



HILLINGDON  
LONDON



# Residents' and Environmental Services Policy Overview Committee

## Councillors on the Committee

Michael Markham (Chairman)  
Shirley Harper-O'Neill (Vice-Chairman)  
Janet Duncan, Labour Lead  
Judy Kelly  
June Nelson  
Susan O'Brien

**Date:** WEDNESDAY, 22  
SEPTEMBER 2010

**Time:** COMMITTEE TO CONVENE  
AT 5.30 P.M.

OFFICERS AND  
WITNESSES TO ATTEND  
AT 6.00 P.M.

**Venue:** COMMITTEE ROOM 5 -  
CIVIC CENTRE, HIGH  
STREET, UXBRIDGE UB8  
1UW

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

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information.**

**Published:** Tuesday, 14 September 2010

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This Agenda is available online at:  
<http://lbh-modgov:9071/ieListMeetings.aspx?CId=114&Year=2009>

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## **Residents' & Environmental Services Policy Overview Committee**

### **Terms of Reference**

To perform the policy overview role outlined below:

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

In relation to the following services:

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

Policy Overview Committees will not investigate individual complaints.

# Agenda

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the meeting held on 27 July 2010 1 - 4
- 5 Review 1: What problems are posed to Hillingdon, and beyond, by the legal high Khat and what can we do to tackle them? 5 - 18  
Verbal update by Officers, followed by Witness Session 1.
- 6 Review 2: A review of Hillingdon's Town Twinning relationships 19 - 28  
Consideration of scoping report.
- 7 Forward Plan 29 - 36
- 8 Work Programme 2010 37 - 40

**Minutes**

**RESIDENTS' AND ENVIRONMENTAL SERVICES  
POLICY OVERVIEW COMMITTEE**

27 July 2010



Meeting held at Committee Room 6 - Civic Centre,  
High Street, Uxbridge UB8 1UW

	<p><b>Committee Members Present:</b> Councillors Michael Markham (Chairman), Shirley Harper O'Neill (Vice-Chairman), Janet Duncan (Labour Lead), Judy Kelly, June Nelson and Susan O'Brien.</p> <p><b>LBH Officers Present:</b> Natasha Dogra, DS James Gleave, P,E&amp;CS Jales Tippel, P,E&amp;CS</p>	
1.	<p><b>APOLOGIES FOR ABSENCE</b> (<i>Agenda Item 1</i>)</p> <p>None.</p>	<b>Action by</b>
2.	<p><b>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING</b> (<i>Agenda Item 2</i>)</p> <p>None.</p>	<b>Action by</b>
3.	<p><b>TO CONFIRM THAT ALL ITEMS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT ANY ITEMS MARKED PART 2 WILL BE CONSIDERED IN PRIVATE</b> (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items on the agenda would be considered in Part 1.</p>	<b>Action by</b>
4.	<p><b>TO AGREE THE MINUTES OF THE MEETING HELD ON 8 JUNE 2010</b> (<i>Agenda Item 4</i>)</p> <p>The minutes of 8 June 2010 were agreed as an accurate account of the meeting.</p>	<b>Action by</b>
5.	<p><b>CONSULTATION ON POLICY FRAMEWORK DOCUMENT: LDF CORE STRATEGY</b> (<i>Agenda Item 5</i>)</p> <p>The Committee questioned Officers whether the consultation period for the Policy Framework Document – LDF Core Strategy could be extended, and some members of the public were not aware of the document. Officers informed Members that a further 6-week consultation would take place after the changes had been made from the first 6-week consultation period. Members asked that Officers be more pro-active in advertising the consultation through Hillingdon People magazine and local newspapers.</p>	<b>Action by</b>

	<p>Members agreed to submit the following comments to Officers:</p> <ul style="list-style-type: none"> <li>▪ RESPOC had concerns over the effectiveness of the communication of the consultation and asked Officers to take pro-active steps to ensure the wider community was consulted.</li> <li>▪ Members asked Officers to use the term 'Culture' on the contents page in the title "Sports, Leisure &amp; Culture."</li> <li>▪ The Committee highlighted their concerns over the user-friendliness of the consultation document, and asked Officers to keep the target audience in mind while writing the document.</li> </ul> <p>The Committee requested to be consulted on the consultation document during the second 6-week consultation.</p> <p><b>To Note:</b>  <b>The Committee noted the consultation document.</b></p>	
6.	<p><b>PERFORMANCE AND BUDGET REPORT</b> (<i>Agenda Item 6</i>)</p> <p>The Quarterly Performance Information Report provided a review of the actions taken to meet the Council Plan targets, the Local Area Agreement targets (both of which are outcome driven), performance indicators (local and national) that the groups used to manage and monitor their performance (and were available quarterly).</p> <p>The total spend for 2009/10 was £1,728k, representing 72% of the budget, £2,411k. The largest area of variance was the Libraries refurbishment programme and the fit out and joinery works for the new Botwell Library, with the enhancements that were made to the specification, this work was slipped into April and May 2010 and is now completed. All other capital projects in the P&amp;CS programme were 'on track' against quality, cost, time and business benefits</p> <p><b>To Note:</b>  <b>The Committee noted the Performance and Budget reports, and were in agreement that the departments were performing well.</b></p>	<b>Action by</b>
7.	<p><b>REVIEW DISCUSSION: CONSIDERATION OF SCOPING REPORTS</b> (<i>Agenda Item 7</i>)</p> <p>Officers introduced the scoping report for the Committee's first review on the legal high Khat.</p> <p>Members of the Committee were encouraged to see an extensive list of witnesses, and highlighted the need to ensure each witness was made to feel comfortable when attending Committee meetings. Members suggested involving residents who live around Khat houses, but suggested this needed to be approached cautiously.</p> <p>Media representation would be encouraged at meetings, where appropriate. The Committee were informed that Sky News had recently covered a story on Khat which was filmed near Heathrow Airport. The Committee discussed inviting Sky News, national newspapers and local newspapers to future meeting where Khat would be discussed.</p>	<b>Action by</b>

	<p>Members agreed the following format for the forthcoming Committee meetings:</p> <p>22 September 2010            importation and distribution  7 October 2010                social issues  16 November 2010            health issues  14 December 2010            crime and ASB  18 January 2010               national issues  15 February 2010             conclusions / recommendations  9 March 2010                  1st draft of report  12 April 2010                  agree final report  22 May 2010                    report to cabinet</p> <p><b>Agreed:</b>  <b>Members delegated the task of writing lines of questioning to the Chairman and Democratic Services Officer.</b>  <b>The Committee agreed that Hayes Town Partnership Chairman, David Brough, be invited to attend meetings where Khat would be discussed as a Standing Witness.</b></p>	
8.	<p><b>FORWARD PLAN</b> (<i>Agenda Item 8</i>)</p> <p>The Committee agreed the Forward Plan.</p>	<b>Action by</b>
9.	<p><b>WORK PROGRAMME 2010</b> (<i>Agenda Item 9</i>)</p> <p>The Committee agreed the Work Programme for 2010/11.</p>	<b>Action by</b>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Natasha Dogra on 01895 277 488. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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## **What problems are posed to Hillingdon, and beyond, by the legal high Khat and what can we do to tackle them?**

### **Witness Session 1: Importation and Distribution**

Contact Officer: Natasha Dogra

Telephone: 01895 277488

#### **REASON FOR ITEM**

To enable the Committee to gather the evidence for their in-depth review of the legal high Khat

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

1. Question witnesses on the importation and distribution of Khat, making use of the suggested questions and asking additional questions as required.
2. Identify issues for further investigation at later witness sessions.
3. Highlight potential issues for the Committee's recommendations in the final report.

#### **Background**

This is the first meeting that Residents' and Environmental Services POC has considered the topic of Khat. At its meeting of 8 June 2010 the Committee considered a scoping report for the review of Khat. Members agreed that the aim of the review would be:

*"A review into the problems caused by Khat leading to recommendations to help Hillingdon deal with the problems associated with the legal high."*

#### **Terms of Reference**

1. Members also agreed that the terms of reference for the review should be:
2. To learn about the production of Khat: where it is grown, who grows it and how much it costs to produce it;
3. To examine the importation of Khat: how the UK Border Agency deal with Khat dealers at Heathrow Airport;
4. To analyse the distribution patterns in the borough: where is it sold and the cost;
5. To examine the usage of Khat: the profile of the average user, social effects, health side effects;
6. To investigate the link, if any, between Khat use and anti-social behaviour;
7. To analyse whether the use of Khat is spreading in the UK and what can be done to discourage this in the future: would it be possible to grow Khat in the

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PART 1 – MEMBERS, PUBLIC & PRESS

UK and could this lead to expansion of use not only within communities renowned for consuming Khat now but more wide-spread usage;

8. To investigate how the London Borough of Hillingdon could work with external agencies to tackle the problem of Khat in the future;
9. To identify ways in which the London Borough of Hillingdon can raise awareness of the problem.
10. To report to Cabinet recommendations based upon comprehensive evidence.

**Witnesses**

<b>Date of RESPOC meeting</b>	<b>Witnesses Invited</b>
<b>22<sup>nd</sup> September 2010</b>	<u>Importation &amp; Distribution</u> Viv Pullha, UKBA Joanne Kingham, UKBA Shabeg Nagra, Health Control Officer, Heathrow
<b>7<sup>th</sup> October 2008</b>	<u>Social</u>
<b>16<sup>th</sup> November 2008</b>	<u>Health</u>
<b>14 December 2010</b>	<u>Crime &amp; Anti-Social Behavior</u>
<b>14 January 2011</b>	<u>National</u>

**Suggested Questions / Lines of Enquiry for Witness Session 1**

**General**

1. Who owns / controls production – individuals, private firms, government controlled organisations, criminal gangs, terrorist groups?
2. What is the value of the Khat market in the UK?
3. How many users are there in UK and in Hillingdon?
4. How much does Khat cost per user?
5. Is it / could it be classified as a food stuff i.e. vegetable and, thus, be subject to existing food safety / hygiene regulations?
6. Khat requires similar environments to cannabis to grow in the UK. Have customs / police found any growing in this country and, if so, where and how much?

**Importation**

7. How much comes in and from where?
8. What happens to the cargo after it leaves the aircraft?

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9. Where is it stored and by whom?
10. Is it checked and, if so, by whom, where and how?
11. How does it leave the airport and where does it go?
12. How do imported alternatives i.e. plants, pills, seeds, alcoholic drinks, tea etc get into UK and are there any checks on them?
13. Heathrow is said to be used as base for smuggling out of the UK – how is this done, what controls and checks are there and how much is smuggled out and to where?
14. Are there any relationships with customs / police in other countries i.e. USA?

**Distribution**

15. Does it go to a central distribution point?
16. Who sells it, to whom and how much is it sold for - 'trade' and 'retail'?
17. What type of outlet sells it?
18. What regulations are relevant and are they acted upon – if not, why not?

**SUGGESTED COMMITTEE ACTIVITY**

Members question the witnesses and use this information to formulate recommendations for their final report.

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**RESIDENTS' AND ENVIRONMENTAL SERVICES  
POLICY OVERVIEW COMMITTEE**

**2010/11**

**REVIEW SCOPING REPORT**

**What problems are posed to Hillingdon, and beyond, by the  
legal high Khat and what can we do to tackle them?**

**Aim of review**

A review into the problems caused by Khat leading to recommendations to help Hillingdon deal with the problems associated with the legal high.

**Terms of Reference**

1. To learn about the production of Khat: where it is grown, who grows it and how much it costs to produce it;
2. To examine the importation of Khat: how the UK Border Agency deal with Khat dealers at Heathrow Airport;
3. To analyse the distribution patterns in the borough: where is it sold and the cost;
4. To examine the usage of Khat: the profile of the average user, social effects, health side effects;
5. To investigate the link, if any, between Khat use and anti-social behaviour;
6. To analyse whether the use of Khat is spreading in the UK and what can be done to discourage this in the future: would it be possible to grow Khat in the UK and could this lead to expansion of use not only within communities renowned for consuming Khat now but more wide-spread usage;
7. To investigate how the London Borough of Hillingdon could work with external agencies to tackle the problem of Khat in the future;
8. To identify ways in which the London Borough of Hillingdon can raise awareness of the problem.
9. To report to Cabinet recommendations based upon comprehensive evidence.

## **Reasons for the review**

Members believe it would be timely to discuss Khat, with the recent closure of “Khat Houses” in areas in the South of the borough. Khat is becoming a major problem within some communities and Members were aware of some women’s associations located within the borough who were facing difficulties at home due to problems related to Khat usage.

Khat had been associated solely with the Somalian community; however the recent spread of use to various communities has made the issue of Khat very prominent. With the age range of users lowering in recent years the Committee believe this review must take place imminently. This will enable the London Borough of Hillingdon to thoroughly analyse the current situation and what can be done to tackle the problem while working together with external agencies and residents of Hillingdon.

The issues surrounding Khat have recently been highlighted in the media, with reports on the spreading of use to younger people and different ethnicities. The Committee will uncover the problems Khat poses to Hillingdon and how the problems can be dealt with before they spread further. For this reason, the Committee believe this review to well-timed and of great significance to the residents of the London Borough of Hillingdon.

There is a lack of knowledge about the services already available to Khat users, with Hillingdon PCT funding an outreach service for Khat users which has not been well publicised. The Committee believe these services should be brought to the attention of residents who are in need of support.

Khat is imported from eastern Africa and its use is associated almost exclusively with people of Somali or Ethiopian ethnicity. However, the use of it is spreading to wider communities and younger people.

### **Who is this review covering?**

1. People affected by the usage of Khat in Hillingdon, which is mainly in the Hayes area
2. Council services including Youth and Connexions Team, Community Safety Team and Environmental Protection
3. External partners e.g. Metropolitan Police, Voluntary Sector groups working with Somali people in Hayes, NHS Hillingdon Drug and Alcohol Action Team
4. Relevant decision makers
5. Scientific and medical experts

### **Key issues**

#### **Methodology**

The Policy and Overview Committee is to receive reports, presentations and hear from witnesses, including a site visit.

## Relevant Documents

2005 Advisory Council on the Misuse of Drugs “Khat: Assessment of Risk to the Individual and Communities in the UK”

## Potential Witnesses

Witnesses will either be invited to meetings or will be sent questions by the Committee:

**Meeting theme – Importation and Distribution** - where it's grown, how it's imported and distributed around the UK, legal definition, checking processes at Heathrow and other ports, VAT position, role of UKBA / HMRC

### Witnesses

Viv Pullha	UKBA
Joanne Kingham	UKBA
Shabeg Nagra	Imported Food, Heathrow Airport
Kathy Sparks	Planning, Environment, Community LBH

**Meeting theme - Social** - the effects of Khat on users, their families and the community at large, including young people, the role of statutory and voluntary groups

### Witnesses

Cllr Lynne Allen	
Cllr Richard Barnes	
David Brough	Hayes Town Partnership
Mahamoud Ahmed	EACH, Brent
Lee McLellan	Community Safety Officer LBH
Anab Abdala	Sahan Centre
Tom Murphy	Youth Service LBH
Imam	Hayes Mosque

### Written responses

Roda Agab	EACH, Brent
Lakhir Randhawa	EACH, Harrow
Hassan Isse	Khat group, Hounslow
Kola Makoyawo	Hillingdon Action Group for Addiction Management
Rashid Jama	Horn of Africa Youth Association
Ijaz Khan	Hayes Islamic Centre
Mustafa Aden	Tageero

**Meeting theme - Health** - the physical and mental health effects of Khat on users, the facilities and programmes available to help long term users, educational campaigns undertaken, the current role of the PCT and future responsibilities

### Witnesses

Dr Ellis Friedman	Director for Public Health, Hillingdon
Jill Patel	Hillingdon MIND
Jill Downey	PCT, Drug and Alcohol Strategic Manager
Annette Patterson	Senior Health Visitor, Hillingdon PCT

### Written responses

Saeed Abdi	Somali Mental Health Project
Ali Saka	Hillingdon Action Group
Carmel Clancy	Middlesex University

**Meeting theme - Crime/Anti-Social Behaviour** - effects of Khat usage on crime and anti-social behaviour and action undertaken by police

**Witnesses**

Inspector Mike Smith            Metropolitan Police Service  
Sergeant Andy Shuker        Townfield SNT

**Meeting theme - National** - current Government policies and views as to the impact of Khat nationally

**Witnesses**

James Brokenshire            Minister for Drugs / Senior Civil Servant  
Shilpa Patel                    Middlesex University / author of NACRO report  
Inspector Kieran Wood        Drugs Unit, Scotland Yard

**Written responses**

Axel Klien                        Drugscope  
Richard Kramer                Turning Point

**Stakeholders and consultation plan**

Partner agencies will be invited to make submissions to the Review. Representatives of stakeholders will be invited as witnesses. The review will be publicised in Hillingdon People, Hillingdon Council website and in Hillingdon newspapers. The media will be invited to meetings, and the review will be publicised in the Gazette newspaper. Interest in the review has the potential to be picked up by regional and national media, with Sky News recently running a story on Khat and the issues it poses to society.

**Outcome**

Recommendations to Cabinet and the Council’s partners.

**Proposed timeframe & milestones:**

<b>Meeting Date</b>	<b>Work Programme</b>
27 July 2010	Committee to agree review scoping report
22 September 2010	Witness Session 1: Importation and Distribution
7 October 2010	Witness Session 2: Social Issues
16 November 2010	Witness Session 3: Health Issues
November 2010	Site visit: to Somalian Women’s Association meeting.
14 December 2010	Witnesses Session 4: Crime and Anti-Social Behaviour
18 January 2010	Witness Session 5: National Issues
15 February 2010	Conclusions and recommendations
	Special session for Civil Servant / Minister for drugs, should they agree to attend.
9 March 2010	Committee to discuss final report
12 April 2010	Committee to agree final report
27 May 2010	Report presented to Cabinet

**Background Information**

**1. Introduction**



1.1 Khat is a herbal product consisting of the leaves and shoots of the shrub *Catha edulis*. It is cultivated in the Horn of Africa and the Arabian Peninsula and chewed to obtain a stimulant effect.

1.2 Khat is not currently controlled under the Misuse of Drugs Act 1971. Two of the chemical constituents isolated when the plant is chewed, cathinone and cathine, are classified as Class C drugs under the Act.

## **2. History**

2.1 In February 2005 the then Minister responsible for Drugs asked the Advisory Council on the Misuse of Drugs (ACMD) to advise the government as to the current situation in the UK and the risks associated with Khat use. The ACMD is established under the 1971 Misuse of Drugs Act to keep under review the drug situation in the United Kingdom and to advise government ministers on measures to be taken for preventing the misuse of drugs or for dealing with the social problems connected with their misuse.

2.2 The classification of drugs, in Schedule 2 of the 1971 Misuse of Drugs Act, is based on the harm they cause:-

Class A: (most harmful) includes cocaine and heroin.

Class B: (intermediate category) includes cannabis, amphetamines and barbiturates.

Class C: (least harmful) includes anabolic steroids and benzodiazepines.

2.3 When advising about harm the ACMD takes account of the physical harm they may cause, their pleasurable effects, any associated withdrawal reactions after chronic use, and the harm that misuse may bring to families and society at large.

## **3. Epidemiology**

3.1 Information about the use of Khat in the UK comes from reports into the communities from countries that traditionally use Khat. Reports are subject to sampling bias due to the way interviewees are recruited. The largest epidemiological survey of drug misuse in England and Wales, the British Crime Survey, does not include Khat as one of its reference drugs.

3.2 Most of the prevalence data comes from the Somali community. Figures range from 34% to 67% of the Somali community who identify themselves as current users of Khat. The figure of 34% is from the highest power study and likely to be the most accurate figure. The wide range is due to the sampling techniques employed, males tend to report more use than females, so if the group sampled is biased toward men, the prevalence increases.

3.3 There are no published reports in the other individual ethnic communities. When ethnic communities are grouped together people reporting current Khat use ranges between 37% and 60%.

3.4 Levels of Khat use in traditional Khat chewing countries are comparable if not slightly higher, than rates in the UK. In Somalia a large survey found 31%

of respondents admitting current use. In Ethiopia this was 50%, and in Yemen 82% of men and 43% of women admitted they currently used Khat.

3.5 There are no reports of Khat use in the UK outside of the communities that traditionally use Khat.

#### **4. Import, export, distribution and use of Khat in the UK**

4.1 Approximately 6 tons of Khat arrives in the UK per week, mostly by air from Kenya. The bulk of this is in transit for supply to the United States of America. The UK is a base for Khat distribution to many countries, including the US, where the plant is illegal.

4.2 There is an efficient distribution network to the Khat using communities across the UK. Most users buy Khat at the *mafresh*, a meeting place where Khat is bought and chewed. *Mafreshi* proprietors often sell soft drinks and cigarettes alongside Khat. The trade in Khat is a legitimate business and is quite distinct from the trade in illegal drugs.

4.3 *Mafreshi* are subject to health and safety requirements as they are public places where a product is sold and consumed, however many are unknown to the local authorities. They are of varying standards of cleanliness and safety. Alternatively Khat is bought at local shops, in markets or via 'mobile traders' (people selling Khat from the back of a car or van on the street).

4.4 Men are more likely to use at the *mafresh* and women are more likely to use at home, often alone. There is under-reporting of women's use of Khat probably as a result of the extra stigma they face.

4.5 Khat is used in bundles of approximately 250g of fresh stems and leaves; each bundle costs £3-5 (approximately £15/kg). In the United States of America, where Khat is illegal, the street price is approximately \$400/kg.

4.6 Most people who use Khat, chew it once or twice a week. The average chewing session lasts 6 hours and usually 1 or 2 bundles of Khat are consumed. A significant minority chew daily and use greater amounts per day.

#### **5. The pharmacology of Khat**

5.1 Cathinone and cathine are alkaloid stimulants present in Khat and are responsible for its subjective effects. Chewing is an efficient way of extracting these chemicals from the plant matter. Khat degrades with time so it must be consumed within 36 hours of harvesting.

5.2 Effects from chewing Khat can be felt within 30minutes, but maximal plasma concentrations occur after about 2 hours. The time taken for the drugs to be eliminated from the blood is approximately 8-20 hours for cathinone and 25 hours for cathine.

5.3 There is evidence that Khat, like other drugs of misuse, can cause the release of the neurochemical dopamine in the brain. Dopamine is thought to

be responsible for the re-enforcing properties of drugs of abuse. Khat may also act on central serotonergic and peripheral adrenergic neurotransmitter systems.

## **6. Risks to physical health**

6.1 There is evidence that chewing Khat is a risk factor for the development of oral cancers. In pre-clinical and clinical studies, chewing Khat leads to macroscopic and microscopic pre-cancerous changes in the buccal mucosa.

6.2 Khat has significant sympathomimetic properties. Chewing Khat leads to an increase in blood pressure and may precipitate myocardial infarction. It is difficult to tease out the specific risk factor of Khat for heart disease as most users also smoke tobacco during a Khat session.

6.3 There is some evidence that Khat affects the reproductive health of both sexes. In women it may be associated with delivery of low birth weight babies (as with smoking cigarettes), although the evidence for this is not strong. Cathine is excreted in breast milk although the impact of this is unknown.

6.4 In men there is some evidence that using Khat is associated with lower sperm motility and sperm count. Some studies report an increase in libido when using Khat and others have found decreased libido with chronic use of Khat.

6.5 Residual pesticide, dimethoate, has been found on Khat leaves produced in Yemen. There is no published data on Khat produced in other countries. Chronic dimethoate poisoning can lead to weakness, fatigue, slurred speech and lack of co-ordination.

6.6 Khat administered chronically to animals causes an increase in liver transaminases and signs of chronic hepatic inflammation. There are no studies investigating the effects of Khat on the hepatic system in humans.

## **7. Risk of addiction and to psychiatric health**

7.1 There is evidence that Khat may cause the release of dopamine in the brain. Release of this neurotransmitter is thought to be important in the development of dependency on drugs of abuse.

7.2 Dependency on a drug is defined as a syndrome of symptoms related to the desire to use a drug, the control over drug use, tolerance of drug effects, withdrawal symptoms, and harms from drug use and neglect of other activities of life.

7.3 There is evidence that some individuals use Khat in a dependent way. However, for the majority of users this does not appear to be the case. Animals can be made dependent on Khat and they will self-administer the drug in a dependent way.

7.4 There are case reports of people developing psychosis after use of Khat. Unfortunately, as yet, there are few controlled studies investigating the possibility of a causal link between Khat use and psychosis. Evidence points to social stress such as the effects of war on the Somali population mixed with misuse of Khat can increase the likelihood of the development of psychotic symptoms.

7.5 As yet there is insufficient evidence to make a definitive statement about the risks of developing psychosis after using Khat. However, in countries where Khat use is widespread there is no corresponding elevation in prevalence of psychotic disorders. This suggests that Khat is not a causal factor for the development of psychosis.

7.6 In common with other stimulants, users of Khat often report feeling low in mood after a Khat using session. However, there is no evidence that Khat use is a risk factor for developing depression.

## **8. Risk to society**

8.1 The partners of Khat users often complain that their partners' Khat use is responsible for lack of input into family life, for family arguments, and leads to excessive expenditure of the family budget. It is cited as a reason for family breakdown by spouses, and there is a fear that men using excessively (as heads of the family unit) lead to isolation for their spouses and children. It is impossible to say if Khat use is the cause of or the scapegoat for family disharmony.

8.2 Khat users appear to have very low levels of other drug or alcohol use. There is no evidence that Khat use is a gateway to the use of other stimulant drugs, although there is however, high associated tobacco use.

8.3 Khat does not lead to acquisitive crime in the way that is evident with crack or heroin use. This may be due to its low cost and its lower re-enforcing properties.

8.4 There is evidence that administering Khat to rats causes an increase in aggressive behaviour. There is only anecdotal evidence of the same response in humans.

8.5 There are several case reports of individuals using Khat and driving. Khat is likely to reduce attention span whilst driving; however co-ordination appears to be minimally affected.

8.6 The Khat industry is a legitimate business. There is no indication of organised criminals or terrorists being involved in the UK trade, perhaps because of its legality. However, since the USA made Khat illegal there is some evidence of organised criminals becoming involved in its shipment to the USA.

## **9. In Summary**

9.1 Existing evidence suggests that Khat use is widespread in the UK among immigrant communities from the Horn of Africa and the Arabian Peninsula. There is no evidence of its use by the wider community.

9.2 Khat is a much less potent stimulant than other commonly used drugs such as amphetamine or cocaine. However some individuals use it in a dependent manner.

9.3 Khat use is a risk factor for oral cancers and possibly for myocardial infarction. Residual pesticides on the leaves of Khat represent a health risk.

9.4 There is some evidence of an association with chronic Khat use and development of psychological symptoms. However, as yet there is no proven causal association.

Source: Advisory Council on the Misuse of Drugs (ACMD)  
**Khat (Qat): Assessment of Risk to the Individual and Communities in the UK**

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## REVIEWS IN 2010/11:

### Review 2: A review of Hillingdon's Town Twinning relationships

**Contact Officer:** Natasha Dogra

**Telephone:** 01895 277488

#### **REASON FOR ITEM**

To approve the scoping report for the Committee's 2010/11 review.

#### **OPTIONS AVAILABLE TO THE COMMITTEE**

1. To approve the scoping report on Town Twinning.
2. To request further amendments to the report to best reflect the Committee's intentions during the review.

#### **INFORMATION**

1. The Committee is responsible for undertaking the 'policy overview' role in relation to Residents and Environmental Services. This role is outlined at the start of the agenda.
2. Previous experience from both Hillingdon and other Councils indicates that the Committee can have the greatest impact by focusing on a particular topic at one or several meetings.

#### **SUGGESTED SCRUTINY ACTIVITY**

1. To agree the scoping report for the review
2. To agree the terms of reference for the review
3. To agree the list of witnesses to be invited
4. To agree the time-frame for completion of the review
5. To agree a potential aim for the review – what the Committee hope to achieve
6. To identify issues that the Committee may wish to investigate further as part of the review.

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**RESIDENTS' AND ENVIRONMENTAL SERVICES  
POLICY OVERVIEW COMMITTEE**

**2010/11**

**REVIEW SCOPING REPORT**

**A review of Hillingdon's Town Twinning relationships**

- 1. Are there any benefits to Hillingdon residents in maintaining the current town twinning relationships?**
  
- 2. Are there any benefits to residents in Hillingdon being twinned to a similar sized local authority overseas?**

**Aim of review**

A review into the current arrangements Hillingdon has in place with the existing three twin towns. To assess the value and benefit of the arrangements provided to Hillingdon residents and to consider the benefits that twinning with a similar size authority overseas may bring.

**Terms of Reference**

1. To understand the background to the current twinning arrangements.
2. To examine current practice, level and range of activities organised with the twin towns.
3. To investigate current town twinning practice in neighbouring Local Authorities.
4. To examine current use of resources and costs associated with town twinning activities to determine value for money.
5. To investigate potential benefits that could be gained by linking Hillingdon with a similar size borough overseas.
6. To report to Cabinet recommendations based upon outcomes of the review.

**Reasons for the review**

The review provides an opportunity to examine the benefits to Hillingdon residents of the current organisational arrangements the Council has in place with the three twin towns and what benefits there would be in establishing an alternative arrangement with a similar sized authority overseas

This review would include the current co-ordination of the programme, value for money of the range of activities organised, if these arrangements should continue and, if so, whether they should be in the current format or be revised.

The review will examine the scope of current twinning activities and any benefits to Hillingdon residents there may be to expand this to other sectors, potentially including more arts related activities, professional / training opportunities, business links and programmes to address common issues such as health, community safety, civic pride, music events, town centre management and economic development.

If twinning arrangements are considered beneficial to Hillingdon residents, the review will consider if the formation of a new forum with an agreed level of member involvement would offer the opportunity to improve and expand current delivery, potentially including additional arrangements with another similar sized authority overseas and if co-ordination by the Sport & Leisure team continues to offer the best option to ensure that a well balanced programme is organised.

Town twinning activities usually require either paying for foreign travel or if hosting events, organising hospitality and accommodation. This includes official visits and events involving local groups and schools etc. While expenditure for these is controlled via normal approval processes there are currently no set protocols in place to agree and define the appropriate levels of resources allocated to each event.

### **Who is this review covering?**

1. Local clubs, schools and other organisations (including Uxbridge and District Scouts) that have taken part in recent events and activities as part of the town twinning arrangements
2. Council Members that have been involved with town twinning activities.
3. Council services including the Sport & Leisure team, Arts Service, School Improvement Service and Youth and Connexions Team

### **Key issues**

1. **Are there any benefits to Hillingdon residents in maintaining the current town twinning relationships?**
2. **Are there any benefits to residents in Hillingdon being twinned to a similar sized local authority overseas?**

### **Methodology**

1. The Policy and Overview Committee is to ask for responses to the two questions above via an email questionnaire sent to:
  - Youth service
  - Arts Service
  - Francoise Allen - Primary Modern Foreign Languages Advisor

Whilst designed to obtain responses to the two key questions, the questionnaires may differ

2. To invite the following representatives that have been involved in town twinning projects to make written (email) responses;

- **Cllr. Josephine Barrett**
- **Cllr. George Cooper**
- **Cllr. Shirley Harper-O'Neill**
- **Howard Griffin** – Leisure Officer (Responsible for Co-Ordination of town twinning)
- **John Arnold** – District Commissioner Uxbridge Scouts
- **Chris Head** – Head of Modern Foreign Languages, Uxbridge High School
- **Tony Docherty** – Ruislip Rangers Football Club
- **Francoise Allen** – Modern Foreign Languages Advisor, School Improvement Service

### **Relevant Documents**

Town Twinning activity programme and costs for 2009/10 and 2010/11.

### **Outcome**

Recommendations to Cabinet.

### **Proposed timeframe & milestones:**

<b>Meeting Date</b>	<b>Work Programme</b>
22 September 2010	Committee to agree review scoping report
Via Email	Distribution of questions / invitations to comment
Via Email	Conclusions and recommendations
14 December 2010	Committee to agree final report

### **Background Information**

#### **1. Introduction to twinning**

The Preamble to the Treaty of Rome states that member states of the European Community are determined to lay the foundations of a close union amongst the peoples of Europe. To meet that objective of bringing citizens closer together, the European Commission introduced a programme to support twinning schemes as a valuable way of involving people and their elected representatives. The basis on which twinning proposals can be developed includes objectives for the development of co-operation between the communities involved as well as cultural exchanges, the promotion of tourism, artistic, musical, sporting, educational, economic and industrial projects.

The purpose of twinning is to develop relationships between linked municipalities, to share approaches and experiences in relation to local governance and the development of civic pride, to encourage communication

and exchange visits between citizens and organisations within the communities.

An Oath was taken and signed in 1958 by the political leaders of the towns/boroughs at the time summarises the ideals agreed between them. The agreement is based on the wish to foster and develop mutual understanding and respect between the people of the twinned authorities, and to encourage and assist youth and adult organisations, clubs, companies, groups and all persons and organisations to take part in this twinning agreement. The Oath (see below) was signed by the Mayor in each town.

- **To maintain** permanent links between the Councils of our towns;
- **To encourage** in every sphere, interchanges between groups and individuals;
- **To combine** our efforts to bring together our young people and build for them a future free and secure in a lasting atmosphere of peace;
- **To work together** by every means in our power in order to develop to the full the spirit of brotherhood between us.

## 2. Current Organisation of Twinning Links

Current arrangements are that all Civic matters relating to town twinning activity are sent and received through the Mayor's Office. Following this, information is then passed on to the officer responsible for twinning activity to co-ordinate arrangements for official invitations and requests from the twin towns. This responsibility currently rests with the Sport & Leisure service that co-ordinate all twinning activities including organising Mayoral visits.

Links with Mantes-La-Jolie and Schleswig include an annual Mayoral visit that includes up to 6 representatives from each town. The group from Hillingdon usually includes The Mayor and Mayoress plus other Members, an officer and a translator (if required). The responsibility for hosting this rotates annually between the towns.

In addition there is an annual youth event with 8 young people from each twin town visiting one of the towns for a week long programme, usually around a central theme (Sport, Health, Environment, Culture etc.) Additional activities are then organised during the year by any of the towns, usually as a result of the discussion at the annual meeting.

A local voluntary group named Hillingdon Town Twinning Association made up of local residents, groups/clubs and Council Members assisted officers in supporting events connected to Town Twinning. The Mayor of Hillingdon was the organisational president of the association. However, over recent years the level of membership dwindled and the association has ceased to function since 2008.

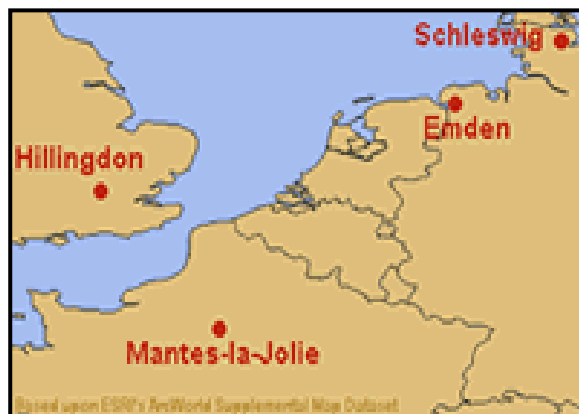
Since the demise of the association, organisation of all activity has been left to the Sport & Leisure team whether or not the event is related to that service.

### 3. About Hillingdon's Twin Towns

Hillingdon has three twin towns: -

Schleswig, Germany and Mantes-La-Jolie, France were originally twinned with Hayes and Harlington (1958) and following the formation of LB Hillingdon it was decided that the links should be retained with the borough as a whole.

Similarly, Emden in Germany was originally twinned with Uxbridge (1961). Again the agreement was extended following the formation of LB Hillingdon.



**About Emden** – The town is located in western Germany, close to the Dutch border and as such has a network of canals, dykes and windmills surrounding the walled city port. Most of the town's historic buildings were destroyed during the war and the town still has a number of above ground concrete WWII shelters. Due to the high water table these could not be built underground. Considered too expensive to demolish, the shelters have now been converted for other uses such as recording studios and youth centres.

2011/12 will mark the 50<sup>th</sup> anniversary but at present no formal arrangements have been made on how to mark this although some informal discussion has taken place with regard to potential links with schools/music and sport events that are already part of the calendar.

**Links with Emden** – These have been quite limited in recent years, however four representatives from Emden visited Hillingdon in 2008 to discuss opportunities for linking our residents and 12 language students from Uxbridge High School are due to visit Emden on a 4 day cultural visit in July. The Mayor travelled to Emden in 2009 and visited a local music festival, regatta and the town museum as well as a tour of a wind turbine plant that is based in town and a major local employer.

**About Mantes** – Mantes is located approximately 40km west of Paris on the River Seine. The history of the town dates back to pre-Norman times and William the Conqueror is reported to have come from this area. The Collegial church Notre Dame in the town was built in 1170 and is a replica of the one found in Paris.

**About Schleswig** - A former Viking settlement, Schleswig is located 30 miles south from the Danish border. The town lies next to the Schlei, a 40 km long inlet of the Baltic. A small English theme garden was planted in Schleswig in 2008 to mark the 50<sup>th</sup> anniversary of our link.

**Links with Mantes-La-Jolie and Schleswig** – These have been more successful with a three-way link between the towns. The host town rotates

each year, taking it in turn to host exchange projects. This includes an annual Mayoral visit and a youth exchange programme. Other events usually around sport, music and work experience requests are also organised with relevant local groups.

The planning conference tends to be organised around a local event and the meeting includes updates from the towns on activity that has happened in the last 12 months. It is usually attended by the visiting Mayor's, other elected members and key officers/officials involved in twinning activities.

#### **4. Summary of Twinning Activity**

Hillingdon has an annual exchange programme with Mantes-La-Jolie and Schleswig with each town taking it in turn to host the exchange visits. The programme includes eight young people (typically aged 15-18yrs) from each town and usually takes place for a week during the summer holidays.

The host town organises a programme for the week that includes team building activities, trips to places of interest, leisure activities and a joint project that the group can work on together. This may be around art, social inclusion of young people, raising awareness of high profile challenges such as the environment, democracy and so on.

A number of different sports clubs and associations have been involved in sport exchanges between the twin towns. In more recent years, these have included a table tennis tournament hosted by the Hillingdon Table Tennis club, a football tournament in Mantes and a Petanque event in Schleswig. A Martial Arts Club in Hayes has a long established association with a club in Emden.

Mantes and Emden in particular are keen to see school links revitalised and Uxbridge High School are the only secondary school to show an interest to date. This has resulted in a recent visit to Emden by a group of year 8 German language students and it is hoped that following this, full links with a school in Emden can be re-established.

A number of primary schools in Hillingdon have expressed an interest in linking with a French school and the Council's advisor for Modern Foreign Languages has organised links with schools in the Yvelines Department where Mantes is located. However, none are actually located in the town of Mantes-La-Jolie.

Hillingdon hosted two work experience placements in 2009 for students from Mantes-La-Jolie and Emden. The students both spent six weeks in local placements to assist them with their studies. A further 1 week placement for two students from Schleswig was organised in 2010.

To recognise the 50<sup>th</sup> anniversary of the twinning arrangement with Schleswig and Mantes-La-Jolie, an event was held in each town. A small English style garden was built in Schleswig based on a design agreed with the Hillingdon

Town Twinning Association that is now permanently maintained by Schleswig Council.

**5. Budget History 2005/6 – 2010/11**

Year	Full Year Budget	Actual Spend	Comments
2005/6	£25,310	£ 5,681	
2006/7	£15,060	£ 7,795	
2007/8	£25,290	£19,122	Higher spend due to hosting year with Mantes and & Schleswig
2008/9	£15,580	£15,284	Higher spend due to 50 <sup>th</sup> Anniversary events with Mantes & Schleswig
2009/10	£15,620	£10,690	
2010/11	£ 8,620*	£8,500 (est)	* Plus €9,666 European Commission grant.

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## **FORWARD PLAN: 2010 – 2011**

**Contact officer: Natasha Dogra  
Telephone: 01895 277488**

### **REASON FOR ITEM**

The Committee is required by its terms of reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by Cabinet or Cabinet Member).

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

- To comment on items going to the Cabinet or Cabinet Members for decision.
- Or to note the items and decide not to comment.

### **INFORMATION**

#### The Forward Plan

1. The Forward Plan for the following months has been published. Those items that are within this Committee's remit are shown on the attached version of the Forward Plan. The Committee may wish to consider these items and comment to the decision-maker.
2. Committee Members are requested to send in any questions they have on any items in the attached Forward Plan or in the published Cabinet agenda and reports, and to request any officers that they wish to be present to give advice.

### **SUGGESTED COMMITTEE ACTIVITY**

- To consider whether there are comments or suggestions that the Committee wishes to make that will aid Cabinet's decision-making.

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# The Cabinet Forward Plan

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&R = Finance & Resources; PE&CS = Planning, Environment & Community Services									
<b>AUGUST</b>									
	No Cabinet scheduled								
<b>CABINET MEMBER DECISIONS - AUGUST 2010</b>									
SI	Standard Items taken each month by the Cabinet Member	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO Democratic Services	Various	Various	
<b>CABINET - 23 SEPTEMBER 2010</b>									
475 31	Major Events Report	PROVISIONAL DESCRIPTION: Report from Planning, Environment and Community Services updating Members on major events planned over the coming months, including the Ice Rink and Christmas Market and seeking the necessary authorisations.	All		Cllr Henry Higgins	PE&CS Alan Dalton			NEW
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
SI	Monthly Council Budget - monitoring report	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&R Paul Whaymand			
SI	Quarterly Voluntary Sector Leases Report - Quarter 1	Regular quarterly report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PE&CS Gregory Morrison			

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
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ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&R = Finance & Resources; PE&CS = Planning, Environment & Community Services

SI	<b>Quarterly Council Plan, Performance, Local Area Agreement and Achievements monitoring - Quarter 1</b>	Regular monitoring report about how the council and partner organisations are performing and how the council is delivering its priorities as set out in the Council Plan.	All		Cllr Ray Puddifoot & Cllr Douglas Mills	DCEO Kevin Byrne / Sue Crehan / Ian Edwards			
SI	<b>Quarterly Performance Monitoring of the Sustainable Community Strategy - Quarter 1</b>	Regular quarterly monitoring report of the Sustainable Community Strategy about how the council and its partners are performing and delivering its priorities as set out in the Strategy.	All		Cllr Douglas Mills	DCEO Ian Edwards			
SI	<b>Quarterly Planning Obligations Monitoring report - Quarter 1</b>	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PE&CS Jales Tippell / Vanessa Scott		Previous Cabinet Reports	

## CABINET MEMBER DECISIONS - SEPTEMBER 2010

SI 032	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO Democratic Services	Various	Various	
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## CABINET - 14 OCTOBER 2010

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&R = Finance & Resources; PE&CS = Planning, Environment & Community Services									
474	<b>Electronic (Online) Petitions to the Council</b>	<p>To inform Cabinet of legislation that becomes law with effect from 15 December 2010 requiring the Council to have in place an electronic petition scheme with the aim of strengthening local democracy. Members will be aware that the Council has benefited from a well established petition procedure for many years. It continues to receive high praise from residents who participate in it.</p> <p>Democratic Services are already prepared for a move to e-petitions having previously invested in the technology capable of implementing this new requirement. Following consultation with the Leader and relevant Cabinet Members, this report to Cabinet will set out a new Petitions Protocol which will form part of the Constitution and be recommended to Council on 4 November 2010.</p>		14-Nov-10	Cllr Ray Puddifoot	DCEO Nikki Stubbs	Members, ICT and internal testing of the system using Council staff	Local Democracy, Economic Development and Construction Act 2009	
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&R Paul Whaymand			
<b>CABINET MEMBER DECISIONS - OCTOBER 2010</b>									
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO Democratic Services	Various	Various	

## CABINET - 18 NOVEMBER 2010

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&R = Finance & Resources; PE&CS = Planning, Environment & Community Services									
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&R Paul Whaymand 01895 556074			
<b>CABINET MEMBER DECISIONS - NOVEMBER 2010</b>									
SI	<b>Standard Items taken each month by the Cabinet Member</b>	Cabinet Members make a number of decisions each month on standard items - details of these standard items are listed at the end of the Forward Plan.	Various		All	DCEO Democratic Services	Various	Various	
<b>CABINET - 16 DECEMBER 2010</b>									
354 34 P	<b>The Council's Budget - Medium Term Financial Forecast 2011/12 - 2014/15</b>	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2011/12 for consultation, along with indicative projections for the following three years.	All		Cllr Jonathan Bianco	F&R Paul Whaymand	Internal only with Council departments - the proposals will then be subject to public consultation through the Policy Overview Committee in accordance with the Budget and Policy Framework rules and statutory consultation with business ratepayers	Local government finance settlement information on DCLG website	<b>NEW</b>

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
ASCH&H = Adult Social Care, Health & Housing; DCEO = Deputy Chief Executive's Office; E&CS = Education & Children's Services; F&R = Finance & Resources; PE&CS = Planning, Environment & Community Services									
355	<b>Financial Support to Voluntary Organisations</b>	The report to Cabinet will make recommendations on the level of financial support to voluntary organisations for the 2011/12 financial year.	All		Councillor Douglas Mills	DCEO Nigel Cramb 01895 250394			<b>NEW</b>
465	<b>Review of Statement of Licensing Policy</b>	The Licensing Act 2003 requires the Licensing Authority to review its Statement of Licensing Policy every three years. Cabinet will be asked to recommend to full Council a policy to take effect from February 2011 to February 2014.		13-Jan-10	<b>Cllr Sandra Jenkins</b>	PE&CS, Norman Stanley	Wide consultation, including the Licensing Committee, relevant partners and the public	Licensing Act 2003	
SI	<b>Reports from Policy Overview Committees</b>	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	DCEO Democratic Services			
SI	<b>Monthly Council Budget - monitoring report</b>	The Cabinet receives a monthly report setting out in detail the council's revenue and capital position.	All		Cllr Jonathan Bianco	F&R Paul Whaymand			
SI	<b>Quarterly Voluntary Sector Leases Report - Quarter 2</b>	Regular quarterly report on discounted leases to voluntary sector organisations that benefit residents and the wider community	All		Cllr Jonathan Bianco	PE&CS Gregory Morrison			
SI	<b>Quarterly Council Plan, Performance, Local Area Agreement and Achievements monitoring - Quarter 2</b>	Regular monitoring report about how the council and partner organisations are performing and how the council is delivering its priorities as set out in the Council Plan.	All		Cllr Ray Puddifoot & Cllr Douglas Mills	DCEO Kevin Byrne / Sue Crehan / Ian Edwards			
SI	<b>Quarterly Performance Monitoring of the Sustainable Community Strategy - Quarter 2</b>	Regular quarterly monitoring report of the Sustainable Community Strategy about how the council and its partners are performing and delivering its priorities as set out in the Strategy.	All		Cllr Douglas Mills	DCEO Ian Edwards			

<b>Ref</b>	<b>Report Title</b>	<b>Advance information</b>	<b>Ward(s)</b>	<b>Report to Full Council</b>	<b>Cabinet Member(s) Responsible</b>	<b>Officer Contact</b>	<b>Consultation</b>	<b>Background Documents</b>	<b>NEW ITEM</b>
<small>ASCH&amp;H = Adult Social Care, Health &amp; Housing; DCEO = Deputy Chief Executive's Office; E&amp;CS = Education &amp; Children's Services; F&amp;R = Finance &amp; Resources; PE&amp;CS = Planning, Environment &amp; Community Services</small>									
SI	<b>Quarterly Planning Obligations Monitoring report - Quarter 2</b>	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PE&CS Jales Tippell / Vanessa Scott		Previous Cabinet Reports	



# Agenda Item 8

## RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2010-11

**Contact Officer:** Natasha Dogra

**Telephone:** 01895 277488

### REASON FOR ITEM

**All Committee meetings will begin at 5.30 p.m.** That the Committee consider revisions to the scheduling of existing meetings based upon review topics during 2010/11 as set out below:

### WORK PROGRAMME

<b>8 June 2010</b>	Work Programme – review the annual work programme
	Review Discuss – to discuss potential review topics for 2010/11.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>27 July 2010</b>	Work Programme – review the annual work programme
	Review 1 – to consider various scoping reports and decide on one or two review topics for 2010/11.
	LDF - Core Strategy: Consultation on Policy Framework document.
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>22 September 2010</b>	Work Programme – review the annual work programme
	Review 1 – Witness Session: Importation and Distribution
	Review 2 – Consideration of Scoping Report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>7 October 2010</b>	Work Programme – review the annual work programme
	Review 1 – Witness Session: Social

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Residents' and Environmental Services Policy Overview Committee

PART 1 – MEMBERS, PUBLIC AND PRESS

	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>16 November 2010</b>	Work Programme – review the annual work programme
	Statement of Licensing Policy - consultation update by Licensing Service Manager
	Annual Safety at Sports Ground Report – Committee update.
	Review 1 – witness session: Health
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>14 December 2010</b>	Work Programme – review the annual work programme
	Review 1 – witness session: crime and anti-social behaviour
	Review 2 – Committee to agree final report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>18 January 2011</b>	Work Programme – review the annual work programme
	Review 1 – witness session: national
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>15 February 2011</b>	Work Programme – review the annual work programme
	Review 1 – witness session: women’s association?
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>9 March 2011</b>	Work Programme – review the annual work programme
	Review 1 – discussion of conclusions and recommendations
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>12 April 2011</b>	Work Programme – review the annual work programme

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Residents’ and Environmental Services Policy Overview Committee

PART 1 – MEMBERS, PUBLIC AND PRESS

	Review 1 – agree final report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

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Residents' and Environmental Services Policy Overview Committee

PART 1 – MEMBERS, PUBLIC AND PRESS

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