



HILLINGDON
LONDON



Residents' and Environmental Services Policy Overview Committee

Councillors on the Committee

Michael White (Chairman)
Michael Markham (Vice-Chairman)
Lynne Allen
Tony Burles
Patricia Jackson
Allan Kauffman
Judy Kelly
Kuldeep Lakhmana
Brian Stead

Date: TUESDAY, 21 NOVEMBER
2017

Time: 5.30 PM

Venue: COMMITTEE ROOM 3 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

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

Published: Monday, 13 November 2017

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This Agenda is available online at:

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Putting our residents first

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Terms of Reference

A central role of a Policy Overview Committees is to undertake in-depth policy reviews on specific issues. Reviews provide the opportunity to hear from members of the public and expert witnesses, including people from a wide range of external organisations. Reviews usually make recommendations to the Cabinet on how the Council could improve its work. They therefore perform an important role in opening up the policy-making process to a wider audience, including people who would not normally have the opportunity to participate.

This Committee undertakes the policy overview role in relation to the following matters:

- Highways, traffic, parking & street environment
- Local transport, including rail, cycling & London Underground
- Footpaths and Bridleways
- Road safety and education
- Planning & Building Control
- Libraries
- The Borough's heritage and history
- Sport & Leisure services
- Waste management & recycling
- Green spaces, allotments, woodlands, conservation and sustainable development
- Consumer Protection, Trading Standards & Licensing
- Registrars & Bereavement Services
- Local watercourses, drainage and flooding
- Environmental Health, Air & Noise Quality
- Local impacts of Heathrow expansion
- Local impacts of High Speed Rail

Agenda

Chairman's Announcements

- 1 Apologies for Absence
- 2 Declaration of Interest in matters coming before this meeting
- 3 To confirm that all items marked Part 1 will be considered in Public and that any items marked Part 2 will be considered in Private
- 4 To agree the Minutes of the previous meeting 1 - 6
- 5 Residents' & Environmental Services Policy Overview Committee - Major Review 2017/18 - Revision of the Air Quality Action Plan for the London Borough of Hillingdon - Witness Session 7 - 18
- 6 Forward Plan 19 - 22
- 7 Work Programme 23 - 26

Minutes

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE



HILLINGDON
LONDON

17 October 2017

Meeting held at Committee Room 3- Civic Centre,
High Street, Uxbridge UB8 1UW

	<p>Committee Members Present: Councillors Michael White (Chairman), Michael Markham (Vice-Chairman), Lynne Allen, Teji Barnes, Tony Burles, Patricia Jackson, Allan Kauffman, Judy Kelly and Kuldeep Lakhmana.</p> <p>Apologies for Absence: Councillor Jas Dhot (Councillor Lynne Allen substituting) and Councillor Brian Stead (Councillor Teji Barnes substituting).</p> <p>Officers and witnesses: Val Beale ((Environmental Specialist, Planning Specialist Team), Dr Mike Holland (Member of the Committee on the Medical Effects of Air Pollution) James Rodger (Head of Planning and Enforcement) and Khalid Ahmed (Democratic Services Manager).</p>	
24.	<p>TO CONFIRM THAT ALL ITEMS MARKED PART I WILL BE CONSIDERED IN PUBLIC AND THAT ANY ITEMS MARKED PART II WILL BE CONSIDERED IN PRIVATE</p> <p>It was confirmed that all items on the agenda would be considered in public. However a paper produced in relation to Item 5 - Major Review 2017/18 - Revision of the Air Quality Action Plan for the London Borough of Hillingdon was considered in Part II.</p>	
25.	<p>MINUTES OF THE MEETING HELD ON 20 SEPTEMBER 2017</p> <p>Agreed as an accurate record.</p>	
26.	<p>RESIDENTS' & ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE - MAJOR REVIEW 2017/18 - REVISION OF THE AIR QUALITY ACTION PLAN FOR THE LONDON BOROUGH OF HILLINGDON</p> <p>The Committee was provided with additional papers to help in the review.</p> <p>The National Institute for Health and Care Excellence (NICE) guidelines on "Air Quality: outdoor air quality and health" provided information of road traffic related air pollution and its links to ill health. The paper provided details on how to improve air quality and so prevent a range of health conditions and deaths.</p>	<p>Action By:</p>

	<p>Other documents provided to Members were</p> <ul style="list-style-type: none"> • "Improving Air Quality in the City of London" which provided a practical guide for City businesses • "What is a Low Emission Neighbourhood" • "Clean Air for Schools" - case studies of pilot projects, which Hillingdon was one of the three partners in the pilot. • Mayor of London's Healthy Streets Initiative • Selborne Road Air Quality Improvement Scheme <p>Dr Mike Holland, Member of the Committee on the Medical Effects of Air Pollution and the Council's Head of Planning and Enforcement attended the meeting to provide evidence to Members</p> <p>Background to the Clean Air Act</p> <p>The Committee was informed that the Clean Air Act 1956 was enacted in response to the "Great Smog" of London in 1952. The Act introduced a number of measures which aimed to reduce air pollution, especially by introducing "smoke control areas" in some towns and cities in which only smokeless fuels could be burned.</p> <p>By shifting homes' sources of heat towards cleaner coals, electricity, and gas, this reduced the amount of smoke pollution and sulphur dioxide from household fires.</p> <p>Members were informed that this legislation was an important milestone in the development of a legal framework to protect the environment.</p> <p>Reference was made to the impact on health of poor air quality and to studies which had proved that exposure to poor air quality resulted in cancers, respiratory problems such as asthma.</p> <p>Poor air quality had been described as the largest environmental risk to public health in the UK, known to have more severe effects on vulnerable groups, for example the elderly, children and people already suffering from poor health such as respiratory disease.</p> <p>Reference was made to the development of the Air Quality Action Plan which would ensure that improvements to health were an important objective in terms of the outcomes of the actions to be included.</p> <p>2004 Air Quality Action Plan</p> <p>Dr Holland outlined to the Committee details of the 2004 Plan</p>	<p>Action By:</p>
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	<p>which was divided into the following areas:</p> <ul style="list-style-type: none"> • Switching to cleaner transport modes • The tackling of through traffic • Promoting cleaner vehicle technology • Measures specific to Heathrow Airport • Measures concerning local businesses and industry • Making improvements through the planning system • Working with regional and central government <p>The Committee was informed that overall there had been improvements made to air quality as a result of the Action Plan. For example, all schools in the Borough now had travel plans; there had been an increase in the number of dedicated cycle and walking paths. New developments were required to produce air quality assessments and include mitigation to reduce their impact on pollution. Reference was made to "AirText" which was a free service which residents and people working in the Borough could sign up to, whereby users were alerted to when a pollution episode was predicted.</p> <p>Highways and Road Network</p> <p>There had been focus on transport and traffic with mitigation measures detailed in the plan. Reference was made to the impact of Heathrow Airport and the Committee noted that Hillingdon had no direct control over the airport; however liaison should continue to ensure that Heathrow Airport considered the introduction of measures to improve air quality as a priority.</p> <p>Members were informed that the Highways Agency did take into consideration Air Quality when undertaking highways and road works. Reference was made to the introduction of the M4 Smart Motorway and the air quality mitigation measures which had been requested.</p> <p>Members were provided with pollution maps which indicated the same distribution of pollution as that for the original Action Plan in 2004. It was evident that the higher levels were found to the south of the Borough, with Heathrow airport an easily identifiable pollution hotspot.</p> <p>Reference was made to the road network through the Borough such as the A40, the A312, M4, A4, Uxbridge Road, which majorly contributed to the pollution levels and congested high streets and road junctions added to the local levels of pollution.</p> <p>Discussion took place on the ranking of cars in relation to air</p>	<p>Action By:</p>
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	<p>quality and the higher emissions from diesel cars. Reference was made to Clean Air Zones which restricted or charged certain classes of vehicles and tended to operate around schools.</p> <p>How the Planning System could improve Air Quality</p> <p>The Head of Planning and Enforcement attended the meeting and presented details of what planning could do to in terms of improving air quality.</p> <p>The Committee was informed that major developments could be asked to have a low emissions approach, which encompassed a more holistic approach to improving air quality/minimising exposure.</p> <p>Achievement of the most would be a pre-application stage and could include:</p> <ul style="list-style-type: none"> • Setting back residential buildings from main roads; • Siting play areas away from roads; • Energy provision in developments to be low emissions • Easy access to public transport; • Adequate, appropriate and well located green space and infrastructure. <p>Examples were given of good practice: At stage 3 of the Stockley Park Development, "green walls" were constructed which helped soak up the air pollution. At St Helens School, which was a National Eco School, revolutionary eco measures had been included such as solar panels, green roofs, natural lighting and ventilation.</p> <p>Possible planning conditions which could be added to approvals could be: that the content of Air Quality Reports were complied with, a Fleet Management Condition be added which stipulates the use of low emission vehicles, no idling etc, Green Travel Plans, Sustainability Condition and Clean Energy Conditions which could include the use of low emission boilers.</p> <p>Reference was also made to the continued use of s106 funds which could be sought to fund local air quality monitoring in the location and support actions within the Air Quality Plan to make improvements in the local area.</p> <p>The Committee asked that officers consider the development of a planning best practice guide for air quality. This could be an amendment to the current Air Quality Supplementary Planning Guidance.</p>	<p>Action By:</p>
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	<p>Suggestions / other initiatives</p> <p>Members discussed the evidence given and asked whether consideration could be given to a new publicity campaign for raising awareness of pollution issues e.g. Clean Air Act and what it meant. This was raised in relation to wood burning which took place throughout the Borough and caused hazards, which included air pollution.</p> <p>Further work could take place with schools to consider "no idling" signs and the enforcement of "no idling". The introduction of "stop and drop" areas, close to schools.</p> <p>Reference was made to making comparisons to the air quality outside of schools in term-time and in non term-time. This could help in raising awareness with parents of the pollution issues outside individual schools. School air quality champions could be appointed and School Travel Plans could be updated to enable them to be effective in terms of reducing pollution;</p> <p>Discussion took place around promoting greater cycling, particularly on the Borough's footpaths and canal towpaths. Officers were asked to consider the logistics of joint footpaths/cycle paths;</p> <p>Air Quality Focus Areas, officers were asked to consider the concept of the action plan including the development of bespoke action plans for each Focus Area</p> <p>RESOLVED –</p> <ol style="list-style-type: none"> 1. That the witnesses be thanked for the evidence submitted and the information be used as part of the review 2. That officers be asked to provide the information outlined above, together with inviting relevant witness to the next meeting of the Committee. 	<p>Action By:</p> <p>Val Beale</p> <p>Bill Hickson</p> <p>David Knowles</p> <p>David Knowles</p> <p>Dr Mike Holland / Val Beale</p>
27.	<p>FORWARD PLAN</p> <p>Noted.</p>	
28.	<p>WORK PROGRAMME</p> <p>Noted.</p>	
29.	<p>BRIEFING NOTE ON ROADSTONE COATING</p> <p><i>This item was discussed as a Part II item without the press or</i></p>	

	<p><i>public present as the information under discussion contained confidential or exempt information as defined by law in the Local Government (Access to Information) Act 1985. This was because it discussed 'information relating to the financial or business affairs of any particular person (including the authority holding that information)' (paragraph 3 of the schedule to the Act).</i></p> <p>Members were providing with a briefing paper on roadstone coating.</p> <p>RESOLVED –</p> <p>1. That the information provided be noted and officers be asked to provide further details as requested.</p>	
	<p>Meeting commenced at 5.30pm and closed at 7.00pm Next meeting: 21 November 2017 at 5.30pm</p>	

These are the minutes of the above meeting. For more information on any of the resolutions please contact Khalid Ahmed on 01895 250833. These minutes are circulated to Councillors, Officers, the Press and Members of the Public.

Agenda Item 5

Residents' & Environmental Services Policy Overview Committee - Major Review 2017- 18- Revision of the Air Quality Action Plan for the London Borough of Hillingdon - Second Witness Session

Contact Officers: Khalid Ahmed
Telephone: 01895 250833

REASON FOR ITEM

The Committee is asked to receive witness evidence as part of the Committee's major review into the revision of the Air Quality Action Plan for the London Borough of Hillingdon

OPTIONS OPEN TO THE COMMITTEE

The Committee is asked to consider the evidence given by the witnesses and to ask questions of the witnesses.

INFORMATION

1. At the last meeting of the Committee held on 17 October 2017, Members received witness evidence from the Council's Environmental Specialist from the Planning Specialist Team, The Council's Head of Planning and Enforcement and from Dr Mike Holland, Member for the Committee on the Medical Effects of Air Pollution. The information from the evidence submitted is detailed in the Minutes of the last meeting, earlier on the agenda.

WITNESSES

2. For this meeting, Members will receive evidence from the following invited witnesses:

David Knowles - LBH Transport & Projects Senior Manager
Bill Hickson - LBH Anti-Social Behaviour and Environment Team Manager
Val Beale - LBH Environmental Specialist
Dr Mike Holland - Member of the Committee on the Medical Effects of Air Pollution (COMEAP)
Representative from Greater London Authority.

3. Areas which are likely to be covered at the meeting include:

- Information on the work which could take place with schools to consider "no idling" signs and the enforcement of "no idling". The introduction of "stop and drop" areas, close to schools.

- Information on School Travel Plans and whether these could be updated to enable them to be effective in terms of reducing pollution;
 - Information provided on the feasibility of enabling cycling to take place on footpaths.;
 - Air Quality Focus Areas - the development of bespoke action plans for each Focus Area.
4. Attached for Members information, is the scoping report for the review (**Appendix 1**)



Residents' & Environmental Services Policy Overview & Scrutiny Committee Review Scoping Report

Revision of the Air Quality Action Plan for the London Borough of Hillingdon

1. REVIEW OBJECTIVES

Aim and Background to review

The review seeks to make Members aware of the extent of air pollution in Hillingdon, the way that the Council has managed air quality since 2004 and to assist in the development of a revised Air Quality Action Plan (AQAP), as required by the Mayor of London.

In Hillingdon, as in the majority of London Boroughs, the national air quality standard for the pollutant, nitrogen dioxide, is exceeded across areas of the Borough, most notably in the south around Heathrow Airport and also in association with the major road networks such as the M4, the A312, the A40 and the A4 and on busy parts of the Borough road network which pass through the Borough's towns.

Poor air quality has been described as the largest environmental risk to public health in the UK, known to have more severe effects on vulnerable groups, for example the

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elderly, children and people already suffering from poor health such as respiratory disease. (para 3, page, DEFRA Air Quality Plan, 2017).

In Hillingdon, the public health team has undertaken an assessment which highlights that respiratory diseases are the third highest cause of death in Hillingdon and that air pollution is a risk factor which has been linked to 1,100 life years lost due to aspects such as exacerbations of asthma and Chronic Obstructive Pulmonary Disease (COPD) leading to emergency admissions to hospital. The health effects of air pollution are distributed unequally across the population with the heaviest burden borne by those with the greatest vulnerability and/or exposure. The elderly, children and those with cardiovascular and/or respiratory disease are at greater risk from the health effects of air pollution.

The development of the AQAP will ensure that improvements to health form an important objective in terms of the outcomes of the actions to be included. It is hoped that Members will develop suitable recommendations to Cabinet around the development of the revised Air Quality Action Plan for the Borough.

Terms of Reference

1. To understand the Council's responsibilities on air quality, examine how air quality in Hillingdon has been managed by the Council since 2004, why expected improvements are not as large as predicted and what is now required with the new Mayor of London air quality regime in terms of reviewing the AQAP;
2. To consider the options available for reducing pollution, including actions that can be taken directly by the Council, and identify the best means by which the Council can influence other organisations whose activities detrimentally impact on the air quality in Hillingdon.
3. In terms of the Council, examine the interactions that will be necessary between departments in order to bring about improvements in pollution levels and make a positive contribution to securing improvements to health.
4. To consider how the Council should prioritise air quality improvements, for example, Air Quality Focus Areas, on Borough-wide initiatives, directed towards at-risk/vulnerable groups.
5. To look at measures to best inform residents and local businesses in the Borough of the actions required to reduce air pollution.

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6. To advise on the development of the Air Quality Action Plan before its submission to Cabinet for approval.

2. INFORMATION AND ANALYSIS

Key Information

Background

In 2003, following assessments of pollution as required in the legislation set by the Environment Act, the Council declared an Air Quality Management Area (AQMA) for the pollutant nitrogen dioxide. The AQMA boundary was chosen to ensure it covered all the areas that had been predicted to have levels of pollution above the recognised health limit for nitrogen dioxide when measured as a yearly average. The AQMA covers approx the bottom two thirds of the Borough (**see Appendix 1**)

Following on from this declaration, in 2004, an Air Quality Action Plan (AQAP) was developed which looked at measures that could be taken to improve air quality. The Plan recognised that this would require input and actions from a range of sources including the Council itself, the residents, businesses and employees in the Borough plus action from other organisations and businesses whose operations influence the levels of pollution, but over which the Council has no direct control.

The Plan was divided into seven packages which reflected the sources of pollution which needed to be tackled in order to bring about reductions in pollution

- Switching to cleaner transport modes;
- Tackling through traffic
- Promotion of cleaner vehicle technology
- Measures specific to Heathrow
- Measures concerning local businesses and industry
- Improvements through the planning system
- Working with regional and central government

In accordance with the legislative requirements, the Borough has continued to produce annual air quality progress reports for submission to DEFRA. These include an update of the air quality monitoring carried out in the Borough and an update on the actions taken to address air quality. All of this information is publicly available.

Progress to date

Many inroads have been made in terms of measures that have been put in place to improve air quality. The Mayor of London was one of the first regional powers to

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declare a Low Emission Zone across the whole of London which has restricted access to polluting lorries, buses and coaches; there is published best practice guidance for reducing emissions from large construction sites; technical guidance for assessing potential pollution impacts from new developments and improvements have been made in terms of promoting the use of cleaner technologies in buses, lorries, taxis and cars, including the installation of plug in electric charging points across London.

In Hillingdon, the implementation of measures, via the Air Quality Action Plan, has influenced actions across the Council. For example, all schools in the Borough now have travel plans; there are more dedicated cycle and walking paths; new developments are required to produce air quality assessments and include mitigation to reduce their impact on pollution; residents and people working in the borough are able to sign up to a free service, AirText, which alerts users to when a pollution episode is predicted to allow them to take appropriate action; pilot projects have been undertaken in regards to the use of green infrastructure to protect vulnerable receptors from pollution, and there is now Borough-wide enforcement against idling vehicles.

However, despite continued actions by regional and local government over the years, the air quality levels in certain areas still remain above the recommended limits.

The current situation

An assumption of a dramatic reduction in emissions from road vehicles is something the Government has relied upon for a number of years in terms of being the solution to the pollution problem. In reality this has not happened. Data from air quality monitoring stations, confirmed by those within Hillingdon, show that over the more recent years the pollution levels have remained more or less static and indicate little signs of a dramatic reduction. **See Appendix 2.**

Evidence from the increased use of diesel vehicles, along with the "Dieselgate Scandal" in regard to falsification of the actual emissions being emitted by diesel vehicles, has been given as one of the major causes for the lack of improvement of air pollution in urban areas.

New pollution information

The Mayor of London has provided updated pollution information for each London Borough. This information includes a breakdown of the sources of pollution. For Hillingdon this demonstrates that road transport, airport-related emissions, industrial emissions and domestic and commercial heating all contribute to the pollution levels found in the borough. **See Appendix 3 for breakdown**

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In addition to this information the Borough has been provided with pollution maps. These updated maps indicate the same distribution of pollution as that for the original Action Plan in 2004 in that the higher levels are found to the south of the borough, with Heathrow airport an easily identifiable pollution hotspot. The operation of the road network through the Borough such as the A40, the A312, M4, A4, Uxbridge Road, also contribute to the pollution levels and congested high streets and road junctions add to the local levels of pollution.

In addition the GLA has introduced a number of Air Quality Focus Areas where action should be prioritised. A Focus Area is defined as being where there are higher levels of pollution alongside a greater number of people exposed. **(see Appendix 4 for map of nitrogen dioxide and Focus Areas)**

Review of the Air Quality Action Plan

Using the updated pollution information, the GLA expects each borough to take the opportunity to review their AQAPs. The Boroughs are required to consider the following six areas for taking action:

- Emissions from developments and buildings
- Public health and awareness raising
- Delivery servicing and freight
- Borough fleet actions
- Localised solutions
- Cleaner transport

Whilst these areas are similar to the packages outlined in the Borough's original action plan, the Borough is impacted by a number of sources outside its direct control, which detrimentally impact on the air quality in the Borough. This will require the consideration of additional areas for inclusion, such as specific liaison with Heathrow Airport and with the Mayor of London, to ensure measures to improve air quality within Hillingdon are a priority for these organisations. In addition the Borough is impacted by a number of decisions taken by national Government such as hard shoulder running on the M4, expansion of Heathrow Airport, the construction of High Speed 2. The Action Plan will need to include a mechanism by which the Council's concerns can be brought to the attention of national Government.

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Responsibilities

In line with the new London local air quality management guidance the action plan is required to be signed off by the Directors' responsible in each Borough for Public Health and for Transport before it is submitted for Cabinet approval. In recognition of the importance the Council attaches to the issue, the review of the AQAP is also being scrutinised via the Health and Wellbeing Board to ensure air quality and health improvements are integrated in terms of their approach to bring about reductions in pollution.

Achieving air quality improvements will require commitment across the Council, across businesses and residents in the Borough and from the major stakeholders whose actions influence the pollution levels experienced in the Borough. Some of these actions can be achieved via the provision of information and guidance to allow an informed change in behaviour, others will require the enforcement of legislation to bring about reductions, others will need a co-ordinated approach with other stakeholders to bring about improvements.

3. EVIDENCE & ENQUIRY

Information on pollution levels, air quality monitoring and actions currently taken by the Council will be presented along with more detail on what the Mayor of London expects Boroughs to consider plus an overview of the challenges for the Borough such as Heathrow expansion, M4 widening and HS2 construction.

Witness testimony

Witnesses may be invited from:

Public health - to give an overview of the health issues within Hillingdon and what actions could be taken to bring about improvements to health, where/which groups should be prioritised;

AQ experts - to give detail on air pollution levels and what is predicted to happen, information on the sources of pollution, up to date information on measures that can reduce pollution;

Representative from Greater London Authority

Representatives from Council departments on actions, for example:

- **Planning** - overview of Council policy, what the planning system can achieve, what it can't achieve;

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- **Transport** - overview of LIP priorities, Healthy Streets Initiative, working with schools, idling vehicles initiative, what issues the boroughs can't control;
- **Procurement** - reductions in energy use through council buildings and assets, improvements in emissions from council fleet, are there financial constraints;

Residents groups or individuals affected by poor air quality? - what are their concerns, what do they perceive as the problem, what do they perceive as the solution?

Lines of enquiry

What are the roles of different departments in the Council for improving air quality, and are there actions to be taken to ensure they work more closely together?

What actions could the Council itself undertake that would make a significant difference to air quality, recognising funding constraints.

How should the council work with other organisations (Heathrow, Transport for London, Highways England, Department for Transport etc.) to improve air quality? What should the council do if these bodies do not provide plans that sufficiently address the problem?

The GLA considers that actions should be initially prioritised in the Focus Areas, is there sufficient evidence to support this view? Is there sufficient evidence to support actions are taken borough-wide? Are there specific at risk groups that should be prioritised?

How should the Council engage with businesses and residents to raise the profile of air quality and provide sufficient information to allow them to bring about changes in behaviour which could aid reductions in pollution?

Emerging conclusions or themes for development

To be developed as the review progresses.

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5. REVIEW PLANNING & ASSESSMENT

Proposed timeframe & milestones for the review up to Cabinet and beyond in terms of monitoring:

Meeting Date	Action	Purpose / Outcome
20 September 2017	Draft Scoping Report and introduction from officers	Information and analysis plus witness evidence from internal sources.
17 October 2017	1st Witness session	Evidence & enquiry - witness evidence from internal sources and others
21 November 2017	Witness Session	Evidence & enquiry - witness evidence
24 January 2017	Witness Session	Evidence & enquiry - witness evidence
28 February	Draft Final Report and suggested recommendations	Proposals – agree recommendations and final draft report

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

Resource requirements

None.

Equalities impact

The review could examine whether there are specific areas of deprivation within the Borough where there are problems with air quality.

Appendices

1 AQMA

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- 2 Air quality monitoring graph
- 3 Breakdown of pollution sources
- 4 Pollution map and Focus Areas

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Forward Plan

Contact officer: Khalid Ahmed
Telephone: 01895 250833

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 that 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

1. The Forward Plan for the following months has been published. Unfortunately there are no items within this Committee's remit which are on the published Forward Plan. However, I have attach the full Forward Plan for the Committee's information.
2. Committee Members are requested to send in any questions they have regarding the attached Forward Plan or on any reports going to the next meeting of Cabinet, and to notify any officers that they would like to attend 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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Ref	Upcoming Decisions	Further details	Ward(s)	Final decision by Full Council	Cabinet Member(s) Responsible	Officer Contact for further information	Consultation on the decision	NEW ITEM	Public / Private Decision & reasons
SI = Standard Item each month Council Departments: RS = Residents Services SC = Social Care CEO = Chief Executive's Office FD= Finance									
Cabinet – 14 December 2017									
218a	The Council's Budget – Medium Term Financial Forecast 2018/19 – 2022/23 BUDGET & POLICY FRAMEWORK	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2018/19 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	22-Feb-18	Cllr Ray Puddifoot MBE & Cllr Jonathan Bianco	FD – Paul Whaymand	Public consultation through the Policy Overview Committee process and statutory consultation with businesses & ratepayers	NEW	Public
219	Financial Support to Voluntary Organisations	The report to Cabinet will make recommendations on the level of financial support to voluntary organisations for the 2018/19 financial year.	All		Councillor Douglas Mills	CEO – Nigel Cramb	Corporate Services & Partnerships POC	NEW	Public
SI	Quarterly Planning Obligations Monitoring report	Regular monitoring report with information about spending on section 106 (developer contribution) monies.	All		Cllr Keith Burrows	RS – Nicola Wyatt		NEW	Public

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Agenda Item 7

WORK PROGRAMME 2017/18

Contact Officer: Khalid Ahmed
Telephone: 01895 250833

REASON FOR ITEM

This report is to enable the Committee to review meeting dates and forward plans. This is a standard item at the end of the agenda.

OPTIONS AVAILABLE TO THE COMMITTEE

1. To confirm dates for meetings
2. To make suggestions for future working practices and/or reviews.

INFORMATION

All meetings to start at 5.30pm

Meetings	Room
27 June 2017	CR3
26 July 2017	CR6
20 September 2017	CR6
17 October 2017	CR3
21 November 2017	CR3
24 January 2018	CR3
28 February 2018	CR3
27 March 2018	CR3

Residents' & Environmental Services POC

21 November 2017

PART I – MEMBERS, PUBLIC & PRESS

Residents & Environmental Services Policy Overview Committee

2017/18 DRAFT Work Programme

Meeting Date	Item
27 June 2017	Residents & Environmental Services Policy Overview Committee Possible Review Topics 2017/18
	Shisha Bars, Cafes and Lounges - Draft final report and recommendations
	Work programme for 2017/18
	Cabinet Forward Plan
26 July 2017	Budget Planning Report for Residents Services
	Accessible Hillingdon Supplementary Planning Document
	Safety at Sports Grounds
	Review Topic and information reports for this municipal year
	Work Programme
	Cabinet Forward Plan
20 September 2017	Major Review - Scoping Report and Witness Session
	Equality Impact Needs Assessment - Shisha Bars, Cafes and Lounges - Committee's final report
	Cabinet Forward Plan
	Work Programme
17 October 2017	Major Review 2017-18 - Revision of Air Quality Action Plan for the London Borough of Hillingdon-witness session
	Cabinet Forward Plan
	Work Programme
21 November 2016	Major Review - Witness Session
	Cabinet Forward Plan

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	Work Programme
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24 January 2018	Draft Budget Proposals Report for Residents Services 2018/19
	Major Review - Consideration of suggested recommendations
	Cabinet Forward Plan
	Work Programme

28 February 2018	Major Review - Consideration of draft final report
	Single meeting review
	Cabinet Forward Plan
	Work Programme

27 March 2018	Update on past review
	Single meeting review
	Cabinet Forward Plan
	Work Programme

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