreed contingency plans with schools to provide extra places if necessary in September or the next year, if required. In addition, the construction of a proposed new free school, hopefully to open in 2021/22 would further help with capacity issues. Harlington School in particular was recognised as being very full, and there was an agreement in place in principle to expand the school, subject to the ongoing procurement process.

**In light of comments made by the Cabinet Member for Education and Children's Services, could the officers provide an update on the proposed new free schools?**

Two new secondary schools for north of the A40 had been approved in principle by the DfE, with one school currently being considered, based on need. A suitable site for this school was being considered in line with planning requirements, and officers were reviewing options to bring the process forward, in conjunction with Members.

**The report referenced planning for secondary places in September 2020. Could the officers comment on this planning?**

The current Year 5 was larger than the current Year 6, and it was accepted that the current Year 6 was tight. Forecasts suggested that an additional 100 places or so would be required for 2020, though this could vary as families moved in and out of the Borough. Talks were ongoing with the schools in order to address this need.

**Some extra classes were located in different schools than previously. Why was this?**

Some schools had since expanded, but until their big intakes worked through, had some empty classrooms which could accommodate additional pupils. Some secondary schools had smaller 6th Forms than previously, which again provided additional class space for the next year or so.

**The 'other offers' figures had doubled since 2015. Why was this?**

Some secondary schools were more popular than others, and received very high

parental 'first preference' applications. Conversely, several schools were not popular (for a variety of reasons including perception, location etc.) therefore some parents inevitably received offers for schools they had not chosen. Until all schools were popular this would continue, but many of our schools have successfully turned around their popularity. Officers were discussing ways to further address this with schools and governing bodies, included regular dialogue with Ofsted and the Regional Schools Director.

**Could the officers elaborate on the number of vacant spaces required within Hillingdon Schools moving forward?**

Numbers were difficult to provide, but it was likely that by 2021 there would be a need for to find places for around an additional 200 secondary pupils each year into Hillingdon schools.

**The Schools Forum recently looked at the School Information Management System (SIMS System), which showed that children were leaving Hillingdon Schools. Why was this?**

The reasons were varied, and included the comparatively high cost of renting. Head reported many families were choosing to leave London for cheaper homes or rents elsewhere in the UK, or to return to their home countries. Bigger population drops had been seen in other parts of London.

**Could the officers comment on the impact of varying class sizes in primary years?**

Infant classes were limited to 30 pupils or less, and if they recruited under their PAN some schools had a range of class sizes, (e.g. 3 classes of 22 pupils) which was financially punishing. Ultimately a few reductions in PAN were likely until numbers rise again. Meanwhile schools were working to address this by adjusting class organisation and timetabling, etc.

**RESOLVED: That the report be noted.**

**78. HIGHWAYS MAINTENANCE AND FLOODING (Agenda Item 6)**

Dalton Cenac, Highways & Traffic Manager, Gurmeet Matharu, Principal Engineer, and Vicky Boorman, Flood and Water Management Specialist, introduced a report detailing Highways Maintenance and Flooding.

The contents of the report was summarised, key points of which included:

**Highways Maintenance**

- Roads that were in need of repair were split into two categories:
  - Roads that were structurally unsound, and needed major resurfacing or reconstruction; and
  - Roads where the surface was aging and could be given a preventive treatment using a thin surface overlay.
- Roads and pavements included in annual resurfacing programmes were prioritised primarily based on condition. In 2017, independent consultants undertook condition surveys of the ensure high network within Hillingdon, in accordance with the UKPMS national standard (United Kingdom Pavement Management System). The next survey was scheduled for later in 2019.

- Other factors taken into consideration when deciding inclusion include potholes, trip hazards and wear/loss of surface material, service requests or reports from Councillors or residents, petitions, road hierarchy and insurance claims. Visual inspections are also carried out by engineers, to determine the most appropriate treatment.

### **Safety Inspections and Potholes**

- Safety inspections on all roads and pavements in the Borough were in accordance with the Council's new Highway Safety Inspection Policy, which introduced a more risk-based approach to inspections and assessing and prioritising defects.
- The new Policy set out consistent practices with neighbouring authorities and adjoining highways networks, and allowed the highway service to respond to defects within a proportionate timescale.
- The frequency of inspections had increased on many roads, and two new inspectors had been appointed.

### **Flooding**

- The Council was a Lead Local Flood Authority (LLFA) under the Flood and Water Management Act, and as such had the lead on 'local' flood risk from surface water, groundwater and ordinary watercourses.
- The Environmental Agency has the lead on main rivers, reservoir flooding and strategic overview. Thames Water had responsibility for surface and foul water sewers, while Riparian Owners have responsibility for the stretch of river, stream or ditch next to their land or property.
- The Borough contains over 32,000 gullies. Gullies in residential roads were cleaned annually, A-roads twice per year, B & C-roads once per year. 400 'critical gullies' that required more regular cleansing were cleansed 4 times per year.
- New roads are designed to remove or disperse water as quickly and efficiently as possible, which is opposite to flood alleviation objectives to delay the time of entry into the drainage system. Older roads may have less sophisticated drainage, but all roads will typically have one gully for every 200sqm of highway.

### **Actions during a Major Flood Event**

- During a major flooding event, the MET office will issue a water warning indicating heavy rain, and/or the Environment Agency will issue a Flood Alert. This information is distributed via an Adverse Water email to all those within the Council who may be required to take action.
- Each Council service area has its own flood action plan, which details the resources they have available to respond, and the types of action they can take to prepare and ensure a suitable response. This can include sandbags, gully machines, etc.
- During a major flood event, the Council has a duty to investigate. Reports of flooding are collated and recorded, and significant flooding triggers a Section 19 investigation, which is published as a report. The Council has published flood investigation reports following significant flood events in December 2013, July 2014 and June 2016.
- Finalised investigations from reported flooding sites are then incorporated into an updated Surface Water management Plan to identify ways to reduce flooding risk.



Members asked a number of questions, including:

**What legal powers does the Council have to ensure that Thames Water are carrying out their own duties?**

The Council has no powers to compel Thames Water to carry out its duties. The Council's Section 19 reports have highlighted past lack of action by Thames Water.

**Has the Council carried out any cost analysis research into the procurement of new pothole patching vehicles?**

The Council's two existing Rhino machines work very well, and use existing material within their repairs.

**Had the officers considered standardising the type of dropped kerb installed, and using leafletting to inform residents of the Councils services as opposed to 3<sup>rd</sup> parties?**

The Council aims to provide more uniformity to the street scene. Where possible, similar crossover and footway surfacing will be used in a local area. Leaflets are used to highlight services to residents, but could be amended to warn of potentially unscrupulous 3<sup>rd</sup> parties. Discounts for installing dropped kerbs during general road maintenance work was available for residents, with all monies put back into the service budget.

**Could the officers comment on the issue of vehicles extending from their given parking space onto pavements?**

It was an offense for vehicles to overhang onto footways. Instances of such should be referred to the Council's enforcement team for further action. However, while it remained an offense irrespective of the parking space, it was recognised that shorter parking spaces were approved under older policies. The current policy provides a minimum depth of 4.8m by 2.4m. Highways will soon be seeking formal approval of a new crossover policy with stricter enforcement.

**Could the officers comment on why some roads and pavements in the south of the Borough appeared to be overlooked for repair work in comparison to areas in the northern wards?**

All repairs were assessed based on the factors referenced earlier, with condition and risk as prime considerations. However, it was recognised that there are a large number of roads and pavements across the Borough that required repair work.

**Could the Council claim for damages to roads/pavements following construction work?**

Damage caused by 3<sup>rd</sup> parties, street works or utility companies was referred to the appropriate enforcement team, who issued fines for poor or damaging work. However, when dealing with 3<sup>rd</sup> parties it was often difficult to identify the culprit in order to issue the notice/fine.

**Could roadwork permits be reviewed to lessen resident frustration due to slow or inactive work?**

The Council worked with utility companies to avoid multiple simultaneous works. However, new services or emergency work could not be delayed in this fashion. All works on main roads, or 'traffic sensitive routes' were subject to traffic management proposals and timetables. Any works that overrun were fined, and the fines could be prohibitive.

**What actions was the Council taking to reduce the impact of oils in the Borough's waterways?**

This was incumbent on Thames Water, who were responsible for the management of foul water. The Council provided guidance for residents on how to dispose of oils via a link on the website. The link could be provided to Members following the meeting.

**What targets was the Council adhering to in terms of highways/pavement repairs timescales?**

The Council had corporate KPIs to ensure timely repairs. Timescales were from when the team was notified of or identified the defect.

**Did risk assessments take into account the potential age ranges of residents? For example, the risk of a cracked pavement may be higher to an elderly resident.**

The Council's Inspectors were themselves a variety of ages, and under new guidance were fully trained and competent to conduct risk assessments based on all potential highways users. Thresholds for risk assessments were broadly consistent with other authorities, though in some cases those other authorities had much higher thresholds for repair work.

It was agreed that officers would provide the following information following the meeting:

- detail of the unit costs of road/pavement repairs,
- the figures of highways and pavement repairs timescales,
- confirmation of whether the team required a name when residents were reporting an enforcement issue, outside of the meeting,
- how many miles of road and of pavements the Council is responsible for,
- what the total annual budget is for road repairs and for pavements,
- a link to the Council's new Highway Safety Inspection Policy;
- A link to the Council's guidance on disposal of oils.

**RESOLVED:**

1. That the report be noted, and
2. That the information set out above be provided to the Committee via the clerk.

79. **CABINET FORWARD PLAN** (*Agenda Item 7*)

**RESOLVED:** That the Cabinet Forward Plan be noted.

80. **MULTI-YEAR WORK PROGRAMME** (*Agenda Item 8*)

Consideration was given to the Work Programme for 2019-20.

Regarding the Committees' suggested review into Youth Services, members were advised that this was not an appropriate topic for review at this time as officers were currently reviewing the topic as part of an ongoing BID process. It was suggested that the topic could be included as an information item at a future meeting. Members requested that the Committee be given view of any report on this matter prior to its consideration at Cabinet.

It was suggested that a new review topic could recycling, fly tipping and charity waste.

Members suggested that the following information items be considered on the work programme:

- Air Quality – review follow-up;
- Home Schooling following new Government legislation;
- The Council's emergency response procedure;
- Sport and leisure services, particularly what was available, who was affected, what was planned, and what the Council reviewed in return;
- Road Safety;
- Music Provision and the Arts;
- School Transport;
- Adult Learning;
- Parking Management Schemes;
- Provision of services to children with Special Educational Needs at mainstream and specialist schools, including the number of pupils and the capacity available within the schools, and what is available for these pupils through the school Capital programme;
- The Borough's works to highlight and promotion of culture and heritage, similar to Black History Month.

**RESOLVED:**

- 1. That the Work Programme be noted; and**
- 2. That delegated authority be given to the clerk, in consultation with the Chairman, to consider and agree the information items to be added to the work programme.**

The meeting, which commenced at 7.00 pm, closed at 8.47 pm.

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

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## Minutes

### RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

9 May 2019

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



|    |  |
|----|--|
|    | <b>Committee Members Present:</b><br>Councillors Wayne Bridges (Chairman), Michael Markham (Vice-Chairman), Allan Kauffman, Heena Makwana, Devi Radia, Stuart Mathers, Paula Rodrigues, Jan Sweeting and Steve Tuckwell                                |
| 1. | <b>ELECTION OF CHAIRMAN</b> ( <i>Agenda Item 1</i> )<br><br><b>RESOLVED:</b> That Councillor Bridges be elected as Chairman of the Residents, Education and Environmental Services Policy Overview Committee for the 2019/20 municipal year.           |
| 2. | <b>ELECTION OF VICE-CHAIRMAN</b> ( <i>Agenda Item 2</i> )<br><br><b>RESOLVED:</b> That Councillor Markham be elected as Vice-Chairman of the Residents, Education and Environmental Services Policy Overview Committee for the 2019/20 municipal year. |
|    | The meeting, which commenced at 9.00 pm, closed at 9.05 pm.  |

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nikki O'Halloran on 01895 250472. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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## AIR QUALITY BRIEFING NOTE

|                           |   |
|---------------------------|---|
| <b>Committee name</b>     | Residents, Education and Environmental Services Policy Overview Committee |
| <b>Officer reporting</b>  | Val Beale – Residents Services  |
| <b>Papers with report</b> | Appendix A - Details from Cabinet Meeting 30 May, 2019                    |
| <b>Ward</b>               | All   |

### HEADLINES

To provide Members of the Committee with a brief update on the development of Hillingdon's Air Quality Action Plan, to be expanded upon by officers at the meeting held in March 2020 following the Plan's implementation.

### RECOMMENDATIONS:

**That the Committee:**

- 1. Notes the information presented in the report; and**
- 2. Confirms whether there was any further information requested to be included in the report to come before the Committee in March 2020.**

### SUPPORTING INFORMATION

1.1 The RESPOC report "Review of Air Quality in Hillingdon" gave a number of recommendations for the Council to consider in relation to the development of the Air Quality Action Plan 2019-2024. These were;

- The Action Plan should maintain a strong focus on Hillingdon school travel plans. It should prioritise work with schools most affected by air pollution, particularly to explore measures to tackle idling emissions from cars and coaches (R1);
- Further promotion of the Air Text service providing pollution alerts for Borough residents should be considered (R2);
- The Council should explore ways to work with businesses to help them and their employees improve air quality in the Borough (R3);
- The air quality monitoring networks across the Borough should be reviewed to ensure that there is appropriate coverage, particularly in Air Quality Focus Areas (R4);
- The Council will explore further ways to make businesses and residents aware of their responsibilities recognising that the whole Borough is designated a Smoke Control Area (R5);
- Existing work by the Council to promote healthier and greener alternatives to driving, such as cycling and walking, and other practical ways to reduce pollution, should be integrated

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Classification: Public

Residents, Education and Environmental Services Policy Overview Committee – 26 June 2019

into the Action Plan along with ways to evaluate their impact in helping to reduce emissions.(R6)

1.2 The report was approved by Cabinet and the recommendations taken forward into the review of the Air Quality Action Plan.

## 2 Development of the Air Quality Action Plan, 2019-2024)

2.1 The new Air Quality Action Plan (AQAP) has taken account of the GLA guidance and has been further developed to ensure it reflects the specific issues within the borough, for example, additional actions have been added to ensure the stakeholders with responsibility for contributing significantly to the pollution sources which impact within the borough are appropriately engaged.

2.2 The recommendations within the RESPOC report, as detailed previously, have all been incorporated into the Council priorities within the Air Quality Action Plan with appropriate implementation measures incorporated into the action plan delivery table. Details of the adopted air quality priorities are below with a link made to each relevant RESPOC recommendation.

### Air Quality Action Plan objective

2.3 To focus actions to:

- a) *improve the areas of poorer air quality as soon as possible;*
- b) *to continue to improve air quality across the borough and reduce public exposure to air pollution, especially for vulnerable groups within our communities such as the young, the old and those already suffering with associated respiratory illnesses.*

### Council priorities

2.4 These have been defined as below.

- *Lead by example*

The Council will undertake a review of its own fleet and develop a programme for reducing emissions from this source over the five years of this Plan. This approach will also be adopted in regard to reducing emissions from Council buildings and the Council will both promote the use of, and seek funding to ensure the supply of, the infrastructure necessary for the increased use of low/zero emission technologies throughout the borough.

- *Prioritise reducing public exposure and improving air quality around schools*

The Council will work with schools to help them implement measures to reduce exposure both at school and on the journey to school. This will focus initially on those in the areas of poorer air quality and where schools are close to busy roads. (RESPOC Recommendation 1)

- *Prioritise the implementation of improvement strategies in the Air Quality Focus Areas*

The Council will investigate the development of an air quality improvement strategy for each Air Quality Focus Area on a rolling programme across the five years of the Plan. (RESPOC



Recommendations 4 and 6)

- *Ensure the integration of the Healthy Streets approach in relevant council work programmes*

The Council will ensure its transport management projects and town centre improvements programmes incorporate delivery outcomes which include reducing pollution emissions and protecting public exposure. (RESPOC Recommendations 3 and 6)

- *Ensure the planning system supports the achievement of air quality improvements in relation to new developments*

The Council will use its planning policies to ensure new developments incorporate air quality positive design measures from the outset. Suitable mitigation measures will be sought to reduce pollution increases associated with new development, especially in areas where the air quality is already poor. (RESPOC Recommendation 6)

- *Raise awareness via targeted campaigns*

The Council will develop a rolling programme of awareness and enforcement campaigns focused on the protection of public health such as; promotion of the free pollution alert system, AirText, to vulnerable groups in the borough; a renewed focus on the issues of health impacts from particulate matter arising from sources such as from the burning of wood, coal and other substances especially in domestic fireplaces, enforcement on pollution issues arising from construction site activities and the enforcement of no idling throughout the borough (RESPOC Recommendations 1, 2, 3 and 5).

- *Promote the use of greener walking and cycling routes to help the delivery of the Council's transport objective of an increased mode share for walking and cycling*

The Council will use available funding mechanisms to provide the necessary infrastructure and local improvements needed for increased cycling and walking facilities. Along with the use of enhanced green infrastructure to create greener walking and cycling routes away from the most polluted areas and roads, this will form an important integrated approach to reducing exposure to pollution and promoting healthier lifestyles as well as improving air quality by providing a zero-emission alternative to use of the car (RESPOC Recommendation 6).

- *Work with external stakeholders*

The Council will ensure that external stakeholders, whose operations influence the pollution levels experienced within the borough, are actively engaged to deliver focused actions to reduce emissions from their operations and play their part in improving the air quality in the local communities.

### 3 RESPOC Recommendation 4

3.1 In addition, as recommended in RESPOC 4, a review of the air quality monitoring network across the borough has been commissioned. The project has been tasked with

assessing whether the current locations should be retained, whether there are locations that could be withdrawn and where new sites should be located, paying particular attention to the Air Quality Focus Areas. It is anticipated that the new network will be up and running by August 2019.

#### 4 Air Quality Action Plan 2019-2024

4.1 Following a statutory and public consultation, the Air Quality Action Plan 2019-2024 was adopted by Cabinet on 30<sup>th</sup> May, the details and links to the documentation are detailed in Appendix A.

#### **Implications on related Council policies**

A role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

#### **How this report benefits Hillingdon residents**

Air quality is a significant issue across all areas of London, including for Hillingdon residents. Hillingdon's new Air Quality Action Plan seeks to tackle this through a number of measures, to improve the quality of life for residents.

#### **Financial Implications**

None at this stage.

#### **Legal Implications**

None at this stage.

#### **BACKGROUND PAPERS**



NIL.

## Appendix A

Details from Cabinet Meeting 30 May, 2019

### 8. [Hillingdon Air Quality Action Plan 2019-2024](#) PDF 163 KB

#### Additional documents:

- [Consultation Report , item 8.](#)  PDF 124 KB
- [Air Quality Action Plan 2019-2024 , item 8.](#)  PDF 2 MB

#### Minutes:

#### RESOLVED:

#### That Cabinet:

**Considers the responses to the consultation received in Appendix 1; and  
Approves the Hillingdon Air Quality Action Plan 2019-2024 for adoption by the Council.**

#### Reasons for decision

Cabinet approved the Hillingdon Air Quality Action Plan for 2019-2024. It was noted that the Plan fulfilled the Council's statutory requirement to update its current Plan and put in place actions to improve air quality, in accordance with guidance from the Mayor of London. Cabinet considered the consultation responses, and the process undergone by the Council to review the Action Plan, which had incorporated recommendations from the Residents' & Environmental Services Policy Overview Committee's review on Air Quality in 2017/18. In particular, Cabinet noted the health impacts on residents on poor air quality and efforts to tackle idling cars, particularly outside schools.

#### Alternative options considered and rejected

None. If the Council were not to update its Action Plan, it would not be using the most accurate information to tackle poor air quality and could be directed to do so under the Environment Act.

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## For Consideration: Littering and Fly Tipping Review

|                           |   |
|---------------------------|---|
| <b>Committee name</b>     | Residents, Education and Environmental Services Policy Overview Committee |
| <b>Officer reporting</b>  | Neil Fraser - Residents Services  |
| <b>Papers with report</b> | None  |
| <b>Ward</b>               | All   |

### HEADLINES

Following discussion with the Chairman and relevant Cabinet Members, the subject of 'Littering and Fly Tipping' has been suggested as a topic for the Residents, Education and Environmental Services Policy Overview Committee's next review. This report provides an introduction to the topic. Members are requested to consider the suggested topic and determine whether to commission a review into the subject.

### RECOMMENDATIONS:

#### That the Committee:

- 1. Considers the subject of Littering and Fly Tipping and determines whether these subjects should form the basis of the Committee's next review.**

### SUPPORTING INFORMATION

Fly tipping and littering is a major issue, both for residents of Hillingdon and across the UK, and affects residents, wildlife and the wider environment. Reviewing the number of enquiries logged by the Council's call centre, it shows that over the past 12 months, Members and residents have made 17,164 enquiries on these matters, and such issues include fly tipping on Borough highways, fly tipping on Council owned land, drug-related litter, and refuse on street paths and highways.

This report sets out some brief information regarding the subject, as well as some paths that any potential review could take. The following information will be expanded upon in a subsequent scoping report, should the Committee choose to commission the review.

#### Fly Tipping

Fly tipping is a criminal offense, under section 33 of the Environmental Protection Act 1990. For the 2017/18 year, local authorities in England dealt with 998,000 fly-tipping incidents, a slight decrease of 1% from the 1,011,000 reported in 2016/17, following annual increases since 2013/14. The most common place for fly-tipping to occur was on highways, which accounted for almost half (47%) of total incidents in 2017/18, and the most common size category for fly-

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tipping incidents in 2017/18 was equivalent to a 'small van load' (33% of total incidents), followed by the equivalent of a 'car boot or less' (28%).

In 2017/18, 34,000 or 4% of total incidents were of 'tipper lorry load' size or larger, similar to 2016/17. For these large fly-tipping incidents, the cost of clearance to local authorities in England in 2017/18 was £12.2 million, compared with £9.9 million in 2016/17. Local authorities carried out 494,000 enforcement actions in 2017/18, an increase of 18,000 actions (4%) from 2016/17. The number of fixed penalty notices issued in 2017/18 was 69,000, up 20% from 2016/17. This is the second most common enforcement action (after investigations), and accounted for 14% of all enforcement actions in 2017/18.

The Committee will recall that at its meeting on 5 November 2018, officers from the Council's ASBET team presented an information report detailing fly tipping within the Borough. At that meeting, it was highlighted that the number of individual fly tipping instances reported to the team in 2018 was close to 1,000. Officers confirmed some of the steps being taken to address fly tipping, and while an improvement had been seen from previous years, officers conceded that the matter remained an issue. Since that meeting, the Council has further invested in additional Street Scene Enforcement capacity.

## **Littering**

The act of leaving litter, whether from a person or a vehicle, could also be determined to be an offense under section 87 of the Environmental Protection Act 1990. In Hillingdon, the Fixed Penalty for dropping litter has recently increased from £80 to £100.

Instances of littering and fly tipping can result in a perception that the Borough is untidy or unsightly, and has significant implications for the wellbeing of the environment, including the Borough's wildlife. In 2016, the RSPCA received over 5,000 phone calls about litter-related incidents affecting animals.

For the Council, there will also be a significant cost implication to address such concerns. According to the Ministry of Housing, Communities and Local Government, in 2016/17 it cost local authorities £682 million, or £29 per household, to keep the nation's streets clean.

During the Great British Spring Clean (3-5 March 2017) spearheaded by the Department for Environment, Food and Rural Affairs (DEFRA) 3,226 items of litter were recorded on mobile phone apps, and included food and food packaging, alcoholic and non-alcoholic drinks, smokers litter, and other items.

## **Potential Review**

If approved, the subject would be further elaborated upon by way of a scoping report. While the scoping report would set out in greater detail the Terms of Reference to any review, as well as avenues of enquiry and potential witnesses, such a review could include exploration into:

- The full scale of the issue, nationally and within Hillingdon
- Causes of littering and fly tipping
- Current and future actions being undertaken to address the issues

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- Current enforcement action and fines.
- Impact on the wildlife and the environment as a result of littering and fly tipping
- Best practice and initiatives from other authorities
- National policies and practices that could be adopted by Hillingdon.

A primary focus for this review would be to look at other local authorities and organisations to see if any practices or further actions could be adopted here in Hillingdon.

### **Implications on related Council policies**

A role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

### **How this report benefits Hillingdon residents**

None at this stage, though any subsequent review may make recommendations to Cabinet improve the environment for Hillingdon residents.

### **Financial Implications**

None at this stage. Generally, Committees should seek to ensure any recommendations are cost-effective or save the Council money. However, any early findings or recommendations by the Committee which may result in a call on Council budgets should be discussed at the earliest opportunity by the Chairman with the relevant Cabinet Member and Leader of the Council to assess viability. Such matters would ultimately be determined by Cabinet as part of the Council's broader budget planning process.

### **Legal Implications**

None at this stage.

### **BACKGROUND PAPERS**

NIL.

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## CABINET FORWARD PLAN

|                           |   |
|---------------------------|---|
| <b>Committee name</b>     | Residents, Education and Environmental Services Policy Overview Committee |
| <b>Officer reporting</b>  | Neil Fraser, Democratic Services Officer                                  |
| <b>Papers with report</b> | Appendix A – Forward Plan   |
| <b>Ward</b>               | All   |

### HEADLINES

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 the Cabinet or by the Cabinet Member).

### RECOMMENDATIONS

**That the Residents, Education and Environmental Services Policy Overview Committee notes and comments on items going to Cabinet.**

### SUPPORTING INFORMATION

The latest published Forward Plan is attached.

#### Implications on related Council policies

Policy Overview Committees are at the heart of how the Council shapes policy at Member level.

#### How this report benefits Hillingdon residents

Policy Overview Committees directly engage residents in shaping policy and recommendations from the Committees seek to improve the way the Council provides services to residents.

#### Financial Implications

None at this stage.

#### Legal Implications

None at this stage.

### BACKGROUND PAPERS

NIL.

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| Ref  | Upcoming Decisions   | Further details  | Ward(s) | Final decision by Full Council | Cabinet Member(s) Responsible | Officer Contact for further information | Consultation on the decision  | NEW ITEM | Public / Private Decision & reasons |
|--|--|--|---------|--------------------------------|-------------------------------|---|---|----------|-------------------------------------|
| SI = Standard Item each month<br>Council Departments: RS = Residents Services SC = Social Care AD = Administration FD= Finance |  |  |         |                                |                               |   |   |          |                                     |
| Cabinet Meeting – 25 July 2019   |  |  |         |                                |                               |   |   |          |                                     |
| 025  | <b>Collection and Recycling of Highways arisings, assorted rubble and hardcore materials</b> | Cabinet will consider a tender for the collection and recycling of highways arisings, assorted rubble and hardcore materials.                                  | Al      |                                | Cllr Keith Burrows            | RS - Nicola Herbert / Allison Mayo      |   |          | Private (3)                         |
| Cabinet Meeting – 26 September 2019  |  |  |         |                                |                               |   |   |          |                                     |
| 031b   | <b>Gambling Policy - POLICY FRAMEWORK</b>  | Following a six week period of public consultation, Cabinet will consider recommending to full Council adoption of the Council's Statement of Gambling Policy. | All     | 21 Nov 19                      | Cllr Douglas Mills            | RS - Stephanie Waterford                | Policy Overview Committee, Statutory consultees and Licensing Committee | NEW      | Public                              |
| 026  | <b>Transport for London Local Implementation Plan 3</b>                                      | Cabinet will consider the Council's  | All     |                                | Cllr Keith Burrows            | RS - Alan Tilly                         |   |          | Public                              |

|   |  |  |     |           |   |  |   |  |             |
|---|--|--|-----|-----------|---|--|---|--|-------------|
|   | <b>Annual Spending Submission 2019/20</b>  | submissions to Transport for London for funding on local transport infrastructure projects.  |     |           |   |  |   |  |             |
| <b>Cabinet Meeting – 24 October 2019</b>  |  |  |     |           |   |  |   |  |             |
| 027                                       | <b>Managed Services Contract for the Borough's Leisure Centres</b>   | The approval of the Cabinet will be sought to accept a tender to provide managed services for Leisure Centres in the Borough.  | All |           | Cllr Richard Lewis                            | RS / FD - Paul Richards / Melissa Sage |   |  | Private (3) |
| <b>Cabinet Meeting – 12 December 2019</b> |  |  |     |           |   |  |   |  |             |
| 026a                                      | <b>The Council's Budget - Medium Term Financial Forecast 2020/21 - 2024/25 BUDGET &amp; POLICY FRAMEWORK</b> | This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2020/21 for consultation, along with indicative | All | 20 Feb 20 | Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco | FD - Paul Whaymand                     | Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers |  | Public      |

|  |  |   |  |  |  |  |  |  |  |
|--|--|---|--|--|--|--|--|--|--|
|  |  | projections for the following four years. This will also include the HRA rents for consideration. |  |  |  |  |  |  |  |
|--|--|---|--|--|--|--|--|--|--|

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## RESIDENTS, EDUCATION AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE - WORK PROGRAMME

|                           |   |
|---------------------------|---|
| <b>Committee name</b>     | Residents, Education and Environmental Services Policy Overview Committee |
| <b>Officer reporting</b>  | Neil Fraser, Chief Executive's Office                                     |
| <b>Papers with report</b> | Appendix A – Work Programme   |
| <b>Ward</b>               | All   |

### HEADLINES

To enable the Committee to note future meeting dates and to forward plan its work for the current municipal year.

### RECOMMENDATIONS

**That the Residents, Education and Environmental Services Policy Overview Committee considers the report and agrees any amendments.**

### SUPPORTING INFORMATION

1. The Committee's meetings will start at 7pm and the witnesses attending each of the meetings are generally representatives from external organisations, some of whom travel from outside of the Borough. The meeting dates for this municipal year are as follows:

| Meetings                 | Room |
|--------------------------|------|
| 26 June 2019 meeting     | CR6  |
| 18 July 2019 meeting     | CR6  |
| 4 September 2019 meeting | CR6  |
| 15 October 2019 meeting  | CR6  |
| 4 November 2019 meeting  | CR5  |
| 21 January 2020 meeting  | CR6  |
| 25 February 2020 meeting | CR6  |
| 19 March 2020 meeting    | CR6  |
| 14 April 2020 meeting    | CR6  |

### Implications on related Council policies

The role of the Policy Overview Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

### **How this report benefits Hillingdon residents**

Policy Overview Committees directly engage residents in shaping policy and recommendations from the Committees seek to improve the way the Council provides services to residents.

### **Financial Implications**

None at this stage.

### **Legal Implications**

None at this stage.

### **BACKGROUND PAPERS**

NIL.



# Multi year work programme

## Residents, Education & Environmental Services

2020

| Meeting Month | June | July | September | October | November | January | February | March | April |
|---------------|------|------|-----------|---------|----------|---------|----------|-------|-------|
| Date          | 26   | 18   | 4         | 15      | 4        | 21      | 25       | 19    | 14    |

### REVIEW A: User payment experience and modernisation across key resident services

|   |             |                |                 |                 |                 |          |              |  |         |
|---|-------------|----------------|-----------------|-----------------|-----------------|----------|--------------|--|---------|
| Topic selection / scoping stage           | Agree topic | Scoping report |                 |                 |                 |          |              |  |         |
| Witness / evidence / consultation stage   |             |                | Witness Session | Witness Session | Witness Session |          |              |  |         |
| Findings, conclusions and recommendations |             |                |                 |                 |                 | Findings |              |  |         |
| Final review report agreement             |             |                |                 |                 |                 |          | Final Report |  |         |
| Target Cabinet reporting                  |             |                |                 |                 |                 |          |              |  | CABINET |
| Post review monitoring                    |             |                |                 |                 |                 |          |              |  |         |

### Title of Review B

|   |  |  |  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|--|--|--|
| Topic selection / scoping stage           |  |  |  |  |  |  |  |  |  |
| Witness / evidence / consultation stage   |  |  |  |  |  |  |  |  |  |
| Findings, conclusions and recommendations |  |  |  |  |  |  |  |  |  |
| Final review report agreement             |  |  |  |  |  |  |  |  |  |
| Target Cabinet reporting                  |  |  |  |  |  |  |  |  |  |
| Post review monitoring                    |  |  |  |  |  |  |  |  |  |

### Regular business items

|  |   |   |   |   |   |   |   |   |   |
|--|---|---|---|---|---|---|---|---|---|
| Quarterly School Places Planning Update  |   | X |   | X |   |   | X |   | X |
| Annual complaints & service update report  |   |   | X |   |   |   |   |   |   |
| Standards & Quality in Education (Attainment) report (incl. School Improvements) |   |   |   |   |   |   |   | X |   |
| Budget Planning Report for Residents Services                                    |   | X |   |   |   |   |   |   |   |
| Cabinet's budget proposals for next financial year                               |   |   |   |   |   | X |   |   |   |
| Cabinet Forward Plan monitoring  | X | X | X | X | X | X | X | X | X |

### One-off business items

|  |  |   |   |   |  |   |   |   |  |
|--|--|---|---|---|--|---|---|---|--|
| Youth services   |  |   |   |   |  |   | X |   |  |
| Home Schooling   |  |   |   |   |  |   |   | X |  |
| SEN Service Provision                                  |  |   |   | X |  |   |   |   |  |
| Adult Learning   |  |   |   |   |  | X |   |   |  |
| Council's Emergency Response procedures (presentation) |  | X |   |   |  |   |   |   |  |
| Road Safety around schools                             |  |   | X |   |  |   |   |   |  |
| Parking Management Schemes                             |  |   | X |   |  |   |   |   |  |
| Gambling Policy Statement                              |  | X |   |   |  |   |   |   |  |

### Past review monitoring

|   |   |  |  |  |   |  |  |   |  |
|---|---|--|--|--|---|--|--|---|--|
| Air Quality Action Plan   | X |  |  |  |   |  |  | X |  |
| Disposal of Charity Shop Waste  |   |  |  |  | X |  |  |   |  |
| Review into the Council's current and future relationship with Academies and Free Schools |   |  |  |  | X |  |  |   |  |

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