



HILLINGDON
LONDON



Residents' and Environmental Services Policy Overview Committee

Councillors on the Committee

Michael Markham (Chairman)
Susan O'Brien (Vice-Chairman)
Jazz Dhillon (Labour Lead)
Shirley Harper-O'Neill
Judy Kelly
June Nelson
David Payne
David Yarrow

Date: THURSDAY, 6 OCTOBER
2011

Time: 5.30 PM

Venue: COMMITTEE ROOM 4 -
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.**

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2011

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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

Chairman's Announcements

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the meeting held on 13 September 2011 1 - 6
- 5 Review 1 - Witness Session 2 7 - 18
 - i. Update from Democratic Services Officers*
 - ii. Consultation session with representatives from the Mobile Operators Association*
- 6 Forward Plan 19 - 26
- 7 Work Programme 2010 27 - 28

Minutes

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

13 September 2011



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

	<p>Committee Members Present: Councillors Michael Markham (Chairman) Susan O'Brien (Vice-Chairman) Jazz Dhillon Shirley Harper-O'Neill June Nelson David Payne David Yarrow Michael White</p> <p>Witnesses Present: Lesley Crowcroft, Eastcote Residents' Association Ian Brooks, Eastcote Residents Association</p> <p>LBH Officers Present: James Rodger, Head of Planning, Trading Standards and Environmental Protection Gareth Gwynne, Planning, Education, Environmental and Community Services Nadia Williams, Democratic Services</p>	
15.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies had been received from Councillor Judy Kelly with Councillor Michael White substituting.</p>	
16.	<p>DECLARATION OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>There were no declarations of interests notified.</p>	
17.	<p>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 (<i>Agenda Item 3</i>)</p> <p>It was confirmed that all items on the agenda were marked as Part 1 and would be considered in public.</p>	
18.	<p>TO AGREE THE MINUTES OF THE MEETING HELD ON 26 JULY 2011 (<i>Agenda Item 4</i>)</p> <p>The minutes of the meeting held on 26 July 2011 were agreed as an accurate record of the meeting.</p>	

19.	<p>REVIEW 1: WITNESS SESSION 1 - REVIEW OF MOBILE TECHNOLOGY AND TELECOMMUNICATIONS EQUIPMENT IN HILLINGDON BOROUGH: THE EFFECT ON RESIDENTS AND BEYOND (<i>Agenda Item 5</i>)</p> <p>The Chairman welcomed Ian Brooks and Lesley Crowcroft of the Eastcote Residents' Association to the first witness session of the review of telecommunication masts and ancillary equipment associated with the masts.</p> <p>He explained that as part of the review, the Committee would welcome and listen to concerns that residents may have about what might be done with perceived problems about the issue.</p> <p>Witnesses informed the Committee that as well as concerns about the telecommunication masts, there were major issues in respect of the installations of cabinets, which were 1.6m high and very wide. Particular concerns were raised about the fact that planning application to install the masts were only required in conservation areas; otherwise they could be installed outside a conservation area without any prior notification to residents.</p> <p>Further concerns raised related to the issue of the siting of the cabinets, which witnesses felt were sited without due consideration to the visual impact of the area and without due regard to guidelines. An example stated was the Policy of not placing cabinets near fences (to discourage people from climbing into residents' gardens).</p> <p>Witnesses were of the opinion that many masts had been sited in the past without being approved by a Planning Committee. Furthermore, a key issue raised was that cabinets were installed without due regard to safety issues, as the width of the footpaths were often inadequate for passers by due to the share size of the cabinets. In addition, witnesses did not think that the width of the pavements were included in submitted applications.</p> <p>Officers advised that 1.6m high cabinets were permitted only in conservation areas and that the planning department was refusing many applications sited outside the conservation areas.</p> <p>It was highlighted that in the past, the Council would not allow for masts to be placed on Council land. It was also mentioned that some masts had been allowed on appeal. Witnesses expressed grave concerns about the siting of cabinets and their effect on pedestrians and the environment and suggested that if the operators were duplicating in the same area, then they should be encouraged to amalgamate and share masts.</p> <p>Officers commented that the Council's Corporate Landlord would need to be engaged in respect of the use of Council land. Whilst the Planning Department dealt with operators, Corporate Landlord was not currently actively involved in planning matters.</p> <p>Witnesses suggested that it would be helpful if applicants gave reasons</p>	Action by
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or evidence in their planning application to support their case for the sites that they state and submit as the only suitable sites for the installation of their masts.

Witnesses accepted that masts were required but considered that the Council should look at where applicants could re-site and suggest alternative locations. It was suggested that operators might be prepared to re-position masts, particularly in unsightly locations.

The Chairman commented that operators sought to place the cabinets as close as possible to the highway for maintenance purposes.

Officers advised that operators would usually seek to install the cabinets on highway lands rather than verges.

A Member asked whether operators could be asked to redesign the cabinets, which appeared to be unsightly particularly when located (at 6ft high) next to residential properties.

The Chairman informed the Committee that he and officers had had a preliminary meeting with representatives of the Mobile Operators Association (Vodafone, Free and Mo) (MOA) to get an understanding of where the technology was going and what the future had in store for the design of phone masts. Members were advised that the MOA had agreed to take an active role in the review and would attend the witness session in October 2011.

Natasha
Dogra

The meeting was advised that notes of the preliminary meeting will be circulated to Committee members.

Nadia
Williams

As part of the preliminary discussion, Committee Members were informed that the question of providing different packages and cabinets was raised and the operators had indicated that they could provide a catalogue of designs. They had also suggested that no one had asked them to provide this in the past. This was seen as a key point for the industry to provide a catalogue of designs.

In response to a question raised about contractors checking the masts for safety once they had been installed, officers advised that there were the International Commission on Non-Ionizing Radiation Protection (ICNIRP) and the International Agency for Research on Cancer (IARC) safety certificates which were only required when planning applications were submitted.

A Member commented that even though the Office of Communications (Ofcom) audited compliance of ICNIRP, it was unlikely that Ofcom would check the masts.

During discussion, the Committee raised the following points:

- Requested officers to find out from the Highways Engineers, to confirm what the standard width of the pavement should be
- Established what type of materials were used for the cabinets and how durable they were

James
Rodger/
Gareth
Gwynne

- Noted that the cabinets were worth £50,000 each and were usually placed at the back of the pavements
- That as installations were undertaken by contractors who may not place equipment in the instructed locations, which meant that better restrictions would be required
- Licences were granted for masts and it may therefore never be possible to move the masts
- That experts should be invited to give evidence in respect of the level of emission from masts
- That applications could not be refused on health issues as planning inspectors would issue 'stop statements'
- That updates on health would be provided but the issue would not be covered as part of the review
- Noted that masts were not maintained or regularly checked.

The Chairman reiterated that a wide consultation would be carried out in order to gauge people's perception and views about telecommunications masts and the associated ancillary equipments. As part of the consultation process, the draft questionnaire circulated at the meeting would also be sent to other local authorities (to ask for their views on telecommunication masts in their areas) once agreed by the Committee.

The Committee was informed that the MOA had carried out their own survey on this issue and had agreed to provide the results of the outcome for information to the Committee. This would be circulated once it has been received.

Members acknowledged that laptops and ipads were getting smaller and smaller; whilst the cabinets were getting bigger and bigger and noted that this was related to the transmission of data.

The Chairman suggested that this review could trigger a scientific debate on the provision of alternative technology on how to transmit radio waves and emerging with innovative ideas about the design of cabinets. Members supported the idea of approaching the Industrial Design Department at Brunel University with this initiative.

Committee Members agreed that the Chairman could send out letters on their behalf subject to appropriate clearance.

The Chairman thanked officers for developing the draft questionnaire and agreed that the questionnaire be circulated to all local authorities including those in Wales, Scotland and Northern Ireland.

Once amendments had been made, the questionnaire would be distributed electronically, with the automated 'chase up' facility. The Committee noted that the responses received would assist in the development of a draft Planning Guidance for the siting of telecommunication masts and ancillary equipments, as there was no guidance at present.

The Committee queried the issue that when masts were replaced, the structures were not being removed and indicated that the requirement

Natasha
Dogra/
Nadia
Williams

	<p>to remove structures should be included in policy.</p> <p>Officers advised that structures under 15m were deemed to be approved and under Planning Regulations, they were required to be removed once they became obsolete.</p> <p>The query was then raised as to how residents would know whether or not a phone mast was obsolete.</p> <p>On behalf of the Committee, the Chairman thanked the witnesses for attending to give their helpful comments.</p> <p>Resolved</p> <ol style="list-style-type: none"> 1. The Committee agreed the revised survey to be circulated to local authorities once amended. 2. Requested officers from Highways to attend a witness session to advise on the control in place for placing of telecommunications masts and cabinets. 	
20.	<p>FORWARD PLAN (<i>Agenda Item 6</i>)</p> <p>Resolved</p> <p>The Committee agreed the Forward Plan.</p>	
21.	<p>WORK PROGRAMME 2011 (<i>Agenda Item 7</i>)</p> <p>Resolved</p> <p>The Committee agreed the Work Programme for 2011/12.</p>	
	<p>The meeting, which commenced at 5.30 pm, closed at 6.45 pm.</p>	

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

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HILLINGDON LONDON

Residents' and Environmental Services Policy Overview & Scrutiny Committee Review Scoping Report 2011/12

OBJECTIVE

Review of Mobile Technology and Telecommunications Equipment in Hillingdon Borough: the effect on residents and beyond

Aim of review

To look into the future growth of mobile telephone masts and ancillary equipment and the effects on the residents and environment of Hillingdon and beyond.

Terms of Reference

1. To explore the future of mobile phone technology, e.g. 4G/5G and the transmission facilities that will be required
2. To review the Council's existing planning policies on the installation of mobile phone masts generally, e.g. on roofs and specifically in relation to council owned premises;
3. To investigate the new generation of telecommunications and explore new designs of telecommunications masts;
4. To explore how local authorities liaise with mobile phone operators and their subsidiaries over mobile phone mast locations;
5. To investigate the appropriate use of phone masts in localities and their design within the local environment
6. To explore the views of residents, residents' associations and other key stakeholders who experience mobile phone masts in their vicinity or use mobile telephones, e.g. businesses.
7. To identify further opportunities for the sharing of mobile phone masts within the current regulatory framework
8. To examine best practice through information-sharing with other local authorities at home and overseas
9. To present the Committee's findings and any recommendations to Cabinet for consideration as Council policy.

Reasons for the review

Although the demand for mobile and wireless products and services is increasing as technology develops and consumer demand increases, Hillingdon residents are increasingly concerned as to the escalating number of planning applications being received for larger masts and ancillary equipment and the effect these are having on the environment and landscape.

The review would investigate the following:

- views of resident and key stakeholders
- the future demand for mobile technology
- the effect on transmission facilities required
- how such technology could be shared by mobile phone operators
- how operators might be encouraged, by public opinion, or required, by regulation, to use such technology in such a way as to alleviate residents' concerns, particularly over their siting.

The review would also cover current national and local planning policies, including the Hillingdon policy dating from April 2007 following a Policy Overview Committee review: "Cabinet agreed that the moratorium is lifted and replaced with a more flexible policy that allows telecommunications equipment to be installed on Council owned property, land and buildings subject to each site being considered on an individual basis. We propose Cabinet asks officers to devise a suitable process for dealing with applications that ensures elected Members consider each site."

The review would focus primarily on 'environmental' effects rather than any health issues.

Supporting the Cabinet & Council's policies and objectives

It is hoped that this review will propose a better balance of regulation / control of mobile phone masts within local environments with the overwhelming public demand for such services, which will only grow into the future.

INFORMATION AND ANALYSIS

Key Issues

- Concerns about the increasing number of planning applications for larger masts and ancillary equipment and the effect these were having on the environment
- Investigating future design of telecommunication masts

Remit

- Phone mast operators
- Manufacturers of phone masts
- Current national and local planning policies
- The Hillingdon Policy (2007) following the review by the Policy and Overview Committee

Connected Policies

Hillingdon Planning Policies

<http://www.hillingdon.gov.uk/index.jsp?articleid=12930>

Planning Policy Guidance 8: Telecommunications

<http://www.communities.gov.uk/publications/planningandbuilding/ppg8?view=Standard>

Annual Roll-Out Plan

http://www.hillingdon.gov.uk/media/excel/0/5/roll_out_plan_2010_to_2011.xls

Application form

http://www.hillingdon.gov.uk/media/pdf/n/8/020_Application_for_Prior_Notification_of_Proposed_Development_by_Telecommunications_code_system_oper.pdf

Key information required

Provide a list of the types of information the Committee requires in order to successfully meet its objectives and terms of reference.

EVIDENCE & ENQUIRY

Witnesses

The year long review by the Committee will take evidence from:

- Mobile Telecommunication Companies – Orange, O2, Vodafone, 3
- Mobile Operators Association
- Network Railways were replacing current systems and were installing masts – could ask for a representative to attend meeting
- The Airwave system currently used by emergency services for their own telephone network. We could ask them if they are going to be active in the future
- Apple
- BT
- Virgin Mobile
- BskyB
- Ofcom
- LBH ICT team
- Birmingham City Council
- East Lincolnshire Council
- Haringey Council
- Greater London Authority
- Home Office
- Hillingdon Chamber of Commerce
- Royal Borough of Windsor and Maidenhead telecommunications team
- European Union: Council for Communications
- LBH Local Development Framework team
- The Phone Mast Company
- Mobile Broadband Networks Limited
- Chairman of Hillingdon Planning Committees
- St Johns Church, Hillingdon
- Residents' Associations
- Support should be sought from Bill Ogden in Corporate Landlord as installation of mobile phones involves the use of Council land

Potential Lines of Enquiry

Technology

Shouldn't we be cautious of this new technology?
What happens if a household is near to several different transmitters at the same time?
What is a 'beam of greatest intensity'?
Isn't the difference that mobile phones use 'pulsed' radio waves?
Do mobile phone transmitters interfere with other electrical devices?
Do masts affect members of the public who wear pacemakers?
How much power is emitted by a phone mast?
What is the frequency of the radiation?
How do these figures compare with the radiation emitted by a domestic wireless router? And a mobile phone?
Where locally is there an example of a similar mast/flagpole already in operation that we could visit?
Can antenna be placed inside lampposts?
Do 3G phones use lower frequencies?

Science

What are radio waves?
Does 3G technology mean more masts? Or mast sharing?
What is the 'heating effect'?
How close do you have to be to experience the heating effect?
Shouldn't we use the precautionary approach in dealing with phone masts?
What research is there?
Doesn't all this research suggest that the authorities are worried - and that we are right to be as well?
What is the difference between good and bad quality science?

Mast Locations

Do we need new masts?
How do you choose new sites?
Do you need agreement from the property owner?
Do you need planning permission?
What are the main issues on deciding on an application for a phone mast?
Is visual amenity and character of the area taken into consideration?
What is the radius for network around a phone mast?

General

What are telecommunications developments?
Do all telecommunications developments require permission?

How can I find out about any proposals for mobile phone masts near to me?
 What are the main issues in deciding on an application for this type of development?
 How do I comment on applications for mobile phone masts?
 Can I object to a mobile phone mast because of concerns over health impact?
 Can I find out where existing telecommunications masts or antennae are near to my home or work?
 What forms of mast sharing can take place?
 How much does a mast cost to manufacture?
 What is the time delay between gaining planning permission and placing a mast?
 Does European Law affect placement of masts within the UK?
 What are the advantages in placing a phone mast?
 Can signal boosters be used in place of phone masts?
 How do phone masts connect to the phone network?
 To what extent does phone mast placement affect house prices?

Information & Intelligence

Research into reviews already undertaken in this area by other local authorities

Consultation and Communications

Views of residents, residents associations and other stakeholders by SNAP survey online and emails

PROPOSALS

To be announced

LOGISTICS

Proposed timeframe & milestones *

Meeting	Action
26 July 2011	Agree Scoping Report
13 September 2011	Witness Session 1
6 October 2011	Witness Session 2
15 November 2011	Witness Session 3
7 December 2011	Witness Session 4
17 January 2012	Witness Session 5
15 February 2012	Conclusions and Recommendations
7 March 2012	Draft Final Report
10 April 2012	Agree Final Report

** Specific meetings can be shortened or extended to suit the review topic and needs of the Committee.*

BACKGROUND

A mast is a freestanding structure which supports antennas at a height where they can transmit and receive radio waves. When you make a call, your mobile phone transmits a signal to the nearest base station; the signal is then transmitted through mobile and fixed line networks to connect to the person receiving the call.

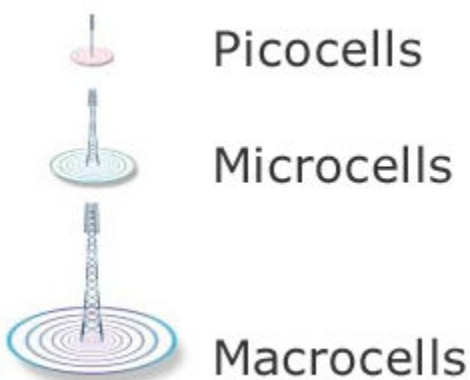
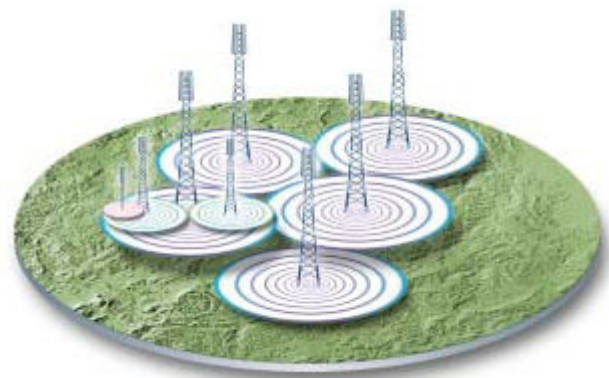
There are about 70 million mobile phones in use in the UK - more than one phone for every person. Many people have a work and a personal mobile, or a mobile and a laptop data card, and mobile phones are used in at least 85 per cent of all households.

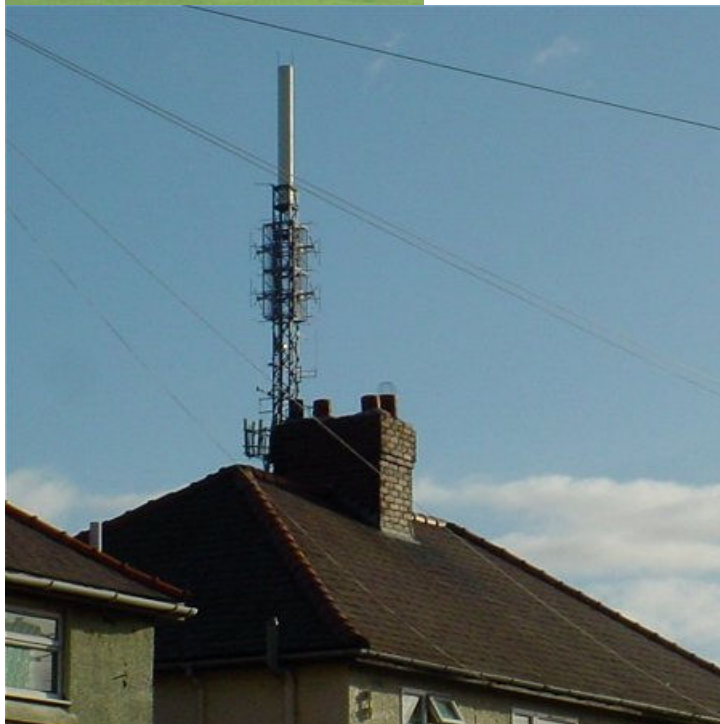
This large number of mobile phones cannot work without the network infrastructure needed to route connections. And installations must be placed close to where people use their phones.

Government policy is to help the growth of new and existing telecommunications systems while minimising the environmental impact.

How mobile phone networks operate

A mobile phone must have a wireless connection to a base station in order to make a call. A base station is no more than a wireless telephone exchange, designed to provide local connections, with wider links to other national and international networks.





Each base station provides coverage over a limited area, or cell, in the area around the site. That's why in some countries mobile phones are called cell phones. To offer comprehensive network coverage, the cells must overlap each other like a patchwork quilt, so that users can move from one cell to another without breaking connection. As each cell can only handle a limited

number of calls, the density of base stations has to be high in areas of heavy use.

The UK government received 22.6 billion pounds from selling the 3rd generation licences in 2000, and total mobile phone related tax revenue now exceeds 20 billion pounds per year. Neither Government nor industry wants to restrict the use of phones or the location of the base stations.

There are many factors that affect the signal levels at any location. These include the number of operators and systems; the tilt and angle of the antennas; the geography of the area and the distance the base-station needs to cover. Microwaves are reflected off flat surfaces. The level of microwaves in an area will depend on things like metal roofs, lamp posts and other structures, building materials and structural additions, cars and lorries, etc.

The only way to know for certain how a particular place, such as a house, flat, school or workplace, is affected by environmental microwave radiation is to measure the exposure.

There is a UK government website which has a reasonably accurate map of the masts currently integrated into the national network. Details are only put up when the mast is up and running. Ofcom, which maintains the site, depends on the phone operators to give them accurate information about the base station. They update the site every 3 months.

Some mobile phone operators are going to extraordinary lengths to conceal the masts that form their networks. They are being disguised as chimneys, clocks, windows, drainpipes, even as weathervanes, all in an effort to meet the demands of planning departments.

Controversy often surrounds applications to site phone networks. Mobile operators were recently barred from putting the masts close to schools in the UK; many parents had said they were worried about health and safety implications. But the number of masts around the country is set to increase, as networks upgrade to second and third generation mobile technologies.

Each British mobile network has about 8,000 cells, which means about as many masts, and the maximum size of a cell is 35km. In third generation (3G) mobile networks the cell can be a maximum of 8km wide, which means they need lots more masts.

Mobile abuse

Masts used to be about 30 metres high but as technology improves shrink. Some firms have used fake trees as masts which resembled Scots pines, put in the bird muck, the pollution, everything. The result is that phone masts become utterly invisible.

The support pole for the golden angel weathervane on Guildford Cathedral is actually a mobile mast and supports several antennas. In return for using the site, which sits on a hilltop and is a coveted location, the angel was regilded. The street sign for Northumberland Avenue in Westminster is also a plastic

sign hiding a few antennas. Dotted around Britain are fake chimney pots, fake flagpoles, fake drainpipes and fake signs all made of glass-reinforced plastic and concealing mobile antennas.

At the Town Hall clock in Hungerford in Berkshire antennas are mounted at the centre of each of the four faces of the clock next to the hands. The four faces have been renewed and the clock hands themselves have been replaced with glass-reinforced plastic versions that have been balanced to ensure the clock keeps the right time.



Planning Laws

Equipment on masts over 15 metres high, and other limited, special circumstances, need full planning permission. Small additional changes do not need permission. Several companies can share a mast or site. Lower height antennas, including those mounted on lamp-posts do not need full planning permission.

Press

- You Tube: <http://www.youtube.com/watch?v=bADQQEpirAA>

- Facebook Groups

- People against phone masts –
<http://www.facebook.com/group.php?gid=17369597151#!/group.php?gid=17369597151&v=wall>
- We hate phone masts disguised as trees –
<http://www.facebook.com/home.php#!/group.php?gid=2255669130>
- Mobile Phone Masts -
<http://www.facebook.com/group.php?gid=105989366087911>
- Phone Masts -
<http://www.facebook.com/home.php#!/group.php?gid=2255669130>

Officer Involvement

Head of Planning & Enforcement and Head of ICT to act as Lead Officers, guided closely by Democratic Services Officer.

Equality Implications

The Council has a public duty to eliminate discrimination, advance equality of opportunity and foster good relations across protected characteristics according to the Equality Act 2010. Our aim is to improve and enrich the quality of life of those living and working within this diverse borough. Where it is relevant, an impact assessment will be carried out as part of this review to ensure we consider all of our residents' needs.

Related Work

Ofcom Sitefinder website

<http://www.sitefinder.ofcom.org.uk/>

RESPOC working group review on the siting of major telecoms equipment in the borough

http://www.hillingdon.gov.uk/ctteedocs/other_decisions/telecoms_working/rep_telecoms_working_14mar07.pdf

<http://www.hillingdon.gov.uk/media/pdf/h/9/telecom equip.pdf>

Birmingham City Council review

<http://www.cfps.org.uk/scrutiny-exchange/library/environment-and-planning/?id=904>

Haringey Council Review

<http://www.cfps.org.uk/scrutiny-exchange/library/environment-and-planning/?id=1132>

North East Lincolnshire Review

<http://www.cfps.org.uk/scrutiny-exchange/library/environment-and-planning/?id=441>

Stoke-on-Trent Review

[http://www.moderngov.stoke.gov.uk/Published/C00000407/M00002916/A100016333/\\$coverreportMobilephonemastsreport.docA.ps.pdf](http://www.moderngov.stoke.gov.uk/Published/C00000407/M00002916/A100016333/$coverreportMobilephonemastsreport.docA.ps.pdf)

Useful video:

http://www1.orange.co.uk/about/phone_masts/index_flash.html

Agenda/Minutes Documents

All public documents will be available for Councillors/Public/Press to view online or by contacting Democratic Services.

Definitions

Antenna

The part of the radio system through which a radio signal is transmitted and received.

Transmitter

The electronic equipment needed to generate and send radio waves which are fed to the antenna.

Mast

The structure that supports the antenna in a position high enough for signals to reach over a wide area.

Base station

Mast, transmitter, receiver, antenna and any other supporting equipment.

GSM

Global System for Mobile communications, the second generation (2G) digital technology originally developed for Europe but which now has in excess of 71 per cent of the world market.

3G

A new standard for mobile phones that will allow the transmission of much larger amounts of data - a type of mobile 'broadband'.

Microwave

Microwave means 'very small wave' and refers to the fact that radio signals in this band have shorter wavelengths - and higher frequencies - than long, medium or short-wave radio.

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FORWARD PLAN: September 2011 – March 2012

**Contact officer: Natasha Dogra / Nadia Williams
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

Period of Plan: October 2011 to early 2012

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
Cabinet - 27 October 2011									
583	Town Twinning Arrangements	Following the Residents' & Environmental Services review on the matter, Cabinet requested a further report back from the Member/Officer Working Group with proposals for the future of Town Twinning.	All		Cllr Henry Higgins	PEECS - Lyn Summers / Glenda Greenfield	Member/Officer Working Group and consultation undertaken with twin towns and other stakeholders		NEW (back on)
678	Review of the Local List of Buildings of Architectural or Historic Importance	Following the successful adoption and publication of the 'Local List of Buildings of Architectural and Historic Importance', revisions and new entries were requested. These have been assessed and appropriate consultation has been undertaken as approved by Cabinet in June 2011. This report contains the results of the consultation exercise and seeks approval of the new entries to the Local List for adoption.	Various		Cllr Keith Burrows	PEECS - Nairita Chakraborty	Legal, Corporate Landlord and Corporate Finance	Adopted Local List, 2010 Adopted Gazetteer of War memorials, 2010 Planning Policy Statement 5 (PPS 5): Planning for the Historic Environment, 23/3/2010	NEW

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665	Personalisation of accommodation-based mental health services	<p>Accommodation based care and support services for people with mental health issues provided by Look Ahead are being remodelled. This will support people to live more independently and move to a more personalised model of delivery giving service users more direct choice and control over their care and support. The new service will be delivered with efficiency savings and will be focused improving the lives of each service user.</p> <p>Cabinet is requested to agree a short term single tender contract with the current providers to enable to move from a traditional "block contract" arrangement to new personalised services. The longer term strategy will be to move to 100% personalisation so that a further contract between the Council and service provider will not be required and decisions concerning the purchase of care and support are being made by the individual service user.</p>	All		Cllr Philip Corthorne / Cllr Scott Seaman-Digby	SCH&H - Paul Feven	Corporate Procurement		
625	Future ICT Applications - Desktop Review Tender	<p>Following a tendering exercise, Cabinet will be asked to make the necessary decisions in relation to awarding a software license contract and services agreement to support the future desktop computing model for the Council. Cabinet will receive details of how the project will proceed and also precipitate the savings identified for future years as part of the MTFF.</p>	N/A		Cllr Jonathan Bianco and Cllr Scott Seaman-Digby	PEECS - Steve Palmer			

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SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
608	Community Infrastructure Levy	Following approval to develop a scheme in April, Cabinet will be asked to adopt a Hillingdon's Community Infrastructure Levy and Charging Schedule.	All		Cllr Keith Burrows	PEECS - Jales Tippell			
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	Democratic Services			
Cabinet - 24 November 2011									
679	Armed Services Community Covenant	The Armed Forces Community Covenant is a voluntary statement of mutual support between a civilian community and its local Armed Forces Community. It is intended to complement the Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces. Cabinet will be asked to formally adopt the Community Covenant, the purpose of which will be to encourage support for the Armed Forces Community working and residing in Hillingdon and to recognise and remember the sacrifices made by members of this Armed Forces Community, particularly those who have given the most.	All		Cllr Ray Puddifoot / Cllr Douglas Mills	PEECS - Glenda Greenfield / Lyn Summers	Armed Services	Armed Forces Covenant	NEW

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564	West London Waste Plan: Proposed Sites and Policies	Following consultation by the six West London boroughs - Hillingdon, Brent, Ealing, Harrow, Hounslow and Richmond-upon-Thames, Cabinet will be asked to approve an up-to-date policy framework to assess planning applications for waste management facilities - also forming part of the Local Development Framework for each Borough.	All		Cllr Keith Burrows	PEECS - Jales Tippell			
584	Responsible Retailer Pilot	Cabinet requested a further report back following the implementation of the pilot scheme and to consider any roll-out across the Borough.	All		Cllr Douglas Mills	PEECS - Peggy Law / Sue Pollitt	Feedback from pilot		
Cabinet - 15 December 2011									
673	54 Howletts Lane, Ruislip, HA4	Cabinet will be asked to declare the property surplus to requirements and give authority to dispose of the property at auction.	West Ruislip		Cllr Jonathan Bianco	PEECS - Mohammed Lais	Legal Services, Finance and Education Services		NEW
Cabinet Member Decisions - December 2011									

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675	Safety at Sports Grounds	This is the annual report to inform the Cabinet Members of action taken by officers in respect of the Council's responsibilities under the Safety of Sports Grounds Act 1975 and the Fire Safety and Safety of Places of Sport Act 1987. The Cabinet Members will be asked to approve action taken by officers to ensure the safety of the public (as spectators) at sports grounds within the Borough during 2011 and to determine the level of safety inspections which should be implemented in 2012.	All		Cllr Jonathan Bianco & Cllr Henry Higgins	PEECS - Stephanie Waterford	Residents' & Environmental Services POC. Other members of the Safety Advisory Group (Metropolitan Police, London Fire and Emergency Planning Authority, London Ambulance Service).	Safety of Sports Grounds Act 1975, Fire Safety and Safety of Places of Sport Act 1987, Guide to Safety of Sports Grounds.	NEW
Cabinet - 26 January 2012									
617	Hillingdon Khat Review	An update from the Committee on progress so far on implementing its recommendations to tackle the legal high, Khat.	Various		Cllr Douglas Mills	Democratic Services			Deferred
Cabinet - 16 February 2012									

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SCH&H = Social Care, Health & Housing; CS = Central Services; PEECS = Planning, Environment, Education & Community Services									
647b	The Council's Budget - Medium Term Financial Forecast 2012/13 - 2015/16	This report will set out the Medium Term Financial Forecast (MTFF), which includes the proposed General Fund reserve budget and capital programme for 2012/13, along with indicative projections for the following three years.	All	23-Feb-12	Cllr Jonathan Bianco	CS- Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers		
Cabinet - 29 March 2012									
SI Page 26	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	PEECS - Jales Tippell / Vanessa Scott		Previous Cabinet Reports	
SI	Reports from Policy Overview Committees	Major Policy Review recommendations for consideration by the Cabinet as and when completed.	TBC		as appropriate	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	CS - Paul Whaymand			

Agenda Item 7

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE 2011/12

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 2011/12 as set out below:

WORK PROGRAMME

9 June 2011	Work Programme – review the annual work programme
	Review Discuss – to discuss potential review topics for 2011/12
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

26 July 2011	Work Programme – review the annual work programme
	Review Discussion – consideration of scoping report
	Budget Reports for consideration
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

13 September 2011	Work Programme – review the annual work programme
	Review 1 Discussion – first witness session
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

6 October 2011	Work Programme – review the annual work programme
	Review Discussion -second witness session
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

15 November 2011	Work Programme – review the annual work programme
	Statement of Licensing Policy - consultation update
	Annual Safety at Sports Ground Report – Committee update.
	Review Discussion – third witness session
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
7 December 2011	Work Programme – review the annual work programme
	Review Discussion – fourth witness session
	Khat Review Update Report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
17 January 2012	Work Programme – review the annual work programme
	Review Discussion – fifth witness session
	Budget Reports for consideration
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
15 February 2012	Work Programme – review the annual work programme
	Review Discussion – conclusions and recommendations
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
7 March 2012	Work Programme – review the annual work programme
	Review Discussion – draft final report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
10 April 2012	Work Programme – review the annual work programme
	Agree final report
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.