



# Havering

L O N D O N   B O R O U G H

## ENVIRONMENT OVERVIEW & SCRUTINY SUB-COMMITTEE AGENDA

<b>7.30 pm</b>	<b>Wednesday 29 November 2017</b>	<b>Town Hall, Main Road, Romford</b>
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Members 6: Quorum 3

### COUNCILLORS:

Keith Darvill  
Nic Dodin  
Garry Pain

Patricia Rumble  
Darren Wise (Chairman)  
Carol Smith (Vice-Chair)

**For information about the meeting please contact:**  
**Richard Cursons 01708 432430**  
**[richard.cursons@onesource.co.uk](mailto:richard.cursons@onesource.co.uk)**

## **Protocol for members of the public wishing to report on meetings of the London Borough of Havering**

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law.

Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place is not permitted to carry out an oral commentary or report. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise Democratic Services staff on 01708 433076 that they wish to report on the meeting and how they wish to do so. This is to enable employees to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Members of the public are asked to remain seated throughout the meeting as standing up and walking around could distract from the business in hand.

### **What is Overview & Scrutiny?**

Each local authority is required by law to establish an overview and scrutiny function to support and scrutinise the Council's executive arrangements. Each overview and scrutiny sub-committee has its own remit as set out in the terms of reference but they each meet to consider issues of local importance.

The sub-committees have a number of key roles:

1. Providing a critical friend challenge to policy and decision makers.
2. Driving improvement in public services.
3. Holding key local partners to account.
4. Enabling the voice and concerns to the public.

The sub-committees consider issues by receiving information from, and questioning, Cabinet Members, officers and external partners to develop an understanding of proposals, policy and practices. They can then develop recommendations that they believe will improve performance, or as a response to public consultations. These are considered by the Overview and Scrutiny Board and if approved, submitted for a response to Council, Cabinet and other relevant bodies.

Sub-Committees will often establish Topic Groups to examine specific areas in much greater detail. These groups consist of a number of Members and the review period can last for anything from a few weeks to a year or more to allow the Members to comprehensively examine an issue through interviewing expert witnesses, conducting research or undertaking site visits. Once the topic group has finished its work it will send a report to the Sub-Committee that created it and will often suggest recommendations for the Overview and Scrutiny Board to pass to the Council's Executive.

## **Terms of Reference**

The areas scrutinised by the Committee are:

- Environment
- Transport
- Environmental Strategy
- Community Safety
- Streetcare
- Parking
- Social Inclusion
- Councillor Call for Action

## **AGENDA ITEMS**

### **1 CHAIRMAN'S ANNOUNCEMENTS**

The Chairman will announce details of the arrangements in case of fire or other events that might require the meeting room or building's evacuation.

### **2 APOLOGIES FOR ABSENCE AND ANNOUNCEMENT OF SUBSTITUTE MEMBERS**

(if any) – received.

### **3 DISCLOSURE OF INTEREST**

Members are invited to disclose any interests in any of the items on the agenda at this point of the meeting.

*Members may still disclose any interests in an item at any time prior to the consideration of the matter.*

### **4 MINUTES** (Pages 1 - 4)

To approve as a correct record the minutes of the meeting of the Sub-Committee held on 29 August 2017 and authorise the Chairman to sign them.

### **5 QUARTER 2 PERFORMANCE INFORMATION** (Pages 5 - 20)

### **6 CIVIL PARKING ENFORCEMENT** (Pages 21 - 32)

### **7 HOUSES IN MULTIPLE OCCUPATION - ADDITIONAL LICENSING SCHEME** (Pages 33 - 50)

### **8 FLY TIPPING IN HAVERING - AN UPDATE OF THE JANUARY 2017 PRESENTATION** (Pages 51 - 62)

### **9 TREES AND FOLIAGE OVERHANGING THE HIGHWAY** (Pages 63 - 76)

### **10 URGENT BUSINESS**

To consider any other items in respect of which the Chairman is of the opinion, by reason of special circumstances which shall be specified in the minutes, that the item should be considered at the meeting as a matter of urgency.

**Andrew Beesley**  
**Head of Democratic Services**

**MINUTES OF A MEETING OF THE  
ENVIRONMENT OVERVIEW & SCRUTINY SUB-COMMITTEE  
Committee Room 3A - Town Hall  
29 August 2017 (7.30 - 9.40 pm)**

**Present:**

Councillors Keith Darvill, Nic Dodin, Darren Wise (Chairman), Carol Smith (Vice-Chair) and +Phil Martin

Apologies for absence were received from Councillor Garry Pain and Councillor Patricia Rumble

+Substitute members: Councillor Phil Martin (for Patricia Rumble).

**1 MINUTES**

The minutes of the meeting held on 9 May 2017 were agreed as a correct record and signed by the Chairman.

**2 PARKS AND OPEN SPACES**

The Council's Parks Development Manager gave the Sub-Committee a presentation on the Council's parks and open spaces.

The presentation showed that the Council managed 100 parks and open spaces including 4 country parks and also detailed the works carried out managing the parks including the management of maintenance, parks ranger service and parks management and a formal inspection system.

Officers were also tasked with capital project management and external funding applications which formed part of the Parks and Open Spaces strategy.

In total the Council maintained and managed 41 play areas including 26 recreation/fitness areas.

The Council also managed 27 allotments including liaising with allotment societies, management of Public Right of Ways including liaising with ramblers and liaison with 18 friends of parks groups.

Members noted that the team also dealt with the management of Green Flag applications and that the Council currently had 13 parks that held Green Flag status.

Officers advised that dealt with event and activities management, management of leases and licences and management of sports pitch hire.

Marketing of the parks and open spaces was carried out using social media, website, brochures and press releases.

Going forward officers announced that a further Green Flag application had been made for Langtons Gardens and the retention of existing sites.

Applications would continue for London in Bloom for contribution in Best Borough category.

Officers would continue to work with private companies that wanted to invest in the parks and help generate income.

Officers continued to research through the London Parks Benchmarking Group and Parks for London to collate ideas for additional income generation.

Improved publicity of the parks and open spaces would continue with new brochures, web pages and the use of the events management website “Filmap” which allowed filmmakers to book to use parks or open spaces when filming.

Improved parks condition and safety inspections would be carried out using the “Commontime” software that was currently used by Housing Services.

Members noted that parks maintenance was carried by an in-house team which made more financial sense than using outside contractors.

Arrangements were in place to carry out bio diversity surveys in the country parks to ascertain exact numbers of wildlife and insects.

In response to questions from Members, officers replied that plans were in place to increase the number of weekend litter bin collections particularly in larger well-used parks like Upminster and Raphael parks. Officers also advised that they would be trialling larger bins particularly in Upminster Park that compacted rubbish down until the bin was eventually full and then it would be emptied rather than operatives emptying half full bins as they sometimes did at present.

Legal and property Services were currently looking at land ownership in Dagnam Park following the recent query relating to boundaries that had arisen when proposals for the solar park were considered.

Officers advised that the recent vandalism in Central Park had been carried out overnight by people who had hidden within the park when it was locked up. There had been a strong level of public outcry amongst the community which had led to the perpetrators being caught and action taken against them and their parents.

In response to a question relating to the provision of public conveniences in parks, officers advised that it was not sustainable to provide toilets in parks that were unmanned or that did not have catering provision within them.

Members noted the contents of the presentation and thanked officers for their time.

### **3 FOOD AND FEED SERVICE AND PLAN 2017/18**

The Council's Food Safety Division Manager presented to the Sub-Committee regarding the Food and Feed Service and Plan 2017/18.

The presentation contained facts and figures from the Council's interventions when visiting premises that sold or provided food for consumption by the public.

Officers advised that the Food Standards Agency had audited the service in December 2015 and found that the Council needed to clarify its interventions due against its capacity and to clarify the intervention strategy for food standards. At the time 1200 premises were overdue for inspection.

Following the audit, changes had been made to procedures that placed a less onerous amount of data input work on professional staff allowing them more time for interventions.

Members were advised that in 2016/17 99% of the inspection programme had been achieved with only 18 premises carried over into the following year's programme. In total over 1800 inspections, both hygiene and food standards, had been carried out.

Members also noted the reactive work of the service which included complaints about food purchased in the borough, hygiene of premises, labelling of food, food poisonings and service requests for information.

Officers also updated Members on staffing levels for the service.

Members noted that the service had tendered in the private sector for 500 lower risk broadly compliant premises inspections using funds from vacant posts. This freed up officer time to concentrate on high risk and non-compliant premises and any revisits from the outsourced work. Non-compliant premises took up most of officer's time and prosecution was very time consuming.

Going forward there would be a review of high risk and non-compliant work procedure to see if improvements and efficiencies could be found.

The Food Hygiene Rating Scheme (FHRS) in England, Wales and Northern Ireland helped consumers choose where to eat out or shop for food by giving them information about the hygiene standards in restaurants,

takeaways and food shops. The rating was out of 6 with zero lowest and 5 highest. Premises only had to voluntarily display their rating for customers to see although it was planned to introduce mandatory display after Brexit.

Over 1800 premises in the borough had to be inspected over a three year period. In Havering 87% were rated 3 and above (broadly compliant) 13% were not. Members also noted examples of non-compliance and the fines/costs that had been paid.

Members noted the contents of the presentation and thanked officers for their time.

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**Chairman**



## ENVIRONMENT OVERVIEW AND SCRUTINY SUB-COMMITTEE, 29 NOVEMBER 2017

<b>Subject Heading:</b>	Quarter 2 performance information
<b>SLT Lead:</b>	Sarah Homer, Interim Chief Operating Officer
<b>Report Author and contact details:</b>	Thomas Goldrick, Senior Policy and Performance Officer, 01708 434770
<b>Policy context:</b>	The report sets out Quarter 2 performance relevant to the Environment Sub Committee
<b>Financial summary:</b>	The waste tonnage performance indicator has potential future financial implications in that, as costs continue to rise year on year, without controls to restrict waste volumes, campaigning on its own will not be enough to mitigate the potential £10m rise in costs by 2027. There are no other direct financial implications arising from this report.

### The subject matter of this report deals with the following Council Objectives

Communities making Havering	<input type="checkbox"/>
Places making Havering	<input checked="" type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

### SUMMARY

This report supplements the presentation attached as **Appendix 1**, which sets out the Council's performance within the remit of the Environment Overview and Scrutiny Sub-Committee for Quarter 2 (July 2017- September 2017).

**RECOMMENDATION**

That the Environment Overview and Scrutiny Sub-Committee notes the contents of the report and presentation and makes any recommendations as appropriate.

**REPORT DETAIL**

1. The report and attached presentation provide an overview of the Council's performance against the performance indicators selected for monitoring by the Environment Overview and Scrutiny Sub Committee. The presentation highlights areas of strong performance and potential areas for improvement.
2. The report and presentation identify where the Council is performing well (**Green**) and not so well (**Red**). The ratings for the 2017/18 reports are as follows:
  - **Red** = off the quarterly target
  - **Green** = on or better than the quarterly target
3. Where performance is off the quarterly target and the rating is '**Red**', '**Improvements required**' are included in the presentation. This highlights what action the Council will take to address poor performance.
4. Also included in the presentation are Direction of Travel (DoT) columns, which compare:
  - Short-term performance – with the previous quarter (Quarter 1 2017/18)
  - Long-term performance – with the same time the previous year (Quarter 2 2016/17)
5. A green arrow (↑) means performance is better and a red arrow (↓) means performance is worse. An amber arrow (→) means that performance has remained the same.
6. Two Performance Indicators have been included in the Quarter 2 2017/18 report and presentation. Both have been assigned a '**red**' / Off Track status.
7. This is a decrease in performance on the position at the end of Quarter 1, when one indicator was RAG rated '**red**' and the other indicator was rated '**green**'.
8. Please note that the reported quarterly outturn for the indicator 'The level of waste per head of population presented to the East London Waste Authority

(ELWA)' remains provisional at this stage. Verified figures will be available at year end (in the Quarter 4 report).

## **IMPLICATIONS AND RISKS**

### **Financial implications and risks:**

There are no current financial implications arising directly from this report, which is for information only, but future pressure could result if appropriate mitigation of risk is not undertaken.

Adverse performance against some performance indicators may have financial implications for the Council. Whilst it is expected that targets will be delivered within existing resources, officers regularly review the level and prioritisation of resources required to achieve the targets agreed by Cabinet at the start of the year.

Robust ongoing monitoring is undertaken as part of the established financial and service management processes. Should it not be possible to deliver targets within approved budgets this will be raised through the appropriate channels as required.

### **Legal implications and risks:**

Whilst reporting of performance is not a statutory requirement, it is considered best practice to regularly review the Council's progress against the Corporate Plan.

### **Human Resources implications and risks:**

There are no HR implications or risks arising directly from this report.

### **Equalities implications and risks:**

There are no equalities or social inclusion implications or risks identified at present.

## **BACKGROUND PAPERS**

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# Havering

LONDON BOROUGH



## **Quarter 2 – Performance Report 2017/18**

### **Environment Overview & Scrutiny Sub-Committee**

**29<sup>th</sup> November 2017**

## About the Environment O&S Committee Performance Report

- Overview of the two key performance indicators as selected by Environment Overview and Scrutiny sub-committee
- The report identifies where the Council is performing well (**Green**) and not so well (**Red**).
- Where the indicator has been given a '**Red**' status, '**Improvements Required**' is included. This highlights what action the Council will take to address poor performance.

## OVERVIEW OF ENVIRONMENT INDICATORS

- 2 Performance Indicators have been requested to be monitored at the Environment Overview & Scrutiny sub-committee for 2017/18.
  - The level of waste per head of population presented to the East London Waste Authority (ELWA)
  - Average number of days taken to investigate and remove fly-tips
- The outturn for 'The level of waste per head of population presented to East London Waste Authority (ELWA)' is available annually and will be reported at Q4 (end of the financial year). Narrative and provisional outturns however will be provided on a quarterly basis
- 'The level of waste per head of population presented to the East London Waste Authority (ELWA)' PI is also monitored through Corporate Performance Reporting



## About the PI: Avg. number of days taken to remove fly-tips

- Number of reported fly-tipping incidents are reported each quarter to DEFRA by type and size
- DEFRA estimates that it costs Havering at least £224,000 p.a. to clear reported fly-tips. Including un-reported fly-tips, this cost increases to approximately £1m per year
- Enforcement actions taken are also reported to DEFRA
- DEFRA makes information available to the public. It can also be compared to regional averages and other local authorities
- However – Local Authorities monitor and manage fly-tips in different ways and figures differ significantly. Benchmarking is therefore not that useful.

## About the PI: The level of waste per head of population presented to the East London Waste Authority (ELWA)

- Waste tonnages remain a high financial risk for the council - reducing the amount of waste collected and sent to landfill and recycling is a high priority
- Havering's population is projected to increase by 5% in the next 5 years. It is predicted that the cost to dispose of waste will increase by £0.5 – 1 million a year.
- Waste minimisation is a form of demand management and involves influencing and shifting social behaviours to prevent and reduce the production of waste
- Not only does waste minimisation provide financial savings, an array of environmental impacts can also be improved, such as streets staying cleaner for longer
- The ELWA 2017/18 levy has been set at £14.925m for Havering. This is based on tonnages collected in 2015/16. It is also worth noting that Havering's levy amount is influenced by the other ELWA member Boroughs too and how much they increase or decrease their waste by, so our tonnages only go some way to influencing our levy payments.

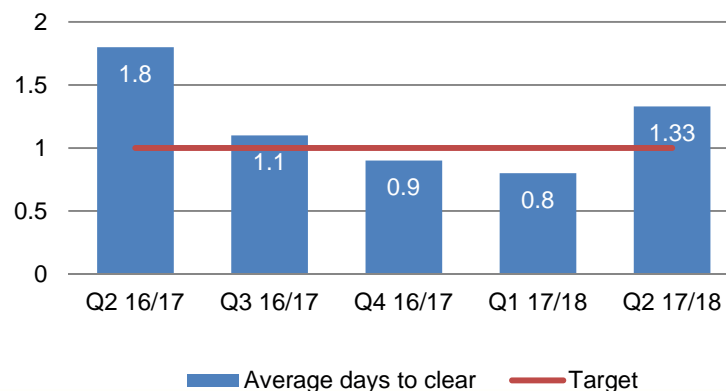
## Quarter 2 Performance

Indicator	Value	17/18 Annual Target	17/18 Q2 Target	17/18 Q2 Performance	Short Term DOT 17/18 Q1	Long Term DOT 16/17 Q2
Avg. number of days taken to remove fly-tips	Smaller is Better	1 day	1 day	1.33 days RED	↓ 0.8 days	↑ 1.8 days
The level of waste per head of population presented to the East London Waste Authority (ELWA)	Smaller is Better	441.01 kg per head	220.5 kg per head	235.65 kg per head (provisional) RED	↓ 118.4 kg	NEW

## Improvement Required – Average number of days taken to remove fly-tips

- Q2 performance is above the 1 day target and worse than during the last three quarters. Performance has however improved compared to the same period last year.
- This indicator measures the time from when a fly tip is reported to the **Council** until it is removed and in some instances includes the time taken for Enforcement Officers to investigate the waste for evidence. Once the report of the fly tip has been passed to the **Street Cleansing team** the vast majority are cleared within the 1 day target. Officers are considering ways to streamline the process to improve performance. This could include sending all reports of fly tips direct to the Cleansing team and them informing Enforcement if evidence is present, or exploring ways that the new “in cab” recording system can be used to provide the data for this indicator. If this is possible it will measure the response times of the street cleansing team rather than the whole process, so performance could not be compared with previous years.

Quarterly Average days to clear fly-tips



## In-Cab Technology

- The “in cab” fly tipping recording system is now in operation locally
- Staff are able to log fly-tips accurately, update progress and close fly-tip enquiries via a GPS enabled, touchscreen computer installed in the cabs of vehicles
- Back office staff are able to view live, real-time information which will allow monitoring of crews’ progress and better management of resources
- Fly-tip ‘hot-spots’ will be mapped and monitored ensuring a more efficient and targeted approach to tackle fly-tippers; reducing the cost and demand on the council in the long-term
- Once this system has been integrated with CRM and fully tested, administrative processes and performance should improve. The system will free up back-office resource as the system eliminates the need for unnecessary paperwork
- This method of recording data will provide a more accurate reflection of the performance of the street cleansing teams but is likely to increase the number of fly-tips reported as currently unreported fly-tips will now be recorded

## **Improvement Required - The level of waste per head of population presented to the East London Waste Authority (ELWA)**

- This PI measures total waste delivered to the ELWA, including collected household waste, waste from the reuse and recycling centre and municipal waste from Highways and Parks management activities. Over 40% of household waste in Havering is food waste.
- If tonnages continue at current levels throughout the year, this PI would outturn slightly above target. However tonnages for quarter 2 have decreased very slightly compared to quarter 1 and are projected to continue to decrease through the winter months as the amount of garden waste reduces.

## Improvement Required - The level of waste per head of population presented to the East London Waste Authority (*continued*)

- Various activities are taking place to encourage continued waste prevention and reuse, including:
  - **Love Food Hate Waste:** Sainsbury's funded food waste reduction activities, such as The Zero Waste Kitchen Challenge, the Fab Food School programme and Family Cookery workshops have taken place across the borough.
  - **Food Waste Challenge:** Havering residents are challenged to reduce food waste to earn green points as part of the London Green Points Scheme
  - **Composting Workshop:** Free online Compost Doctor Service and workshops to promote and answer questions relating to home composting.
  - **Highways and Ground Maintenance Waste Review:** We are reviewing operations in highways and grounds maintenance to reduce waste
  - **Commercial Waste:** Working with the ELWA, we are considering strengthening policies targeting potential commercial waste entering the domestic waste stream at the household reuse and recycling centres

# Any questions?





**ENVIRONMENT  
OVERVIEW AND SCRUTINY SUB-COMMITTEE  
29 November 2017**

<b>Subject Heading:</b>	<b>CIVIL PARKING ENFORCEMENT</b>
<b>SLT Lead:</b>	<b>Steve Moore, Director of Neighbourhoods</b>
<b>Report Author and contact details:</b>	<b>Dipti Patel, Assistant Director of Environment dipti.patel@haverling.gov.uk</b>
<b>Policy context:</b>	<b>The information presented will allow more effective scrutiny of performance issues</b>
<b>Financial summary:</b>	<b>No impact of presenting of information itself which is for information/scrutiny only.</b>

**The subject matter of this report deals with the following Council Objectives**

Communities making Havering	<input checked="" type="checkbox"/>
Places making Havering	<input type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

**SUMMARY**

Information will be presented that will detail current operational service issues within the remit of the Sub-Committee.

**RECOMMENDATIONS**

1. The Sub-Committee to review the information presented and make any appropriate recommendations.

**REPORT DETAIL**

Officers will present and summarise information covering the areas within the remit of the Sub-Committee.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:** None of this covering report.

**Legal implications and risks:** None of this covering report.

**Human Resources implications and risks:** None of this covering report.

**Equalities implications and risks:** None of this covering report.

**BACKGROUND PAPERS**

None.



# Havering

LONDON BOROUGH



# Civil Parking Enforcement

- **Strict Legislation & Governance**
  - Traffic Management Act (TMA) 2004
  - London Local Authorities & Transport for London Act 2003 (LLATLA)
  - Local London Local Authorities Act & Transport for London Act 1996

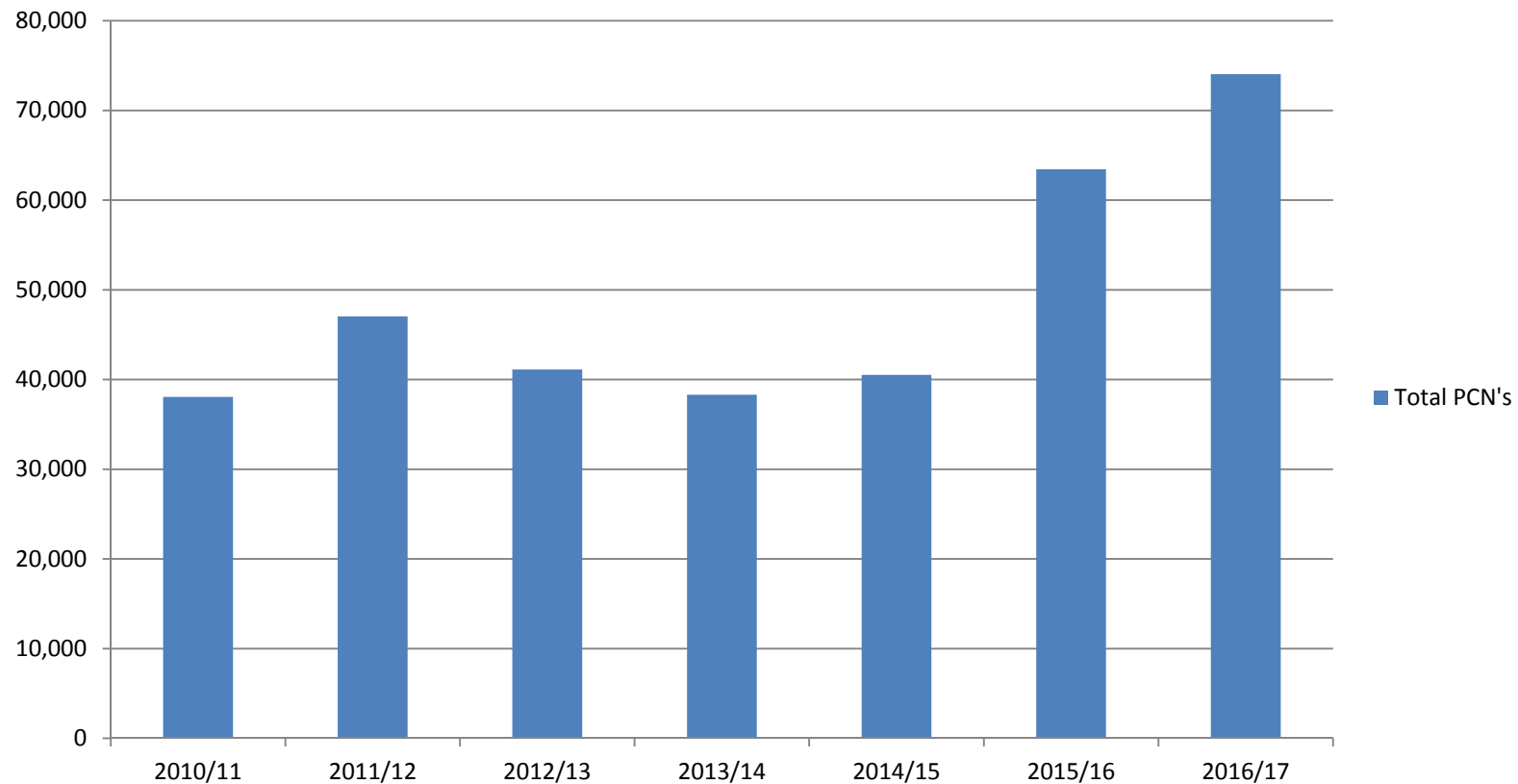


# Enforcement Headlines

- Havering is the 6<sup>th</sup> lowest issuing authority within London in 2016/17
- 71k Penalty Charge Notices (PCN's) issued in 2016/17
- 42% increase on previous year issuance
- Havering is one of the largest geographical boroughs in London
- Havering has a high level of vehicle ownership (average of 2 vehicles per household)

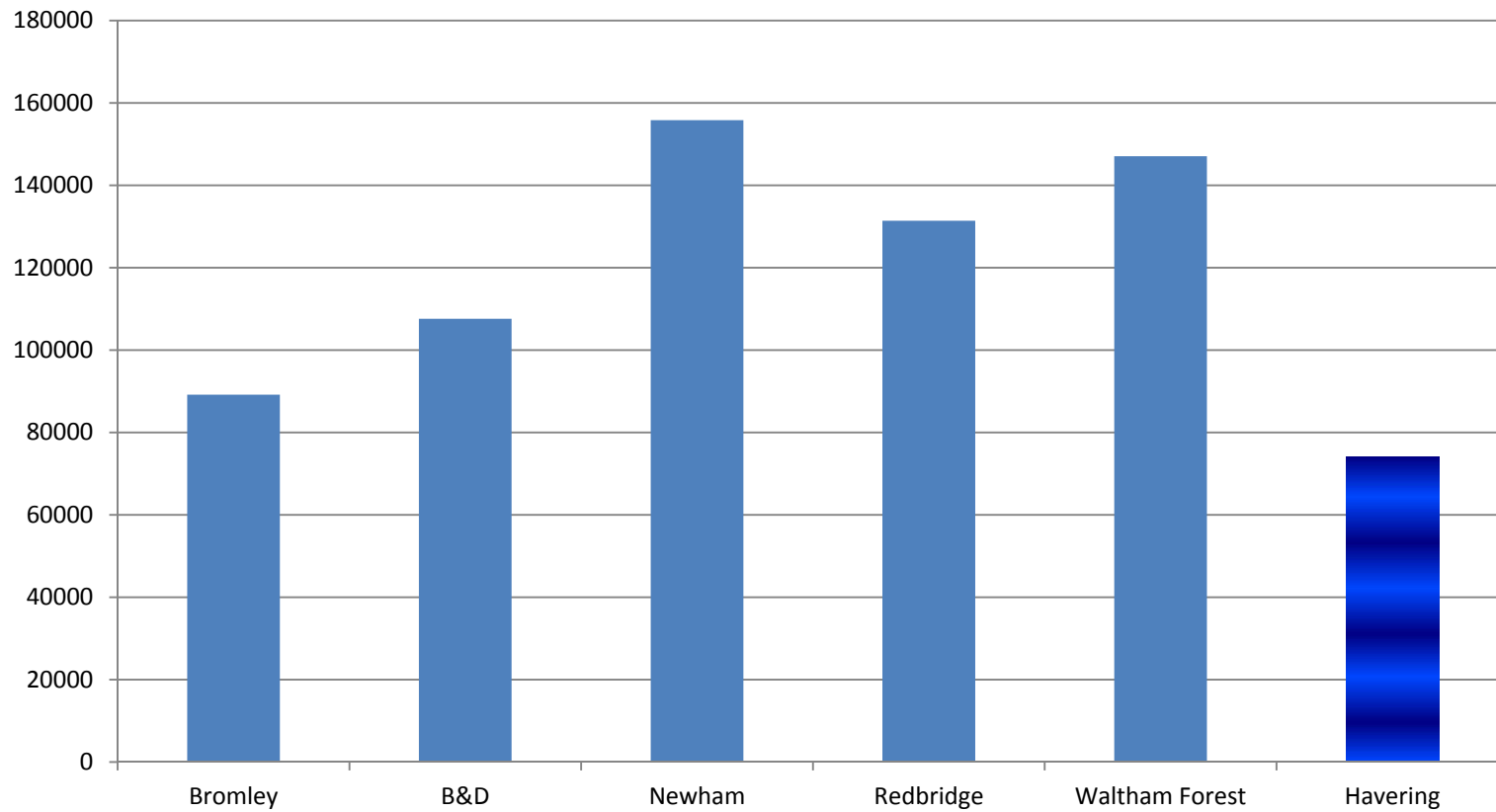
# PCN's Issued in Havering

## 2010 - 2017



# How we compare with other boroughs?

**Total PCNs Issued in 2016/17**



# Officer led Enforcement

- We have 35 Civil Enforcement Officers
  - Well trained & experienced
- Inclusive of 4 CEO Supervisors
- Increased number of officers in 2016/17
- In-house provision; mixture of permanent and agency officers
- 58k PCN's issued in 2016/17
- Daily average output higher than London average





# Moving Traffic Contraventions (MTC's)

- Havering was one of the last London Boroughs to adopt MTC enforcement powers
- MTC enforcement began in September 2015 by way of mobile CCTV enforcement vehicles
- Fixed cameras launched in September 2016



# Operational Hours

- Parking enforcement can be carried out 24 hours per day, 7 days a week
- Havering operate an enforcement service as follows;
  - Monday to Saturday 7am to 10pm
  - Sunday 9am to 10pm
- Respond to requests received online at <https://my.havering.gov.uk/Pages/OnlineForms/Request-for-Parking-Enforcement.aspx>
- By telephone – 01708 432787

# Top 5 reasons for issuance of PCN

- 1) Parking on a single yellow line
- 2) Parking on the footway
- 3) Parking in a residents bay without a valid permit
- 4) Parking in a loading place
- 5) Parking on a double yellow line/loading restriction

**\*\* 8.5k pcn's issued for driving in Bus lanes\*\***

# Queries/ Discussion

Lorraine Delahunty

[lorraine.delahunty@haverling.gov.uk](mailto:lorraine.delahunty@haverling.gov.uk)

Ollie Miller

[ollie.miller@haverling.gov.uk](mailto:ollie.miller@haverling.gov.uk)

**ENVIRONMENT  
OVERVIEW AND SCRUTINY SUB-COMMITTEE  
29 November 2017**

<b>Subject Heading:</b>	<b>HOUSES IN MULTIPLE OCCUPATION ADDITIONAL LICENSING SCHEME</b>
<b>SLT Lead:</b>	<b>Steve Moore, Director of Neighbourhoods</b>
<b>Report Author and contact details:</b>	<b>Dipti Patel, Assistant Director of Environment dipti.patel@havering.gov.uk</b>
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**Equalities implications and risks:** None of this covering report.

**BACKGROUND PAPERS**

None.



# Havering

L O N D O N   B O R O U G H

## Houses in Multiple Occupation Additional Licensing Scheme

Dipti Patel,  
Assistant Director for Environment



# The Consultation

Starting in May 2017 we formally consulted on 2 Additional licensing scheme options:

- Page 30
- (1) a 12 ward scheme
  - (2) a 4-ward scheme

- Over 75% of respondents were in favour of a 12-ward additional licensing scheme
- Only 6% supported a smaller 4 ward scheme
- 19% against any form of licensing



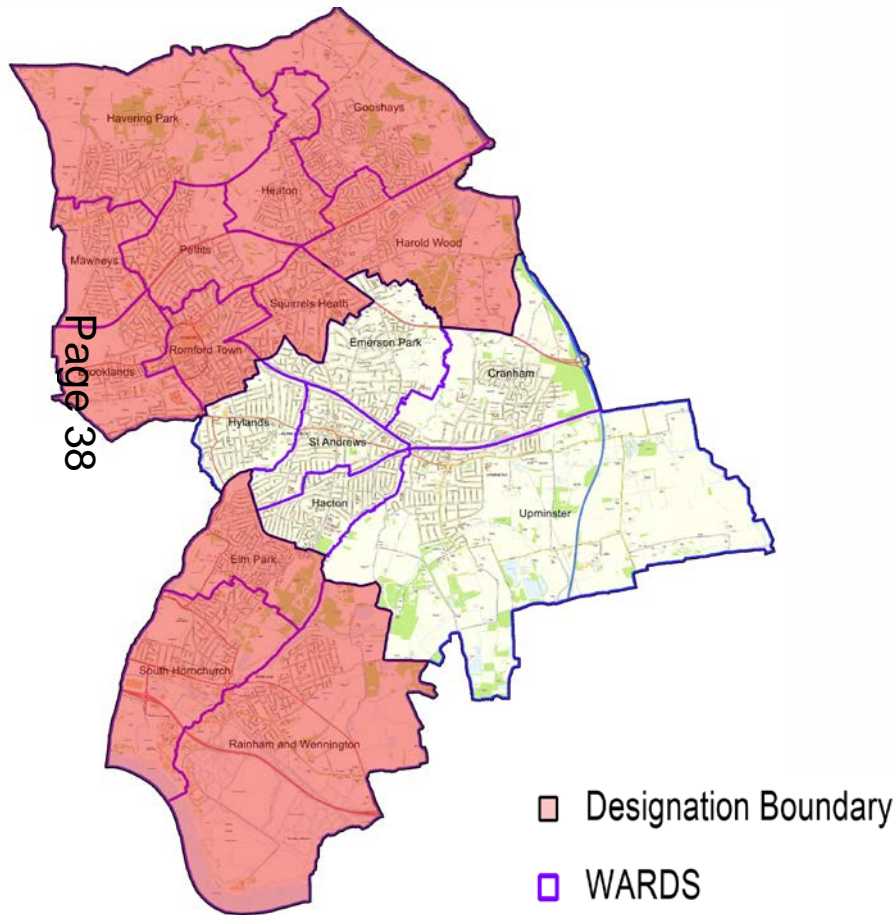
# The Designation

- On 11 October 2017, following Cabinet approval, a designation was made for an for Additional HMO licensing scheme covering 12 wards
- Six wards not covered by the designation are as follows:
- Cranham, Emerson Park, Hacton, Hylands, Saint Andrews, Upminster

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# Wards covered by the Designation



- Brooklands
- Elm Park
- Gooshays
- Harold Wood
- Havering Park
- Heaton
- Mawneys
- Pettits
- Rainham & Wennington
- Romford Town
- Squirrels Heath
- South Hornchurch

# What properties will be covered by the scheme?

- An HMO can be defined as a building or part of a building which is occupied by three or more persons who form two or more households and who share facilities (kitchen, bathroom or toilet)
- Mandatory HMO Licensing will continue to operate throughout the borough in respect of any 3 storey HMO with 5 or more occupants
- Additional Licensing will cover all other HMO's within the designation area.

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# When do Landlords need to Apply?

- Landlords can apply now (early bird fee discount applies until 28 February 2018)
- The scheme can not 'go live' until at least 90 days from the date the decision was made. For that reason no licenses will be issued before expiry of that period (10 January 2018) BUT applications can be made before then.

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# What will a Licence Cost?

- Standard licence fee is £900 per property
- Fee is split and can be paid all at once or in two parts:
  - Part A fee of £550 must be paid at time of making the application (discount of £137.50 is made before 1 March 2018)
  - Part B fee of £350 to be paid once decision to licence is made but before Licence is issued (£35 discount for accredited landlords)

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# How has the scheme been publicised?

- Public Notices published fortnightly in the Romford Recorder and the Havering Post from October to December (six issues each).
- Public Notices displayed in all Havering Libraries and in main Council Office buildings.
- Direct mail to Landlord Organisations, Law Centres, Solicitors, Estate & Letting Agents
- Proposal for extensive publicity and poster campaign starting January 2018

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# How will applications be processed?

- Application forms can be downloaded from Havering Website
- New software system under development to enable online applications and payments and back office processing functions (should be operational by December 2017)
- Recruitment process for new staff started

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# After 1 March 2018

- All HMOs in the area will require a licence by 1 March 2018
- Estimate that this will be up to 800 properties
- It will be a criminal offence to rent out any HMO within the designation without a licence
- Enforcement will start from 1 March 2018
- Prosecution with an unlimited fine or...
- simple cautions or...
- civil fixed penalty notices

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# Effective licensing schemes

- Robust enforcement against those that try to avoid licensing is **key**
- Creates a financial deterrent for criminal landlords
- Increases the number of licence applications and income
- Once licensed the council can monitor properties to ensure compliance with licence conditions
- Can prosecute or issue civil penalty notices for breach of conditions

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# Civil Penalties

- Housing and Planning Act 2016
- The new powers enable local authorities to issue civil penalties for offences where landlords fail to repair, manage or improve their properties when required to do so by the Council.
- The civil penalties also relate to offences including but not limited to:-failing to licence houses in multiple occupation (HMOs), contravention of an overcrowding notice and failing to comply with HMO management regulations.

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# Civil Penalties cont'd.

- Can be used throughout the Borough and private rented sector (not just HMOs)
- Up to £30,000
- Used instead of prosecution
- Allows the Council to keep the fine but £ ring fenced for enforcement activities within the private rented sector



# Future Licensing

- Scheme will be reviewed regularly
- May extend Additional licensing if evidence of a shift of problems to other parts of borough
- Selective licensing (rental properties other than HMOs) not ruled out in future, will depend on evidence available and success of Additional licensing scheme.

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# Future Licensing(2)

- Currently there is not enough evidence to be able to legally justify a selective licensing scheme in Havering
- The legal evidence bar is set quite high e.g. there has to be more than 19% of the housing stock in the private rented sector
- As the private rented sector is predicted to grow in Havering, the evidence may support further licensing schemes in the future

# Further Information

- **Website** [www.havering.gov.uk/landlordlicence](http://www.havering.gov.uk/landlordlicence)

Contact us -

- **Email** [landlordlicensing@havering.gov.uk](mailto:landlordlicensing@havering.gov.uk)
- **Post** Public Protection, Town Hall, Main Road, Romford RM1 3DB
- **Telephone** 01708 432777

**ENVIRONMENT  
OVERVIEW AND SCRUTINY SUB-COMMITTEE  
29 November 2017**

<b>Subject Heading:</b>	<b>FLY TIPPING IN HAVERING – AN UPDATE OF THE JANUARY 2017 PRESENTATION</b>
<b>SLT Lead:</b>	<b>Steve Moore, Director of Neighbourhoods</b>
<b>Report Author and contact details:</b>	<b>Dipti Patel, Assistant Director of Environment dipti.patel@haverling.gov.uk</b>
<b>Policy context:</b>	<b>The information presented will allow more effective scrutiny of performance issues</b>
<b>Financial summary:</b>	<b>No impact of presenting of information itself which is for information/scrutiny only.</b>

**The subject matter of this report deals with the following Council Objectives**

Communities making Havering	<input checked="" type="checkbox"/>
Places making Havering	<input type="checkbox"/>
Opportunities making Havering	<input type="checkbox"/>
Connections making Havering	<input type="checkbox"/>

**SUMMARY**

Information will be presented that will detail current operational service issues within the remit of the Sub-Committee.

**RECOMMENDATIONS**

1. The Sub-Committee to review the information presented and make any appropriate recommendations.

**REPORT DETAIL**

Officers will present and summarise information covering the areas within the remit of the Sub-Committee.

**IMPLICATIONS AND RISKS**

**Financial implications and risks:** None of this covering report.

**Legal implications and risks:** None of this covering report.

**Human Resources implications and risks:** None of this covering report.

**Equalities implications and risks:** None of this covering report.

**BACKGROUND PAPERS**

None.





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# Fly-Tipping in Havering

An update of the January 2017  
Presentation



StreetScene Enforcement (SSE) was part of Regulatory Services and now forms part of the newly formed Enforcement Group under the interim Management of Kenny Wilks.

## The StreetScene Enforcement Team:

- |               |                   |
|---------------|-------------------|
| 1 Team Leader | – Trevor Rockliff |
| 1 Senior EO   | - Jim Ratcliffe   |
| 7 EOs.        | - Barry Amerige   |
|               | - Denise Brown    |
|               | - Jeff Chandler   |
|               | - Chris Naulls    |
|               | - Rob Eve         |
|               | - Rod Winn        |
|               | - Paul Hull       |



The Enforcement Group comprises of:

Parks Protection Team  
Neighbourhood Wardens  
Anti Social Behaviour Officers  
CCTV control room  
Street Scene Enforcement



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# Fly-tipping is a Criminal Offence Requiring police style investigative skills

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Courtesy LBBD



- In 2016 – 2017 LB Havering recorded 4061 actual Fly-tips the 12<sup>th</sup> lowest in the 33 London Boroughs.
- In the same period the StreetScene Enforcement Team carried out 11,748 enforcement actions the 4<sup>th</sup> highest in the 33 London Boroughs.
- Recorded fly tips vary in size from a black sack to a lorry load of rubble.



- Over the winter of 2016-2017 the StreetScene Enforcement Team undertook covert surveillance operations in Little Gerpins Lane.
- The main targets, the heavy commercial fly-tippers, avoided the area but we caught 4 individuals who are being prosecuted.
- 1 of these is awaiting trial at Snaresbrook Crown Court.



- The Environment Service Highways Team have proposed road closures for Sunnings Lane and Little Gerpins Lane.
- Highways Advisory Committee have approved these.
- The CCTV systems intended to support these closures are on hold pending a review of CCTV including the use of mobile cameras.



- The S.S.E. are looking to use new powers to seize vehicles from Unlicensed Waste Carriers.
- We are also tackling those businesses that do not hold waste transfer notes.
- The loss of the asset (vehicle) used to engage in criminal fly tipping is likely to disrupt the problem.
- We are working with other agencies to tackle the challenges from Travellers.





- The evidence indicates the vast majority of Fly-tips arise in the domestic environment. (With the growth in HMOs – domestic fly tipping may increase.)
- There appears to be specific groups of traveller families and organised criminals, moving from one place to another in London.
- The Environment Agency are leading on a strategic action plan and Havering is involved.



**Thank you – do you have any  
questions?**

**Kenny Wilks  
Enforcement Group Manager**

**ENVIRONMENT  
OVERVIEW AND SCRUTINY SUB-COMMITTEE  
29 November 2017**

<b>Subject Heading:</b>	<b>TREES AND FOLIAGE OVERHANGING THE HIGHWAY</b>
<b>SLT Lead:</b>	<b>Steve Moore, Director of Neighbourhoods</b>
<b>Report Author and contact details:</b>	<b>Dipti Patel, Assistant Director of Environment dipti.patel@havering.gov.uk</b>
<b>Policy context:</b>	<b>The information presented will allow more effective scrutiny of performance issues</b>
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**Equalities implications and risks:** None of this covering report.

**BACKGROUND PAPERS**

None.



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# Trees and foliage overhanging the Highway

The StreetScene Enforcement Team have responsibility for enforcing against those trees on private property that, in some circumstances, overhang the public highway.

Trees on private property that overhang neighbouring properties are a civil matter between parties.

Disputes about Leylandii are usually an issue for planning enforcement against a charge for work.



The Council maintain trees in public parks and open spaces. They also have a responsibility for trees planted on the public highway.

The most frequent complaints about public trees are:

1. Epicormic Growth (Spurs)
2. Footway and property damage
3. Fruit fall



Trees over hanging the public highway from private property which cause obstruction, danger or obstruct a street lamp are usually dealt with by the serving of a notice under the Highways Act 1980

S.S.E. are now applying the Community Protection Warning and Notice in conjunction with the Highways Notice. It adds teeth much earlier in the process.





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- The previous slides show the outcome of a positive outcome by SSE staff and a compliant resident.
- It is not always so easy, sometimes it takes a long time to resolve issues because of the circumstances.
- We may even have to carry out works in default and recover Council expenses through the County Court.





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- Occasionally we receive complaints about the perceived officious or threatening nature of the notice.
- This is because the law requires us to advise recipients of the potential consequences of non-compliance.
- Our approach is to engage, educate, encourage and enforce. An approach which members agreed upon in 2005.



Thank you – do you have any  
questions?

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