



HILLINGDON  
LONDON



# Residents' and Environmental Services Policy Overview Committee

## Councillors on the Committee

Kay Willmott-Denbeigh (Chairman)  
Michael Markham, Deputy Chief  
Whip (Vice-Chairman)  
Lynne Allen  
Paul Buttivant  
Janet Duncan  
Judy Kelly

**Date:** TUESDAY, 8 SEPTEMBER  
2009

**Time:** 7.00 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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# Agenda

- 1 Appointment of Chairman for the remainder of the Municipal Year
- 2 Appointment of Vice-Chairman for the remainder of the Municipal Year
- 3 Apologies for absence and to report the presence of any substitute members
- 4 Declarations of Interest in matters coming before this meeting.
- 5 To agree the minutes of the meeting held on 28 July 2009 1 - 14
- 6 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
- 7 Update on School Travel Plans 15 - 22  

(Please see attached Cabinet Member report giving an overview of progress. Officers present at the meeting to give oral update.)
- 8 Place Survey 2008/09 23 - 28
- 9 2009/2010 Work Programme: Street Lighting Review - First Witness Session 29 - 48
- 10 Forward Plan September to December 2009 49 - 56

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## Minutes

### RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

Tuesday 28 July 2009

Meeting held in Committee Room 3 at the Civic  
Centre, High Street, Uxbridge



HILLINGDON  
LONDON

<b>1.</b>	<p><b>Members Present:</b> Kay Willmott-Denbeigh (Chairman) Michael Markham (Vice-Chairman) Lindsay Bliss Paul Buttivant Janet Duncan Judy Kelly</p> <p><b>Apologies:</b> Apologies had been received from Councillor Lynne Allen. Councillor Lindsay Bliss attended in her place.</p> <p><b>Officers Present:</b></p>
<b>2.</b>	<p><b>Declarations of Interest:</b></p> <p>There were no declarations of interest.</p>
<b>3.</b>	<p><b>Minutes:</b></p> <p>The minutes of the meeting held on 16 June 2009 were agreed as a correct record and signed by Chairman.</p>
<b>4.</b>	<p><b>Exclusion of the Press and Public:</b></p> <p>It was confirmed that all items of business would be considered in public.</p>

<p>5.</p>	<p><b>PLANNING AND COMMUNITY SERVICES BUDGET REPORT 2010/2011 AND QUARTERLY PERFORMANCE INFORMATION REPORT 2009</b>  <b>Budget Report 2010/2011</b></p> <p>The Head of Finance, in introducing the budget report, advised that the introductory statements of the budget reports were generic to both Planning &amp; Community Services and Environment &amp; Consumer Protection Services.</p> <p>Outlining the reports, he explained the main financial issues, within the context of the Council's overall financial position relating to the financial planning process for 2010/2011 for Planning and Community Services and Environment &amp; Consumer Protection Services (ECP).</p> <p>The Committee noted that the Council was well placed to deal with the challenges ahead and had exceeded the £12m target for balances by the end of 2009/10.</p> <p>Members were asked to note the time table for the medium term financial forecast (MTFF) process timetable.</p> <p>A member asked how financial pressures on the Government would impinge on homelessness and whether it would affect the percentage on care inflation.</p> <p>Officers advised that financial pressures on the Government may impinge on homelessness through cuts in subsidies, and that the social care contract was built around inflation and some would be related to Retail Price Index as part of the figure.</p> <p>The member requested officers to email further details in respect of funding for social care contract.</p> <p>Officers highlighted that following the Service Review of Planning and Community Services group, £960k savings had been generated. It was noted that the key area of income streams were in Development Control and the fees for major applications. However, with the current economic situation, this had become a most volatile area given the significant scale of fees and the limited volume of applications.</p>	<p><b>Action By:</b>  Noting</p>
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	<p>It was noted that the challenge for the group was to review, monitor and evaluate the key planning income streams. Areas such as Land Charges were now more tightly operated.</p> <p>In response to a question raised about value for money not being mentioned in the report, officers advised that value for money was integral to the whole process. The balance between agency staff and permanent staff continued to be under review.</p>	
	<p><b>Quarterly Performance Information Report 2009</b></p> <p><b>Officers presented the report to the Committee and the following points were made:</b></p> <ul style="list-style-type: none"> <li>• That there were 13 targets in the Local Area Agreement delivered by Planning and Community Services, which included affordable housing. These were all shown as completed at the end of quarter four and were accepted at the Cabinet meeting in April 2009.</li> <li>• That value for money (£750k), with an overspend of 454k from the slippage in the assignment of the leisure contact for golf. All four tasks in the group’s plan to achieve ‘value for money’ had been reported as being either on track or completed.</li> <li>• Members were advised that all the National Indicators (NI) directly relevant to the group for quarter 4 (Q4) had been completed. It was noted that some targets had not yet been set as they were new and had had no previous data against which performance could be measured.</li> <li>• Officers highlighted that the results achieved in respect of NI157 – was an indication that the Council was not only a level Council, but a strong level Council.</li> </ul> <p>The following requests and points were made by the Councillors:</p> <ul style="list-style-type: none"> <li>• The Chairman requested a breakdown of the 30 complaints and Ombudsman enquiries outlined in the report. Further details in respect of the Arts were requested, as Members wanted to ascertain the level and types of complaints given the high level of use of public libraries, visits to the museums and galleries and engagements in the arts. Details to be circulated to Members.</li> </ul>	<p><b>Action By:</b> Noting</p>

	<ul style="list-style-type: none"> <li>• A member asked how officers planned to make money out of the Arts. Officers responded that this area would be delegated to create opportunities for different productions to be staged and new audiences would be explored. It was noted however, that more clarity would be required in this area.</li> <li>• A member commented that Compass Theatre was currently being operated as a letting venue. When it was controlled by the Council, income generated went straight to the Council.</li> </ul> <p>The Head of Sports and Leisure advised that she would investigate and provide further details to Members.</p> <p><b>Resolved – That the planning and Community Services Budget Report 2010/2011 and Quarterly Performance Information Report 2009 be noted</b></p>	<p><i>Sue Drummond</i></p>
<p>7.</p>	<p><b>ENVIRONMENT AND CONSUMER PROTECTION BUDGET REPORT 2010/2011 AND QUARTERLY PERFORMANCE INFORMATION REPORT 2009</b></p> <p><b>Budget Report 2010/2011</b></p> <p>The Head of Finance presented the report and pointed Members to the summary of the key financial issues.</p> <p>It was noted that there were 4 Zero Based Budget (ZBB) review areas which the department would be focusing on, and these were:</p> <ul style="list-style-type: none"> <li>• <b>Consumer Protection</b> - It was that this was a high spend area for the group, and the focus would be on the wider impact of the Council's successful recycling initiatives.</li> <li>• <b>Highway &amp; Green Spaces</b> - Members noted that £2.5m had been spent on highway maintenance and the review would ensure that external funding opportunities and S106 funds were maximised.</li> <li>• <b>Business Services</b> – It was noted that £4m per annum had been spent on fleet vehicles with £780k on fuel at per annum. With the fuel being a volatile area due to the price of diesel, the review would look at the procurement in the purchase of diesel.</li> </ul>	<p><b>Action By:</b> Noting</p>



- **Income Generation** – Members noted that the review in this area would look at how the Borough compared with other boroughs. Following a challenge session, a report would be submitted to Cabinet in December

The Chairman questioned how officers would generate income, given the Council's desire to keep costs low.

A member commented that the Council was already three months into the financial year and officers would need to look at measures already in place, managing and monitoring very closely.

Officers advised that no decisions had been made, except to look robustly at better ways of providing services and look for efficiencies in high income generating areas.

In response to comments made, it was noted that work was underway through bench marking to compare against other local authorities. In addition, a corporate grant funding software was now in place, which would assist in applying for more funding.

The Director of Environment and Consumer Protection added that the focus would be on areas which created best opportunities and that this would be an ongoing process for next year and subsequent years.

#### **Quarterly Performance Information Report 2009**

Officers brought Members' attention to the following areas of performance:

- Members' enquiries - 96.5% had been answered within 10 working days. It was noted that the improvement was due to a vacant post now being filled.
- All 15 targets in the Local Area Agreement (LAA) to be delivered by the department were shown as being on track at the end of quarter four.
- The department was working closely with Hillingdon Homes to extend estate based recycling facilities.
- Phase1 of town centre improvement had been completed.

Four additional Green Flags had been awarded bringing the total to 14, which exceeded the 11 required to meet the LAA target.

	<p>A 'Place Survey' had been introduced in early October 2008 as part of the new Comprehensive Area Assessment. Feedback from this survey would be reported to the next meeting for information.</p> <p>There had been some minor slippages on 2008/09 Transport for London (TfL) 20mph and Bus Priority programmes.</p> <ul style="list-style-type: none"> <li>• The Medium Term Financial Forecast against the value for money National indicator 179 was on track following the whole service review.</li> <li>• Officers advised that all four tasks in the group plan in respect of the Council of achieving 'value for money' were shown as being on track.</li> </ul> <p>Councillor Janet Duncan asked whether there had been an increase in fly tipping following the closure of the waste disposal facility in Rigby Lane; and whether finding alternative measures had been considered.</p> <p>The Director of Environment and Consumer Protection advised that fly tipping was not as bad as had been expected since the closure of the site. The timescale for completing work on the site had been far exceeded by Sita and discussions were still on going.</p> <p>It was noted that the Committee would be updated as soon as work on the site had been completed.</p> <p>The Committee requested further details to be circulated separately in the following areas:</p> <ul style="list-style-type: none"> <li>• Fly tipping</li> <li>• Complaints breakdown</li> <li>• Unclassified roads needing maintenance (annual survey)</li> </ul> <p><b>Resolved – That Environment and Consumer Protection Budget Report 2010/2011 and Quarterly Performance Information Report 2009 be noted</b></p>	
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<p>9.</p>	<p><b>2009/10 WORK PROGRAMME: DRAFT SCOPING REPORTS AND DISCUSSIONS</b></p> <p>Following discussion of the draft scoping reports (detailed below), the Chairman proposed that the Committee select a main topic for review at this meeting, and a select the second topic for review at a later date.</p> <p>On being put to the vote, Members unanimously agreed to choose Street Lighting as the main topic for review in 2009/2010.</p> <p>It was noted that that detailed breakdown of budget information on street lighting would be required and officers would be sent some questions and responses to be included on the agenda for the meeting on 8<sup>th</sup> September 2009.</p> <p>Members noted that as there had been a review on Anti-social Behaviour in 2006/7, an update would be more appropriate to see what impact there had been and what systems had been put in place following the review. A member added that having an update would not adequately cover the topic and therefore a review should be considered in the future.</p> <p>It was further noted that an update on the School Travel Plan would be reported to the meeting on 8 September 2009.</p> <p><b>RESOLVED</b></p> <p><b>The Committee resolved that :</b></p> <ol style="list-style-type: none"> <li><b>1. Street Lighting be approved as the main review topic for 2009/2010 and selection of a second topic to be decided a future meeting;</b></li> <li><b>2. A revised scoping report on Street Lighting including detailed breakdown of budget to be reported to the meeting on 8<sup>th</sup> September 2009;</b></li> <li><b>3. Relevant officers, including a Street lighting officer from a neighbouring borough be invited as witnesses to the meeting on 8<sup>th</sup> September 2009;</b></li> <li><b>4. An update on the School Travel Plan to be reported to the meeting on 8<sup>th</sup> September 2009;</b></li> </ol>	<p><b>Action:</b> Nadia Williams</p>
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	<p><b>5. For a future meeting, the Committee receive an update on progress so far on its 2006/7 Anti-Social Behaviour Review and their recommendations approved by Cabinet.</b></p> <p><b>6. That the Work Programme for 2009/10 be agreed.</b></p>	
	<p><b>Draft Scoping Reports for Review in 2009/10</b></p> <p><b>Appendix A - Zero Tolerance for Anti-Social Behaviour: Hillingdon's Role</b></p> <p>The Community Safety Manager introduced the report and explained that nuisance from a neighbour may be classed as anti-social. He advised that however, such nuisance would not be classed as anti-social behaviour in the Community Safety Team.</p> <p>It was noted that the statistics on the Metropolitan Police website showed Hillingdon with the best results in dealing with anti-social behaviour.</p> <p>The Chairman asked whether the new youth centres had had any effects in reducing the level of anti-social behaviour.</p> <p>Officer's responded that whilst there had been a noticeable change in groups of youths hanging around street corners, there had been no effect in the level of serious anti-social behaviour. To ordinary residents, anti-social behaviour would be greatly dependent on their perception.</p> <p>In response to a question as to whether there had been a reduction in knife crimes in Hillingdon. Members were advised that knife crime in Hillingdon was so low; it would be very hard to measure. Three knife bins had been placed around the Borough and positioning of the knife bins were now intelligence led.</p> <p>In answer to a question about the effect of anti-social behaviour on other services such as housing, Members were informed that in finding a satisfactory resolution would be dependent on individual situations. For example, if people were being extremely anti-social to their neighbour, they would be moved but would need to be re-housed elsewhere. It was noted also, for example, it would be difficult to deal with someone suffering from mental health, but posed no danger to anyone.</p>	

	<p>Following a question as to whether there were policies in place to deal with this issue. Members were informed that there were policies in place within various departments and it was confirmed that the Community Safety Team worked closely in partnership with other departments.</p> <p>Work with the Early Intervention Panel and Parenting partnership were noted as areas with which the Community Safety Team worked closely. It was noted that officers regularly attended the London wide monthly meetings and worked closely with the Hillingdon Anti-Social Behaviour Team.</p> <p>In answer to a question, Members were advised whilst anti-social behaviour was worst (more widely known) in the South of the borough, more complaints were received from the north of the borough.</p> <p>A Member expressed concerns about an area in Hayes where drug dealing took place and groups of youths regularly congregated, leaving local residents so terrorised that only two complained. Nothing had been done as residents were told that the Council could not divert resources.</p> <p>In response, Officers advised that in dealing with concerns about anti-social behaviour, it should not make any difference whether 2 or more complaints had been received, and that the 'SARAH' system required a response to all complaints.</p> <p>It was noted that Hillingdon Homes had a different way of dealing with issues of complaints and anti-social behaviour.</p> <p>The Chairman, on behalf of the Committee, thanked officers for Attending.</p>	
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	<p><b>Appendix B – Street Lighting</b></p> <p>The Director of Environment and Consumer Protection advised that officers who would have presented the report were unfortunately off sick. Members were informed that all the information that would be required was set out in the report and suggested that responses to any questions or issues raised would be circulated to members after the meeting.</p> <p>A member commented that it would be interesting to learn how much was being spent on street lighting, what new technology there was and what Hillingdon should be doing to improve efficiency.</p> <p>The Chairman added that this was an area that the Committee could make a difference in, as it affected everyone, and there was potential for making savings.</p> <p>It was noted that there may be different companies doing the same job and there may also be an issue of lack of communication.</p>	
	<p><b>Appendix C – Planning Enforcement - It's Increasing effectiveness in a non-compliant world</b></p> <p>The Chairman sought clarification on Section 215 Notices.</p> <p>Officers advised that such notices dealt with adverse impact on the amenity to a vicinity. This included untidy and overgrown areas and properties in severe condition.</p> <p>A Member added that Glebe Farm in South Ruislip appeared to be in a state of disrepair and requested officers to look into the situation.</p> <p>Officers advised that under Building Control, the building could well be a dangerous structure and may be unsafe but it does not necessarily follow that a dilapidated building constituted an unsafe building.</p> <p>It was noted that the Planning Enforcement Team worked in partnership with other internal departments using a holistic approach to deal with problems.</p> <p>A Member asked how long it could take for an enforcement order to be processed.</p>	

	<p>Officers informed members that the key was to help people to understand the planning enforcement process, as the process could not be speeded up.</p> <p>In respect of the Human Rights Act. It was noted that consideration of proportionality was quite significant when taking enforcement action, as issues such as; the action to be taken, whether the action would require the person to leave where they were residing.</p> <p>It was note that a questionnaire had been devised and served on people to complete. From this questionnaire problems such as children that may be on statement would be highlighted. Any statement made in the questionnaire would need to be tested by the Local Authority and judged against the Porter criteria.</p> <p>A member commented that enforcement was a complex issue and asked whether this area had been included in the whole service review of Planning and Community services in March 2009.</p> <p>Officers advised that the issue of partnership working had not been covered by the review, and Planning and Community Services had now started looking at this.</p> <p>Members were informed that there was scope for more improved way of working in looking at areas such as, the issue of duplication of effort, which needed to be addressed.</p> <p>The Chairman, on behalf the Committee, thanked the officers for attending.</p>	
	<p><b>Appendix D – Sport for Young Children and Elderly and those with Special Needs</b></p> <p>The Head of Sports and Leisure introduced the report and emphasised that the focus was in trying to create better opportunity for people to be active.</p> <p>It was noted that together with the two new complex; Hillingdon Sports and Leisure centre, the sports centre at Botwell Green, other key organisations and the voluntary sector (for example sports clubs), the Council was trying to build capacity across the Borough, to ensure that Hillingdon became a more active, healthy and successful sporting Borough.</p>	

The committee heard that 47.5% of the adult population did not engage in any sport or physical activity at all. The Council had invested and continued to invest in slow bound activities (informal exercises such as walking and cycling).

In answer to a question about the number of sports facilities in some areas of the Borough and the issue of transport for those living in isolated areas of the Borough; it was noted that the way forward was to create positive intervention in order to create an interest and to engage people, thus building lifetime positive habits.

A Member asked how children could be influenced in participating in physical activities.

Officers responded that promotion of both a healthy and an active lifestyle was the key. Schools were required to provide a least 2 hours of activity per week as part of the curriculum.

In response to a question from members about the available of facilities to disabled people. It was noted that the new facilities being built would be accessible to disabled people (although there was much more work to done in that area). It was noted that living a healthy lifestyle was not always about people's physical abilities and being able to access sports facilities.

Members were advised that adverts had been placed in the Hillingdon People, the Council's free monthly magazine to raise residents' awareness.

The Committee noted that swimming (particularly for the over 60s) was still quite high.

In response to comments about some schools not having playgrounds, it was noted that the Council was trying to arrange for those schools without playgrounds to go to other schools and to help the schools to use the space they had as best as they could. More work was needed to be done to create a partnership and to try and engage more schools.

A Member commented that this would require good communications between departments. Members were advised that there were close links between School Sport Partnerships which was funded through Youth Sports and there was increasingly positive links with the Primary Health Care Trust. It was noted that there were plans to set up an intervention programme, but there was other work to be done before reaching this stage. The idea of the intervention programme



	<p>was to intervene at an earlier stage in order to prevent problems later.</p> <p>The Chairman, on behalf the Committee, thanked officers for attending.</p>	
<b>10.</b>	<p><b>FORWARD PLAN 2009/10</b></p> <p>The Committee discussed and noted the items on the Forward Plan. Members were keen to see how the Council would deal with gritting in the winter and requested a briefing note to be circulation in respect of the item on Winter Service Plan.</p> <p><b>RESLOVED:</b></p> <p><b>That the reports going to Cabinet on 24 September 2009 be noted and a briefing note be prepared on the Winter Service Plan.</b></p>	<p><b>Action:</b> Nadia Williams</p>
	The meeting closed at 9.30pm	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Nadia Williams on 01895 277655. Circulation of these minutes are to Councillors, Officers, the Press and Members of the Public.

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## SUSTAINABLE MODES OF TRAVEL STRATEGY 2009/10

<b>Cabinet Member</b>	Councillor Keith Burrows and Councillor David Simmonds
<b>Cabinet Portfolio</b>	Planning & Transportation and Education & Children's Services
<b>Officer Contact</b>	Andy Codd, Planning and Community Services
<b>Papers with report</b>	Appendix: Hillingdon's Sustainable Modes of Travel Strategy

### HEADLINE INFORMATION

<b>Purpose of report</b>	This report seeks Cabinet Member approval of Hillingdon's Sustainable Modes of Travel Strategy (SMoTS), which all councils are required to prepare and publish under Section 508A of the Education and Inspections Act 2006.
<b>Contribution to our plans and strategies</b>	<ul style="list-style-type: none"> <li>• Sustainable Community Strategy</li> <li>• Local Implementation Plan</li> <li>• Air Quality Action Plan</li> <li>• Climate Change Strategy</li> <li>• Road Safety Plan</li> <li>• Council Plan</li> <li>• Local Area Agreement</li> <li>• Community Safety Strategy</li> <li>• The emerging Local Development Framework</li> </ul>
<b>Financial Cost</b>	The costs associated with the approval of this Strategy relate to publication of the document and will be met from within the Planning and Community Services (P&CS) budget for 2009/10.
<b>Relevant Policy Overview Committee</b>	Education and Children's Services Residents' and Environmental Services
<b>Ward(s) affected</b>	All

### RECOMMENDATION

That the Cabinet Members:

1. Approve the Sustainable Modes of Travel Strategy for Hillingdon;
2. Instruct officers to publish the Strategy; and
3. Instruct officers to update the Strategy in 2010/11 as required by legislation.

## INFORMATION

### Reasons for recommendation

The London Borough of Hillingdon is required under Section 508A of the Education and Inspections Act 2006 to prepare a Sustainable Modes of Travel Strategy (SMoTS) that covers the local authority's duty and powers relating to sustainable school travel and the provision of school travel arrangements for children and young people. A Cabinet Member decision is required for the approval and publication of the SMoTS.

### Alternative options considered / risk management

A decision not to prepare and publish a SMoTS: this would fail to satisfy legislative requirements and would be detrimental in procuring funds through the Local Implementation Plan process for Sustainable Travel projects.

### Comments of Policy Overview Committee(s)

None at this stage.

### Supporting Information

1. The London Borough of Hillingdon is required under Section 508A of the Education and Inspection Act 2006 to prepare a Sustainable Modes of Travel Strategy (SMoTS) that covers the local authority's duty and powers relating to sustainable school travel and the provision of school travel arrangements for children and young people. The Act defines sustainable modes of travel as those that the local authority considers may improve the physical well-being of those who use them, or the environmental well-being of all or part of the local authority's area, or a combination of the two.

### Existing School travel Targets

2. When the School Travel Plan (STP) Programme commenced in 2005, the Council set the following targets for completion:

Action	Target
100% of all schools within Hillingdon owning a STP	December 2009
100% of all schools within Hillingdon engaged in the production of a STP	March 2009
40% of schools within Hillingdon engaged in the writing of a STP	2006
Increase in pupils walking and cycling to school	5%
Decrease in pupils travelling wholly to school by car	5%
Decrease in child accidents around schools, which is in keeping with the Mayor for London's Road Safety child accident reduction targets	50%
Evaluation of air quality around all schools in the borough	2009

3. As at August 2009, the Council has achieved the following:

Action	Achievement
Schools within Hillingdon owning a STP	85%
Schools within Hillingdon engaged in the production of a STP	98%
Reduction in the pupils travelling wholly by car to school.	14%
Increase in pupils walking to school.	7%
Increase in pupils using the bus to get to school.	4.5%
Increase in pupils using car share to get to school.	1.7%
Increase in pupils using rail or bicycling to school.	0.5%

### **Hillingdon's SMoTS**

4. The aim of Hillingdon's SMoTS is to increase physical activity and reduce the carbon footprint by stimulating a change in the way journeys are made to and from schools within the Borough. Encouraging students to make all, or a substantial part of their journey by bicycle, or on foot or by public transport thereby reducing the dependency on the motor vehicle, will help achieve this.

5. It is proposed that a combination of education, training and publicity measures will be used, as well as engineering improvements, to facilitate this change thereby improving the safety and perception of safety for all road users. With its Local Strategic Partners, the Council continues to support and encourage schools and community groups wishing to develop and promote sustainable travel.

6. The SMoTS aims to:

- Reduce car use on journeys undertaken to and from educational establishments in Hillingdon. This also includes a reduction in car journeys taken between such establishments.
- Improve accessibility to, from and between educational establishments within Hillingdon.
- Reduce child accidents around educational establishments.
- Encourage physical activity and improve the health of children within Hillingdon.
- Reduce vehicle speed and traffic congestion and improve air quality, particularly around schools.
- Reduce the carbon footprint and encourage an environmentally friendly and aware Borough.

7. The objectives of Hillingdon's SMoTS are to increase travel by sustainable modes of travel to and from school and to reduce the use of the car by:

- Increasing walking and cycling to school by 15% over 3 years.

- Promoting the use of public transport and reducing the instances of anti-social behaviour on buses and trains.
- Improve safety on routes to and from school for all members of the school community and in particular address the perception of danger along those routes.
- Supporting schools in implementing and reviewing their school travel plans.
- Promoting travel awareness within the schools, including the benefits for health, leisure, safety and to mitigate climate change.
- Encouraging and continuing to develop more fully, partnership working with current steering group members and identify other organisations for engagement.
- Continuing to develop and evaluate the effectiveness of SMoTS targets

8. Hillingdon's SMoTS aims to achieve the following targets by 2012/13:

<b>Target description</b>	<b>Current status</b>	<b>2009/10</b>	<b>2010/11</b>	<b>2011/12</b>
<b>Primary school travel by car</b>	<b>45%</b>	<b>40%</b>	<b>35%</b>	<b>30%</b>
<b>Secondary school travel by car</b>	<b>29%</b>	<b>25%</b>	<b>20%</b>	<b>15%</b>
<b>No of valid travel plans</b>	<b>86</b>	<b>15</b>	<b>100%</b>	<b>100%</b>
<b>No of schools accredited at Sustainable level</b>	<b>0</b>	<b>25</b>	<b>50</b>	<b>80</b>
<b>No of schools accredited at silver standard level</b>	<b>1</b>	<b>10</b>	<b>15</b>	<b>20</b>
<b>No of schools accredited at Gold standard level</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>5</b>
<b>Increase in numbers walking/cycling to school</b>	<b>59%</b>	<b>65%</b>	<b>70%</b>	<b>75%</b>
<b>Increase schools participating in Walk on Wednesday or other weekday (WoW)</b>	<b>56</b>	<b>60</b>	<b>65</b>	<b>70</b>
<b>Reduction in number of children killed or seriously injured on borough roads</b>	<b>9</b>	<b>8</b>	<b>7</b>	<b>6</b>

9. The Strategy consists of 6 main parts:

- Policy context for the preparation of the Sustainable Modes of Travel Strategy.
- Assessment of the travel patterns needs and travel preferences of young people and children in Hillingdon.
- An audit of the existing sustainable transport infrastructure in the Borough as well as identifying some of the barriers that exist for students to use sustainable modes of travel.
- The Council's initiatives and schemes to promote sustainable travel in Hillingdon.
- The Sustainable Modes of Travel Strategy that includes a statement of the overall vision, aims, objectives and targets and overall programme for improving accessibility to schools.
- A programme of actions that Hillingdon expects to achieve.

### **Conclusions**

10. Areas of work that have proved effective and that will be developed are the various travel awareness campaigns such as Walk on Wednesdays or other weekday (WOW) and Walk to School Weeks. It is proposed that the Council will also continue to develop and promote curriculum resources for use in schools.

11. However, the SMoTS has identified a number of new actions that, when implemented, will assist in ensuring that all young people in the Borough have access to safe, sustainable travel to school.

12. These new key actions include:

- Improved partnership working with internal Council departments and external organisations, particularly in respect of the extended school agenda and Building Schools for the Future.
- Engagement of the secondary schools through various projects and the direct involvement of the Youth Councils.
- Development of projects with the Special Educational Needs (SEN) schools to encourage independent travel based particularly around the 2012 Olympics.
- Identification of alternative funding opportunities in order to ensure implementation of the STP programme, including 20mph zones.

### **Next Stage**

13. The Education (School Information) (England) Regulations 2002, amended with effect from 1 June 2007, requires the Council to publish various information, including the SMoTS on

their website by 31 August each year. A summary of the SMoTS must also be published on the website and hard copies made available.

## **Financial Implications**

The costs associated with the approval of this Strategy relate to the production of the document and will be met from within the P&CS budget for 2009/10.

## **EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES**

### **What will be the effect of the recommendation?**

Parents/Guardians of all school pupils and students in the Borough will have information on sustainable modes of travel to/from schools within Hillingdon and this is aimed at assisting their choice of mode of transport to school.

### **Consultation Carried Out or Required**

Consultation has been carried out with various stakeholders in order to compile the SMoTS. These stakeholders include:

- Education & Children's Services – Extended Schools
- Education & Children's Services – Building Schools for the Future
- Education & Children's Services – SEN Transport
- Education & Children's Services – 14 to 19 Agenda
- Education & Children's Services – Curriculum Co-ordinators
- Planning & Community Services – Air Quality
- Planning & Community Services – Leisure Services
- Environment & Consumer Protection – Road Safety
- Healthy Schools
- Cycle Experience

## **CORPORATE IMPLICATIONS**

### **Corporate Finance**

The costs associated with the approval of this Strategy relate to the production of the document and will be met from within the P&CS budget for 2009/10.

### **Corporate Procurement**

N/A.

### **Legal**

Section 508A of the Education and Inspections Act 2006 ("the Act") provides a duty on local authorities to '*prepare for each academic year a document containing their strategy to promote the use of sustainable modes of travel to meet the school travel needs of their area ("a sustainable modes of travel strategy")*'.  

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Officers are aware that the Sustainable Modes of Travel Strategy must be published in accordance with Part 3 of the Education (School Information) (England) Regulations 2002 (“the Regulations”) which prescribe the timings and manner in which the information must be published by authorities.

In discharging their duties under the Act, officers must consult such persons as they consider appropriate and have regard to the Regulations and any other relevant guidance from the Secretary of State.

### **Corporate Property**

There are no corporate property issues associated with this report.

### **Relevant Service Groups**

Officers in Education and Children’s Services have contributed to the development of the Strategy and their comments have been taken into account.

### **BACKGROUND PAPERS**

What is SMoTS? – Sustainable Modes of Travel Strategy Guidance published by TfL (2009)

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## REPORT TO RESPOC

8<sup>TH</sup> SEPTEMBER 2009

## TITLE OF REPORT – PLACE SURVEY RESULTS

### SUMMARY

The report provides an analysis of the top line results for the Place Survey. The analysis highlights areas where residents perceive that the council is performing well, and areas where there is potential for improvement.

### RECOMMENDATION

That the committee note the report.

### BACKGROUND

In 2008/09 the Place Survey replaced the User Satisfaction Survey. It asked residents their opinions about aspects of the quality of life in their local area. It is a key component of the new national Comprehensive Area Assessment (CAA) regime which recently replaced Comprehensive Performance Assessment (CPA). The CAA focuses more on performance of all partners across Hillingdon, not just the council.

The fieldwork for the survey took place between the 25<sup>th</sup> September and the 19<sup>th</sup> December 2008. A total of 1562 residents responded (34% response rate), this is an improvement on the User Satisfaction Survey carried out in 2006/07 (a 32% response rate).

Hillingdon also runs its own annual “Residents Survey”

### PLACE SURVEY 2008/09

### TOP LINE MESSAGES

Overall, as with Hillingdon’s own “Residents’ Survey” the results hold up well - especially our signature services.

- (i) Overall - For the key question, *'how satisfied are you with your local area as a place to live?* 71 % of residents are very or fairly satisfied.
- (ii) Results are improving in a range of key service areas.
- (iii) The results are lower in all the comparator areas than in the residents' survey.
- (iv) The results also show that residents' priorities match those of the Administration (Levels of crime and clean streets)

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Residents & Environmental Services POC – 8 September 2009

## **OVERALL FINDINGS**

In general the results of the place survey match those of the residents' survey, albeit satisfaction levels are lower across the whole survey. The questions about satisfaction with services show very high ratings for:

- Refuse collection 85%
- Doorstep recycling 79%
- Local tips and recycling centres 72%
- Libraries 69%

Safety and the environment remain residents' top priorities, this matches the residents' survey.

## **COMPARISON WITH RESULTS IN THE RESIDENTS SURVEY**

The following shows the results in the areas where there is a direct comparison with Questions asked in the residents' survey: Satisfaction in the following areas:

### Household waste collection

- 93% in the residents' survey
- 85% in the Place survey

### Doorstep recycling

- 83% in the residents' survey
- 80% in the Place survey

### Libraries

- 77% in the residents' survey
- 70% in the Place survey.

### Local tips in Hillingdon

- 76% in the residents' survey
- 72% in the Place survey.

### Parks / Open spaces

- 67% in the residents' survey
- 64% in Place Survey

### Theatres/concerts halls in Hillingdon

- 67% in the residents survey (we specifically mentioned Beck and Compass theatres)
- 30% in the Place survey.

### Sports / leisure facilities in Hillingdon

- 44% in the residents' survey
- 37% in the Place survey.

### Agreement with the following statements:

That residents could influence decisions affecting their local area

- 45% strongly agreed or tended to agreed in the residents survey
- 34% strongly agreed or tended to agreed in the Place survey

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That Hillingdon provides good value for money

- 35% strongly agreed or tended to agreed in the residents survey
- 30% strongly agreed or tended to agreed in the Place survey

## **NEXT STEPS**

Further work is being undertaken to compare all the results of the place survey with those from the residents' survey and analysis of trends when compared to the last set of Best Value Performance Indicator (BVPI) figures. This will form the basis of further work to develop a way forward for the council. The Place Survey will take place every 2 years. The Residents Survey takes place annually with the next one due in Autumn 2009.

## **ATTACHMENT**

Attached is a spreadsheet showing the Place Survey results for Hillingdon and also listing, for comparison, our 5 nearest neighbouring London Boroughs.

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## PLACE SURVEY 2008 – NEAREST NEIGHBOUR COMPARISONS

KEY HEADLINE QUESTIONS →	BOROUGH ↓																																
Keeping public land clear of litter and refuse	57.9	84.5	79	71.2	55	64.8	37.1	70.1	18.8	35.5	64.4	30	47.4	32.7	73.2	52.3	15.2	34.5	70.9	21.8	25.9	26.9	25.3	39.8	24.7	15.9	37.7	35.9	77.4	76.9	27.3	67.1	
Refuse collection	58.8	77.6	71.7	58.5	57	67.7	46.4	64.2	25	26.9	67.3	30.8	44.7	35.4	76.8	48.9	16.2	40	68.3	20.3	29.3	31	33.6	39.1	30.2	15.6	33.6	44.1	78.3	69.3	23.9	63.3	
Doorstep recycling	55.7	73.5	70.4	68.2	54.2	66.9	40.5	60	24.8	25.4	71.9	31	46.1	35.4	78	49.7	18.4	38.4	69.7	20	30	27.2	35.7	33.9	28.4	13.8	40.1	39.7	77.9	76.4	21.9	64.3	
Local tips, household waste recycling centres	54.3	73.7	72.1	48.3	60.7	76.4	43.1	63.6	27.7	44.9	70.3	45	58.6	32.9	78.4	49.6	17.7	34.1	80.9	21	26.2	33.1	27.6	39.4	30.4	10.2	40.9	36.1	84.2	80.6	21.6	74.3	
Local transport information	45.9	65.5	65.4	67	56.2	66.8	36.3	68.7	27.7	22.1	58.8	23.2	38.2	31.2	76.2	54.3	16.6	32.6	70.4	24	23.9	29	32	31.1	27.4	13.8	33.1	34.7	76.6	73.5	27.9	64.1	
Local bus services	61.2	74.9	67.6	68.5	56.8	74.1	47	70	38.2	59.1	92.5	29.7	53.4	31.6	87.6	64.1	17.7	31.1	92.1	24.3	9.9	34.3	46.1	17.9	27.9	12.5	24.1	10.3	85.4	88.9	20.2	75.3	
Sports and leisure facilities																																	
Libraries																																	
Museums and galleries																																	
Theatres and concert halls																																	
Parks and open spaces																																	
Local council provides value for money																																	
How the council runs things																																	
Involved in decisions affecting your local area																																	
Local area is a place where people from different backgrounds get on well together																																	
People feel they belong to their neighbourhood																																	
Involved in decisions affecting their neighbourhood in the past 12 months																																	
Agree they can influence decisions in their local neighbourhood																																	
Satisfied with local area as a place to live																																	
Have given unpaid help at least once in past 12 months																																	
Think that antisocial behaviour is a problem in their area																																	
Agree that police and other public services are successfully dealing with antisocial behaviour and crime in their area																																	
Agree that parents in the local area take enough responsibility for the behaviour of their children																																	
Think that there is a problem with people not treating each other with respect and consideration in the local area																																	
Agree that the police and other local public services seek people's views about antisocial behaviour																																	
Feel informed about what to do in the event of a large scale emergency																																	
Think that drunken or rowdy behaviour is a problem in their area																																	
Think that drug use or dealing is a problem in their area																																	
Say their health is good or very good.																																	
People aged over 65 satisfied with both home and neighbourhood																																	
Think that older people in their neighbourhood get the help and support they need to live at home for as long as they want to																																	
Say they have been treated with consideration and respect by their local public services in the past year																																	

- NB –** 1) Figures show the percentages for respondents giving a positive response (eg either satisfied or very satisfied)  
 2) Figures alongside each authority name show the percentage of residents who responded to the survey questionnaire.  
 3) Questions shaded in green are directly related to the Environment and Consumer Protection Group.

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## **2009/2010 WORK PROGRAMME**

### **Major review: Street Lighting**

#### **Witness Session 1, Scoping Report and Briefing Paper on Street Lighting**

**Contact Officer:** Nadia Williams  
**Telephone:** 01895 277655

#### **REASON FOR ITEM**

To enable the Committee to gather evidence as part of their review into Street Lighting in the Borough.

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

1. Question the witnesses using the suggested questions
2. Ask additional/supplementary questions as required
3. Highlight issues for further investigation
4. To review the work programme in Appendix 3

#### **INFORMATION**

1. At this Committee's meeting of 28 July 2009 approval was given to undertaking a review into Street Lighting in the Borough. The aim of the review is to review the policies and priorities for Street Lighting in Hillingdon, to demonstrate Best Value and Best Practice. To make recommendations to Cabinet which will improve the service, improve residents' satisfaction and facilitate the production of a formal Street Lighting Policy. The scoping report is attached to this report as appendix 1.
2. At the meeting on 28 July 2009 Members were asked to submit questions and indicate which areas they wanted to be covered as part of the review. Officers would be asked to provide responses at the next meeting. These are attached as a briefing note to this report as appendix 2.

#### **Witnesses**

3. For this first witness session, Members will be focussing on the present street lighting provision within the Borough and will be seeking the views from other local authorities. With this in mind the following witnesses have been invited to attend this first witness session:

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- Jim Edwards – Lighting Officer, London Borough of Hillingdon
- John Bowdrey – Street Lighting, London Borough of Harrow
- Representative from the street lighting service at London Borough of Sutton
- Matthew Kelly – Procurement Officer, London Borough of Hillingdon

### **Suggested questions**

- i) What are the Council's statutory duties in relation to street lighting?
- ii) What are the current capital and revenue costs for the street lighting service? Can details of the condition of the present street lighting infrastructure be given?
- iii) What environmental pressures are there relating to street lighting? What impact does this have on the service?
- iv) What are the energy procurement methods used for street lighting? What improvements can be made to the procurement process?
- v) What lessons can be learnt from other local authorities with regards to service provision?
- vi) Has consideration been given to working with neighbouring local authorities in terms of providing street lighting in partnership?
- vii) What are the financial implications of the changes in lighting standards i.e. the use of light sources that provide better visibility, environmental considerations?

### **PAPERS WITH THE REPORT**

Scoping report as agreed at the meeting held on 28 July 2009 – Appendix 1

A briefing paper which provides background information on the street lighting service – Appendix 2

Work Programme – Appendix 3.

### **SUGGESTED COMMITTEE ACTIVITY**

1. Members question the witnesses and identify important issues for their review.
2. Members consider the written evidence provided.

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3. Members to discuss the evidence gathered to date on their review and note any potential draft recommendations.

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

**2009/10**

**DRAFT SCOPING REPORT**

**Proposed review title: Street Lighting**

**Aim of review**

To review the policies and priorities for Street Lighting in Hillingdon, to demonstrate Best Value and Best Practice. To make recommendations to Cabinet which will improve the service, improve residents' satisfaction and facilitate the production of a formal Street Lighting Policy.

**Draft Terms of Reference**

- 1. To understand and confirm the Council's statutory duties in relation to street lighting and highway based power supplies;**
- 2. To review how our duties are discharged, including how priorities are arrived at and how resources are allocated;**
- 3. To review recent performance and the methods of performance measurement that are applied to this area;**
- 4. To review what service improvements are being implemented and what improvements could be implemented, to improve performance still further.**
- 5. To review whether the Council's own processes and response rate in dealing with street lighting is timely, effective and cost-efficient, and what effect the responsiveness of the utility companies can have on the service;**
- 6. To seek out views on this subject from residents, using a variety of existing and also contemporary consultation mechanisms;**
- 7. To better understand and contrast the community /road safety and light pollution implications of street lighting;**
- 8. To examine new technologies, e.g. solar power and best practice elsewhere through case studies, policy ideas, witness sessions and site visits and;**
- 9. After due consideration of the above, to bring forward strategic, innovative and also practical policy recommendations to the Cabinet in relation to street lighting in Hillingdon.**

## **Background and importance**

The Council's duty as Highway Authority under the Highways Act 1980, is to maintain highways maintainable at public expense and to take such care as is reasonably required to secure the safety of the highway for all types of traffic using the Highway. The Highways Act does not require the Highway Authority to provide lighting, although section 97 states that a Highway Authority may provide lighting.

As those responsible for maintaining of the Street Lighting, the Public Lighting Section serves all the residents of the Borough, any visitor to the Borough and anyone travelling through or over it. We also serve local businesses, partners and key external organisations. In addition we work closely with other groups within the council, maintaining lighting in public car parks, roads and footpaths owned by Hillingdon Homes and some Housing Associations.

In 2008/09 1,428 lights out or day burners were reported by residents, road users and lighting section staff, these were attended to in an average of 1.4 calendar days. The regular night patrols detected 2,153 lights needing attention; these were attended to in an average of 1.3 calendar days. Requests for lighting improvements in 24 areas that had not previously be identified were also received. There were 176 lights effect by electricity supply failures these were repaired by the Electricity Boards in an average of 45.10 calendar days.

## **Reasons for the review**

With increasing financial pressures due to energy costs, environmental pressures relating to the use of energy, and emerging technologies which can help us deal with the challenges we face, this is a pertinent time to review the street lighting service.

## **Equalities**

The Public Lighting Section serves all the residents of the Borough, any visitor to the Borough and anyone travelling through it. We also serve local businesses, partners and key external organisations. The street Lighting service is used by all, regardless of race, gender, physical ability, sexual orientation or social background

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

The Public Lighting, Signs and Road Markings Section .within the Street Scene Maintenance Team, a part of the Highways & Green Spaces Service of the Environment & Consumer Protection Group

## **Key issues**

1. What are the Council's statutory duties in relation to street lighting and highway based powers supplies?
2. How do we set out to fulfil those duties including

### ***Maintaining the Lighting Stock***

- Dealing with Service requests and timescales attached
- What maintenance standards are applied

### ***Lighting improvements***

- RESPOC may wish to review the framework developed last year to assist in determining where to prioritise improvements in street lighting from funds available

### ***How to make most efficient use of electricity***

- The Council is currently reviewing its energy procurement methods and RESPOC may wish to consider this as it relates to street lighting.
- RESPOC may wish to review issues related to national guidance on the level of lighting to be provided in various areas depending upon usage and crime risk.
- RESPOC may wish to consider if there are any locations in the borough where current light levels may require review.

### ***Supply company issues***

- Service Level Agreements have now been set up with electricity boards to improve their performance on delayed fault repairs. However, their current performance falls short of the SLA and RESPOC may wish to call witnesses from these companies to account for their organisations' performance in order to seek improvements.
- When lighting columns are replaced, the change over of the electricity supply from the old column to the new one takes time and residents wonder what the delay is.
- The borough's street lighting team have recently changed their procedures to seek to improve the programming of removal of old columns and are considering how to better communicate planned works to residents. RESPOC may wish to review these changes and consider issues related to improving communication to residents on issues related to street lighting.

### ***Dark skies/astronomy related issues***

- RESPOC may wish to consider issues associated with 'dark skies' and astronomy as they relate to street lighting, and minimising light pollution

### ***To light or not to light?***

- RESPOC may wish to consider issues related to when or whether to put lamps or lighting along footpaths or through parks.
- RESPOC may wish to consider whether more use could be made of LED cats eyes on roads and 'lower level' path lighting through parks, rather than traditional lamp columns.
- RESPOC may wish to consider issues related to requests for floodlighting in parks as part of a potential review.

3. How do we measure performance in Street lighting?

4. What does our recent performance look like? Including Efficiency of Lighting

5. What service improvements are we planning for Street lighting?

- **The Use of Alternative Energy** -RESPOC may wish to review issues related to the potential for solar powered lighting
- **Use of light sources that give better visibility** - Lighting standards no longer support the use of monochromatic light sources like the orange low-pressure sodium lamps that have been in use for many years. RESPOC may wish to consider how this will impact on the borough

### ***Community and Road Safety***

The use of Street Lighting to design out crime, make both residents and motorists feel safer walking and driving.

### **Methodology**

#### *Relevant Documents*

Well Lit Highways – Code of practice for highway lighting management  
 Code of practice for the design of road lighting BS 5489  
 Road Lighting BS EN 13201  
 Borough Energy policy

#### *Witnesses/evidence providers*

- ***Philomena Bach (Group Director ECP)***
- Mary Worrall (Head of Highways and Green Spaces)
- Jonathan Westell (Street Scene Maintenance Manager)
- Tim Edwards (Manager Public Lighting)
- Representatives from Electricity suppliers & another Local Authority (provisional; to be confirmed)
- Community Safety Team representative

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### **Stakeholders and consultation plan**

- Cabinet Member for Planning & Transportation – Cllr Keith Burrows
- The Cabinet Member For Environment – Cllr Sandra Jenkins
- Metropolitan Police Service
- Carry Out Website Survey
- Consult “Street Champions” from the Streetscene Locality Working Initiative.
- Motorists’ Forum

Connected work (recently completed, planned or ongoing)

Whole Service Review – completed in 2008

Produce a Street Lighting Policy – to be produced after or as part of review

### **Outcome**

A report to Cabinet with the conclusions of the review and recommendations for any changes to the service that enable Street Lighting to better meet the Council’s targets.

### **Proposed timeframe & milestones**

<b>Meeting/date</b>		<b>Action</b>	<b>Milestone</b>
1.	28 <sup>th</sup> July	Discuss Scoping of Review	
2.	8 <sup>th</sup> Sept	Scoping & Presentation	Scope of Review Set
3.	8 <sup>th</sup> Oct	Witness session	Review Starts
4.	Sept / Oct	Visit / walkabout to illustrate pertinent issues	
5	17 <sup>th</sup> Nov	Report	Review Ends
6	17 <sup>th</sup> Dec	Cabinet Considers Report	Decision taken

### **Risk assessment**

There are already pressures on the limited resources of Public Lighting, Signs and Road



### RESPOC STREET LIGHTING REVIEW – September 2009

#### STREET LIGHTING

##### 1.0 Introduction

The Public Lighting Section sits within the Street Scene Maintenance Team within ECP. As well as the installation and maintenance of lighting, it is also responsible for the installation and maintenance of road signs and road markings. The Public Lighting Section carries out:

- Routine and Responsive Maintenance of lighting installations
- Lighting Improvements in the “public realm”
- Road markings & signs for Parking Schemes
- Implementation of works for road improvements and safety schemes
- Services to other Groups (generally lighting services)

It is responsible for the maintenance of:

- 22,750 Street Lights
- 205 School and Zebra Crossing Beacons
- 1805 Illuminated Bollards and centre island columns
- 3020 Illuminated Signs
- 11 Subways

##### 2.0 Current Street Lighting Policy

###### 2.1 Codes of Practice and Standards

Current practices in Hillingdon are based upon published British Standards, European standards, codes of practice and industry technical reports. These include:

Code of Practice: “ Well Lit Highways”

[http://www.ukroadsliasongroup.org/lighting/code\\_of\\_practice.htm](http://www.ukroadsliasongroup.org/lighting/code_of_practice.htm)

BS 5489 – Code of practice for the design of road lighting

BS 7671 Requirements for Electrical Installations

BS EN 13202 – Road lighting

BS EN 40 – Lighting Columns

BS EN 12899 – Fixed, vertical road traffic signs

Various Publications by the Institution of Lighting Engineers including:

Code of Practice for Electrical Safety in Highway Operations

Technical Reports covering the Lighting for Traffic Calming Features,

Lighting of Pedestrian Crossings, Testing of lighting supports.

## 2.2 Maintenance regimes

All lighting and electrical items have a routine maintenance regime. The time interval is determined by the light source. "Low pressure Sodium" lights are an old type of lantern giving an orange light; over the last few years we have been replacing them with "High Pressure Sodium" lights which give a more golden yellow light, with better colour rendering.

Light source or equipment type	Lamp change and visual inspection	Clean	Electrical test
Low Pressure Sodium	3 years	With lamp change and 18 months after	6 years (alternate lamp changes)
High pressure sodium 50w & 70w	4 years	With lamp change	With lamp change
High Pressure Sodium 100w and above	5 years	With lamp change	With lamp change
Keep left bollards	1 year	With lamp change and extra in the winter months as determined by inspection	5 years
Illuminated Sign	1 year	With lamp change	5 years
Subways	1 year	With lamp change	5 years
Feeder Pillars	N/a	With electrical test	5 years included visual inspection

In 2008 a regime of structural inspection and testing of steel lighting columns was started for columns that are over 12 years old. The result of the testing determines subsequent test intervals. Typically the columns in good condition are guaranteed for 5 or 6 years and an insurance certificate issued to this effect. All concrete columns are visually inspected for defects on an annual basis.

## 2.3 Statutory Duties

### 2.3.1 The Provision of Street Lighting

**Highways Act 1980** - Section 97 states that a Local Highway Authority may provide lighting for any Highway or proposed Highway. Section 41 places a duty on the Highway Authorities to maintain highways maintainable at public expense. This implies that whilst a Highway Authority does not have to provide lighting on the Highway, where it does it is required to maintain it.

**Crime & Disorder Act 1998** - Section 17 Duty to consider crime and disorder implications. This section applies to a local authority, a joint authority, a police authority, a National Park authority and the Broads Authority and states:

*(1) Without prejudice to any other obligation imposed on it, it shall be the duty of each authority to which this section applies to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.*

This could be interpreted that where the provision of street lighting could help to prevent crime and disorder the local authority has a duty to provide and maintain lighting. This could be expanded further to indicate that the local authority has the duty to improve street lighting if it could reduce crime and disorder.

### **2.3.2 The Maintenance of Street Lighting**

There are a number of Acts of Parliament and Statutory Instruments that apply to the installation and maintenance of street lighting and effect the way things are done.

#### ***Statutory Instruments***

##### 1989 No 635 The Electricity at Work Regulations 1989.

This is a legal requirement to ensure that we comply with the wiring regulations, integrity of the insulation and safe management of the electrical circuit including the environmental protection of the installation.

##### 1992 No 2793 Manual Handling Operations Regulations 1992

This is a legal requirement that states that the Employer will as far as reasonably practicable introduce measures to reduce the risk of injury.

##### 2001 No 3263 The Electricity (Un-metered Supply) Regulations 2001

These regulations are part of the Electricity Act 1989 and they state that where a defined use of electricity is available then a un-metered supply can be granted by the District Network Operator (DNO).

##### 2002 No 2665 The Electricity Safety, Quality and Continuity Regulations 2002

These regulations state that the user and providers of electrical infrastructure use the correct materials that comply with Electrical safety, Quality and continuity regulations.

##### 2002 No 3113 The Traffic Signs Regulations and General Directions 2002

Traffic signs and regulations on the highway shall comply with these general directions 2002.

##### 2005 No 735 The Work at Height Regulations 2005

This regulation in conjunction with the Health and Safety at Work act 1974 and the Construction and Health and Safety regulations 1996. The employer shall introduce measures where working at height is safe.

2006 No 3289 The Waste Electrical and Electronic Equipment Regulations

Aim is to reduce the amount of electrical / electronic equipment being produced and to encourage all parties to reduce, reuse, and recycle equipment.

2007 No 320 The Construction (Design and Management) regulations 2007

This regulation states that all parties in the construction Industry have the right people for the right job at the right time this will enable better management of risk and works can be coordinated which will lead to efficient and affective work practices.

***Acts of Parliament***

Health and Safety at Work Act 1974 - The Health and Safety at Work etc Act 1974 , also referred to as HASAW or HSW, is the primary piece of legislation covering occupational health and safety in the United Kingdom

Traffic Management Act 2004 - The Traffic Management Act was introduced in 2004 to tackle congestion and disruption on the road network. The Act places a duty on local traffic authorities to ensure the expeditious movement of traffic on their road network and those networks of surrounding authorities. The Act gives authorities additional tools to better manage parking policies, moving traffic enforcement and the coordination of street works.

**European Parliament**

***Directive 2005/32/EC Eco-design Energy using Products  
Regulation No 245/2009 eco-design requirements for Fluorescent and High Intensity Discharge Lamps***

**3.0 Public Lighting Inventory**

**3.1 Numbers**

The total number of lighting columns is 22,800; the other lighting installations are listed below

CATEGORY	Highway footpaths	Roads	Car Parks	EY&L	Housing	Property	Recreation	Floodlights
Lighting Columns	1198	21071	163	39	275	5	50	
Zebra crossing beacons		218						
School Crossing WigWags		14						
Refuge Beacons		373						
Bollards		1543						
Illuminated Signs posts		1874						
misc - wall brackets etc	6	56	2		18			20
Feeder Pillars	3	151	17	6	4		6	1

### 3.2 Age profile of lighting columns in Hillingdon

This information is taken from the detailed GIS lighting inventory system that was implemented in 1996. There is limited data before this date regarding the age of the columns.

Column material	Age in years							Total columns
		5m (or less)	(or) 6m	8m	10m	12m	Over 12m	

Steel & cast iron	0 - 20	2505	1275	414	1157	60		5411
	21 - 30	616	53	301	264	21	6	1261
	31 - 40	138	16	2	127	0		283
	Over 40 or unknown	10989	787	932	2251	58		15017
	<b>Total</b>	<b>14248</b>	<b>2131</b>	<b>1649</b>	<b>3799</b>	<b>139</b>	<b>6</b>	<b>21972</b>
Concrete	0 - 20							0
	21 - 30							0
	31 - 40							0
	Over 40 or unknown	824						824
	<b>Total</b>	<b>824</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>824</b>

<b>All</b>	<b>Total</b>	<b>15072</b>	<b>2131</b>	<b>1649</b>	<b>3799</b>	<b>139</b>	<b>6</b>	<b>22796</b>
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## **4.0 Service Delivery**

### **4.1 The Public Lighting Section**

The Section consists of a Manager, a Lighting Engineer, a Lighting Technician, a Sign Engineer, a Road Markings Engineer and a part time Costing Assistant. The manager is also responsible for the Operational Team currently based at Harlington Road Depot this consists of a Supervisor, an administrator, a charge-hand and 9 lamp attendants. Two apprentices are in the process of being appointed one as a Lamp Attendant and one as a Lighting Technician.

### **4.2 Electricity Suppliers**

The regional electricity suppliers for Hillingdon are EDF and SEC. Known as DNOs these are District Network Operators. They are responsible for the transfer of power either from adjacent columns or the provision of a new supply from the Low Voltage Main.

EDF are the more expensive of the two providers and they are on a typical 3-6 week programme to complete their works from the date we certify that the lamp column is ready.

SEC are the provider for the 60% of the Borough and they are on a 3-8week programme to complete their works from the date we certify the lamp column is ready for electricity transfer.

### **4.3 Works Contractors**

Column installations are done in-house if the columns being replaced are 5m or 6m in height. If the lamp columns being replaced are 8m, 10m, 12m, then these are installed by our external contractor Enterprise Mouchel.

Before columns can be installed we need to ensure we have the columns and lanterns in stock or place orders as required.

## **5.0 Finance**

### **5.1 Revenue Budgets 09/10**

Lighting Maintenance	£614,610
Signs Maintenance (inc non illuminated)	£258,570
Lighting Energy	£709,330
Signs Energy	£65,670
Recharge for 3 <sup>rd</sup> party damage	Income £31,500

### **5.2 Capital Budget 09/10**

The Capital allocation for 2009/10 is £300,000. £60,000 of this is reserved for the capitalisation of revenue, typically for the replacement of brackets and

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lanterns on existing columns. The remainder will be split between replacing structurally defective columns, structural testing and lighting improvements. Prioritising requests for new and replacement streetlights throughout the borough is by an agreed mechanism, based on problems relating to community safety, crime or road safety

### 5.3 Typical Unit costs for installation

Supply and install column & Lantern (Son only)	In house Rate £	Enterprise Mouchel Rate £
5m 50w son	563.98	589.62
6m 70w son	593.53	593.52
8m 100w son	N/A	1122.21
10m 150w son	N/A	1277.17
12m 250w son	N/A	1322.46

### 5.4 Cost of SEC or EDF Electricity Transfer within 3m of power supply.

Supplier	New Service £	Transfer service£	Disconnection£
SEC	418.16	322.58	274.57
EDF	687	426	365

### 5.5 Unit cost and SEC or EDF transfer service within 3m and removal of redundant column.

Column	5m	6m	8m	10m	12m
SEC	977.67	1007.22	1535.90	1690.86	1736.15
EDF	1081.09	1110.64	1639.32	1794.28	1839.57

### 5.6 Cost in percentage terms of a unit installation of SEC and EDF based on typical 3m transfer service.

Column	5m	6m	8m	10m	12m
SEC %	49	47.1	26.6	23.5	22.8
EDF %	65	62.2	35.1	31.1	30.1

## 6.0 What key issues are we faced with?

### 6.1 Budget

In real terms costs increase above inflation and the service is growing. Over the past two years the number of lighting columns has increased by an average of 0.75% PA, Contractors cost by 4.7% PA. In April 2008 EDF

Energy's charge for a new connection rose by 23.6%, although there has been no increase this year.

## **6.2 Technology**

Technology is moving at a fast pace and careful consideration is given to the trial and introduction of developments that can reduce costs, improve efficiency and improve the service.

## **6.3 Increasing energy costs**

Over the past five years there have been very large increases in energy costs. Until this year Hillingdon's street lighting has been fortunate to avoid most of these increases. This has been due to the timing of when the fixed price energy contracts were renewed, see table below, in both the 2005 and the 2007 contracts the two year fixed rate was cheaper than the one year rate.

Supply period	Date agreed	Southern Area rate	EDF area rate
April 04 to March 05	26/02/04	4.454p	4.196p
April 05 to March 07	28/01/05	5.457	5.241
April 07 to March 09	4/12/06	6.028	5.911

During the past two years the unit rates for some contracts elsewhere in the country have been as high as 13p. The projected energy costs for this year for Hillingdon are currently 8.9p per unit. The attached is a document prepared for the UK Lighting Board, this explains the new recommended method of energy procurement that has been adopted from April 2009 and hence the reason this is a projected rate.

## **6.4 The need to investigate reduction of CO<sub>2</sub> by using modern less polluting lanterns and electronic lighting control.**

A corporate energy policy is in the process of being drafted, this may be available by 8 September.

## **6.5 Increased demand for lighting in new locations for enhanced security**

There is more demand for lighting solutions based on security issues. Without good quality lighting the fear of crime can not be lifted and any investments in CCTV solutions are not utilised to their full potential without good quality lighting.

## **6.6 Need to reduce light pollution**

We are mindful of the increases in lighting for residential, main road, security. As such we try to utilise the best value modern lanterns that keep the lighting pollution to a minimum. The aim of a good lighting installation is to provide illumination on the highway just where it is needed and to reduce to a minimum wasted upward light, typically less than 3%.



## **7.0 Where do we want to get to & how do we get there?**

Where we want to get to is an increased number of reliable, energy-efficient, adaptable, less polluting and brighter lighting units at lower cost by 2015. This will be achieved by continually introducing new technology such as :

**7.1 High-output LEDs (“Light Emitting Diodes”):** This is the latest in lighting technology. LEDs offer low energy and long life. Typical values being announced are lamp life of up to 50,000 hours which is equal to 10+ years. And energy savings of up to 40%. The lanterns are in circulation now and we have trailed a small quantity in footpaths, the ILE is soon launching a technical paper on the use of LEDs in public lighting. We are waiting to see the conclusion of this before we decide to go further with using led lanterns in residential and Road Lighting.

**7.2 White light:** The British Standard 5489 recommends that a lamp with a colour rendering index of 60 be used so that lower lighting classes can be achieved on residential roads. This will lead to savings in Energy and CO2. This needs to be part of an invest to save strategy.

**7.3 Remote monitoring:** This is a feature that can be used to identify lighting faults remotely. At this stage it is expensive to implement, as each monitoring exercise needs to be part of a new installation and this requires intelligent communications which can cost more in implement and is therefore not a viable option at this time.

**7.4 Digital Electronics Control Gear:** We are replacing conventional control gear with electronic on any lanterns where the conventional gear has failed, and on all new installations. This has the benefit of saving 5% in energy and substantially enhances the life of the lamp. The use of electronic gear will also allow dimming to be used as an option.

**7.5 Dimming:** This option allows us to dim the lighting level to a lower level during off peak times in the small after midnight to 4 am of the morning. The design would still meet the lighting levels required under BS5489 but to achieve this we need electronic control in the lanterns and modern white light sources.

This can be incorporated as a feature at the lighting design stage. This is needs to part of invest to save strategy.

**7.6 Solar power:** This is an option, but this is in its early years of development and we would not consider this option suitable in Hillingdon at this time

## Appendix 3

### RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

**2009/10**

#### *WORK PROGRAMME*

<b>Meeting Date</b>	<b>Item</b>
<b>8<sup>th</sup> September 2009</b>	Street Lighting – Witness Session 1
	Work Programme for 2009/10
	Update on School Travel Plan
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
	Update on School Travel Plans
<b>8<sup>th</sup> October 2009</b>	Street Lighting – Witness Session 2
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>18<sup>th</sup> November 2009</b>	Street Lighting – Conclusions and Recommendations
	Gambling Act 2007-10 – report sent to Committee for comments. Stephanie Waterford & Norman Stanley
	Annual Safety Sports Grounds Report
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>15<sup>th</sup> December 2009</b>	Street Lighting – Final Report agreed
	2 <sup>nd</sup> Review – scoping report agreed
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.

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<b>19<sup>th</sup> January 2010</b>	2 <sup>nd</sup> Review : Witness Session 1
	Budget Reports and Group Plans 2010
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>17<sup>th</sup> February 2010</b>	2 <sup>nd</sup> Review: evidence session 2
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>10<sup>th</sup> March 2010</b>	2 <sup>nd</sup> Review: conclusions and recommendations
	Work Programme for 2009/10
	Cabinet Forward Plan – review forthcoming decisions and if appropriate, comment to the decision-maker.
<b>13<sup>th</sup> April 2010</b>	2 <sup>nd</sup> Review: final report agreed
	Cabinet Forward Plan - review forthcoming decisions and if appropriate, comment to the decision-maker.

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## FORWARD PLAN: SEPTEMBER – DECEMBER 2009

Contact officer: Nadia Williams  
Telephone 01895 277655

### 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. A Forward Plan for **September 2009 till December 2009** 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.

#### The next Cabinet meeting

2. The subsequent Cabinet is due to meet on Thursday 24<sup>th</sup> September 2009.
3. 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: September to December 2009

Ref	Report Title	Advance information	Ward(s)	Report to Full Council	Cabinet Member(s) Responsible	Officer Contact	Consultation	Background Documents	NEW ITEM
<small>ASCH&amp;H = Adult Social Care, Health &amp; Housing; DCEO = Deputy Chief Executive's Office; E&amp;CS = Education &amp; Children's Services; E&amp;CP = Env't &amp; Consumer Protection; F&amp;R = Finance &amp; Resources; P&amp;CS = Planning &amp; Community Services</small>									
<b>CABINET - 24 SEPTEMBER 2009</b>									
340	<b>Appointment of Term Contractor for Erection &amp; Renewal of Street Furniture</b>	The erection and renewal of street furniture is an essential part of providing safer highways for motorists and pedestrians. Signing also allows the Council to enforce parking regulations. To this end it is necessary to have a Term Contractor available to carry out the work as and when required by the Council. A recent tendering exercise has taken place and the report will recommend to which tenderer to award the contract.	All		Cllr Keith Burrows & Cllr Scott Seaman-Digby	<b>E&amp;CP</b> Jonathan Westell			
342	<b>Eastcote Coach House, Dovecote and Walled Garden: Proposed Heritage Lottery Fund Bid</b>	This report summarises the condition of this group of Council owned listed buildings, the potential of the site for community use, the steps required for application to the Lottery Heritage Fund (HLF), including the commissioning of a Conservation Management Plan, and the financial implications for the Council.	Eastcote & East Ruislip		Cllr Keith Burrows	<b>P&amp;CS</b> Charmain Baker / Sarah Harper	Ward Councillors, Green Spaces Team, Eastcote Residents Association, English Heritage	English Heritage Report, Draft Conservation Brief, HLF Guidance Note	<b>NEW</b>
343	<b>Local Implementation Plan 2010/2011</b>	This report seeks Cabinet's approval of the Local Implementation Plan (LIP) funding submission for 2010/2011 to Transport for London.	All		Cllr Keith Burrows	<b>P&amp;CS</b> Bob Castelijin / Jales Tippell	Transport for London	LIP Annual Progress Report Guidance 2009/10-2010/11 issued	<b>NEW</b>
345	<b>Revised Local Development Scheme</b>	This report advises Cabinet of progress on the Local Development Framework and proposes revisions to the Local Development Scheme for Cabinet to approve and then for submission to the Government Office for London and the Greater London Authority.	All		Cllr Keith Burrows	<b>P&amp;CS</b> Ged Lawrenson	Government Office for London and Greater London Authority	Revised Local Development Scheme, April 2009.	<b>NEW</b>

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346	<b>New allocation of s106 contributions and Sponsored Route Agreement with TfL for improved bus services.</b>	To seek approval to allocate s106 funds from BA World Cargo site (ref. PT/05/04A&B) for improved bus services on the 350 and 423 routes for a three year period with effect from autumn 2009 to a contract value of £210,000. Furthermore to seek approval for the Council to enter into a Sponsored Route Agreement with Transport for London (TfL) to progress this.	Various		Cllr Keith Burrows	<b>P&amp;CS</b> Bob Castelijn	BAA, TfL, and the Heathrow Area Transport Forum have been consulted.		<b>NEW</b>
347	<b>Stopping - Up Application - 69 Warley Road</b>	A report to Cabinet to consider 'Stopping-Up' the adopted highway land at this location.	Barnhill		Cllr Keith Burrows	<b>DCEO &amp; E&amp;CP</b> Raj Alagh / Philomena Bach			<b>NEW</b>
348	<b>National Air Traffic Services (NATS) site at Porters Way, West Drayton.</b>	Following consideration by Cabinet in May 2009, this report will present the findings of consultation on the draft SPD for the former NATS site in West Drayton.	West Drayton		Cllr Keith Burrows	<b>P&amp;CS</b> Stephen Timms			<b>NEW</b>
357	<b>Extension of BAA Gift Funding</b>	Since 2002, the Council has received gift funding from BAA to process planning applications associated with Heathrow Airport. This gift funding was first received to deal with applications associated with Terminal 5 but has since been extended to include all development at Heathrow. It is proposed to extend this gift funding for another year (2009/10) and this reports seeks approval from Cabinet to proceed on this basis. This funding expressly excludes any work associated with the legal challenge.	Heathrow Villages		Cllr Keith Burrows	<b>P&amp;CS</b> Aileen Carlisle			<b>NEW</b>

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358	<b>Infrastructure Planning Commission - response to consultation</b>	The last of the Government consultations on the regulations and guidance for the establishment and operation of the Infrastructure Planning Commission has now been published. This consultation covers the consent order process including the assessment of local impacts by local planning authorities. Of the consultations that have been undertaken, this has the greatest potential impact on the local planning authority in terms of resources. The consultation closes on 5 October and Cabinet will be asked to agree this Council's response.	All		Cllr Keith Burrows	<b>P&amp;CS</b> Aileen Carlisle			<b>NEW</b>
SI Page 53	<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	<b>P&amp;CS</b> Jales Tippell / Vanessa Scott 01895 250402		Previous Cabinet Reports	
<b>CABINET MEMBER DECISIONS - SEPTEMBER 2009</b>									
339	<b>Winter Service Plan</b>	This report seeks the Cabinet Member's approval for the Winter Service Plan 2009/10. The Council has a statutory obligation under Section 41 of the Highways Act 1908 to maintain the highway. The introduction of new legislation (Railways and Transport Safety Act 2003) extended the requirements of the Highways Act to now place a duty on the Council to ensure, so far as is reasonably practicable, that safe passage along the highway is not endangered by snow or ice. The aim of the Winter Service Plan is to set out how the winter maintenance service is to be provided by the Council.	All		Cllr Keith Burrows	<b>E&amp;CP</b> Jonathan Westell			

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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341	<b>Rights of Way Improvement Plan</b>	This report seeks the Cabinet Member's approval for the Rights of Way Improvement Plan (ROWIP). The Plan has been produced to meet the requirements of the Countryside and Rights of Way act 2000. It is required to contain an assessment of the extent to which local Rights of Way meet the present and likely future needs of the public for exercise and other forms of open air recreation, and the accessibility of Rights of Way to those with sensory and mobility problems.	Various		Cllr Sandra Jenkins	<b>E&amp;CP</b> Jonathan Westell			
351	<b>Consultation Response to Greater London Authority's 'London Housing Design Guide Supplementary Planning Guidance Draft for Consultation July 2009</b>	This report provides a response to the Greater London Authority recently published Draft 'London Housing Design Guide' Supplementary Planning Guidance for consultation. The guide sets a new benchmark for the design and quality of London's housing, supporting the delivery of key policy areas in the London Plan and the draft London Housing Strategy.	All		Cllr Keith Burrows	<b>P&amp;CS</b> Shahida Manjlai		Hillingdon Design and Accessibility Statement (HDAS): Residential Layouts July 2006	<b>NEW</b>
<b>CABINET - 15 OCTOBER 2009</b>									
338	<b>High Speed Rail Options - Implications for Hillingdon</b>	A report outlining the implications for the Borough on the various High Speed Rail options and to ask Cabinet for a policy position.	Various		Cllr Keith Burrows	<b>P&amp;CS</b> Aileen Carlisle	Officers in other service areas	HS2 Ltd documentation, proposals by High Speed North, 2M, Arup and Greenguage,	

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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352	<b>Review of Conservation Areas in Northwood: Consultation Response</b>	Cabinet will receive a report on the response to the public consultation exercise, undertaken during July and August, on the proposed extension of the Northwood Frithwood Conservation Area and the designation of a new Conservation Area in Northwood.	Northwood Hills		Cllr Keith Burrows	<b>P&amp;CS</b> Sarah Harper	Public consultation has been undertaken on this.		<b>NEW</b>
<b>CABINET - 17 DECEMBER 2009</b>									
354	<b>The Council's Budget - Medium Term Financial Forecast 2010/11 - 2013/14</b>	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2010/11 for consultation, along with indicative projections for the following three years.	All		Cllr Jonathan Bianco	<b>F&amp;R</b> 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>
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	<b>P&amp;CS</b> Jales Tippell / Vanessa Scott 01895 250402		Previous Cabinet Reports	

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