



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  
Kuldeep Lakhmana  
Allan Kauffman  
Judy Kelly  
Brian Stead

**Date:** WEDNESDAY 24 JANUARY  
2018

**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

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***Putting our residents first***

Lloyd White  
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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 - 4
- 5 Draft Budget Proposals Report for Residents Services 2018/19 5 - 20
- 6 Major Review 2017-18 - Revision of Air Quality Action Plan for the London Borough of Hillingdon- witness session and discussion of recommendations 21 - 40
- 7 Forward Plan 41 - 44
- 8 Work Programme 45 - 48

## Minutes

### RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE

21 November 2017



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

	<p><b>Committee Members Present:</b> Councillors Michael White (Chairman), Michael Markham (Vice-Chairman), Lynne Allen, Tony Burles, Patricia Jackson, Allan Kauffman, Judy Kelly, Kuldeep Lakhmana and Brian Stead.</p> <p><b>Officers and witnesses:</b> Val Beale ((Environmental Specialist, Planning Specialist Team), Bill Hickson (Anti-Social Behaviour and Environment Team Manager), David Knowles (Transport &amp; Projects Senior Manager), Chris Mansfield (Deputy Director, Planning, Transportation &amp; Regeneration) and Khalid Ahmed (Democratic Services Manager).</p>	
30.	<p><b>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</b></p> <p>It was confirmed that all items on the agenda would be considered in public.</p>	
31.	<p><b>MINUTES OF THE MEETING HELD ON 17 OCTOBER 2017</b></p> <p>Agreed as an accurate record.</p>	
32.	<p><b>RESIDENTS' &amp; ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE - MAJOR REVIEW 2017/18 - REVISION OF THE AIR QUALITY ACTION PLAN FOR THE LONDON BOROUGH OF HILLINGDON</b></p> <p>The Council's Environmental Specialist updated Members on some of the actions from the last meeting of the Committee.</p> <p>In relation to concerns expressed regarding the poor air quality caused by wood burning in the Borough, it was reported that DEFRA advice on this would be posted on the Council's website.</p> <p>Regarding Heathrow Airport, Members were informed that discussion would take place to ascertain what measures were being used to mitigate against poor air quality.</p> <p>For this witness session, Members were provided with information from the Council's Transport &amp; Projects Senior Manager and Anti-Social Behaviour and Environment Team Manager.</p>	<p><b>Action By:</b></p> <p><b>Val Beale</b></p>

**School Travel Plans and Road Safety Education, Training and Publicity' team**

**Action By:**

The Committee was provided with details of the work carried out by the Team in relation to School Travel Plans and on Road Safety Education, Training and Publicity. This area was particularly pertinent to the review because of the air quality issues caused by traffic during school "drop off" and "pick up" times, as previously mentioned.

The work of the team, centred around providing cycle training to children and adults, pedestrian training to young children and the "moving on" initiative to pupils (for those moving on from Year Six into their secondary schools).

As a form of engaging with young people, there were 140 Junior Road Safety Officers, 47 Mini Road Safety Officers and 50 Youth Travel Ambassadors.

The Committee discussed the possibility of addressing the issue of air quality close to schools with schools directly and engaging with school children representatives in an attempt to raise awareness and educate on changing travel habits.

Discussion took place on School Travel Plans and it was agreed that further work was required on some of these. However, it was noted that enforcement of some of the detail contained in Travel Plans was the issue, particularly around the travel behaviour of parents driving children to school.

**Motorcycle and Pedal Cycle Road Safety**

As previously reported, the promotion of safer cycling would be a measure to reduce vehicular movements and reduce the poor air quality caused by motor vehicles. The Committee was informed that working alongside the Road Safety Team, officers worked with a company called '2WheelsLondon', who went into workplaces to promote safety for those riding powered two wheels and those riding pedal cycles.

Reference was made to the possibility of using footpaths for cycling and Members were informed that footpaths had to be of a sufficient width to make this viable. In addition there needed to be work carried out in terms of potential conflicts of pedestrians and cyclists on particular footpaths. Reference was also made to the possible use of canal towpaths for cycling.

**Vehicle Emissions**

Discussion took place around vehicle emissions and the Committee was informed that an officer would be invited to the next meeting to talk about the Council's Fleet Management and the use of electric vehicles.

	<p>In relation to Public Transport, Members were informed that the Council was working with Transport for London (TfL) and London Buses on moving to lower emission buses.</p> <p>TfL had started to deliver on the plan to introduce around 3,000 Ultra Low Emission double-deck buses in central London by 2019 and over 250 Zero Emission single-deck buses into central London by 2020. These buses would significantly improve air quality, helping people breathe cleaner air. It was hoped that these buses would be rolled out to outer London.</p> <p>The Committee was informed that residents would be able to identify and avoid buying the dirtiest diesel and most polluting petrol cars and vans with a new emissions scoring scheme introduced by the GLA. There was a new online 'cleaner vehicle checker' which would include test results for new car and van models on the market. This could encourage residents who were purchasing vehicles to check emissions and be actively involved in terms of reducing emissions and enabling them to make an informed choice.</p> <p>Discussion took place on measures which could be introduced relating to traffic and air quality and reference was made to the use of 20 mph zones, which were popular in central London. Signage could also be an option, which could indicate air pollution levels at particular hotspots.</p> <p><b>Diesel / Petrol Vehicles</b></p> <p>Discussion took place on the impact of both diesel and petrol vehicles in terms of emissions and that diesel vehicle were more polluting than petrol cars. Officers reported that some local authorities offered differentiated car parking charges for different vehicle types and it was agreed that information be brought to the next meeting of the Committee on this.</p> <p><b>Liveable Neighbourhoods</b></p> <p>The Committee was informed of the Liveable Neighbourhoods programme which gave London Boroughs the opportunity to bid for funding for long-term schemes that encouraged walking, cycling and the use of public transport. Grants were provided of between £1m and £10m for a wide range of community-supported projects, which included creating green spaces and cycling infrastructure, redesigning junctions and widening of walking routes. These initiatives would mitigate poor air quality. The schemes would reduce car trips and therefore improve residents' health and local air quality.</p> <p>Reference was made to the work carried out at Hayes Parade in terms of trees used as green screens, which could be used in new developments to help improve air quality.</p> <p><b>"No Idling"</b></p> <p>The Committee was informed that Idling was where motor vehicles were parked, but with the vehicle's engine running whilst it was stationary. This occurred in some instances,</p>	<p><b>Action By:</b></p> <p><b>Val Beale</b></p>
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## ITEM 5

### **2018/19 BUDGET PROPOSALS FOR SERVICES WITHIN THE REMIT OF RESIDENTS POLICY OVERVIEW COMMITTEE**

**Contact Officer: Gregory Pike**  
**Telephone: 01895 250562**

#### **REASON FOR ITEM**

1. To comply with the Budget and Policy Framework procedure rules as part of the agreed consultation process for the General Fund and Housing Revenue Account budgets, alongside the Council's Capital Programme, this report sets out the draft revenue budget and Capital Programme for the services within the remit of the Residents Policy Overview Committee, along with indicative projections for the following four years. Following consideration by Cabinet on 14 December 2017, these proposals are now under consultation, and the proposals for each Group are being discussed at the January cycle of Policy Overview Committees.
2. Cabinet will next consider the budget proposals on 15 February 2018, and the report will include comments received from Policy Overview Committees. At the meeting on 15 February 2018 Cabinet will make recommendations to full Council regarding the budget and Council Tax levels for 2018/19, who will meet to agree the budgets and Council Tax for 2018/19 on 22 February 2018.
3. The Committee needs to consider the budget proposals as they relate to the Residents Group, but also within the corporate context and the constraints applying as a result of the aggregate financial position of the authority.

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

4. It is recommended that the Committee notes the budget projections contained in the report and comments as appropriate on the combined budget proposals put forward by the Residents Group, within the context of the corporate budgetary position.

#### **INFORMATION**

##### **Background**

5. The Council continues to operate within the constraints of Government's deficit reduction programme, which has seen a sweeping reduction in central government funding since 2010/11 and is set to continue until at least the end of the decade. Alongside this reduction in funding, continuing demographic and demand pressures and a return to an inflationary environment over the medium term will necessitate delivery of further substantial savings. This first report to Cabinet on the budget for 2018/19 quantifies the financial challenge faced by the Council, and outlines an approach to meeting this challenge whilst continuing to 'Put Residents First'.

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6. This is the first report to Cabinet on the budget for 2018/19, building upon the position outlined in the 2017/18 budget report to Council in February 2017. In February the savings requirement for 2018/19 was estimated to be £16,117k, which has been revised downwards following the announcement in March 2017 of £2,947k Improved Better Care Fund monies to support Adult Social Care and £2,602k Collection Fund surpluses amongst a number of minor revisions to projections. The resulting budget gap for 2018/19 therefore stands at £10,197k, marginally lower than the £11,600k estimate from July 2017, rising to £56,107k over the five year MTF period.
7. Groups have been developing savings proposals sufficient to meet this externally driven budget gap and respond to increases in cost pressures. In addition to this work across directorates, a comprehensive review of the corporate elements of the budget has been undertaken since February, capturing funding, inflation and capital financing. During the early summer and again in the autumn, a series of challenge sessions were held to affirm the budget position. Each session followed a similar format reviewing:
  - The 2016/17 outturn, particularly any on-going issues arising.
  - The current position in 2017/18 - both monitoring and savings delivery.
  - Existing and emerging pressures which need to be addressed in the 2018/19 budget and forecasts for future years.
  - Progress on the development of savings proposals for 2018/19 and beyond.
  - Identification of any potential growth or invest-to-save bids.
  - Capital programme requirements.
8. The consultation budget represents the combined outputs from these sessions, with sufficient savings proposals having been developed to bridge the budget gap in 2018/19 without recourse to reductions in service levels or levying the Social Care precept while freezing Council Tax for all residents for a tenth successive year and funding the freeze for older persons into a twelfth year in 2018/19.

### **The Budget and Policy Framework Rules**

9. The consultation on the budget proposals commenced on 15 December 2017 following decisions taken by Cabinet on 14 December 2017.
10. There will be a further consideration by Cabinet of the budget proposals on 15 February 2018, including comments from Policy Overview Committees. These will be collated and reported back to Cabinet by the Corporate Services and Partnerships Policy Overview Committee. Council will be requested to approve the Cabinet's proposals on 22 February 2017, and if approved without further amendment they will be effective immediately.

## Corporate Summary

11. While the focus of the discussion for the Policy Overview Committee should be the specific services within its remit, it is important that this discussion is conducted in the context of the overall corporate financial position. The Council's financial performance during 2017/18 remains strong, with an underspend of £980k projected across revenue budgets as at September (Month 7) and £14,460k of the £15,508k savings programme either already banked or on track for delivery within the financial year. The remaining £1,048k remain on track to be delivered in full in future years.
12. The budget proposals included in this report represents the Cabinet's budget strategy for 2018/19. Revenue budget proposals have been developed to deliver a zero increase in Council Tax for 2018/19, avoid implementation of the Social Care Precept, maintain balances and reserves at well above the minimum recommended level and continue to protect frontline services. The final funding settlement for 2018/19 and confirmation of a number of levies payable to other public authorities will not be available until the new year and so the budget has therefore been drafted on the latest estimated position.
13. Locally raised income from Council Tax and Business Rates is expected to grow by £4,905k as a result of strong growth in taxbases, although this is off-set by a £7,172k anticipated reduction in government funding, necessitating the identification of savings to deliver a balanced budget. The two year 100% Business Rates Retention Pilot Pool for London is projected to deliver an additional £5,400k income to support local services in 2018/19, which enables the planned Use of General Balances to be reduced from £5,000k in 2017/18 to £950k in 2018/19.
14. The principal challenge in delivering a balanced budget for 2018/19 is in developing a programme of savings to meet the combined challenge of falling levels of government funding alongside inflationary pressures and the costs of increasing demand for services. Development of £7,145k savings proposals and £3,052k initiatives to contain growth in demand-led Contingency budgets - primarily through contract renewals and securing additional contributions from health partners - are sufficient to manage a potential budget gap of £10,197k as detailed in Table 1 below.

**Table 1: Budget Requirement**

	<b>Movement from 2017/18 £'000</b>	<b>2018/19 Budget Requirement £'000</b>
Council Tax Revenues	(4,230)	(112,929)
Business Rates Revenues	(675)	(52,989)
100% Retention Pilot Pool	(5,400)	(5,400)
Revenue Support Grant	6,389	(13,124)
Other Central Government Funding	783	(34,386)
Planned Use of General Balances	4,050	(950)
<b>Total Resources 2018/19</b>	<b>917</b>	<b>(219,778)</b>
<b><u>Budget Requirement</u></b>		
Roll Forward Budget		220,695
Inflation	4,577	
Corporate Items	(613)	
Contingency (Growth)	3,421	
Contingency(Management Action)	(3,052)	
New Priority Growth	1,895	
Savings Programme	(7,145)	
<b>Budget Requirement 2018/19</b>	<b>(917)</b>	<b>219,778</b>
<b>Budget Surplus</b>	<b>0</b>	<b>0</b>

15. This draft budget includes £2,699k revenue provision for Priority Growth, funded from a combination of £554k brought forward funding, £250k Earmarked Reserves and £1,895k additional resources included in the 2018/19 budget. £250k of this sum remains uncommitted at this stage, with the remainder consisting of:

- a. £1,000k resources committed to meeting capital financing costs associated with the Council's flagship School Expansions Programme;
- b. £576k provision to support operation of a new Waste and Recycling Centre in the south of the borough, complementing the existing offer at New Years Green Lane;
- c. £84k investment in a Bulky Waste Collection service for residents;
- d. £250k per annum funding for the Metropolitan Police to 2022/23 in order to support the continued operation of Uxbridge Police Station, alongside further investment outlined in the capital section of this report;
- e. £200k support for an expanded youth offer from the Council, including provision for a grant programme to support independent youth groups;
- f. £200k additional funding for Counter Fraud Activity to ensure the Council protects its finances; and,
- g. £139k further growth for the expanded Museums and Archives Service in addition to the £140k allocated in 2017/18.

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16. The Council's capital programme has also been refreshed, with £386,370k of planned investment in local infrastructure over the period to 2022/23 including: continued delivery of school places to meet the needs of a growing population, provision for a new swimming pool in the Yiewsley / West Drayton area, further investment in the borough's highways, continued investment in bowls clubs, re-provision of the Hillingdon Outdoor Activity Centre in response to High Speed 2 and commencement of a rolling borough-wide programme of library and leisure centre refurbishment.

17. Alongside General Fund budgets, the Council's Housing Revenue Account budgets have been prepared to deliver a 1% reduction in rents for existing tenants in 2018/19, alongside a programme of investment in existing and new housing stock - including for 545 new affordable homes for residents by 2022/23, partly financed through the reinvestment of Right to Buy sale proceeds.

## 2018/19 GROUP BUDGET PROPOSALS

18. Budget proposals relating to services within the remit of Residents Policy Overview Committee are presented below, with headline operating budgets for the relevant services outlined in Table 2. In addition to these base budgets to support services, more volatile or demand-led areas of activity are managed through Development and Risk Contingency - with latest projections for 2018/19 expanded upon in the following sections of this report.

**Table 2: Group Budgets within Residents Policy Overview Committee Remit**

	<b>Residents Services</b>
	<b>£'000</b>
<b>Operating Budget 2017/18</b>	<b>35,128</b>
Inflation	534
Corporate Items	0
Contingency	2,728
Priority Growth	1,049
Savings	(2,487)
<b>Operating Budget 2018/19</b>	<b>36,952</b>

### Development & Risk Contingency

19. The following Contingency Items relate to services within the remit of Residents Policy overview Committee, providing £1,372k additional funding to meet the costs of service delivery in 2018/19. This sum captures the impact of £357k management action to mitigate increases in costs where possible.

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- a. **Waste Disposal Levy & Associated Contracts (£1,172k provision)** - Growth of £735k in the underlying cost of Waste Disposal as a result of 1.5% population growth and the anticipated RPI uprating of Landfill Tax to £88.95 per tonne is expected to increase the gross contingency requirement to £1,529k for 2018/19. The recently awarded dry recycling disposal contract is expected to deliver a saving of £357k per annum which reduces the net requirement to £1,172k.
- b. **Heathrow Expansion Challenge Fund (£200k provision)** - In order to provide additional capacity to support the Council's opposition to the expansion of Heathrow, £200k of specific contingency provision is included in this draft budget. This is in addition to the dedicated Earmarked Reserve which is currently forecast to hold £309k at 31 March 2018.

20. During 2017/18, £2,728k of Contingency funding was released into base budgets in relation to previously budgeted growth relating to Waste Disposal Levy and associated contracts.

### **Priority Growth**

21. As noted above this draft budget includes £2,699k of growth proposals, including the following items relating to services within the remit of Residents Policy Overview Committee.
- a. £576k provision to support operation of a new Waste and Recycling Centre in the south of the borough, complementing the existing offer at New Years Green Lane;
  - b. £84k investment in a Bulky Waste Collection service for residents;
  - c. £250k per annum funding for the Metropolitan Police to 2022/23 in order to support the continued operation of Uxbridge Police Station, alongside further investment outlined in the capital section of this report;
  - d. £139k further growth for the expanded Museums and Archives Service in addition to the £140k allocated in 2017/18.

### **Savings**

22. Savings proposals are focused on increased efficiency and effectiveness, rather than reduction in service provision, and fall into four broad themes; Service Transformation, Effective Procurement, Income Generation & Commercialisation and Zero Based Reviews.
- a. Service Transformation represents the majority of proposed savings, with items presented in this category ranging from the full year effect of previously implemented proposals, the implementation of agreed BID

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- Reviews and the expected benefits arising from potential new BID Reviews.
- b. Effective Procurement savings are similarly made up of full year effect items and proposed reviews of delivery models in a number of areas.
  - c. Income Generation & Commercialisation proposals include brought forward items for which plans are already in place, and proposed amendments to Fees and Charges discussed in the dedicated section below.
  - d. Savings proposals from Zero Based Reviews represent budgets which have been identified as being surplus to requirements through the line-by-line review of outturn 2016/17 and similar exercises being undertaken by Finance.
23. The accompanying appendix A to this report provides a full schedule of savings proposals within the Residents Policy Overview Committee remit, with proposals totalling £2,487k across the relevant service areas. An overview of this programme within the Group is outlined in the following paragraphs.
24. The Residents Services savings programme totals £2,487k and consists of £1,070k Service Transformation proposals, £150k savings from Effective Procurement, £497k Income Generation & Commercialisation and £770k of Zero Based Reviews. Within this total £171k relates to the full year effect of 2017/18 Service Transformation proposals relating to Highways & Street Lighting and Business & Technical Support.
25. New Service Transformation proposals of £899k for 2018/19 include: £657k arising from BID Reviews of Waste Services, £150k from a review of the Council's Fleet operations and £92k from a new approach to managing Emergency Response Officers.
26. Effective Procurement initiatives include £150k from a review of the Graffiti cleaning contract, while Income Generation & Commercialisation savings of £497k relate to the planned 20% uprating of nationally-set planning fees (£347k) and fees & charges proposals (£150k, see following section for further detail). Zero Based Reviews are expected to deliver £770k further savings, including an additional £500k from various income streams within the Parking Revenue Account to reflect current levels of activity (excluding School Keep Clear Zone surplus income which is separately earmarked).

## **Fees & Charges**

27. The Council is empowered to seek income from fees and charges to service users across a wide range of activities. Some of these fees and charges are set by the Government or other stakeholders, but many others are set at the discretion of the Council, based on Cabinet's recommendations. The following proposals to amend Fees & Charges also include rebasing of fee income targets where appropriate and are classed corporately as cross-cutting in nature, with the following pre-approved fee increases residing within the remit of the Children,

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Young People and Learning Policy Overview Committee. Further detail is set out in Appendix B.

- a. Music Service - The second phase of planned increases of charges to 90% of neighbouring authorities as outlined in the February 2017 budget report to Cabinet and Council.
- b. Adult Education - The second phase of planned increases of charges to 90% of neighbouring authorities as outlined in the February 2017 budget report to Cabinet and Council.

### **Capital Programme**

28. The Council's current capital programme, as approved by Cabinet and Council in February 2017, continues to be focused on the provision of sufficient school places to meet rising demand across the borough. This programme has been reviewed and expanded to reflect a number of new initiatives as outlined above. The following key items within the Capital Programme fall within the remit of Residents Policy Overview Committee, with more detail provided in Appendix C.

- a. Bowls Club Refurbishment (£1,000k) - Further investment in the programme of Bowls clubs refurbishments.
- b. Botwell Leisure Centre Football Pitch replacement (£200k) - The replacement of the artificial playing surface is planned as part of the lifecycle of the facility.
- c. Yiewsley/West Drayton Area Swimming Pool (£30,000k) - Additional swimming facilities are to be provided in the Yiewsley / West Drayton area the project is at an early stage with construction expected to be started on site by 2019/20.
- d. Hillingdon Outdoor Activity Centre Reprovision (£26,500k) - The Council has negotiated funding of £26,500k from the government sponsored HS2 Ltd to relocate the Hillingdon Outdoor Activity Centre to a new site at Denham Quarry.
- e. Libraries Refurbishment Programme (£3,000k) - This is an investment in a new rolling programme of refurbishment of the fabric of the library and improvement of various ICT and lighting facilities.
- f. Leisure Centre Refurbishment Programme (£2,250k) - Further investment in a new rolling programme of refurbishment of the Boroughs Leisure centres.
- g. Inspiring Shopfronts - A further £200k is being added to the 2019/20 budget to offer shopfronts grants and design assistance.

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- h. Highways Refurbishment Programme - (£11,000k) Further investment in the rolling programme of carriageway renewals, which builds upon substantial investment in recent years ensuring that this important infrastructure is maintained.
- i. CCTV Programme - Further investment of £1,650k to upgrade, improve and expand the CCTV coverage across the Borough.
- j. Uxbridge Police Station - provision of £4,500k for the purchase of this community asset which together with revenue support of £1,250k over 5 years is intended to maintain a continued Metropolitan Police presence in Uxbridge.

## **BACKGROUND PAPERS**

THE COUNCIL'S BUDGET: MEDIUM TERM FINANCIAL FOECAST 2018/19 - 2022/23, presented to 14 December 2017 Cabinet Meeting

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PART I – MEMBERS, PUBLIC & PRESS

APPENDIX A

<b>Savings Proposals within remit of Residents' and Environmental Services POC</b>		<b>Net Variation from 2017/18 Budget</b>				
		<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>	<b>2022/23</b>
<b>Description</b>	<b>Theme</b>	£(000s)	£(000s)	£(000s)	£(000s)	£(000s)
<b>Full Year Effect of Prior Year Savings</b>		<b>0</b>	<b>(2,487)</b>	<b>(2,487)</b>	<b>(2,487)</b>	<b>(2,487)</b>
<b>- Residents Services</b>						
<b><i>BID reviews - Highways &amp; Street Lighting Programme</i></b>						
<i>Full year effect following on from Highways &amp; Street Lighting review to extensively remodel and restructure the service (£1,346k saving in 17/18).</i>	Service Transformation	(146)	0	0	0	0
<b><i>BID reviews - Business and Technical support</i></b>						
<i>Full year effect from a range of staffing efficiencies across Business &amp; Technical support (following on from the £354k saving in 17/18).</i>	Service Transformation	(25)	0	0	0	0
<b><i>Emergency Response Officers</i></b>						
<i>The transfer of the Emergency Management and Response Team from Technical and Business Support to Building Services and the deletion of two vacant posts within the Service.</i>	Service Transformation	(92)	0	0	0	0
<b><i>Fleet Review</i></b>						
<i>Proposed implementation of an externally commissioned review of the Council's Fleet Management</i>	Service Transformation	(150)	0	0	0	0
<b><i>Waste Services - Phase 1</i></b>						
<i>A business case was approved by the Leader of the Council in June 2017 setting out organisational, operational and management structure changes which aim to improve the services delivered by this key, high profile residents facing function.</i>	Service Transformation	(357)	0	0	0	0
<b><i>Waste Services - Phase 2</i></b>						

**APPENDIX A**

<i>In addition this review will cover efficiency options around recycling by reviewing the distribution of recycling bags required and delivery methods with a view to securing savings. The review will also link in with how residents contact the council via the contact centre.</i>	Service Transformation	(300)	0	0	0	0
<b>Graffiti Contract</b> <i>Proposed contract efficiencies for Graffiti removal (up for tender in 19/20, contract value £850k over 3 years). Service can be reviewed prior to re-tender as there is no minimum value guaranteed in the current contract.</i>	Effective Procurement	(150)	0	0	0	0
<b>Planning Fees</b> <i>Full Year Saving following Central Government offer to Local Authorities of a 20% uplift in nationally set planning fees originally planned for July 2017, but now expected in December 2017.</i>	Income Generation & Commercialisation	(347)	0	0	0	0
<b>Review of Fees &amp; Charges</b> <i>Recommended amendments to fees &amp; charges applicable to a range of services, following refreshed benchmarking with neighbouring authorities.</i>	Income Generation & Commercialisation	(150)				
<b>Parking Revenue Account Surplus</b> <i>Rebase income targets following review of income projections, with the saving representing the net position after earmarking income arising from School Keep Clear zones.</i>	Zero Based Review	(500)	0	0	0	0
<b>Zero Based Reviews</b> <i>Additional savings following conclusion of detailed line-by-line budget reviews.</i>	Zero Based Review	(270)	0	0	0	0
<b>Total Residents Services Savings Proposals</b>		<b>(2,487)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Residents' and Environmental Services Savings Proposals</b>		<b>(2,487)</b>	<b>(2,487)</b>	<b>(2,487)</b>	<b>(2,487)</b>	<b>(2,487)</b>

**Appendix B**

Type of Fee / Charge	Type	Current Charge Residents	Current Charge Non-Residents	Vat Status	Proposed Charge Residents	Increase	Proposed Charge Non Residents	Increase	Date of last change to charge	Effective Date
<b>22. Music Service</b>										
Standard tuition	R	63.72	N/A	EXP	68.90	8.13%	N/A	N/A	01-Apr-17	01-Apr-18
Advanced tuition plus Music School	R	195.26	250.00	EXP	215.00	10.11%	312.30	24.92%	01-Apr-17	01-Apr-18
Music School only	R	66.40	84.00	EXP	67.20	1.20%	114.30	36.07%	01-Apr-17	01-Apr-18
Weekday music school or Choir Only	R	33.10	48.00	EXP	33.00	-0.30%	81.50	69.79%	01-Apr-17	01-Apr-18
Use of Instrument	R	14.87	20.00	EXP	18.00	21.05%	21.00	5.00%	01-Apr-17	01-Apr-18
Standard tuition layer 2 (NEW)	R	43.00	N/A	EXP	44.00	2.33%	N/A	N/A	01-Apr-17	01-Apr-18
Standard tuition layer 1	R	15.00	N/A	EXP	15.50	3.33%	N/A	N/A	01-Apr-17	01-Apr-18
Advanced tuition plus Music School layer 2 (NEW)	R	120.00	N/A	EXP	130.50	8.75%	N/A	N/A	01-Apr-17	01-Apr-18
Advanced tuition plus Music School layer 1	R	40.00	N/A	EXP	43.50	8.75%	N/A	N/A	01-Apr-17	01-Apr-18
Music School only layer 2 (NEW)	R	46.00	N/A	EXP	42.00	-8.70%	N/A	N/A	01-Apr-17	01-Apr-18
Music School only layer 1	R	16.00	N/A	EXP	15.00	-6.25%	N/A	N/A	01-Apr-17	01-Apr-18
Weekday music school or Choir Only layer 2 (NEW)	R	21.00	N/A	EXP	21.00	0.00%	N/A	N/A	01-Apr-17	N/A
Weekday music school or Choir Only layer 1	R	9.25	N/A	EXP	9.30	0.54%	N/A	N/A	01-Apr-17	01-Apr-18
Use of Instrument layer 2 (NEW)	R	10.00	N/A	EXP	12.00	20.00%	N/A	N/A	01-Apr-17	01-Apr-18
Use of Instrument layer 1	R	5.00	N/A	EXP	6.00	20.00%	N/A	N/A	01-Apr-17	01-Apr-18
Hourly Charge for School Projects	S	N/A	37.00	NB	N/A	N/A	40.00	8.11%	01-Sep-10	01-Apr-18
Hourly Charge for School Projects (to Academies)	S	N/A	44.40	STD	N/a	N/A	50.00	12.61%	01-Sep-10	01-Apr-18
Whole Class Ensemble Tuition (Morning Discount)	S	200.00	N/A	EXP	200.00	N/A	N/A	N/A	01-Apr-17	N/A
Whole Class Ensemble Tuition (Afternoon Standard Price)	S	N/A	N/A	EXP	350.00	N/A	N/A	N/A	N/A	01-Apr-18
<b>37. Adult Education Service</b>										
Tuition Fee per Guided Learning Hour –LSC funded provision	R	2.87	4.55	EXP	3.26	13.59%	5.17	13.63%	1-Apr-17	01-Apr-18
Tuition Fee per Guided Learning Hour –LBH funded provision	R	2.87	4.55	EXP	3.26	13.59%	5.17	13.63%	1-Apr-17	01-Apr-18

**APPENDIX C**

Total Project Cost (incl. Prior £'000)	Current MTFP Proposal	Project by Cabinet Member Portfolio	2018/19	2019/20	2020/21	2021/22	2022/23	Financed by:		
			Draft Budget	Draft Budget	Draft Budget	Draft Budget	Draft Budget	Council Resources	Government Grants	Other Contributions
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
		<b>MAIN PROGRAMME</b>								
		<b>Community, Commerce and Regeneration</b>								
9,269		Hayes Town Centre Improvements	2,327	275	0	0	0	0	1,300	1,302
895	UPDATE	Inspiring Shopfronts	74	200	0	0	0	274	0	0
3,151		Gateway Hillingdon	213	0	0	0	0	213	0	0
1,996		Uxbridge Change of Heart	950	0	0	0	0	950	0	0
614		Uxbridge Cemetery Gatehouse	549	0	0	0	0	549	0	0
		<b>Central Services, Culture and Heritage</b>								
2,393	UPDATE	Bowls Club Refurbishment	500	500	0	0	0	1,000	0	0
33,059		Hillingdon Sports & Leisure Centre	206	0	0	0	0	206	0	0
360		Ruislip Lido Railway Society Workshop Replacement	20	0	0	0	0	20	0	0
5,632		St Andrews Park Museum	525	3,590	1,417	0	0	4,782	0	750
44,000		St Andrews Park Theatre	300	1,000	5,000	18,800	18,800	42,850	0	1,050
		<b>Finance, Property and Business Services</b>								
1,053		Battle of Britain Underground Bunker	824	0	0	0	0	824	0	0
5,987		Battle of Britain Bunker Heritage Project	300	0	0	0	0	300	0	0
400		Uniter Building Refurbishment	300	0	0	0	0	300	0	0
1,370		Bessingby Football and Boxing Clubhouse	1,190	0	0	0	0	1,190	0	0
4,500	NEW	Purchase of Uxbridge Police Station	4,500	0	0	0	0	4,500	0	0
1,684	UPDATE	CCTV Programme	600	600	450	0	0	1,650	0	0
2,250		Youth Provision	1,000	1,000	0	0	0	2,000	0	0
200	NEW	Botwell Leisure Centre Football Pitch Replacement	0	0	0	200	0	200	0	0
30,000	NEW	Yewesley /West Drayton Area Swimming Pool	2,000	8,000	10,000	9,500	500	30,000	0	0
26,750	NEW	Hillingdon Outdoor Activity Centre Reprovision	7,000	13,500	6,000	0	0	0	0	26,500

**APPENDIX C [contd]**

Total Project Cost (incl. Prior £'000)	Current MTFP Proposal	Project by Cabinet Member Portfolio	2018/19	2019/20	2020/21	2021/22	2022/23	Financed by:		
			Draft Budget £'000	Draft Budget £'000	Draft Budget £'000	Draft Budget £'000	Draft Budget £'000	Council Resources £'000	Government Grants £'000	Other Contributions £'000
0		<b>Planning, Transportation and Recycling</b>								
11,151	UPDATE	Purchase of Vehicles	3,911	2,529	3,152	744	215	10,551	0	0
250		RAGC Car Park	200	0	0	0	0	200	0	0
5,500		Street Lighting - Invest to Save	900	0	0	0	0	900	0	0
1,657		Harlington Road Depot Improvements	50	0	0	0	0	50	0	0
		<b>Social Services, Housing, Health and Wellbeing</b>								
2,465		Dementia Centre	2,465	0	0	0	0	2,465	0	0
620		1 & 2 Merrimans Housing Project	570	0	0	0	0	570	0	0
		<b>Cross Cabinet Member Portfolios</b>								
1,177		Environmental and Recreational Initiatives	244	0	0	0	0	244	0	0
<b>198,383</b>		<b>Total Main Programme</b>	<b>31,718</b>	<b>31,194</b>	<b>26,019</b>	<b>29,244</b>	<b>19,515</b>	<b>106,788</b>	<b>1,300</b>	<b>29,602</b>
		<b>SELF FINANCING DEVELOPMENTS</b>								
		<b>Finance, Property and Business Services</b>								
23,251		Yewsey Site Development	1,860	11,491	9,513	0	0	22,864	0	0
4,605		Belmore Allotments Development	0	4,605	0	0	0	3,276	0	1,329
		<b>Social Services, Housing, Health and Wellbeing</b>								
1,939	NEW	Woodside GP Surgery	0	1,939	0	0	0	1,939	0	0
<b>29,795</b>		<b>Total Self Financing Developments</b>	<b>1,860</b>	<b>18,035</b>	<b>9,513</b>	<b>0</b>	<b>0</b>	<b>28,079</b>	<b>0</b>	<b>1,329</b>

**APPENDIX C [contd]**

Total Project Cost (incl. Prior £'000)	Current MTFP Proposal	Project by Cabinet Member Portfolio	2018/19	2019/20	2020/21	2021/22	2022/23	Financed by:		
			Draft Budget	Draft Budget	Draft Budget	Draft Budget	Draft Budget	Council Resources	Government Grants	Other Contributions
			£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
		<b>PROGRAMME OF WORKS</b>								
N/A		Leader's Initiative	200	200	200	200	200	1,000	0	0
		<b>Community, Commerce and Regeneration</b>								
N/A		Chrysalis Programme	1,000	1,000	1,000	1,000	1,000	5,000	0	0
N/A		Playground Replacement Programme	250	250	250	0	0	750	0	0
		<b>Central Services, Culture and Heritage</b>								
N/A	NEW	Libraries Refurbishment Programme	1,000	1,000	1,000	0	0	3,000	0	0
N/A	NEW	Leisure Centre Refurbishment Programme	750	750	750	0	0	2,250	0	0
		<b>Education and Childrens Services</b>								
N/A		Devolved Formula Capital	363	317	271	222	222	0	1,395	0
N/A	UPDATE	School Conditions Building Programme	950	1,950	1,750	1,550	1,550	0	7,000	750
		<b>Finance, Property and Business Services</b>								
N/A		Civic Centre Works Programme	500	500	500	500	500	2,500	0	0
N/A	UPDATE	Corporate Technology and Innovation Programme	1,064	950	514	514	514	3,556	0	0
N/A		Property Works Programme	480	480	480	480	480	2,400	0	0
		<b>Planning, Transportation and Recycling</b>								
N/A	UPDATE	Highways Structural Works	3,000	2,000	2,000	2,000	2,000	11,000	0	0
N/A		Road Safety	150	150	150	150	150	750	0	0
N/A		Transport for London	5,057	3,773	3,830	3,830	3,830	0	19,939	381
		<b>Social Services, Housing, Health and Wellbeing</b>								
N/A		Disabled Facilities Grant	2,300	2,300	2,300	2,300	2,300	0	11,500	0
N/A	UPDATE	Private Sector Renewal Grants	225	225	225	225	225	1,125	0	0
		<b>Cross Cabinet Member Portfolios</b>								
N/A		Equipment Capitalisation - General	363	363	363	363	363	1,815	0	0
N/A		Equipment Capitalisation - Adult Social Care	985	985	985	985	985	0	4,925	0
<b>0</b>		<b>Total Programmes of Works</b>	<b>18,637</b>	<b>17,193</b>	<b>16,568</b>	<b>14,319</b>	<b>14,319</b>	<b>35,146</b>	<b>44,759</b>	<b>1,131</b>

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# Agenda Item 6

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

**Contact Officers:** Anisha Teji  
**Telephone:** 01895 277655

### **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.

It is also proposed that Members will discuss its findings and make recommendations on the major review topic. A draft report will be prepared for Members for the meeting on 27 March 2018.

### **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 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.
2. At the meeting of the Committee held on 21 November 2017, Members received witness evidence from the Council's Transport & Projects Senior Manager, the Council's Anti-Social Behavior and Environment Team Manager and the Council's Environmental Specialist.
3. At the meeting on 24 January 2018, Members will hear evidence from:

**Bill Hickson** - Paper on details of the Local Authority Pollution Prevention and Control and what possible areas of Environmental Protection could be used in relation to air quality. Also details on permits for Dry Cleaning businesses.

**Dr Mike Holland** - Information from Mike on an analysis on the local impact on air quality during School Drop Off and Pick up Times.

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**Steve Hajioff** - Information on the public health implications of poor air quality and what actions can be introduced to bring about improvements to health and which groups and where in the Borough could this be prioritised.

**Perry Scott** - Information on the Council's Fleet of vehicles and reductions in energy use through Council's buildings etc.

**Dr Ana Grossinho** - an independent air quality expert who works with the Borough on a part-time basis as a contractor in regard to the provision of expert advice on aspects such as air quality action plan measures, planning applications, air quality monitoring. Ana will aid the Borough in the review making sure the monitoring is in the appropriate place to allow us to measure improvements. Ana will take the Committee through the process of monitoring and how the review will capture air quality across the borough.

**Val Beale** - Information on possible differentiated car parking charges for different vehicles (diesel/petrol/electric etc).

4. Attached for Members information:

- Scoping report (appendix 1)
- A consolidation of the minutes relating to the review thus far (appendix 2)



# 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:

<b>Meeting Date</b>	<b>Action</b>	<b>Purpose / Outcome</b>
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

#### PART I – MEMBERS, PUBLIC AND PRESS

Residents' and Environmental Services Policy Overview Committee – 21 November 2017

# APPENDIX 1

## DRAFT

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

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Residents' and Environmental Services Policy Overview Committee – 21 November  
2017

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## A CONSOLIDATION OF THE MINUTES RELATING TO THE REVIEW

Minutes from 17 October 2017:

<p><b>RESIDENTS' &amp; ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE - MAJOR REVIEW 2017/18 - REVISION OF THE AIR QUALITY ACTION PLAN FOR THE LONDON BOROUGH OF HILLINGDON</b></p>	<p>Action By:</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>Other documents provided to Members were</p> <ul style="list-style-type: none"> <li>• "Improving Air Quality in the City of London" which provided a practical guide for City businesses</li> <li>• "What is a Low Emission Neighbourhood"</li> <li>• "Clean Air for Schools" - case studies of pilot projects, which Hillingdon was one of the three partners in the pilot.</li> <li>• Mayor of London's Healthy Streets Initiative</li> <li>• Selborne Road Air Quality Improvement Scheme</li> </ul>	<p>Action By:</p>
<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><b>Background to the Clean Air Act</b></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 <a href="#">smokeless fuels</a> could be burned.</p>	
<p>By shifting homes' sources of heat towards cleaner coals, electricity, and gas, this reduced the amount of <a href="#">smoke pollution</a> and <a href="#">sulphur dioxide</a> 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</p>	

groups, for example the elderly, children and people already suffering from poor health such as respiratory disease.

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.

### **2004 Air Quality Action Plan**

Dr Holland outlined to the Committee details of the 2004 Plan which was divided into the following areas:

- 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

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.

### **Highways and Road Network**

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.

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.

Members were provided with pollution maps which indicated the same distribution of pollution as that for the original Action Plan in 2004. It was

**Action By:**

evident that the higher levels were found to the south of the Borough, with Heathrow airport an easily identifiable pollution hotspot. 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.

Discussion took place on the ranking of cars in relation to air 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.

### **How the Planning System could improve Air Quality**

The Head of Planning and Enforcement attended the meeting and presented details of what planning could do to in terms of improving air quality.

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.

Achievement of the most would be a pre-application stage and could include:

- 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.

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.

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.

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.

**Action By:**

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.

### **Suggestions / other initiatives**

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.

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.

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;

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;

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

### **RESOLVED –**

- 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.**

**Action By:**

**Val Beale**

**Bill Hickson**

**David Knowles**

**David Knowles**

**Dr Mike Holland  
/ Val Beale**





	<p>However, it was noted that enforcement of some of the detail contained in Travel Plans was the issue, particularly around the travel behaviour of parents driving children to school.</p> <p><b>Motorcycle and Pedal Cycle Road Safety</b></p> <p>As previously reported, the promotion of safer cycling would be a measure to reduce vehicular movements and reduce the poor air quality caused by motor vehicles. The Committee was informed that working alongside the Road Safety Team, officers worked with a company called '2WheelsLondon', who went into workplaces to promote safety for those riding powered two wheels and those riding pedal cycles.</p> <p>Reference was made to the possibility of using footpaths for cycling and Members were informed that footpaths had to be of a sufficient width to make this viable. In addition there needed to be work carried out in terms of potential conflicts of pedestrians and cyclists on particular footpaths. Reference was also made to the possible use of canal towpaths for cycling.</p> <p><b>Vehicle Emissions</b></p> <p>Discussion took place around vehicle emissions and the Committee was informed that an officer would be invited to the next meeting to talk about the Council's Fleet Management and the use of electric vehicles.</p> <p>In relation to Public Transport, Members were informed that the Council was working with Transport for London (TfL) and London Buses on moving to lower emission buses.</p> <p>TfL had started to deliver on the plan to introduce around 3,000 Ultra Low Emission double-deck buses in central London by 2019 and over 250 Zero Emission single-deck buses into central London by 2020. These buses would significantly improve air quality, helping people breathe cleaner air. It was hoped that these buses would be rolled out to outer London.</p> <p>The Committee was informed that residents would be able to identify and avoid buying the dirtiest diesel and most polluting petrol cars and vans with a new emissions scoring scheme introduced by the GLA. There was a new online 'cleaner vehicle checker' which would include test results for new car and van models on the market. This could encourage residents who were purchasing vehicles to check emissions and be actively involved in terms of reducing emissions and enabling</p>	<p><b>Action By:</b></p>
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	<p>them to make an informed choice.</p> <p>Discussion took place on measures which could be introduced relating to traffic and air quality and reference was made to the use of 20 mph zones, which were popular in central London. Signage could also be an option, which could indicate air pollution levels at particular hotspots.</p> <p><b>Diesel / Petrol Vehicles</b></p> <p>Discussion took place on the impact of both diesel and petrol vehicles in terms of emissions and that diesel vehicle were more polluting than petrol cars. Officers reported that some local authorities offered differentiated car parking charges for different vehicle types and it was agreed that information be brought to the next meeting of the Committee on this.</p> <p><b>Liveable Neighbourhoods</b></p> <p>The Committee was informed of the Liveable Neighbourhoods programme which gave London Boroughs the opportunity to bid for funding for long-term schemes that encouraged walking, cycling and the use of public transport. Grants were provided of between £1m and £10m for a wide range of community-supported projects, which included creating green spaces and cycling infrastructure, redesigning junctions and widening of walking routes. These initiatives would mitigate poor air quality. The schemes would reduce car trips and therefore improve residents' health and local air quality.</p> <p>Reference was made to the work carried out at Hayes Parade in terms of trees used as green screens, which could be used in new developments to help improve air quality.</p> <p><b>"No Idling"</b></p> <p>The Committee was informed that Idling was where motor vehicles were parked, but with the vehicle's engine running whilst it was stationary. This occurred in some instances, outside of schools waiting for children. In Hillingdon this was a particular issue near Heathrow Airport and in Heathrow Villages, where there was a problem with taxis idling, with engines running.</p> <p>Idling increased the amount of exhaust fumes in the air and under the Public Space Protection Order the Council prohibits parked cars with their engines running. The Council last year, had issued over 300 Penalty Charge Notices for this offence.</p> <p>Part B Applications for Permit to Operate a Dry Cleaners</p>	<p><b>Val Beale</b></p> <p><b>Action By:</b></p>
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	<p>Process</p> <p>The Committee was informed that under Local Authority Pollution Prevention and Control, Dry Cleaning businesses had to apply for permits to operate. Dry cleaning used chemicals, such as perchloroethylene (perc), which contributed to air pollution and could be harmful to human health. The Anti-Social Behaviour and Environment Team Manager reported that he would provide a short paper on this for the next meeting of the Committee, together with information on other possible areas of environmental protection which could be explored under these powers.</p> <p><b>RESOLVED –</b></p> <ol style="list-style-type: none"><li><b>1. That the witnesses be thanked for the evidence submitted and the information be used as part of the review.</b></li><li><b>2. That officers be asked to provide the information outlined above, together with inviting relevant witnesses to the next meeting of the Committee.</b></li></ol>	<p><b>Bill Hickson</b></p>
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# Agenda Item 7

## Forward Plan

**Contact officer:** Anisha Teji  
**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 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

The latest published Forward Plan is attached. The Committee may wish to consider the non standard items that fall within its remit.

### SUGGESTED COMMITTEE ACTIVITY

To consider whether there are comments or suggestions that the Committee wishes to make.

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## Upcoming Decisions

Ref	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 <b>Cabinet - 15 February 2018</b>								
229	Disposal of garage site at rear of 65 Worcester Road, Cowley	Brunel		Cllr Jonathan Bianco	RS - Michael Patterson		<b>NEW</b>	Private (3)
226	Hillingdon's response to the draft London Plan	All		Cllr Keith Burrows	RS - Chris Mansfield / James Gleave			Public
227	Environmental Cleaning Contract	All		Cllr Keith Burrows	FD - Allison Mayo			Private (3)
218 b	The Council's Budget - Medium Term Financial Forecast 2018/19 - 2022/23 BUDGET & POLICY FRAMEWORK	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		Public

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# Agenda Item 8

## WORK PROGRAMME 2017/18

**Contact Officer:** Anisha Teji  
**Telephone:** 01895 27 7655

## 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*

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

Residents' & Environmental Services POC

24 January 2018

PART I – MEMBERS, PUBLIC & PRESS

Residents & Environmental Services Policy Overview Committee

**2017/18 DRAFT Work Programme**

<b>Meeting Date</b>	<b>Item</b>
<b>27 June 2017</b>	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
<b>26 July 2017</b>	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
<b>20 September 2017</b>	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
<b>17 October 2017</b>	Major Review 2017-18 - Revision of Air Quality Action Plan for the London Borough of Hillingdon-witness session
	Cabinet Forward Plan
	Work Programme
<b>21 November 2016</b>	Major Review - Witness Session
	Cabinet Forward Plan

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PART I – MEMBERS, PUBLIC & PRESS

	Work Programme
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<b>24 January 2018</b>	Draft Budget Proposals Report for Residents Services 2018/19
	Major Review 2017-18 - Revision of Air Quality Action Plan for the London Borough of Hillingdon-witness session and discussion of recommendations
	Cabinet Forward Plan
	Work Programme

<b>28 February 2018</b>	Reducing the use of plastic water bottles at meetings of Committees / Sub-Committees / Working Groups of the Council?
	Cabinet Forward Plan
	Work Programme

<b>27 March 2018</b>	Major Review - Consideration of draft final report
	Update on past review (To be decided)
	Single meeting review (To be decided)
	Cabinet Forward Plan
	Work Programme

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