



HILLINGDON
LONDON



Residents' Services Select Committee

Councillors on the Committee

Councillor Wayne Bridges (Chairman)
Councillor Colleen Sullivan (Vice-Chairman)
Councillor Scott Farley (Opposition Lead)
Councillor Janet Gardner
Councillor Ekta Gohil
Councillor Sital Punja
Councillor Peter Smallwood

Date: WEDNESDAY, 15 MARCH
2023

Time: 7.00 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

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Published: Tuesday, 7 March 2023

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Terms of Reference

Residents' Services Select Committee

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Cabinet Member Portfolio	Cabinet Member for Residents' Services (Cllr Eddie Lavery)
Relevant service areas	<ol style="list-style-type: none">1) Community Safety, Licensing, Standards and Enforcement2) Planning & Regeneration3) Housing policy, homelessness & tenancy management4) Green Spaces, Sport & Culture5) Waste Services

Statutory Crime and Disorder Scrutiny

This Committee will act as a Crime and Disorder Committee as defined in the Crime and Disorder (Overview and Scrutiny) Regulations 2009 and carry out the bi-annual scrutiny of decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions. In practice, this is undertaken currently by a bi-annual review of the Safer Hillingdon Partnership, which includes senior officers from the Metropolitan Police, London Fire Brigade and Probation Service attending to answer questions from Councillors. More guidance on this important aspect of external scrutiny will be provided to the Committee.

Cross-cutting topics

This Committee will also act as lead select committee on the monitoring and review of the following cross-cutting topics:

- Climate Change
- Local impacts of Heathrow expansion
- Local impacts of High Speed 2
- Community Cohesion

Agenda

- 1 Apologies for Absence
- 2 Declarations of interest in matters coming before this meeting
- 3 To receive the minutes of the previous meeting 1 - 10
- 4 To confirm that the items of business marked as Part I will be considered in public and those marked Part II will be considered in private

Part I - Members, Public and Press

- 5 A Review of Alley Gating in Hillingdon: Witness Session 2 11 - 20
- 6 Antisocial Behaviour and Street Scene Service Development 21 - 26
- 7 Climate Action Plan Annual Update 27 - 38
- 8 Forward Plan 39 - 50
- 9 Work Programme 51 - 60

Agenda Item 3

Minutes

RESIDENTS' SERVICES SELECT COMMITTEE

15 February 2023

Meeting held at Committee Room 5 - Civic Centre



HILLINGDON
LONDON

	<p>Committee Members Present: Councillors Wayne Bridges (Chairman) Colleen Sullivan (Vice-Chairman) Scott Farley (Opposition Lead) Janet Gardner Ekta Gohil Sital Punja Peter Smallwood</p> <p>Witnesses Present: Jane Turnbull, Chair of Oak Farm Residents' Association (OFRA) Paulette McGowan, alley gating scheme co-ordinator Raj Jhuti, local resident</p> <p>LBH Officers Present: Roy Clark, Head of Parking Services Marion Finney, Community Engagement Manager Julia Johnson, Director of Planning, Regeneration and Public Realm Neil O'Connor, Community Engagement Project Officer Liz Penny, Democratic Services Officer Helena Webster, Community Engagement & Town Improvement Manager</p>
51.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>There were no apologies for absence.</p>
52.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
53.	<p>TO RECEIVE THE MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>RESOLVED: That the minutes of the meeting dated 19 January 2023 be agreed as an accurate record.</p>
54.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THOSE MARKED PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 4</i>)</p> <p>It was confirmed that all items of business were marked as Part I and would be considered in public.</p>
55.	<p>A REVIEW OF ALLEY GATING IN HILLINGDON - WITNESS SESSION 1 (<i>Agenda</i></p>

Item 5)

Helena Webster, Community Engagement and Town Improvement Manager, and Neil O'Connor, Community Engagement Project Officer, were in attendance and presented the report noting that the scoping report for the review had been agreed at the previous Select Committee meeting.

Three residents were in attendance to give evidence in relation to the Committee's review of alley gating in the Borough.

Jane Turnbull, Chair of Oak Farm Residents' Association (OFRA), addressed the Committee Members noting that OFRA covered an area to the east of Long Lane. The area was unusual as a large part of the estate had been designed with vehicle access behind the houses. In some other roads there was a narrower access path for pedestrian or bicycle access. Historically the wider access had been used by refuse vehicles, but the open alleys had resulted in burglary and fly tipping. In the late 1990s and early 2000s Chrysalis funding had been made available to put in gates to be maintained by residents – burglary numbers had dropped immediately. However, no central record had been kept of the lead residents who held the maintenance account and spare keys for each alley.

Members heard that, over the years, OFRA had been approached by residents regarding damaged gates and locks being broken or replaced. They had asked for lead residents to contact OFRA in order to pass on these requests but with little response.

Two main areas of concern were behind the shops at Ryefield Parade where the locks were regularly broken or changed, or gates left open thereby compromising security. In 2022 OFRA had been requested to hold a key to the gates to the west of the shops on the north of Ryefield Parade due to a problem with access to emergency vehicles. On the other side of the Parade, the gates and lock were often damaged and fly tipping and drugs use were an issue there. On one occasion a property developer had installed his own gates thereby cutting off a pedestrian access route onto Ryefield Avenue – action had not been taken in time hence the gates could no longer be removed. The Committee was advised that OFRA would be willing to keep a separate list of email / phone contact details for lead residents in charge of keys.

Paulette McGowan, Lead Resident with responsibility for 11 sets of gates in Hillingdon East, informed the Committee that she looked after the alley gates in Denecroft Crescent, Woodcroft Crescent and Grosvenor Crescent on one side of the road and Denecroft Crescent, Grosvenor Crescent, Windsor Avenue and Burleigh Road on the other side.

Members heard that the alleyway gates at Denecroft Crescent, Woodcroft Crescent and Grosvenor Crescent had been installed in 2008 following problems with burglaries and fly tipping. Other gates including those in Windsor Avenue and Burleigh Road had been installed two years later in 2010.

Ms McGowan was now solely responsible for the maintenance of the gates as the people who had previously helped her had either moved away or had never wanted to be involved with more than the initial start-up. Maintenance issues included locks needing to be replaced having been ground off, locks being broken, and locks being removed – none of these issues had been reported by the perpetrators who were local residents in the vicinity of the alley gates in question. Other problems had included

gates which had dropped. This had all come at a cost to the maintenance fund, which was now dwindling. Moreover, the gate post at Denecroft / Woodcroft Crescent on the Denecroft Crescent side currently needed resetting as it was leaning, and the gate could not be closed – this would need to be resolved and quotes for the work were being sought.

The Committee was informed that the Nationwide Building Society Treasurer Accounts that had been held for the alley gate maintenance funds since the start up had now been closed as they no longer supported these types of accounts. Ms McGowan was waiting for the funds to be sent to her in the form of cheques and would then need to source another Treasurer/Society account.

Ms McGowan reported that she was planning to move away from the area in the near future and did not know who would then assume responsibility for the maintenance funds and the upkeep of details relating to the alley gating schemes.

Raj Jhuti, local resident, was also in attendance and gave evidence in relation to the Parkfield Avenue alley gating scheme. He informed Members that the alley gates had been introduced to reduce burglary, fly tipping and drug use in the area. The results had been positive, and those issues had reduced significantly following installation of the gates approximately 17 or 18 years previously; however, many of the residents who had been part of the original scheme had now moved away. Members heard that the bank account for the scheme was now dormant hence residents were fixing locks at their own expense. It was no longer possible to access the funds in the maintenance account and there was no lead person with responsibility for the gates.

In response to their requests for clarification as to how the current system could be improved, the Committee Members heard that the main issues related to maintenance costs, the handling of keys when new people moved in and access to bank accounts. It was confirmed that it would be very helpful if a lead person at the Council could be identified to help residents with matters relating to the funding and maintenance of alley gates. It was also suggested that it would be beneficial if the Council could maintain an up-to-date record of the main key keepers which would be reviewed every year or so.

Members enquired how the issues relating to bank accounts could be resolved. It was confirmed that residents had paid a sum of money into a maintenance account when the schemes were originally set up; however, it was estimated that approximately 80% of current residents had no knowledge of this fund therefore took it upon themselves to get keys cut and repair locks. Funds had dwindled over the years, and, in some cases, accounts had become dormant and inaccessible. It was noted that Nationwide no longer offered Treasurer's accounts and had ceased to do so in December 2022. Other banks including Metro Bank, HSBC and Lloyds TSB continued to offer these types of accounts, but, with the exception of Lloyds TSB, meeting minutes were generally required in order to set them up. Mr Jhuti confirmed that, with regard to the aforementioned dormant account, HSBC would not release the funds to an individual and had requested copies of Residents' Association minutes etc which he was unable to provide. Any association set up would have to run for at least six months to qualify.

It was confirmed that, when a resident moved on, the keys to the gates should automatically be passed on to the new resident but this did not always happen. New residents tended to ask a neighbour for a key and then made their own copy. Over the years this had led to problems such as locks getting broken as the keys had been recut many times. There was a small charge of £5 when a new non-high security key was

requested. The process was different for high security keys.

The Community Engagement and Town Improvement Manager advised the Committee that, for older schemes such as those dating back to 2008 and 2010, a paper-based system had been in use. However nowadays officers held a central list of all new schemes together with contact addresses - the system had changed significantly over the years. Alley gating schemes ranged from 5 to over 100 households so a flexible scheme was needed to address all possible scenarios.

It was confirmed that an alley gating information pack was available on the Council's website and in hardcopy which included guidance on how to set up a scheme. It was not possible to recommend which bank to use but would be useful to review the information currently on the website. The Community Engagement and Town Improvement Manager noted that, as set out in the review scoping report, there was now a discretionary option agreed by the Cabinet Member to support the repair or refurbishment of gates where schemes had been successfully running for over 10 years. Residents could apply for this and, if agreed, funding would be allocated on a 90/10 basis - 90% Chrysalis funding with a 10% contribution from residents. This also provided an opportunity for the Council to make contact with lead residents and refresh the information currently held.

In response to questions from the Committee, it was confirmed that an overarching organisation to keep records and assist in the running of the alley gating schemes would be extremely useful and would be welcomed by the residents.

Members noted that the alley gating schemes were designed to be self-help schemes whereby residents were responsible for maintenance of the gates. It was confirmed that the schemes were dependent on residents using the gates properly and closing them appropriately; however, if there were specific issues in relation to certain schemes officers would be willing to look into these in an attempt to assist. It was confirmed that the police did not currently get involved with alley gating schemes although the previous Safer Neighbourhood Team had been very helpful.

RESOLVED: That the Residents' Services Select Committee noted the evidence heard at the witness session and sought clarification as necessary in the context of its review of alley gating in Hillingdon.

56. **COMMUNITY INFRASTRUCTURE LEVY AND S106 MONITORING - ANNUAL REPORT** (*Agenda Item 6*)

Julia Johnson - Director of Planning, Regeneration and Public Realm, introduced the Community Infrastructure Levy (CIL) and S106 Monitoring report which provided an update to the Committee on CIL and Section 106 income and expenditure in the 2021/22 financial year.

It was noted that CIL was a more strategic charge which was not site-specific while S106 funds were allocated more locally to the site of a development. A new monitoring system was in place which had been introduced mid-year. Members were informed that Table one in the report set out the total CIL income since adoption. In 2021/22 income had totalled some £6.8 million while expenditure had totalled approximately £1.7 million. A further breakdown was set out in Table two of the report - the strategic portion of Hillingdon's CIL had been spent on the West Drayton Leisure Centre with the neighbourhood proportion spent on the Chrysalis Programme. It was confirmed that

there was no time limit as to when CIL funds had to be spent.

In terms of S106 funds, Councillors heard that in 2021/22 some £8 million had been received and £3.4 million had been spent. It was confirmed that a balance was held, and funds were not usually spent in the same year as they were received.

Members requested a breakdown of the areas where funds had been spent noting that significant funds would have been generated following developments in Hayes Town. It was confirmed that a list of funds received by Ward could be made available. A significant portion of funds received in 2021/22 had been spent on West Drayton Leisure Centre.

In response to further questions from the Committee regarding administration fees, it was confirmed that the Council already charged the maximum fees of 4% and 5% for administration. Members were informed that there was no risk of funds not being spent on time as deadlines were tracked and monitored regularly.

RESOLVED: That the Committee noted and commented on the information presented in the report.

57. **PARKING AND MODERN TECHNOLOGY - DELIVERY DRIVERS** (*Agenda Item 7*)

Roy Clark, Head of Parking Services, presented the report. Members were informed that, in 1994, parking enforcement powers in London had been transferred from the police to local authorities. Hillington Council's parking enforcement service had been outsourced in August 2003 and the current contract was with APCOA Parking Limited. There were currently 22 separate Civil Enforcement Officer (CEO) deployment beats used by APCOA across the Borough - some areas were patrolled on foot and others by moped or car.

In terms of technology, the CEOs used handheld computers which recorded all the evidence and generated a ticket. The PCN ICT processing system included an option to enable the motorist to log in online and see the evidence that the CEO had collected and to then make a payment or submit an appeal. A frequently asked questions section highlighted how successful an appeal was likely to be; however, even if it was unlikely to be successful, the motorist was not restricted from submitting an appeal. The PCN ICT processing system was due to be further enhanced over the summer of 2023 with a chatbot being introduced to assist motorists. The Council had also included QR codes on the PCNs to enable motorists to access the website more efficiently.

Members were advised that the Council also used unattended CCTV cameras to undertake enforcement of some parking and moving traffic contraventions. A virtual parking permit system had been introduced which meant that a paper permit did not need to be displayed. This was a much quicker and easier process and residents could apply online. Approximately 50% of permits were currently virtual; however, a paper-based system was still available to residents who preferred not to use the online system.

It was confirmed that the hand-held computers used by CEOs included a GPS tracking system so CEOs could request help if needed - verbal and physical attacks were an issue at times. ANPR was used in private car parks for management purposes. All deployed CEOs were required to wear body worn cameras which had to be switched on during their patrols for their safety. These body worn cameras had become

instrumental to enforcement to verify complaint allegations against CEOs and provide evidence to the Police.

A cashless parking payment system or mobile phone parking system was due to be introduced across the Borough shortly. This system would be tested prior to roll out and would mean that people would no longer need to display a ticket. However, the more traditional paper ticket would still be available.

With regards to delivery drivers, Members heard that, since the pandemic, the proliferation of delivery drivers had caused parking problems across the Borough. Most delivery drivers were no longer linked to one shop and were now generally self-employed or worked for nominated delivery companies. This had resulted in large numbers of delivery drivers parking illegally whilst waiting for a delivery job to be received and numerous complaints had been received about them causing congestion and being intimidating to residents and other local visitors.

Council officers regularly targeted hotspots to try and address this. However, legislation dictated that a PCN had to be served by hand to the delivery driver directly which was problematic as the vast majority of the illegally parked delivery vehicles would move away before any parking enforcement action could legally be taken. At times the number of delivery drivers in one area was excessive and CEOs had been subjected to verbal and physical abuse while trying to enforce parking restrictions.

The Council had also undertaken joint patrols with the Police during which the CEOs undertook parking enforcement, and the Police undertook vehicle cheques to ensure the delivery vehicle was correctly licensed and insured. This had resulted in some delivery vehicles being seized. Further joint patrols would be undertaken in the future. Work was still ongoing with business owners and franchises in an attempt to get them to exercise what limited control they had over delivery companies. The Council regularly liaised with other local authorities over parking matters and kept abreast of initiatives that were being investigated or had been trialled in other areas to manage parking issues caused by delivery drivers. No effective solutions had been identified but other authorities had reported that joint patrols with the Police had been found to work well.

Members requested further clarification as to how the Council was currently working with franchises and businesses to address the issue of delivery drivers parking illegally. It was noted that residents were extremely concerned and anxious about this matter and had reported some incidences of delivery drivers acting aggressively and verbally abusing women and young people.

In response to this it was confirmed that officers were working with McDonald's in Ruislip and were considering the creation of a segregated area for parking, possibly in a section of Kingsend North car park, with separate entrance and exit points. The provision of parking bays was also being explored. However, it was noted that drivers tended to park in a specific area to enable them to take the quickest route to their destination. In response to further questions from the Committee, it was confirmed that reports of CEOs turning a blind eye to parking contraventions would be investigated and, if necessary, the appropriate disciplinary action would be taken. Officers regularly met with the Police and worked collaboratively with them in respect of parking enforcement matters.

Committee Members enquired whether big franchises could potentially work together to

share information and ban abusive or aggressive drivers. It was agreed that the Head of Parking Services would explore this further outside of the meeting and report back to Democratic Services.

In response to further questions from the Committee, Members were informed that, prior to ticketing a vehicle, there was an observation period in respect of parking contraventions to assess if someone was loading / unloading etc. If someone had parked on a footway, they would receive an instant ticket. In respect of a 'buffer' time after a ticket had expired, this would typically be 3 or 5 minutes – this was currently being reviewed with the Cabinet Member and the information would be published in due course. With regard to CEOs and Controlled Parking Zones (CPZs) it was recognised that there was more of a skeleton service at weekends and on Bank Holidays. However, if a matter was reported regularly, it should be followed up on – it was agreed that Councillor Gohil would provide the Head of Parking Services with the details of the area of concern - streets around Brunel Playing Fields - to enable him to follow this up outside of the meeting.

Members enquired whether delivery drivers were licensed to work in the Borough – it was confirmed that they were not and did not need to be at present. Councillors commented that at times one delivery bike would occupy an entire car parking space which could potentially accommodate several bikes – this was a matter of concern. The Head of Parking Services confirmed that appropriate locations for parking bays were being considered in an attempt to control this.

Concerns were raised by Members regarding taxi cabs and mechanics utilising private land spaces. In response to this it was confirmed that the Council was not legally permitted to enforce parking on private land and could only encourage people to put pressure on their landowner or management agent to bring controls in.

In response to concerns raised by the Committee regarding the safety of parking enforcement officers, it was confirmed that, in problem areas, attempts were made to ensure officers did not work alone. GPS on handheld devices ensured the whereabouts of CEOs could be tracked. It was recognised that, in terms of parking enforcement, there was a gap between what residents expected and what could be done. Attempts would be made to further clarify the information online to clarify this.

RESOLVED:

- 1. That the Head of Parking Services investigate whether large franchises could work together to share information and ban abusive or aggressive drivers and report back to Democratic Services;**
- 2. That Councillor Gohil provide the Head of Parking Services with the details of the area of concern in terms of parking in CPZs - streets around Brunel Playing Fields - to enable him to follow this up outside of the meeting; and**
- 3. That the Residents' Services Select Committee noted and commented on the information presented in the report.**

58. POST REVIEW MONITORING - ENGAGEMENT WITH TENANTS AND LEASEHOLDERS (*Agenda Item 8*)

Marion Finney, Community Engagement Manager, presented the report which provided an update following a previous review of engagement with tenants and leaseholders. It was confirmed that a number of recommendations had been made which included an

	<p>Action Plan of delivery alongside three-year Strategies to cover Tenant and Leaseholder Engagement and High Risk and Complex Buildings as included in the agenda pack.</p> <p>In response to Members' requests for further clarification, it was confirmed that every Residents' Association in the Borough which the Community Engagement Team was affiliated with and which received funding from the Council, signed up to a constitution containing guidance including how funding was managed and what they could/could not spend it on. This information was also available on the website. Members heard that the funding was mainly for the day-to-day running of the Association – printing costs etc. At the end of each year, prior to reapplying for the funds, the associations were expected to complete a financial audit.</p> <p>RESOLVED: That the Residents' Services Select Committee noted the development of the key strategies along with the Action Plan and timescales for delivery set out and asked questions of officers.</p>
59.	<p>FORWARD PLAN (<i>Agenda Item 9</i>)</p> <p>RESOLVED: that the Residents' Services Select Committee noted the Cabinet Forward Plan.</p>
60.	<p>WORK PROGRAMME (<i>Agenda Item 10</i>)</p> <p>Members agreed to defer the Town Centre Regeneration and Impact of HS2 on Parking and Traffic items scheduled for the April meeting to the June meeting to even out the work programme. Members were requested to provide further details of the areas they wished to be covered in relation to these two items. It was agreed that Cllr Smallwood would write to fellow ward councillors in the areas affected by HS2 (Ruislip, South Ruislip, Ickenham and South Harefield and Harefield Village) to ask for their input.</p> <p>In relation to the Town Centre Regeneration item, Members requested that the Committee be provided with an update on progress made to support local businesses and increase footfall. Information regarding the possible use of empty shops for community projects was also requested.</p> <p>Members welcomed the addition of the Battle of Britain Bunker to the proposed list of site visits. It was confirmed that a visit with the weed killing contractor was likely to take place in Spring. Members requested site visits to leisure centres in the near future and proposed one to see the current construction phase of West Drayton Leisure Centre and one to Uxbridge Leisure Centre.</p> <p>RESOLVED:</p> <ol style="list-style-type: none"> 1. That the Town Centre Regeneration and Impact of HS2 on Parking and Traffic items scheduled for the April meeting be deferred to the June meeting; 2. That Cllr Smallwood write to fellow ward councillors in the areas affected by HS2 to ask for their input regarding the Impact of HS2 on parking and traffic item on the Work Programme; 3. That, in relation to the Town Centre Regeneration item, the Committee be provided with an update on progress made to support local businesses

	<p>and increase footfall together with information regarding the possible use of empty shops for community projects;</p> <p>4. That site visits to leisure centres be arranged by Democratic Services in the near future to see the current construction phase of West Drayton Leisure Centre and to see Uxbridge Leisure Centre; and</p> <p>5. That the Residents' Services Select Committee considered the Work Programme and agreed any amendments.</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.45 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Liz Penny, Democratic Services Officer at epenny@hillingdon.gov.uk. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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A Review of Alley Gating in Hillingdon

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny – Democratic Services
Papers with report	Scoping Report

HEADLINES

This item will encompass the second witness session regarding the Committee's review into Alley Gating in Hillingdon.

RECOMMENDATION:

That the Residents' Services Select Committee notes the evidence heard at the witness session and seeks clarification as necessary in the context of its review of alley gating in Hillingdon.

SUPPORTING INFORMATION

At its meeting on 19 October 2022, the Residents' Services Select Committee elected to undertake a major review of the Council's alley gating scheme. The scoping report for the review was subsequently approved at the Select Committee meeting on 19 January 2023. This review aims to consider ways in which the current alley gating scheme could potentially be improved to better meet the needs of Hillingdon residents. The purpose of the current alley gating scheme is to improve the security of residential properties thereby reducing the opportunity for crime to be committed and decreasing the fear of crime. The scope of the Select Committee's review is limited to the application of alley gates to alleys and paths which are not public rights of way.

At this second witness session, key officers representing the Community Engagement Team, namely Helena Webster and Neil O'Connor, will be in attendance to answer any questions that may arise. Adam Stitson will also be in attendance representing the ASB and Environmental Protection Team and will be able to answer questions and provide information on the likely issues and concerns that lead to an alley gating scheme being implemented. Evidence will also be received from representatives of the Metropolitan Police Service.

Terms of Reference

The following Terms of Reference were noted for this review, subject to any changes agreed by the Committee:

1. to gain a thorough understanding of the Council's current alley gating scheme and what it entails;
2. to scrutinise a service that was established some 17 years ago and review its effectiveness;
3. to explore ways in which the current alley gating scheme in Hillingdon could be improved in terms of its efficiency and ability to meet the security needs of local residents;
4. to look at other local authorities and housing organisations that have established similar schemes for any best practice;

Residents' Services Select Committee – 15 March 2023

Classification: Public

5. to review the success of older gating schemes in the Borough and explore if there are challenges faced by residents; and
6. subject to the Committee's findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

Possible Lines of Enquiry (questions for the Police / ASBET)

1. Have alley gating schemes led to a reduction in crime?
2. How could the current alley gating scheme be improved?
3. Are you aware of any hotspots in the Borough where alley gates are broken / regularly left unlocked leading to an increase in crime / antisocial behaviour?
4. Do local Police officers patrol known problem areas to offer reassurance to residents / act as a deterrent?
5. What actions are taken by the ASB Team to address residents' concerns prior to implementation of an alley gating scheme?
6. How are residents assisted through the application process - what evidence or complaint data helps to support the schemes?

How this report benefits Hillingdon residents

Select Committees directly engage residents in shaping policy and recommendations from the Committees are presented to Cabinet to consider, and ultimately 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.



Residents' Services Select Committee Review Scoping Report - 2022/2023

A Review of Alley gating in Hillingdon

1. OBJECTIVES

Aim of the review

At its meeting on 19 October 2022, the Residents' Services Select Committee elected to undertake a major review of the Council's alley gating scheme. This review aims to consider ways in which the current alley gating scheme could potentially be improved to better meet the needs of Hillingdon residents. The purpose of the alley gating scheme is to improve the security of residential properties thereby reducing the opportunity for crime to be committed and decreasing the fear of crime. The scope of the Select Committee's review is limited to the application of alley gates to alleys and paths which are not public rights of way.

Terms of Reference

The following Terms of Reference are suggested for the review, subject to any changes agreed by the Committee:

1. to gain a thorough understanding of the Council's current alley gating scheme and what it entails;
2. to scrutinise a service that was established some 17 years ago and review its effectiveness;
3. to explore ways in which the current alley gating scheme in Hillingdon could be improved in terms of its efficiency and ability to meet the security needs of local residents;
4. to look at other local authorities and housing organisations that have established similar schemes for any best practice;

5. To review the success of older gating schemes in the Borough and explore if there are challenges faced by residents; and
6. subject to the Committee's findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

2. BACKGROUND

Context and Key Information

What are alley gates?

As defined in a [research paper by the College of Policing](#) dated 16 March 2016: "Alley gates are lockable gates installed to prevent access by offenders to alleyways, such as those which run along the rear of older-style terraced housing in the UK. While normally a burglary prevention tool, alley gates can also prevent other crimes such as littering and anti-social behaviour by preventing access to alleys by non-residents and better controlling the space."

Alley gates are usually made of iron or steel and are bespoke in relation to the requirements and specifications of an individual alley. The residents of homes adjacent to the gated alley operate the gates, either using keys or a key code. Alley gates have been found to be generally cost effective, although the cost varies depending upon location and requirements.

How do alley gates work?

Alley gates reduce the access of potential offenders to the rear of houses. Available evidence suggests that alley gating schemes can be effective in reducing crime such as residential burglary and anti-social behaviour (ASB) and may assist in improving public confidence. Alley gates can be effective in the reduction of crime in a number of ways:

- They provide a physical barrier which prevents access to alleys and connected properties.
- Residents are encouraged to be responsible for closing the gates and controlling access to them thereby increasing guardianship and surveillance, which can assist in the reduction of crime.
- Gates physically mark boundaries therefore offenders cannot claim that they were unaware access was prohibited.
- Alley gates indicate that the area in question is not a suitable place to offend and that the risk of detection is high.
- Alley gates make it more difficult for criminals to remove bulky items or those not easily concealed and carried.

Factors which impact the effectiveness of alley gates

Alley gates are specifically designed for those crimes that occur in, or are facilitated by, access to alleyways. If burglars enter homes through the front of properties, then gating access to the rear may be ineffective. The neighbourhood in which alley gates are implemented may also have an impact upon their effectiveness – where communities have a high turnover of residents, people with access to keys or key codes may lack investment in the area. Moreover, if residents disagree about the implementation and usage of alley gates it is likely that the scheme will be less successful. The physical environment is also important – gates must be carefully designed and appropriate to the context in which they are to be installed or they may be ineffective in reducing crime.

Hillingdon's Chrysalis Community Safety Private Alley Gating

Each year the Council makes some £1m available through its Chrysalis programme to help residents and community groups to improve local facilities. Within the overall Chrysalis programme, around £30k is earmarked each financial year to support alley gating and community safety schemes including improvements to fencing and lighting which enhance public safety. The Chrysalis programme is used to fund alley gating schemes on private land only. Alleygating schemes on Council housing estate land are considered by Housing Services and under the Housing Revenue Account and were previously considered under the former Better Neighbourhood Fund.

The private alley gating scheme, introduced some 17 years ago, assists residents in securing their privately owned alleyways against intrusion by others by installing lockable gates which can dramatically improve the quality of life of residents and businesses. Not only can the gates reduce the likelihood of burglars gaining access to the rear of properties, but they can also protect the alley from fly-tipping and other anti-social behaviour.

Chrysalis funding contributes up to 90% of the cost of alley gates to successful applicants. Once the gates are installed, future maintenance and ownership is the responsibility of the residents themselves; for example, the Council does not administer replacement keys, encouraging neighbourhood engagement and responsibility.

Businesses who wish to apply for alley gates will be expected to contribute between 30 to 50 percent; each scheme is treated on a case-by-case basis. Electronic gates are not usually provided within the scope of this scheme but may be considered where there is evidence that a management company has been established and that there are sufficient financial resources to fund the ongoing maintenance of the gates.

Following a competitive tender, a framework agreement is in place up to March 2024 for a preferred fencing/gating contractor, which means that residents no longer need to provide three quotations to support their application.

In the years from 2008-09 to 2017-18, in total 112 schemes were implemented across the Borough. Over the years, extensive positive feedback has been received from

residents who have benefitted from the increased security which the alley gating scheme provides.

Maintenance of alley gates

Gating of private alleyways is a self-help scheme; residents organise the scheme themselves with the financial support of the Council. Residents accept direct responsibility for the security of the keys and for the upkeep and repair of the gates once they have been installed. All ongoing maintenance including damage to, or loss of, gates is the sole responsibility of the residents - not the police or local authority. All gates will be installed with a minimum of 12 months warranty against construction failure.

The Council does not have a mandate to hold keys for property which is privately owned hence spare keys are not held for any gating scheme. Residents are recommended to seek advice on public liability insurance for the gates in the event of future damage/maintenance. Guidance provided recommends that, once a scheme has been approved, a designated bank account is opened to collect the contributions and that lead residents should collect a small amount of extra money from each household in order to establish a sinking fund to cover any future repairs and maintenance.

When a new resident moves in, the responsibility for providing the key to the gate lies with the previous owner of the property. If a key is not provided, the new resident is advised to speak to a neighbour to get a key cut. If this is not successful, officers can offer to contact the Lead Resident to ask them to introduce themselves and provide a master key to be cut.

Prior to the introduction of one fencing/gating term contract in 2019/20, in place until March 2024, alleygating scheme applicants were encouraged to seek three quotes to support their applications. Whilst there was an agreed specification, some suppliers are no longer willing or able to undertake repairs especially for gates in schemes installed more than ten years ago.

Newly introduced from April 2022, for schemes installed more than ten years ago, there is a discretionary option for the Cabinet Member to agree to support the repair or replacement of gates based on the standard 90% Chrysalis contribution to a new scheme.

This ensures that residents who have maintained the alley gates in good order for ten years are not financially disadvantaged and ensures that the wider community benefits of reducing the likelihood of burglars gaining access to the rear of properties and protecting the alley from fly-tipping and other anti-social behaviour can be sustained.

Current status

Since the inception of the alley gating initiative, many of the more straightforward schemes have already been implemented. The initiative remains popular with residents affected by crime and/or anti-social behaviour, with four live enquiries currently being supported to develop into formal applications.

Areas identified for improvement

It is anticipated that it may be possible to suggest improvements / efficiencies in relation to the scheme. These will be clarified as the review progresses.

Current data, best practice and research

1. Hillingdon Chrysalis Data

Data for the past five financial years (2018 to date):

53	applications have been approved
522	households across the Borough have benefitted
46	businesses have benefitted
£95,767	total cost to the Council
£22,613	total contribution from residents

Average contribution for the Council per property	£183
Average contribution from each property	£43

2. Effectiveness of Alley gating schemes

Alley gates have been proven to be extremely effective in the reduction of crime and antisocial behaviour.

The paper 'Alley-gating revisited' Armitage & Smithson 2007 reviewed studies which assessed the impact of alley gating on burglary and found that "Previous studies of Alley-gating schemes and their crime reduction impacts have revealed positive findings. These studies focused mainly on the reduction of burglary in the scheme areas, with reductions ranging from 37% (net of changes in the wider area) to 65% (gross reduction)."

In respect of non-burglary reduction related benefits for example ASB and public confidence, evidence has shown that alley gates have led to an increased satisfaction with the area, reductions in reported levels of ASB and increased feelings of safety.

Legislative / national context

Explanatory Memorandum to the Highways Act 1980 (Gating Orders) (England) Regulations 2006 No. 537

4.1 Powers to close alleyways were introduced by the Countryside and Rights of Way Act 2000 (CROW Act 2000); this enable alleyways, which are also rights of way, to be closed and gated for crime prevention reasons. But they do not enable alleyways to be gated expressly to prevent anti-social behaviour and they exclude many alleyways that are public highways but not recorded as rights of way. Also, under these provisions the removal of rites of passage is irrevocable.

4.2 The procedure for gating under the CROW Act 2000 is often protracted and resource intensive for local authorities. This is because, the Secretary of State first must designate an area that can be subject to a gating order, which can take a long

time. In addition, the trigger for gating is confined to 'crime' only – the local authority must demonstrate that crime is present which is shown by police evidence of recorded crime and therefore it does not include anti-social behaviour and if one person objects to the proposal (regardless of whether they live in the locality), the proposal must be withdrawn.

Connected work

None identified at this stage.

Executive Responsibilities

The portfolio Cabinet Member responsible is Councillor Eddie Lavery.

3. EVIDENCE & ENQUIRY

Potential witnesses (including service users)

Helena Webster, Community Engagement & Town Centre Improvements Manager
Neil O'Connor, Community Engagement Project Officer
Service users (local residents with alleygating schemes nearby)

Lines of Enquiry

Lines of enquiry can be expanded as the review progresses or included in relevant witness session reports. However, lines of enquiry may include:

- establishing how well the alley gating scheme is being delivered.
- focus on the end user and how they have found the scheme in practice.
- exploring what support functions are in place and whether these can be improved.
- Experiences from other local authorities and housing organisations
- Further evidence at how they can help to reduce and design out crime

Potential Witnesses

Witnesses will be identified by the Committee in consultation with relevant officers.

Surveys, site-visits or other fact-finding events

Such opportunities will be identified as the review progresses, which could include a site visit to a particular alley gate.

Future information that may be required

List of alleygating schemes by ward
Further information may be identified as the review progresses.

4. REVIEW PLANNING & TIMETABLE

Proposed timeframe & milestones for the review:

Meeting Date	Action	Purpose / theme	Witnesses / officers attending
19 January 2023	Agree Scoping Report	Information and analysis	Helena Webster Natasha Norton
15 February 2023	Witness Session 1	Information and analysis	Helena Webster Neil O'Connor Other officers impacted by alley gates
15 March 2023	Witness Session 2	Information and analysis	Local residents, local Police
Outside the committee - Survey / Networking session / consultation / informal meeting with users, site visit etc...			
12 April 2023	Witness Session 3	Information and analysis	Representative of another local authority
June 2023	De-brief and emerging findings	To discuss key findings and identify potential recommendations	
July 2023	Approval of draft final report	Proposals – agree recommendations and final draft report to Cabinet	

Resource requirements

None.

Equalities impact

The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
- advance equality of opportunity between people from different groups.

- foster good relations between people from different groups.

The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services. There are no equality impact issues relating to the matters set out in this report. When analysing information on victims, offenders or location of crime and ASB generally, the protected characteristics are recorded, analysed and disproportionate trends identified when planning the appropriate strategic and operational intervention.

Background Papers / further reading

[Alley gating scheme - Hillingdon Council](#)

ASB & Street Scene Service Development

Committee name	Residents Services Select Committee
Officer reporting	Stephanie Waterford Head of Public Protection & Enforcement
Papers with report	Appendix 1 – Community Safety & Enforcement Structure
Ward	All

HEADLINES

This report updates the Committee on progress made with the transformation and restructure of the ASB & Environment Team and gives information on how the new teams will operate under the proposed new structure.

RECOMMENDATIONS

That the Committee:

1. Notes the content of this report

SUPPORTING INFORMATION

Update on Progress

1. Residents Services Select Committee received a report in September 2022 regarding the proposed restructure to the current ASB, Community Safety and Public Protection Teams.
2. Since September 22, progress has been made on the staff consultation and the appointment of a permanent Director who will oversee the newly formed teams. The new Director of Community Safety & Enforcement will take up the post in May 2023.
3. Staff are currently being consulted on the new roles and arrangement of teams. The consultation will end on 13th March 2023.
4. The current ASB & Environment Team will be divided into three distinct areas to allow for a greater separation of functions and to ensure that officers retain specialist competency in their specialist areas. The three new teams will be known as; Street Scene Enforcement; Environmental Protection and ASB Locality.
5. The design principles of the restructure are to:

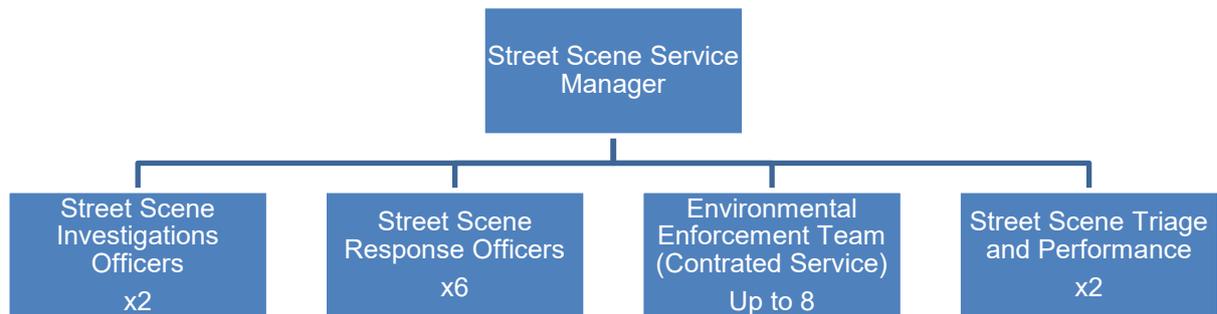
- Form a united, consistent and effective approach to regulatory and enforcement activities.
- Improve communication between teams so that triage and support services and management can be shared.
- Provide excellent investigatory and complaint response services to residents.
- Bring together common themes, operating synergies and multi-disciplined resources.
- Roll out locality-based operations and educational campaigns in key areas of concern.
- Promote professional excellence through harmonised officer competencies and skill sets.
- Enable further development of aligned services for commercial income generating possibilities.
- Maximise smart use of digital solutions and complex case management procedures.

The new arrangement of teams is detailed in Appendix 1 of this report.

New Team – Street Scene Enforcement Team

6. This team will carry out the majority of enforcement functions which fall under the banner 'Street Scene' and will deal with investigation, enforcement and compliance matters related to:
 - a. Waste and fly-tipping
 - b. Fly-posting & estate agents boards
 - c. Abandoned vehicles
 - d. Cars for sale on the highway
 - e. High hedges and obstructive vegetation
 - f. Skips, building materials and hoarding
 - g. Unauthorised use of the highway
 - h. Damage to the highway
 - i. Pest infestation
 - j. Persistent dog fouling
 - k. Public Spaces Protection Orders
7. The volume of complaints and service requests concerning issues in the street going into the team in 2022 was 2933 individual reports of on-street problems which required investigation and intervention by the ASBET team. This figure represented a significant increase compared to previous years which can be attributed to covid, cost of living and other economic factors which have caused greater levels of non-compliance across the Borough.
8. This has also replicated across other areas of public protection including Food Health & Safety, Licensing, Trading Standards where businesses are facing economic pressures and are seeking to reduce costs for proper waste management, hygiene and compliance with regulatory requirements which has a knock-on effect in enforcement and interventions from the Council.

9. The Street Scene Team will comprise of the following proposed structure and will sit under the Head of Public Protection & Enforcement:



New Team – Environmental Protection Unit

10. This team will be responsible for matters relating to Environmental Nuisance including:

- Commercial noise
- Construction noise
- Light nuisance
- Dust and emissions nuisance
- Odour and smoke nuisance
- Environmental regulatory permits
- Out of hours noise patrols

11. The reports of nuisance being raised with the ASBET team in 2022 amounted to 443 individual reports of environmental nuisance requiring investigation and intervention. Many of these reports spanned into other areas such as Licensing and Food Health & Safety as the causes of nuisance related to commercial activities and/or premises. Results of joint working between teams have included prosecutions and licence reviews.

12. The new Environmental Protection Unit will be staffed by Environmental Health Officers who specialise in Environmental Protection matters and will be best placed to carry out complex and scientific investigations of nuisance.

13. This team will form part of a new Environmental Health Service and will sit under the Head of Public Protection & Enforcement. The structure will comprise:



New Team – ASB Localities

14. This team will focus on ‘Locality Based Problem Solving’ which will focus Council resources and Partner resources into the right areas to deal with anti-social behaviour, community tensions and local issues within specific localities. The team will comprise of the following structure and sit under the Safer Communities Service under the Head of Community Safety & Vulnerability.



15. The team and service are currently being developed and a more detailed update on this service will be provided at a later date.

Next Steps

16. Restructure & Consultation – Staff consultation will end on 13th March 2023 and work will begin to finalise the structure and align teams and officers into their new places. Recruitment to new and current vacant posts will begin after this phase.

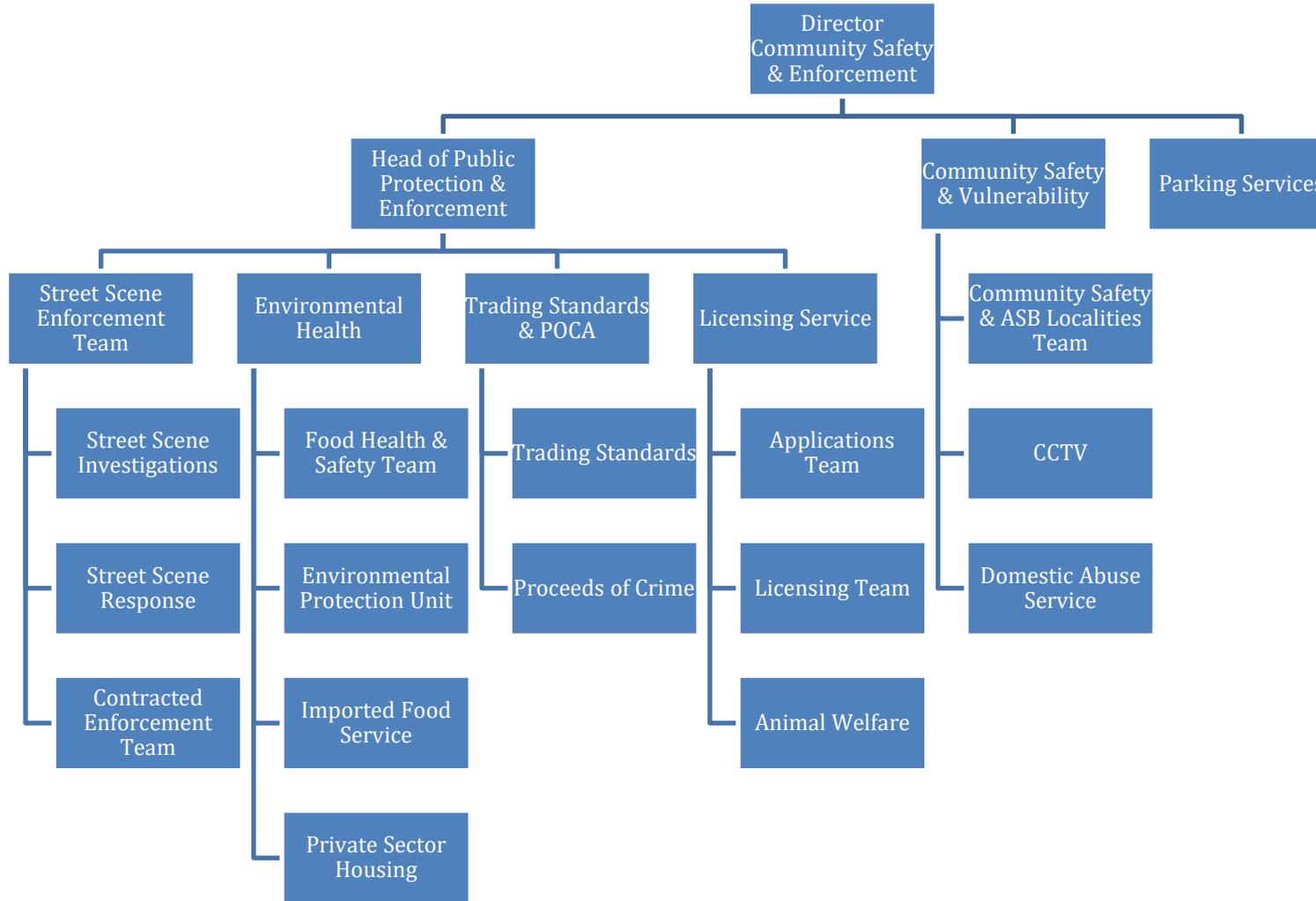
17. Development of Street Scene Service Plan and Enforcement Strategy – This plan will be based upon analysis of the need for enforcement activity across the Borough and be aligned to the new Locality Based Problem Solving Model. Further synergies with the Public Protection teams will help to support targeted enforcement operations.

18. Integration of Environmental Protection Unit – This team will form one of 4 Environmental

Health teams falling under a single Environmental Health banner encompassing, Imported Food, Food Health & Safety, Private Sector Housing and Environmental Protection. The benefits of this include the greater promotion and cohesion of environmental health specialisms and a greater resilience to all teams resulting from the ability to deploy qualified environmental health practitioners into peaks of service demand across the teams.

19. Update of Public Spaces Protection Orders – The boroughs PSPOs are currently being reviewed and will equip the Council with enforcement powers to deal with a range of environmental and ASB issues. Further detail will be provided to this Committee in April as part of the formal consultation process.
20. Police Turnaround Plan – The Metropolitan Police are currently consulting on their proposed Police Turnaround Plan which will be published in April 2023. Following the publication of this, The Community Safety & Vulnerability service and enforcement services falling within this directorate will be reviewed to ensure alignment and integration with the Borough's policing plan and priorities.
21. Digital Transformation – officers are working to implement a new digital Triage and Case Management system across the Service area, starting with the Street Scene Enforcement Team. The system will allow for more efficient mobile working, less paper, and performance monitoring tools.

Appendix 1 – New Community Safety & Enforcement Directorate Proposed Structure



Climate Action Plan Annual Update

Committee name	Residents' Services Select Committee
Officer reporting	Jo Allen, Place Directorate
Papers with report	Appendix 1 – Low Carbon Supplier Charter
Ward	All

HEADLINES

This report aims to provide an update in relation to the objectives set out in the Strategic Climate Action Plan (2021). It also outlines the work undertaken in meeting the 22/23 priorities to ensure the Council is making sufficient progress towards achieving carbon neutrality across its own operations by 2030.

RECOMMENDATIONS

That the Residents' Services Select Committee notes the contents of this report and seeks any points of clarification from officers.

SUPPORTING INFORMATION

General

This report identifies progress against the objectives that make up the Council's aspirations to achieve carbon neutrality across operations by 2030, as detailed within the Climate Action Plan and Progress Report approved by Cabinet in August 2022.

The Action Plan details six corporate commitments and a suite of objectives across nine key themes, to ensure that all the Council's operations are set within the context of the declared climate emergency.

Six Corporate Commitments	Nine Key themes
<ul style="list-style-type: none"> To lead and inspire our residents, businesses, and schools to reduce their own carbon emissions. To become 'Carbon-Neutral' by 2030. To achieve 100% clean electricity across the Council's services by 2030. To raise awareness and develop the potential of young people to respond to the challenge of 	<ul style="list-style-type: none"> C1 Community Leadership. C2 The Council's Own Operations. C3 Building Better Places. C4 Using and Producing Clean and Green Energy. C5 Waste Management.

<p>the climate emergency.</p> <ul style="list-style-type: none"> • To enhance opportunities for biodiversity across the Borough and particularly in urban areas. • To remain open to the opportunity to go further, to be innovative and creative to exceed the stated goals wherever possible. 	<ul style="list-style-type: none"> • C6 Climate Change Adaptation and Mitigation. • C7 Carbon Offsetting. • C8 Sustainable Transportation. • C9 Transparency, Communication & Reporting.
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In addition, a series of priorities were set for 2022/23; these include:

- Identification of assets to be retained and prioritised for carbon savings.
- Identifying large gas consuming assets and prioritising actions to determine solutions in particular relating to the Civic Centre. All building managers will be contacted to prioritise gas and electricity savings.
- Securing the toolkits and methodologies to accurately record and monitor emissions associated with fleet mileage.
- To progress work on identifying opportunities for electricity generation from solar power.
- To progress work on identifying opportunities for tree planting to offset carbon emissions.
- To improve carbon reporting and identify a consistent toolkit for capturing all emissions to enable robust data to be uploaded to the Council website for scrutiny.
- To develop a programme of work that sets the targets for all the objectives and action plans set out in the Plan.
- To embed the actions from the Plan in the emerging Corporate Strategy.
- To ensure all objectives and workstreams set out in the Plan have a home in subsequent Service plans.
- To develop an engagement strategy with schools, communities, and businesses.
- To commence work on understanding the carbon footprint associated with procured services and work towards securing low carbon procurement frameworks.

The above is in addition to business-as-usual operations relating to emissions reductions, for example, flood and air quality action plans, waste management along with other work linked to the Plan across the Council.

Following the appointment of a new Climate Manager seconded in October 2022, the focus has been to establish and document a clear roadmap to ensure that the Council is on the right path to achieve the aspirations detailed within the action report.

Highlights Include

Grants

The Council is able to take advantage of grant funding via a bid process. Multiple applications have been tendered with numerous successful awards achieved, including:

Green Homes Grant (GHG) Local Authority Delivery Scheme (LADS) Phase 1A November 2020 – December 2021 (completed)

An initial competition (Phase 1A) was launched in August 2020 with a delivery deadline of March 2021, whereby BEIS allocated £76m of funding to 57 LA projects. The Council was awarded a grant of £3,862,804. This project delivered:

- 412 Loft Insulations
- 607 Cavity Wall Insulations
- 97 Windows have been completed as part of the Green Homes Grant

Social Housing Decarbonisation Fund (SHDF) Wave 1 April 2022 – March 2023

A successful grant submission was achieved, and the Council was awarded £1,581,432. When this project reaches completion, the aim is to apply measures to 158 cavity wall properties in the Borough.

Public Sector Decarbonisation Scheme (PSDS) Wave 3b 1st April 2023 – 31st March 2024

A grant has been achieved for £13,751,385.00, to cover the refit of 4 key sites which account for nearly 50% of our carbon footprint. The refit will include ASHP (Air source heat pumps), BMS upgrade (Building Management System), insulation, double glazing and loft insulation.

- Civic Centre
- Winston Churchill Hall
- Hillingdon Leisure Centre
- Highgrove Leisure centre

A bid for Social Housing Decarbonisation Fund (SHDF) Wave 2 was submitted in October 2022. This is to improve the energy efficiency of 100 of the lowest SAP and EPC rated properties and to achieve a minimum EPC C rating. Officers are awaiting an update on the outcome.

Lighting

Street Lighting

An extensive street lighting replacement programme has been undertaken in recent years, delivering a 59.24% kWh reduction in usage since the programme started.

More recently the highways team have been conducting a trial across six sites of a standalone off grid LED street lighting luminaire, coupled with Hybrid solar PV wind turbine, solar charge controller, battery storage and smart lighting control and monitoring.

LED Car Parks

Since the commencement of the LED scheme in September 2022, 720 light fittings have been replaced as part of the LED scheme, with a further 728 in the current pipeline for 23/23.

One of the schemes, Grainges Car Park, has seen consumption reduce by approximately 38% per month or an average of 3,421 kWh per month. The total reduction between September and November 2022 is -12,962 kWh which translates to an avoided energy cost of -£3,147.

Grainges Car Park



Boiler Replacement Programme

A programme is currently underway to replace communal gas boilers, with over 20 sites tendered to date. Heathfield Rise, a general needs housing scheme comprising of 36 dwellings spread across two blocks, was replaced in 2021 and is currently reporting a 16.09% kWh reduction in usage.

In parallel Council housing stock boilers are being replaced with more energy efficient ones. Those that are currently non-condensing deliver between 76-78% efficiency when new. The latest condensing boilers are considered to be around 90% efficient and up to 95% if they remain in a condensing mode. Further analysis on usage is currently under review and will form part of the Cabinet update in 2023.

Green Spaces

Trees for Cities Partnership Agreement and Planting Programme 2021-23

The Trees for Cities tree-planting programme enables environmental offsetting through planting trees to mitigate air quality damage and offset the carbon impacts and help us work towards and achieve our sustainability objectives.

The proposed tree planting programme for 2021-23 has now been confirmed as follows:

2021/22

- Yeading Open Space – 9,000 – 13,500 whips
- Stockley Park – 91 standards
- Dawley Road – 2,570 whips

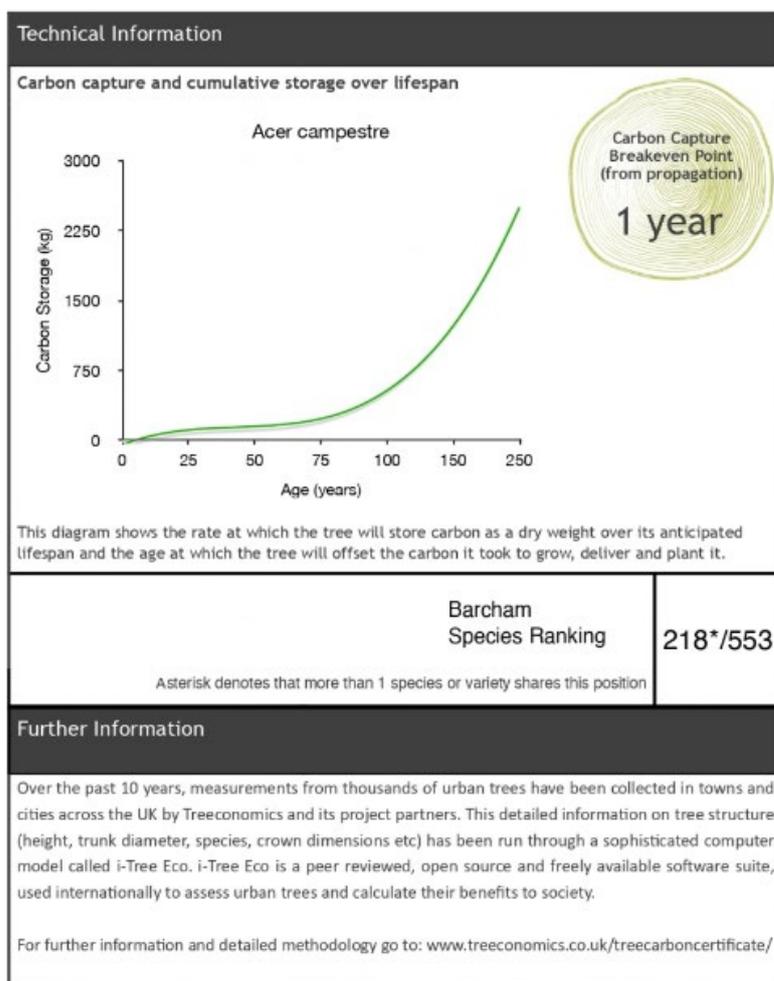
2022/23

- Rosedale 500- 1000 whips and 20-30 standards
- Stonefield Park 500 whips and 20-30 standards
- Philpots Farm up to 4,000 whips

Planting season runs each winter between November and March, and for the last 4 winters the numbers are;

- 2022/23: Still planting but numbers of standards currently 8,479 (currently not including trees for cities projects)
- 21/22: 11,655 standards and whips
- 20/21: 14,288 standards and whips
- 19/20: 469 standards (pre trees for cities partnership)
- 18/19: 601 standards (pre trees for cities partnership)

Barcham are a contracted supplier of trees and provide a calculator that shows the Carbon capture and cumulative storage over a tree's lifespan; an example below is based on an Acer field maple that is particularly recommended for urban and street plantings.



Further analysis on stock and carbon capture reporting will form part of the Cabinet update in 2023 and a priority for 2024.

School Screening

Schools screening can effectively reduce exposure to air pollution. It creates a defensive barrier that disperses air pollutants from roads away from the playground.

Since the start of the programme, 39 schools have had screens installed, with 12 schools currently in the validation phase. As part of this programme 12 recreation (play) grounds have also been completed.

Carbon Offsetting

A GHG emissions inventory was undertaken in 2020 providing base data for 2018-19 and 2019-20 financial years. A further assessment of emissions has been commissioned to undertake a review for 2020-21 and 2021-22 financial years. This will also provide recommendations on improved reporting and year-on-year performance tracking, innovative technological solutions and additional ways to reduce The Council’s carbon footprint.

A review is also being undertaken of the 20 buildings with the highest energy performance. The focus of the energy survey is to identify active decarbonisation opportunities that will have a meaningful reduction to Hillingdon's carbon footprint targets.

Biodiversity

Under the Environment Act 2021 all planning permissions granted in England will have to deliver at least 10% biodiversity net gain. The expected implementation of the new legislation is November 2023. Biodiversity Net Gain (BNG) aims to leave the natural environment in a measurably better state than before. A Biodiversity feasibility study is being commissioned across the Borough.

The outline scope of this study will include:

- Tree planting / carbon capture which provides the options to sell your captured carbon in the form of verified carbon credits called woodland carbon units (WCUS) under the woodland carbon code.
- Biodiversity (nature-based solutions outlining viability, report on UK habitat survey)
- Improving quality of green spaces

Renewable Energy

Renewable energy technology is ever developing and improving. Future solar PV tech is predicted to increase massively in efficiency and output in the coming years.

There is potential for solar projects to mitigate carbon emissions by replacing carbon intensive sources of heat and power without the effects of fossil fuels giving clean renewable energy.

An analysis and opportunities review is currently underway across the Borough with a view to further expand the Council's adoption of this solar technology across the corporate estate.

Procurement

To support the Council's strategic Climate Action Plan, a Low Carbon Supplier Charter and Low Carbon Procurement Policy have been developed and incorporated into all new procurements, these will assist with identifying emissions associated with the supply chain and help to secure carbon reduction. This was developed in collaboration with eight neighbouring boroughs given a wider spread of purchasing power presenting increased opportunities to secure low carbon services via its supply chain.

The intention is to ensure that all Council suppliers are committed to joining this important journey to reduce carbon emissions, including initiatives and technology by asking the supply chain to commit to supporting initiatives to tackle climate change and to reduce the greenhouse emissions related to the manufacture, delivery and operation of products and services.

The Council asks that suppliers, by committing to this charter, make reasonable endeavours when tendering for contracts and throughout the contract term to collectively tackle the climate emergency and to set out the actions they will take to reduce their organisation's carbon emissions as detailed in Appendix 1.

Innovation

Innovation/forward thinking and sustainability go hand-in-hand and officers are motivated more than ever to achieve transformational change by supporting innovation. The Council is already taking on some of these innovative solutions as detailed in the main body of this report.

Further dialogue is taking place with market leading innovators including;

Highways

An Innovative approach to road construction and maintenance offering enhanced efficiencies and lower carbon production is already available due to the development in asphalt technology.

Highways in partnership with O'Hara's (and their supply chain) are actively working together to reduce the Council's carbon emissions from highway operations.

Due to the lower production temperature (up to 30 degree lower), less fuel is needed to heat the aggregate compared to conventional hot mix asphalt. This results in lower emission of greenhouse gases which can be 2.4kg of CO2 saved per tonne in comparison.

In addition to the above, Highways are also in discussion with our supply chain in relation to the use and potential trialling of other asphalt materials, including; polymer modified binders, rubberised asphalt using recycled tyres, re-used steel slag.

Green Spaces

Although green walls have been utilised for many years, modern systems now deliver so much more, with research proving their worth in delivering both environmental and economic benefits, particularly their ability to help improve local air quality, both by absorbing carbon dioxide and releasing oxygen, and by trapping dust and other harmful pollutants.

Regulating a building's temperature reducing carbon footprint, providing wildlife habitats and improving air quality are a few of the benefits these systems deliver. It is estimated that a *1m² green wall can absorb up to 2kg a year, while a tree absorbs around 5.5kg.

*arch daily article published March 2022

Partnerships

Officers are working with various likeminded advocates to achieve our Climate aspirations, such as West London Climate Emergency Officers Group and London Environment Directors Network (LEDNet). Working with such groups introduces us to other councils and organisations taking the same journey; they are a forum for innovation and collaboration and to share challenges and opportunities.

LEDNet five strategic priorities, finance and investments, future places, future transport, health and environment, adaptation and flooding are directly linked to:

1. Retrofit London
2. Low carbon development
3. Low carbon transport
4. Renewable power for London
5. One world living
6. Building the green economy
7. Creating a resilient and green London

Working with these groups is key if we are to tackle the national challenge.

Although not new, embracing renewable energy such as solar is a must if we are to reach our target. The new range of enhanced solar roof tiles acts as both roof covering and an electricity generating solution. It can significantly cut a building's carbon footprint. A typical home could save between 1.3 and 1.6 tonnes of carbon per year and make a saving of up to £260 on the annual electricity bill (when using the energy generated) simply by installing solar panels*.

**Energy Saving Trust*

As we move forward and look to adopt numerous new and innovative technologies, we must ensure that the base infrastructure is in place to support these exciting new opportunities and help drive our carbon neutrality ambitions.

PERFORMANCE DATA

A recently commissioned inventory will update our baseline for Scope 1 and Scope 2 emissions, providing two new years of GHG emissions data.

- | | |
|---------|---|
| Scope 1 | Emissions for sources that the Council owns or controls directly. |
| Scope 2 | Emissions that the Council causes indirectly when the energy it purchases and uses is produced. |
| Scope 3 | Emissions that the Council causes indirectly itself; all emissions that are not within the boundaries of scope 1 and 2. |

RESIDENT BENEFIT

The Climate Change Action Plan sets out the action the Council has taken to date to significantly reduce its own carbon emissions and the outline actions needed to be fully carbon neutral across the Borough by 2030. Taking action to continue to further reduce carbon emissions and adapt to the impact of climate change will help residents, businesses and communities to avoid disruption to day to day lives, and ensure the Borough is a cleaner and healthier place to live.

FINANCIAL IMPLICATIONS

There are no direct financial implications arising from this report.

LEGAL IMPLICATIONS

There are no specific legal implications arising from this report. Further legal advice will be given as necessary to ensure that the Council continues to meet its obligations under the climate change legislation.

BACKGROUND PAPERS

Nil.

APPENDICES

Appendix 1 – Low Carbon Supplier Charter
[WLA Low Carbon Procurement Charter FINAL April 2022.docx](#)

Climate Commitment Charter: Partnering with our Suppliers to reduce our carbon impacts

Statement

The eight local authorities in West London – Brent, Ealing, Hammersmith & Fulham, Harrow, Hillingdon, Hounslow, Richmond upon Thames, and Wandsworth – and West London Waste (the West London Authorities) have set out our ambitions to become net zero authorities in all that we do.

We cannot deliver this alone and look to our stakeholders, especially our supply chain to help meet these targets and join us on this journey. Therefore, to support us in that aim, we need you as our suppliers and contractors to play your part in reducing both your carbon emissions in total and more specifically in the products and services you provide to us.

By committing to this Charter, we invite your organisation to join us in collectively tackling the climate emergency and to set out the actions you will take to reduce your organisation's carbon emissions.

Commitment by You, the supplier

By signing this Charter, You, the supplier, commit to supporting any of West London Authorities with whom you work on initiatives to tackle climate change. This is to reduce the greenhouse emissions related to the manufacture, delivery and operation of your products and services. It includes initiatives and technology, such as, the following that will depend on the nature of the goods and services procured: -

- Seeking alternative, lower carbon sources of power
- Improving energy efficiency of equipment
- Improving the air quality emissions from plant and vehicles
- Providing alternative transport methods
- Reducing the impact on the environment, improving it where possible, through enhanced biodiversity and the use of sustainably sourced materials
- Designing for circularity to reduce the use of virgin materials and encourage reuse and recycling to minimise waste.
- Delivering other co-benefits that arise from a transition to low carbon and sustainable lifestyles and working practices, including improved health and wellbeing outcomes
- Communicating the same sustainability intentions through *your* procurement process with *your* suppliers

All suppliers are expected to work towards the following actions and outcomes for mitigating and adapting to climate change:

- In providing, goods, works and services to ensure climate resilience, the lowest possible whole life carbon impacts, and deliver year-on-year improvements in carbon and energy intensity
- A strategy to measure, monitor and reduce your organisation's carbon footprint in line with climate science and working towards net zero

- Provide accurate data to help us disclose our greenhouse gas emissions in a clear and transparent way
- Devise and offer innovative solutions that support our journey to achieve net zero carbon
- Develop and implement a carbon reduction plan that is aligned to climate science.

As part of this we would like to gather information on your plans and implementation for carbon reduction:

1. *Do you, as our supplier, currently have a strategy to reduce your organisation's carbon footprint in line with climate science and working towards net zero? Response: Yes/No/In development.*
2. *If Yes, what is the date for achieving it? Response:*

Our commitment

We will work closely with our supply chain to deliver lasting sustainable benefits. In practice this means we will:

- Be accountable for our own impacts on society, the economy and the environment
- Be transparent in those decisions and activities that impact the environment, society and the economy
- Behave ethically and promote ethical behaviour throughout our supply chains
- Respect, consider and respond to the interests of stakeholders impacted by its procurement activities
- Buy only what is needed and seek more sustainable alternatives
- Ensure that sustainability is integrated into all existing procurement practices to maximise sustainable outcomes
- Work towards continually improving our sustainability practices and outcomes, and encouraging organisations in our supply chains to do the same

We very much hope you will want to work with us to be ambitious for our environment for generations to come. Please pledge your support for this important collaboration to prevent the worst effect of climate change.

I/We will use reasonable endeavours when tendering for contracts and throughout the contract term to become more efficient in our ways of delivering the contract to support the above aims and initiatives, working closely with the West London Authorities and reporting back the achievements.

Signed on behalf of the Supplier [senior Manager or Director]

Name:

Position:

Date:

[Signed once by Senior Representatives of each Borough Authority]

RESIDENTS' SERVICES SELECT COMMITTEE - CABINET FORWARD PLAN

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny, Democratic Services Officer
Papers with report	Appendix A – Latest Forward Plan
Ward	As shown on the Forward Plan

HEADLINES

To monitor the Cabinet's latest Forward Plan which sets out key decisions and other decisions to be taken by the Cabinet collectively and Cabinet Members individually over the coming year. The report sets out the actions available to the Committee.

RECOMMENDATION

That the Residents' Services Select Committee notes the Cabinet Forward Plan.

SUPPORTING INFORMATION

The Cabinet Forward Plan is published monthly, usually around the first or second week of each month. It is a rolling document giving the required public notice of future key decisions to be taken. Should a later edition of the Forward Plan be published after this agenda has been circulated, Democratic Services will update the Committee on any new items or changes at the meeting.

As part of its Terms of Reference, each Select Committee should consider the Forward Plan and, if it deems necessary, comment as appropriate to the decision-maker on the items listed which relate to services within its remit. For reference, the Forward Plan helpfully details which Select Committee's remit covers the relevant future decision item listed.

The Select Committee's monitoring role of the Forward Plan can be undertaken in a variety of ways, including both pre-decision and post-decision scrutiny of the items listed. The provision of advance information on future items listed (potentially also draft reports) to the Committee in advance will often depend upon a variety of factors including timing or feasibility, and ultimately any such request would rest with the relevant Cabinet Member to decide. However, the 2019 Protocol on Overview & Scrutiny and Cabinet Relations (part of the Hillingdon Constitution) does provide guidance to Cabinet Members to:

- Actively support the provision of relevant Council information and other requests from the Committee as part of their work programme;
- Where feasible, provide opportunities for committees to provide their input on forthcoming executive reports as set out in the Forward Plan to enable wider pre-decision scrutiny (in addition to those statutorily required to come before committees, *i.e. policy framework documents – see para. below*).

As mentioned above, there is both a constitutional and statutory requirement for Select Committees to provide comments on the Cabinet's draft budget and policy framework proposals after publication. These are automatically scheduled in advance to multi-year work programmes.

Therefore, in general, the Committee may consider the following actions on specific items listed on the Forward Plan:

	Committee action	When	How
1	To provide specific comments to be included in a future Cabinet or Cabinet Member report on matters within its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide its influence and views on a particular matter within the formal report to the Cabinet or Cabinet Member before the decision is made.</p> <p>This would usually be where the Committee has previously considered a draft report or the topic in detail, or where it considers it has sufficient information already to provide relevant comments to the decision-maker.</p>	<p>These would go within the standard section in every Cabinet or Cabinet Member report called "Select Committee comments".</p> <p>The Cabinet or Cabinet Member would then consider these as part of any decision they make.</p>
2	To request further information on future reports listed under its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to discover more about a matter within its remit that is listed on the Forward Plan.</p> <p>Whilst such advance information can be requested from officers, the Committee should note that information may or may not be available in advance due to various factors, including timescales or the status of the drafting of the report itself and the formulation of final recommendation(s). Ultimately, the provision of any information in advance would be a matter for the Cabinet Member to decide.</p>	<p>This would be considered at a subsequent Select Committee meeting. Alternatively, information could be circulated outside the meeting if reporting timescales require this.</p> <p>Upon the provision of any information, the Select Committee may then decide to provide specific comments (as per 1 above).</p>
3	To request the Cabinet Member considers providing a draft of the report, if feasible, for the Select Committee to consider prior to it being considered formally for decision.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide an early steer or help shape a future report to Cabinet, e.g., on a policy matter.</p> <p>Whilst not the default position, Select Committees do occasionally receive draft versions of Cabinet reports prior to their formal consideration. The provision of such draft reports in advance may depend upon different factors, e.g., the timings required for that decision. Ultimately any request to see a draft report early would need the approval of the relevant Cabinet Member.</p>	<p>Democratic Services would contact the relevant Cabinet Member and Officer upon any such request.</p> <p>If agreed, the draft report would be considered at a subsequent Select Committee meeting to provide views and feedback to officers before they finalise it for the Cabinet or Cabinet Member. An opportunity to provide specific comments (as per 1 above) is also possible.</p>
4	To identify a forthcoming report that may merit a post-decision review at a later Select Committee meeting	<p>As part of its post-decision scrutiny and broader reviewing role, this would be where the Select Committee may wish to monitor the implementation of a certain Cabinet or Cabinet Member decision listed/taken at a later stage, i.e., to review its effectiveness after a period of 6 months.</p> <p>The Committee should note that this is different to the use of the post-decision scrutiny 'call-in' power which seeks to ask the Cabinet or Cabinet Member to formally re-consider a decision up to 5 working days after the decision notice has been issued. This is undertaken via the new Scrutiny Call-in App members of the relevant Select Committee.</p>	<p>The Committee would add the matter to its multi-year work programme after a suitable time has elapsed upon the decision expected to be made by the Cabinet or Cabinet Member.</p> <p>Relevant service areas may be best to advise on the most appropriate time to review the matter once the decision is made.</p>

BACKGROUND PAPERS

- [Protocol on Overview & Scrutiny and Cabinet relations adopted by Council 12 September 2019](#)
- [Scrutiny Call-in App](#)

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Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
Cabinet meeting - Thursday 23 March 2023 (report deadline 6 March 2023)										
114a	Review of Hillingdon Public Spaces Protection Order	Following a review, Cabinet will consider whether to launch a public consultation on draft new Public Space Protection Orders (PSPOs) for a 3-year period. PSPOs are intended to deal with nuisance or problems that are detrimental to the quality of life of residents and local communities.	All Wards		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Stephanie Waterford / Jo Howells	Public / statutory consultation	NEW ITEM	Public
115	GLL 'Better' Leisure Contract Variation Proposal	Cabinet will consider the variation of the current contract with Greenwich Leisure Limited (GLL) or Better - the Council's Leisure Centre Provider - and the award of a 5-year extension to 2034/35 along with the management fee.	All Wards		Cllr Eddie Lavery - Residents' Services	Residents' Services	P / R - Nicky McDermott and Chris Mayo		NEW ITEM	Private (3)
060	Rough Sleeper Services Contract Award	Cabinet will consider the award a contract for support services for Rough Sleepers in the Borough.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P / R - Mark Billings / Debbie Weller / Sally Offin			Private (3)
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - March 2023										
119	Tenant & Leaseholder Engagement Strategy	The Cabinet Member will consider the approval of a Tenant and Leaseholder Engagement Strategy relating to Council tenants and leaseholders, following consultation.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Rod Smith	Select Committee and public consultation.	NEW ITEM	Public
084	Tree Strategy	The Cabinet Member will consider approval of a new Council Tree Strategy (Green Spaces). It will set out how the Council will manage the Borough's trees to ensure it meets its duty of care, legal and health and safety obligations. It will also demonstrate the Council's recognition of the value of its tree resource and how the management of trees will contribute to the Council's Strategic Climate Action Plan. The Strategy will include policy statements and key information for residents and other stakeholders, including contractors. It has been developed in consultation with the Council's Arboricultural team and other relevant services such as Highways, Planning and Insurance.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Laura Jakubiak / Stuart Hunt	Internal consultation. Select Committee		Public

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
076	Private Sector Housing Enforcement Policy	The Cabinet Member will consider an updated policy for approval, which will set out the enforcement approach to regulate and manage non-compliance predominantly within the private rented sector. The policy is to be specific to enforcement actions taken by the Private Sector Housing Team, but considered in conjunction with the Council's approved Enforcement Policy which provides an overarching approach to enforcement across the Council.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Debbie Weller / Mark Billings	Stakeholder and public consultation		Public
084	London Borough of Hillingdon Planning Enforcement Policy	This report seeks the approval of an updated Planning Enforcement Policy which will consolidate planning enforcement practices and serve as a transparent framework for residents on enforcement principles and standards. The Policy will set out the legislative and policy context, the principles of planning enforcement in Hillingdon, details on the carrying out of planning enforcement investigations, options for securing planning compliance and service standards which officers will follow when enforcing regulatory planning enforcement legislation.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Julia Johnson / Noel Kelly			Public
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 20 April 2023 (report deadline 30 March 2023)										
087	Playground inspection, maintenance and repair contract	Cabinet will consider a contract following a competitive tender process for the inspection, maintenance and repair of playgrounds within the Borough.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Jamie Bell			Private (3)
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet Member Decisions expected - April 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 25 May 2023 (report deadline 27 April)										

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
114b	Review of Hillingdon Public Spaces Protection Order	Following public and statutory consultation to be undertaken in April, Cabinet will consider the responses and whether to approve new Public Space Protection Orders (PSPOs) for a 3 year period. PSPOs are intended to deal with nuisance or problems that are detrimental to the quality of life of residents and local communities.	All Wards		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Stephanie Waterford / Jo Howells	Public / statutory consultation	NEW ITEM	Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - May 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 22 June 2023 (report deadline 5 June) *										
043	Local Flood Risk Management Strategy	Following approval of the Flood Action Plan in May 2021, Cabinet will consider consultation on an updated Local Flood Risk Management Strategy detailing the Council and partner's approach to tackling local flooding. The Strategy is a statutory requirement.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Ian Thynne	Select Committee and public consultation.		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Planning Obligations and Community Infrastructure Levy Annual Monitoring report	Cabinet will receive an annual update report to monitor spending on section 106 (developer contribution) monies along with the Community Infrastructure levy.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Nicola Wyatt			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - June 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		CS - Democratic Services	Various		Public

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND

Cabinet meeting - Thursday 27 July 2023 (report deadline 10 July) *

SI	Strategic Climate Action Plan	Hillingdon Council passed a Climate Change Declaration at its full Council meeting on 16 January 2020 which set out targets to become carbon neutral and achieve 100% clean energy across the Council's services by 2030. It will also set out the Council's approach to low carbon procurement. Cabinet in July 2021 approved the Council's Climate Action Plan to achieve this and also agreed to review progress annually. This is the first annual progress review of the Plan to Cabinet.	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Jo Allen	Residents' Services Select Committee		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	All	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - July 2023

SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All		CS - Democratic Services	Various		Public
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AUGUST 2023 - NO CABINET MEETING

SI	Interim or urgent executive decision-making by the Leader of the Council	As there is no Cabinet meeting in August, the Leader of the Council may take interim or urgent key decisions, and if so required, on behalf of the full Cabinet. These will be reported to Cabinet at a later date for ratification and public record.	Various		Cllr Ian Edwards - Leader of the Council	TBC	CS - Democratic Services	Various		Public / Private - TBD
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public

Cabinet meeting - Thursday 14 September 2023 (report deadline 25 August) *

SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public

Cabinet Member Decisions expected - September 2023

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 12 October 2023 (25 September) *										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
Cabinet Member Decisions expected - October 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 9 November 2023 (report deadline 23 October) *										
082 Page 47	Homeless Prevention for Young People Service	Cabinet will consider the procurement for the Homeless Prevention for Young People Service - including Hillingdon's homeless assessment function for young people (18 to 24 years).	All		Cllr Eddie Lavery - Residents' Services	Residents' Services	R / P - Sally Offin / Debbie Weller & Mark Billings		Def	Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - November 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 14 December 2023 (report deadline 27 November) *										
110a	The Council's Budget - Medium Term Financial Forecast 2024/25 - 2028/29 (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2023/24 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - February 2024	Cllr Martin Goddard - Finance	All	R - Andy Evans	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers	NEW ITEM	Public

Upcoming Decisions		Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
Ref										
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - December 2023										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
Cabinet meeting - Thursday 4 January 2024 (report deadline 11 December 2023) *										
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		All Cabinet Members	All	CS - Democratic Services			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS - Democratic Services	TBC		Public
Cabinet Member Decisions expected - January 2024										
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of non-key decisions each month on standard items - details of these are listed at the end of the Forward Plan.	Various		All	TBC	CS - Democratic Services	Various		Public
CABINET MEMBER DECISIONS: Standard Items (SI) that may be considered each month										
SI	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various		Cllr Ian Edwards - Leader of the Council	TBC	CS - Democratic Services	TBC		Public / Private
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC		Cllr Martin Goddard - Finance (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various	Corporate Finance		Public but some Private (1,2,3)

Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
SI = Standard Item each month Council Directorates: AS = Adult Services & Health P = Place CS = Central Services R = Resources CY = Children & Young People ES = Education & SEND										
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC		All	TBC	CS - Democratic Services			Public
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	various			Private (1,2,3)
SI	Acceptance of Tenders	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance / in conjunction with relevant Cabinet Member	TBC	various			Private (3)
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	TBC	various			Public / Private (1,2,3)
SI	Chrysalis Programme of Environmental Improvements	The Cabinet Member will be asked to consider the approval of projects.	Various		Cllr Eddie Lavery - Residents' Services	Residents' Services	P - Helena Webster			Public
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	TBC	various			Public
SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		All	TBC	various			Public

Published 22 February 2023 - The Cabinet's Forward Plan is an official document by the London Borough of Hillingdon, UK

* Cabinet meetings as marked are provisional dates pending approval by Full Council 23 February 2023

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RESIDENTS' SERVICES SELECT COMMITTEE - WORK PROGRAMME

Committee name	Residents' Services Select Committee
Officer reporting	Liz Penny, Democratic Services Officer
Papers with report	Appendix A – Work Programme
Ward	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' Services Select Committee considers the Work Programme report and agrees any amendments.

SUPPORTING INFORMATION

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

Meeting Date	Room
21 July 2022	CR6
08 September 2022	CR5
19 October 2022	CR5
24 November 2022	CR5
19 January 2023	CR5
15 February 2023	CR5
15 March 2023	CR6
12 April 2023	CR5

Site Visits

Members of the Residents' Services Select Committee have undertaken a number of site visits in recent months to include the CCTV room in the Civic Centre, Harlington Road Depot, Heathrow Imported Food Office, Hillingdon Fire Station and Breakspear Crematorium. These have proved to be extremely interesting and informative and pictures are shown in the Appendix.

Implications on related Council policies

The role of the Select 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

Select Committees directly engage residents in shaping policy and recommendations and 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 2022 - 2026

	2022/23								2023/24								
Residents' Services Select Committee	June 15	July 21	August No meeting	Cancelled - Sept 8	October 19	November 24	December No meeting	January 19	February 15	March 15	April 12	May No meeting	June	July	August No meeting	September	November
Minor Review: Empty Homes Council Tax Premium (tbc) Topic selection / scoping stage Witness / evidence / consultation stage Findings, conclusions and recommendations Final review report agreement Target Cabinet reporting				Selection / Scoping	Witness Session Findings	Final Report	Cabinet										
Major Review: Alleygating Topic selection / scoping stage Witness / evidence / consultation stage Findings, conclusions and recommendations Final review report agreement Target Cabinet reporting								Scoping	Witness Session	Witness Session	Witness Session		Findings	Final report			
Regular service & performance monitoring CIL Expenditure Monitoring - Annual Report & S106 Mid-year budget / budget planning report Strategic Climate Action Plan: Annual Update Cabinet's Budget Proposals For Next Financial Year Cabinet Forward Plan Monthly Monitoring	X	X		X	X	X		X	X	X	X						
One-off information items Scrutiny Introduction (Democratic Services) ASB Service Development To Let signs/flyposting/fly-tipping Local Flood Risk Management Strategy Community Cohesion / Prevent Update Statement of Gambling Policy (POLICY FRAMEWORK) Council Strategy 2022-2026 consultation Empty Properties (Council Tax Premium & EDMOs) Allocations Update Police Review Discussion & Guidance Update on housing transformation project Parking and modern enforcement (delivery drivers) The impact of HS2 (parking and traffic) High Street Regeneration post-Covid Tree Strategy Public Spaces Protection Orders Housing Living Standards - death of Awaab Ishak Library Strategy / Future of Harlington Library	X			X	X					X							X
Crime & Disorder - Statutory Scrutiny (themed) Safer Hillingdon Partnership Development Safer Hillingdon Partnership Performance Safer Hillingdon Partnership Performance & Theme 2 - TBC				X	X	X											
Past review delivery Engagement with Tenants and Leaseholders 2021/22									X								
Internal use only Date deadline confirmed to report authors Report deadline Agenda published	13 Jun 15 Jun	11 Jul 13 Jul		26 Aug	7 Oct	14 Nov		9 Jan	3 Feb	3 Mar 7 Mar	31 Mar						

Committee Site Visits (dates tbc)
CCTV Control Room - Civic Centre (25 July 2022)
Uxbridge or Botwell Leisure Centre
Harlington Road Depot (28 September 2022)
Rapid Response Team
Weed Killing Contractor - March / April 2023
Heathrow Airport (Imported Food Office) (4 October 2022)
Noise Team
Hillingdon Fire Station (7 December 2022)
Graffiti Removal
Breakspear Crematorium (25 January 2023)
Harefield and Yiewsley Civic Amenity Sites
Traffic wardens
Trinity Homeless / the Big Sleep Out - Nov / Dec 2023
Canal Visit (June - August 2023)
Abandoned Vehicles
The Battle of Britain Bunker

Topics for inclusion in 2023/2024 Work Programme
Weed Spraying
Monitoring of 'Master Plan for Uxbridge' (as referenced in Council Strategy 2022-26)
Update on Empty Property Strategy - tbc
Climate Change Annual Update
Update on review of Engagement with Tenants and Leaseholders
Quarterly Performance Monitoring (tbc)
Locata - Live Demonstration
Update on Housing Transformation Project

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Site Visits

Residents' Services Select Committee site visit to the CCTV control Room at the Civic Centre, Uxbridge



Left: Cllrs Sullivan and Smallwood

Below: Cllrs Farley and Punja



September 2022



Residents' Services Select Committee site visit to Harlington Road Depot, Uxbridge - Waste, Recycling and Highways Crews



Left to Right:
Cllrs Farley,
Gardner,
Smallwood and
Sullivan

**September
2022**



Residents' Services Select Committee site visit to the Imported Food Office, Heathrow Airport where inspections of imports safeguard UK consumers

October 2022

Left to Right:
Officers x3 and
Committee
Chairman Cllr
Bridges and
Cllrs Farley and
Sullivan



Residents' Services Select Committee site visit to Hillingdon Fire Station to discuss and view operations

Left (Cllr
Bridges), Top
Right (Cllr Punja),
Bottom Right
(Cllr Sullivan)

December 2022

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Residents' Services Select Committee site visit to Breakspear Crematorium to view operations behind the scenes



Top right (Cllr Farley and Cllr Bridges), Bottom left (Cllr Sullivan, Cllr Smallwood, and Cllr Farley),

January 2023

