



HILLINGDON
LONDON



Public Safety and Transport Select Committee

Date: WEDNESDAY, 28 JULY
2021

Time: 7.00 PM

Venue: COMMITTEE ROOM 5 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE

**Meeting
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Councillors on the Committee:

Keith Burrows (Chairman)
Teji Barnes (Vice-Chairman)
Kuldeep Lakhmana
Richard Lewis
Colleen Sullivan
Jan Sweeting (Opposition Lead)
Steve Tuckwell

Published: Tuesday 20 July 2021

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Putting our residents first

Lloyd White
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Select Committee Terms of Reference

Public Safety & Transport Select Committee

Membership

7 Councillors appointed on a proportional basis.

Terms of Reference

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Cabinet Member Portfolio	<ul style="list-style-type: none">• Cabinet Member for Public Safety & Transport
Relevant service areas	<ol style="list-style-type: none">1. Community Safety & Cohesion2. Anti-Social Behaviour and Enforcement Team (ASBET)3. Trading Standards, Environmental Health & Licensing4. Transportation5. Highways6. Parking Services

This Committee will also act as lead select committee on the monitoring and review of the following cross-cutting topics:

- Enforcement activities across the Council

Specific portfolio responsibilities of the Cabinet Member for Public Safety & Transport – Cllr John Riley

To oversee and report to the Cabinet on the Council's responsibilities and initiatives in respect of:-

- Maintaining and enforcing standards in relation to:
 - Anti-social behaviour
 - Parking
 - Weights & Measures
 - Consumer protection
 - Environmental Health
 - Road Safety
 - Imported Food office, Heathrow
- Community safety
- Community cohesion - promoting harmony between different cultures and races,
- CCTV, including the CCTV control room
- Emergency planning
- Fleet and Passenger Services
- Transport and travel for social services clients
- highways,
- bus routes,
- traffic
- transportation
- school crossing patrols
- local safety schemes
- All Licensing Policies and Procedures, including:
 - Statement of Licensing Policy
 - Statement of Gambling Policy
 - Sex Establishments Policy
- Animal welfare and licensing
- Safety of Sports Grounds

Agenda

- 1 Apologies for Absence and to report the presence of any substitute Members
- 2 Declarations of Interest in matters coming before this meeting
- 3 To receive the minutes of the previous meeting 1 - 6
- 4 To confirm that the items of business marked as Part I will be considered in Public and that the items marked Part II will be considered in Private
- 5 2022/23 Budget Planning Report for Services within the Remit of the Public Safety and Transport Select Committee 7 - 12
- 6 Service Overview: Transport and Projects Verbal Report
- 7 Service Overview: Community Cohesion Verbal Report
- 8 Service Overview: Parking Services Verbal Report
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Agenda Item 3

Minutes

PUBLIC SAFETY AND TRANSPORT SELECT COMMITTEE

09 June 2021

Meeting held at Committee Room 5 - Civic Centre,
High Street, Uxbridge



	<p>Committee Members Present: Councillors Keith Burrows (Chairman) Teji Barnes (Vice-Chairman) Kuldeep Lakhmana Richard Lewis Colleen Sullivan Jan Sweeting (Opposition Lead) Steve Tuckwell</p> <p>LBH Officers Present: Stephanie Waterford - Service Manager - Licensing, Food & Safety Regulation Steve Clarke – Democratic Services Officer</p>
3.	<p>APOLOGIES FOR ABSENCE AND TO REPORT THE PRESENCE OF ANY SUBSTITUTE MEMBERS (<i>Agenda Item 1</i>)</p> <p>There were no apologies for absence.</p>
4.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
5.	<p>TO RECEIVE THE MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>Members noted that the minutes of the meeting dated 20 May 2021 were purely a formality to record the election of the Select Committee Chairman and Vice-Chairman.</p> <p>RESOLVED: That the minutes of the meeting dated 20 May 2021 be agreed as an accurate record.</p>
6.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS MARKED PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 4</i>)</p> <p>It was confirmed that all items of business were marked as Part 1 and would be considered in public.</p>
7.	<p>UPDATE ON SCRUTINY CALL-IN PROCEDURE (<i>Agenda Item 5</i>)</p> <p>Steve Clarke, Democratic Services Officer, provided an overview of the Council's new scrutiny call-in procedure which Members had been appraised of prior to the meeting.</p>

The Select Committee was advised that responsibility for scrutiny had been transferred to Members of the relevant Select Committees. Key things to note included:

- All Cabinet and Cabinet Member decisions now clearly identified the relevant Select Committee – Members thereof could attempt to call-in a decision should they wish to do so;
- Decision notices clearly indicated the final date any call-in request could be made – 5 working days at 5pm after the date the decision notice was published;
- A Member of the Select Committee shown on the decision notice could initiate a call-in request. Members could not initiate a call-in on behalf of another select committee;
- All call-in requests would be submitted via the new Scrutiny call-in App details of which had been provided to all Councillors;
- Once submitted, the call-in request would be sent via an automated email to all Members of the relevant Select Committee;
- Councillors were not obliged to respond. However, should they wish to do so, they could approve or reject the request. The Councillor who initiated the call-in request would also need to respond;
- Should a majority of Members approve the request before the end of the scrutiny call-in period, it would become a valid call-in and Democratic Services would be notified;
- Only those requests that received a majority would be heard at a specially convened Select Committee meeting.

The Chairman emphasised that, should a call-in be requested by the Committee, that the call-in request relate specifically to the decision being made and not the details within the report.

RESOLVED: That the new Scrutiny Call-in Procedure be noted.

8. **SERVICE OVERVIEW: TRADING STANDARDS, ENVIRONMENTAL HEALTH & LICENSING** (*Agenda Item 6*)

Stephanie Waterford, Service Manager - Licensing, Food & Safety Regulation, delivered a presentation to the Committee and gave an overview of the work areas under her purview. The presentation was delivered in three parts: Environmental Health, Trading Standards Service and the Licensing Service.

Under Environmental Health, Members were initially informed of the Food Health Safety Team's broad range of public protection responsibilities. It was noted that the team's public health and disease control duties had been an integral part of the Council's response to the Covid-19 pandemic whilst continuing to conduct around 1,600 food hygiene inspections per annum amongst other responsibilities. A number of recent successes were highlighted including an ongoing gas safety compliance project whereby the team would be checking the safety of gas installations within approximately 1,000 commercial kitchens; this project was introduced following a

commercial kitchen gas explosion in the neighbouring borough of Ealing.

With regard to the Imported Food Service, which was based at Heathrow Airport and also came under the Council's Environmental Health service, the Committee were informed that the team manage the consignments of approximately 12,000 per annum to ensure that certain foods entering the UK food chain were safe. Roles within the Imported Food Service included Environmental Health Officers, Official Veterinarians and Food Safety Technical Specialists. It was highlighted that there had been a sizable increase in workload regarding imports that had travelled through the European Union since Brexit.

An overview of the Trading Standards Service was given highlighting their responsibilities for enforcing legislation to uphold product standards and safety, this included:

- Enforcing against rogue traders and scam operators;
- Dealing with counterfeit goods;
- Seizing illicit alcohol and tobacco;
- Enforcing weights and measures legislation;
- Product Safety checks of cargo coming through Heathrow; and
- Proceeds of Crime Act (POCA) investigations

The Committee were informed of some recent successes relating to the Trading Standards team including the seizure of 60,000 counterfeit cigarettes and 20kg of counterfeit rolling tobacco hidden in boxes labelled as children's toys and other paraphernalia.

In relation to the Council's Licensing Service, an overview was given with regard to the service's responsibility for licensing a variety of activities across hospitality, entertainment, retail, close contact and animal businesses. A recent success was highlighted whereby a two and a half year legal battle to bring criminal charges to two individuals for the unlicensed breeding and sale of dogs and cats from a house in West Drayton had resulted in fines in excess of £340k, £280k of which came to the Council to cover expenses.

It was highlighted that the Covid-19 pandemic had impacted this work area significantly, the Licensing Service and the Food Health and Safety Team had been leading the enforcement and compliance operation to ensure that business were operating in accordance with all Coronavirus and lockdown restrictions. Further to this, since lockdown restriction had started to ease in April 2021, the Council had offered a range of support to businesses to reopen and was working on a programme of events in town centres in an effort to welcome residents back to the High Street.

The Committee were impressed with the way in which these services were able to refocus their work during the pandemic and thanked officers for their hard work. It was noted that Ward Councillors had heard about some of the successes mentioned in the presentation through local news outlets and queried whether local Councillors could be notified of operations before they had concluded; officers noted that the specific case mentioned, regarding the unlicensed sale of dogs and cats in West Drayton, was a

criminal case and therefore for legal reasons, the information could not be shared by the Council until the case had concluded. Further to this it was noted by the Committee that, often situations were leaked to the press by members of the public before the Council could legally disclose the information.

Officers confirmed that Health and Safety enforcement was split between local authorities and the Health and Safety Executive (HSE). Local authorities primarily enforced Health and Safety standards in business settings, it was also noted that the HSE would enforce standards in schools and Council owned buildings and settings.

RESOLVED: That the Committee noted the officer's verbal report.

9. **COMMITTEE REVIEW: TOPIC SELECTION PHASE** (*Agenda Item 7*)

The Chairman introduced the item noting that the Committee were tasked with selecting the topic for their first major review. It was noted that the Chairman's suggested topic pertaining to future policy direction around electric vehicles (EVs) and EV infrastructure within the Borough had been circulated to the Committee by email before the meeting and discussions had taken place with the Cabinet Member for Public Safety and Transport who was supportive of the prospective review.

The Opposition Lead noted that EVs was a topic already under development both nationally and locally and put forward reasons for the Committee to pursue a major review into Anti-Social Behaviour (ASB), covering smaller issues such as overgrown gardens and hedges, to more serious matters such as the impact of HMOs, aggressive neighbours and noise disturbance. The suggested direction for a review into ASB would be the way in which residents interact with the Council when reporting ASB issues and addressing the confusion amongst residents as to whether certain ASB or crime matters should be reported to the police or to the Council.

The Committee commended the suggestion for a review into ASB however, Members were generally in agreement that, although a review into ASB could be beneficial to help distinguish the divide between police and Council responsibilities when it came to ASB, the pertinence of a review into EV policy direction and infrastructure needs outweighed the need for a review into ASB. The Committee highlighted the great work already undertaken by the Council's ASB Team and emphasised that, with the 2030 ban on the sale of petrol and diesel cars looming, the Council needed to start addressing the changes required to facilitate the transition to EVs for residents, specifically as Hillingdon was an outer London Borough with high car ownership levels.

The Committee were in agreement that the topic of Electric Vehicles would be chosen for the first major review.

RESOLVED: That the Public Safety and Transport Select Committee conduct a major review into future policy direction regarding electric vehicles and associated infrastructure needs within the Borough.

10. **FORWARD PLAN** (*Agenda Item 8*)

Members noted the 'Transport for London Local Implementation Plan – Annual Spending Submission' item listed as going to September's Cabinet meeting and requested some brief detail as to the report.

RESOLVED: That the Committee noted the Forward Plan.

11.	<p>WORK PROGRAMME (<i>Agenda Item 9</i>)</p> <p>Members discussed the Committee’s meeting dates for the 2021/22 municipal year, it was noted that two Committee Members were also Members of other Select Committees. It was confirmed that, potential meeting clashes had been checked and would be avoided going forward.</p> <p>Members also noted that the forthcoming ‘Service Overview’ items would be delivered in a presentation format to the Committee, Members requested sight of the presentation slides ahead of the meeting to aid them in conducting their scrutiny function.</p> <p>With regard to the forthcoming ‘Service Overview – Anti-Social Behaviour and Enforcement Team’ item, Members requested some information on what work was being done in relation to the use of electric scooters and enforcement, in addition to some information on the alley gating scheme.</p> <p>RESOLVED: That the Committee noted the items listed on the work programme.</p>
	<p>The meeting, which commenced at 7.00 pm, closed at 8.19 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Steve Clarke - Democratic Services on . Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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2022/23 BUDGET PLANNING REPORT FOR SERVICES WITHIN THE REMIT OF THE PUBLIC SAFETY AND TRANSPORT SELECT COMMITTEE

Committee name	Public Safety and Transport Select Committee
Officer reporting	Iain Watters, Finance
Papers with report	N/A
Ward	All

HEADLINES

This is the first opportunity for the Select Committee to discuss the current stage of development of budget planning work with regard to services within the remit of Public Safety and Transport Select Committee. This paper gives a strategic context in which the detailed proposals to be discussed at Select Committee meetings in January 2022 will need to be considered.

RECOMMENDATIONS

1. **That the Committee notes the financial context in which the 2022/23 budget setting process will take place in advance of detailed savings proposals being developed and approved at Cabinet in December 2021.**

SUPPORTING INFORMATION

2. This is the first of two opportunities within the planning cycle for the Select Committee to consider issues relating to budget planning for 2022/23 and beyond. The focus of this report is the broader financial position of the Council, with the report to be considered in January 2022 setting out the detailed budget proposals for relevant services, those proposals having been included in the report to Cabinet on the Medium Term Financial Forecast (MTFF) in December 2021.

Corporate Overview – General Fund

2021/22 General Fund Revenue Monitoring & COVID-19 Impact

3. The ongoing impact of COVID-19 on the Council's finances during 2021/22 is projected to generate pressures totalling £14,478k, bringing the total pandemic related pressures since March 2020 to £47,553k. To date, sufficient funding has been received from Government to meet these costs without recourse to local resources, however the Council has set aside £10,126k in a dedicated Earmarked Reserve to manage any costs over and above funding received from the Government.
4. With the COVID-19 pressure being managed within external funding, an underspend of £351k is reported on the General Fund at Month 2 (May), with the underspend being driven by a

combination of lower borrowing costs linked to reductions in capital spending and a favourable outlook on demand-led budgets. General Balances are projected to total £26,452k at 31 March 2021 in line with the Council's recommended range for unallocated reserves between £15,000k and £35,000k.

2022/23 to 2025/26 General Fund Savings Requirement

5. While the focus of the discussion for the Select 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 following paragraphs outline the medium-term financial position presented in the 2021/22 Budget Setting Report approved by Cabinet and Council in February 2021.
6. At the time of budget setting, the gross savings requirement for the Council's General Fund over the period 2022/23 to 2025/26 was projected to total £44,332k which was primarily driven by inflationary cost pressures, growing demand for services and the cost of servicing and repaying borrowing incurred in delivery of the capital programme which are expanded upon below. For 2022/23, the gross savings requirement was forecast to total £10,302k.

Table 1: Projected Budget Gap detail

	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000	Total £'000
Changes in Funding	(868)	(2,613)	(1,462)	(2,534)	(7,477)
Inflation	6,342	6,497	6,654	6,816	26,309
Contingency / Service Pressures	3,330	3,406	3,442	3,442	13,620
Corporate Items (incl. capital financing costs)	1,498	5,938	2,406	(383)	9,459
Underlying Savings Requirement	10,302	13,228	11,040	7,341	41,911

7. An uplift of £7,477k in recurrent funding is projected over the four-year MTFF period, primarily driven by the favourable movement within the taxbase as new homes are delivered across the borough – a growth rate of circa 6% on the 2021/22 baseline.
8. Inflation represents the single largest element of the underlying savings requirement, reflecting the growing cost of maintaining current service provision, with a headline pressure of £26,309k over the MTFF period. Workforce inflation through anticipated annual 2% pay awards and an expected 0.5% per annum increase in employers' pension contributions accounts for £13,297k of this growth, with £10,396k increases on the cost of care provision where annual pay inflation of around 4% is expected to keep pace with growth in the London Living Wage. The remaining £2,616k inflation reflects other contracted expenditure, energy costs and other expenses.
9. Increasing demand for services linked to a growing and changing population accounts for £13,620k of the projected savings requirement, which reflects a continuation of current trends across Waste disposal, Adult Social Care, SEN Transport and Children's Social Care. Annual growth in the cost of waste disposal due to a combination of population growth and price increases is expected to require £3,600k growth, with £4,454k increase in demand for Adult Social Care reflecting growing demand across the full range of care provision. Provision of

£3,322k is included to manage growing demand across Children’s Services, with £2,244k uplifts on SEN Transport partially driven by the ongoing impact of the 2014 Children’s and Families Act.

10. Corporate Items, which primarily relate to the ongoing costs of financing capital investment, represent the remainder of the budget gap with £9,459k growth required over the MTF period. Budgeted capital investment in the current programme is the key driver of a £6,535k growth in debt financing and repayment costs over the medium term. The remaining balance of Corporate Items relate to the unwinding of COVID-19 related reductions in the TfL Concessionary Fare Levy and use of capital receipts to finance transformation activity, alongside moving the Council Tax Older People’s Discount to being funded from base budget rather than Earmarked Reserves.
11. The position presented would result in a net increase of £41,911k in the cost of delivering services to residents, which alongside unwinding the use of £2,421k balances to support spending in the 2021/22 financial year results in a gross savings requirement of £44,332k over the four year period to 2025/26. The following table sets out the outline budget strategy presented in February 2021 to manage this savings requirement.

Table 2: Savings Requirement (February 2020) 2021/22-2022/23

	2022/23 £'000	2023/24 £'000	2024/25 £'000	2025/26 £'000	Total £'000
Underlying Savings Requirement	10,302	13,228	11,040	7,341	41,911
Unwind Prior Use of Balances	2,421	1,000	0	0	3,421
Proposed Use of General Balances	(1,000)	0	0	0	(1,000)
Gross Savings Requirement	11,723	14,228	11,040	7,341	44,332
3.8% Council Tax Increase	(5,054)	(5,290)	(5,606)	(5,936)	(21,886)
Current Savings Proposals	(2,797)	0	0	0	(2,797)
Savings to be identified	3,872	8,938	5,434	1,405	19,649
Closing General Balances	25,452	25,452	25,452	25,452	N/A

12. The assumed continuation of the Social Care Precept at 2.0% per annum plus a 1.8% inflationary uplift in the core Council Tax would deliver £21,886k towards the saving requirement, alongside existing savings proposals of £2,797k leaves £19,649k of savings to be identified over the four year period. This budget strategy is predicated on ongoing use of balances to support service budgets and therefore General Balances are expected to stabilise at £25,452k, in line with the recommended range for reserves.

Strategy to deal with the Budget Gap

13. The Council continues to be well placed to manage the ongoing financial challenge, with a solid track record of delivering balanced budgets for the forthcoming financial year and securing an underspend position by outturn. This has been achieved through delivery of savings under a range of themes, including:

- a. Service Transformation represents the single largest category of savings, with items presented in this category primarily linked to implementation of the BID Programme;
 - b. 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 and similar exercises being undertaken by Finance;
 - c. Effective Procurement savings capture the benefits secured from efficiency savings from contracted services and reviews of delivery models in a number of areas;
 - d. Preventing Demand - initiatives such as the Supported Living Programme where investment in early intervention and other support can avoid more costly intervention at a later date, and;
 - e. Income Generation & Commercialisation proposals primarily relate to amendments to Fees and Charges.
14. While this successful approach is to be maintained for this year's budget setting cycle, savings proposals are being developed on a multi-year basis with the intention of delivering a more strategic presentation of activity to manage the budget gap in the medium term. Proposals will be developed over the coming months and subject to approval by Cabinet in December 2021, will be presented to Select Committees in January 2022 alongside the public consultation on the budget for the forthcoming year.

Corporate Overview - Other Funds

15. The Housing Revenue Account (HRA) is subject to a statutory ring-fence, with £58,944k of rental income from the Council's social housing provision being reinvested in maintenance, improvement and expansion of housing stock. The approved capital programme includes funding to acquire 419 new dwellings over the period to 2025/26, providing a mechanism to replace an expected 230 sales of properties to sitting tenants through the Right to Buy scheme. The financial standing of the HRA remains sound, with the 30 Year Business Plan demonstrating sustainability of the current operation over the longer-term. The next iteration of the HRA MTFP and Business Plan will incorporate the estate regenerations schemes recently endorsed through the ballot process.
16. The Council receives funding for Schools' Budgeted Expenditure through the Dedicated Schools Grant (DSG), which is a ringfenced grant. The DSG funds both the delegated individual schools budget and items that the School and Early Years Finance (England) Regulations allow to be retained centrally by the Council, including Special Educational Needs, Alternative Education provision and Early Years provision.
17. As highlighted in the monthly budget monitoring reports to Cabinet, funding provided by the Department for Education through the DSG has failed to keep pace with growing demand on High Needs following the introduction of the 2014 Children's and Families Act. As of the latest budget monitoring position, the cumulative deficit on the DSG is projected to reach £34,294k

by 31 March 2022. As with all authorities reporting such a deficit, the Council is currently working on development of a recovery plan for the management of this deficit, with support from the Department for Education.

MTFF Process Update and Timetable

18. The timetable for the budget process has been refreshed and the first MTFF sessions with Groups took place during July to review the detailed budget proposals developed by each group. Progress on the development and delivery of these proposals will be monitored monthly by the Corporate Management Team and Cabinet Members throughout the remainder of the year.

Table 3: MTFF Timetable

March to June	Review of Budget Assumptions and initial development of Savings Proposals
July	Summer Challenge Sessions
	Summer Budget Report to Cabinet (not published)
	Budget Scoping Reports to Select Committees
August to September	Refresh of Budget Assumptions and refinement of Savings Proposals
October	Autumn Challenge Sessions
November	Autumn Budget Report to Leader/Cabinet (not published)
December	Provisional Local Government Finance Settlement
	Consultation Budget Report to Cabinet
January	Public Budget Consultation
	Following year Budget Proposals to January POCs
February	Final Local Government Finance Settlement
	Final Budget to Cabinet and Council

Next Steps

19. The Medium Term Financial Forecast setting out the draft revenue budget and capital programme will be considered by Cabinet in December 2021 and issued for consultation during the remainder of December 2021 and January 2022. This will include detailed consideration by each of the Select Committees of the proposals relating to their respective services.

20. Key issues within the remit of the Public Safety and Transport Select Committee will continue to be tracked through the Council’s budget monitoring process, with monthly reports to Cabinet detailing the latest position and outlook for 2020/21.

Implications on related Council policies

A role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council’s policy and direction.

How this report benefits Hillingdon residents

Select Committees directly engage residents in shaping policy and recommendations and the Committees seek to improve the way the Council provides services to residents.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

The Council's Budget: General Fund Revenue Budget and Capital Programme 2021/22 – reports to Cabinet 18 February 2021 and Council 25 February 2021.

The Council's Budget: 2021/22 Revenue and Capital Month 2 Budget Monitoring – report to Cabinet 8 July 2021

SCOPING REPORT FOR ELECTRIC VEHICLES REVIEW

Committee name	Public Safety and Transport Select Committee
Officer reporting	Steve Clarke, Democratic Services Officer
Papers with report	Draft Scoping Report for Review
Ward	All

HEADLINES

At the 09 June 2021 meeting of the Committee it was agreed that the first major review of the Public Safety and Transport Select Committee would focus on the topic of 'Electric Vehicle Infrastructure and Future Policy Direction for the Borough'. Officers have produced a draft scoping report for the Committee's consideration.

It is envisaged that there will be three witness sessions, with a suggested schedule set out in the attached scoping report and on the Committee's Multi-Year Work Programme.

RECOMMENDATION:

That the Committee comment on and consider the scoping report to initiate the review.

SUPPORTING INFORMATION

The draft scoping report for the review is attached.

Implications on related Council policies

A role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

None at this stage, pending any findings approved by Cabinet.

Financial Implications

It is important that the Committee considers cost effective proposals that benefit resident taxpayers in relation to this review, which would ultimately be determined by Cabinet as part of the Council's broader budget planning process.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.



Public Safety and Transport Select Committee Review Scoping Report - 2021/22

Working Title:
**“Electric Vehicle Infrastructure and Future Policy Direction for the
Borough”**

1. OBJECTIVES

Aim of review

The aim of this review is to support the Cabinet and Council in developing its future policies with regard to Electric Vehicles (EV) and EV infrastructure within the Borough; to explore how the Council has so far adapted to the transition to EVs, and how the Council’s own fleet, transportation and highways responsibilities may need to adapt moving forward. The review would aspire to produce positive medium and long-term overarching outcomes to present to Cabinet to help shape the Borough for residents moving forward. In addition to the Council’s own zero-carbon commitment and climate emergency declaration, this review would tie in with related deadlines set by central government such as the proposed ban on the sale of new petrol and diesel cars and vans in the UK from 2030.

It should be noted that, due to the nature of the review, it is expected that the findings and recommendations will be presented to Cabinet not for immediate implementation but to offer guidance and direction in helping to shape future policy.

At the Public Safety and Transport Select Committee meeting on 9 June 2021, it was agreed that the Committee’s first major review would focus on Electric Vehicles and EV infrastructure.

Terms of Reference (DRAFT)

The following Terms of Reference are suggested for the review, subject to any changes agreed by the Committee:

1. To understand the Council's current stance with regard to the prospective uptake in the use of Electric Vehicles (EV) and requirement for specific EV infrastructure;
2. To explore the national setting and initiatives undertaken by other local authorities to facilitate future EV infrastructure;
3. To understand the growing demand for EVs and explore any limitations residents may encounter in accessing suitable EV requirements;
4. To explore future evolutions with regard to EV battery and charging technology;
5. To investigate what grant funding may be available to local authorities relating to EV infrastructure;
6. To influence or propose any emerging Council plans, guidance or policies with respect to the future of EV use and the Borough's transportation and highways infrastructure;
7. Subject to the Committee's findings, to make any conclusions, propose actions, service and policy recommendations to the decision-making Cabinet.

2. BACKGROUND

Key information and issues

As of 2017, transport was the largest-emitting sector of greenhouse gas emissions, accounting for 28% of UK emissions. The UK has a target to reduce these to net zero by 2050, to achieve this the Committee on Climate Change has recommended that the sales of electric cars should 'scale up to 100% of new sales by 2035'. Ultra-Low Emission Vehicles (ULEV) still only represent a small proportion of the total number of cars licensed. In 2019 around 58.5% of licensed cars were petrol, 39.1% diesel and 0.8% were either a plug-in-hybrid, battery electric, range-extended electric, or fuel cell electric car.

Public awareness of, and interest in, EVs and methods of charging them has been growing rapidly and over the remainder of the 2020s, expectations and demand will grow exponentially ahead of the legislation to outlaw the sale of pure Internal Combustion Engine (ICE) vehicles by 2030. In the meantime, there are a number of types of vehicle which are relevant to this topic:

Vehicle Type	Comments
Pure electric, battery powered (BEV)	Likely to become the dominant type.
Petrol-electric Hybrid Electric Vehicles (PHEV)	Hybrids use small ICE engines to extend extra-urban range. The technology remains reliant on carbon-fuels and so is no more than an interim solution.
Hydrogen powered	Seen as a rival to EVs; some variants use ICE type engines and others use fuel-cells to generate power for electric drive.

EVs are still a fairly new area of focus and the pace of development is being accelerated by government legislation and the desires of ‘early adopters’ of new technology. In what is a rapidly evolving sector, the future of EV infrastructure, particularly battery and charging technology, will continue to develop and the way in which EV infrastructure is implemented by commercial entities and public authorities needs to be carefully considered to avoid significant investment in technology that could quickly become obsolete. Technological advancements that are noted to be on the horizon include, inductive charging loops buried in the owners driveway or potentially in the road surface (meaning that the vehicle can recharge on the move, dramatically extending its range) and as autonomous vehicles come to fruition, the prospect of a vehicle autonomously driving away to, and coming back from, a remote charging dock may become a reality. EV Battery technology has advanced considerably in recent years but appears likely to remain wedded to the lithium-ion principles familiar in mobile phones for the foreseeable future.

Leading up to the increased production of EVs globally, there has already been significant public and private investment into the EV arena both around the world and in the UK. Plans have recently been submitted by Coventry City Council for a 5.7 million sq ft EV battery ‘gigafactory’, the first of its kind in the UK.

Areas identified for improvement.

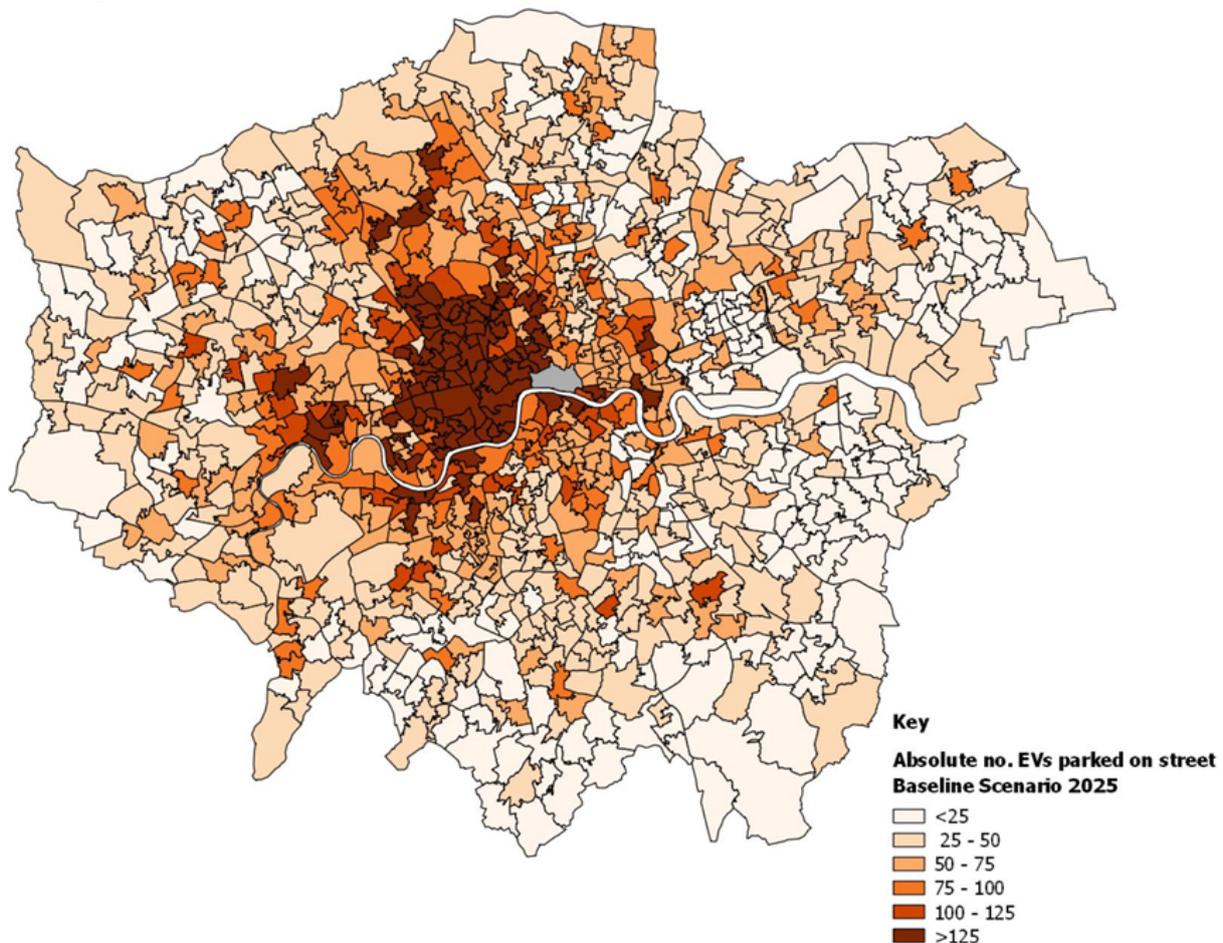
Many residents (and businesses) would be understandably keen to be supported in terms of moving towards electric vehicle ownership and practical use. The Council has a number of areas to consider, some of which are within its oversight and which could be further developed. Currently, a number of factors may deter prospective owners from transitioning from an ICE vehicle to an EV including cost, range anxiety, charge times and accessibility to charging points. In a recent Policy Exchange think-tank report, it was stated that the UK will need 400,000 public Electric Vehicle Charging Points by 2030, up from 35,000 currently.

What is still relatively new technology, albeit evolving rapidly, provides many challenges in terms of the necessary support infrastructure. Whilst investment is clearly needed, it needs to be carefully focused, aided with the right partnerships and in a manner which allows room for the development of all the equipment – vehicles and charging infrastructure – so that they can evolve in tandem and not leave key stakeholders, the Council in particular, owners of equipment which is no longer fit for purpose after significant capital investment has been made.

Current data, best practice and research

According to [On Street Charging \(acceleratedinsightplatform.com\)](https://acceleratedinsightplatform.com) Hillingdon currently has a fleet of circa 1,069 battery electric vehicles. In November 2020, the Prime Minister announced the end of the sale of new petrol and diesel cars and vans in the UK by 2030.

The below Transport for London projection for possible EV take up across Greater London by 2025 shows that Hillingdon is broadly similar to other Outer London Boroughs.



Legislative / national context

The Automated and Electric Vehicles Act 2018 has two primary objectives. Firstly, the act establishes that insurers are required to deal with all claims even when the vehicle is operating in automated technology mode. Insurers will also have a right of recovery against manufacturers and the right to exclude liability where the relevant individual

fails to keep the software up to date. Secondly, and more pertinent to the Committee's review, the act establishes laws relating to EV charging infrastructure including issues such as availability, compatibility vehicle types, reliability standards and standardising how they are paid for.

In November 2020, the government brought forward the ban on sales of new petrol and diesel cars and vans from 2040 to 2030 as part of its "green industrial revolution". A two phased approach to the process was also announced.

Step 1 - the phase-out date for the sale of new petrol and diesel cars and vans brought forward to 2030.

Step 2 - all new cars and vans be fully zero emission at the tailpipe from 2035.

Between 2030 and 2035, new cars and vans can be sold if they have the capability to drive a significant distance with zero emissions (for example, plug-in hybrids or full hybrids).

In 2017, the government announced the On-Street Residential Chargepoint Scheme aimed at local authorities to increase the availability of on-street chargepoints for plug-in electric vehicles. In February 2021, £20 million of further funding was made available; of the circa 111,476 households in Hillingdon, around 34,419 do not have off-street parking, this represents nearly a third (31%) of all households in the Borough.

Connected work

The transition to Electric Vehicles is an area of policy currently under development by Cabinet Members and Council officers. The Committee's review, and findings thereof, will form an important part in guiding this policy development.

Executive Responsibilities

This review would fall under the Public Safety and Transport Select Committee's remit as set out in the Constitution. The Cabinet Member responsible for this area of work is Councillor John Riley – Cabinet Member for Public Safety and Transport.

It should be noted that the, depending on the Committee's findings, the review may touch upon Planning and Housing matters which come under the Environment, Housing and Regeneration Cabinet Member portfolio.

Discussions on draft or emerging recommendations may be undertaken with Cabinet Members as per the Protocol on Overview & Scrutiny and Cabinet Relations approved by full Council on 12 September 2019.

3. EVIDENCE & ENQUIRY

Potential witnesses

Potential witnesses could include:

- Testimony from LBH Officers;
- Representatives of an EV infrastructure association (Electric Vehicles Association England or a commercial EV infrastructure enterprise);
- Academic experts
- Testimony from residents;
- Testimony from the Cabinet Members.

Lines of Enquiry

Lines of enquiry can be expanded as the review progresses or included in relevant witness session reports. However, lines of enquiry may include:

- Investigating the national setting and initiatives undertaken by other local authorities to facilitate future EV infrastructure.
- Exploring technological innovation with regard to EV battery and charging developments.
- Understanding the growing demand for EVs and exploring any limitations residents may encounter in accessing suitable EV requirements.
- Considering any future, possible fundamental, changes to the Borough's transportation and highways infrastructure that may be required to enable EVs to operate successfully.
- Investigating what grant funding may be available to local authorities relating to EV infrastructure.

Surveys, site-visits or other fact-finding events

It is expected that witness sessions within the Committee's meetings will act as the primary method of enquiry.

Future information that may be required

Further information may be identified as the review progresses.

4. REVIEW PLANNING & TIMETABLE

It is advised that witnesses attend in 'themed' sessions to better focus questions and discussion. A draft schedule for the review is set out below, this can be amended as the Committee sees fit:

Meeting Date	Action	Purpose / theme	Witnesses / officers attending
28 July 2021	Agree Scoping Report	Consider and agree Scoping Report	LBH Officers
21 September 2021	Witness Session 1	Understand the Council's current position and national setting	LBH Officers Cabinet Member
19 October 2021	Witness Session 2	Explore EV demand, limitations and technological advancements	Residents EV Representative
17 November 2021	Witness Session 3	Future infrastructure requirements and funding opportunities	LBH Officers
18 January 2021	De-brief and emerging findings	To discuss key findings and identify potential recommendations	LBH Officers
10 February 2021	Approval of draft final report	Proposals – agree recommendations and final draft report to Cabinet	LBH Officers
Cabinet – March 2022	Report presented to Cabinet (target date)	Cabinet considers and decides whether to agree recommendations to shape Council policy	Select Committee Chairman
Spring 2023	Monitoring of implementation of any recommendations		

Financial Assessment

This review is not expected to require a financial assessment at the scoping stage.

However, as the review progresses, the Committee should seek to ensure any recommendations are feasible, cost-effective or indeed can save the Council money. Any early findings or recommendations by the Committee which may result in a call on Council budgets should be discussed at the earliest opportunity by the Chairman, with the relevant Cabinet Member, Cabinet Member for Finance and the Leader of the Council to assess viability.

This is in accordance with the approved Protocol on Overview & Scrutiny and Cabinet Relations approved by full Council on 12 September 2019.

Resource requirements

None identified - Officer support from Democratic Services and Infrastructure, Transport and Building Services.

Equalities impact

TBC.

Background Papers / further reading

[Government takes historic step towards net-zero with end of sale of new petrol and diesel cars by 2030 - GOV.UK \(www.gov.uk\)](#)

[Electric cars: Rollout of charging points still too slow - BBC News](#)

[Charging Up | Policy Exchange](#)

[Electric vehicle batteries: what will they look like in the future? \(theconversation.com\)](#)

[Plans submitted for electric battery 'gigafactory' in Coventry - BBC News](#)

[On-Street Residential Chargepoint Scheme guidance for local authorities - GOV.UK \(www.gov.uk\)](#)

[Government powers up electric vehicle revolution with £20 million chargepoints boost - GOV.UK \(www.gov.uk\)](#)

[Automated and Electric Vehicles Act 2018 \(legislation.gov.uk\)](#)

[Plug-in Electric Vehicle Uptake and Infrastructure Impacts Study – Transport for London](#)

PUBLIC SAFETY AND TRANSPORT SELECT COMMITTEE - FORWARD PLAN

Committee name	Public Safety and Transport Select Committee
Officer reporting	Steve Clarke - Democratic Services
Papers with report	Appendix A – Forward Plan
Ward	All

HEADLINES

The Committee is required by its Terms of Reference to consider the Forward Plan and comment as appropriate to the decision-maker on key decisions which relate to services within its remit (before they are taken by the Cabinet or by the Cabinet Member).

RECOMMENDATION

That the Public Safety and Transport Select Committee notes and comments on items going to Cabinet.

SUPPORTING INFORMATION

The latest published Forward Plan is attached, with items relevant to the Committee's brief.

Implications on related Council policies

A role of the Council's Select Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

The Council's Select Committees directly engage residents and external partners in the work they do.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

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Upcoming Decisions

Further details

Ref

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Departments: PE =Planning, Environment, Education & Community Services IT - Infrastructure, Transport & Building Services SH = Social Care & Health CS&T = Corporate Services & Transformation FD= Finance

NO CABINET IN AUGUST 2021

Cabinet meeting - 2 September 2021 (report deadline 18 August)

077	Enforcement Policy	Cabinet will consider an updated enforcement policy for key resident focussed services following a review. It will replace the previous 2013 Residents Services Enforcement Policy.	All		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	PE - Dan Kennedy / Stephanie Waterford		NEW ITEM	Public
033	Transport for London Local Implementation Plan - Annual Spending Submission	Cabinet will consider the Council's submissions to Transport for London for funding on local transport infrastructure projects.	All		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	IT- Alan Tilly			Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public

Cabinet meeting - 14 October 2021 (report deadline 29 September)

036 SI	Provision of Pesticide Analysis, Radiation Testing, Bacterial Testing	Cabinet will consider a contract on behalf of the Imported Food Office at Heathrow Airport for the Provision of Pesticide Analysis, Radiation Testing, Bacterial Testing of imported food.			Cllr John Riley - Public Safety & Transport	Public Safety & Transport	PE - Sam Doherty / Stephanie Waterford / Allison Mayo			Private (3)
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public

Cabinet meeting - 11 November 2021 (report deadline 27 October)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public
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Ref **Upcoming Decisions**

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Departments: PE =Planning, Environment, Education & Community Services IT - Infrastructure, Transport & Building Services SH = Social Care & Health CS&T = Corporate Services & Transformation FD= Finance

Cabinet meeting - 16 December 2021 (report deadline 1 December)

58	Contract for the provision of veterinary services at the Imported Food Office (Heathrow Airport)	Cabinet will consider a contract for the provision of veterinary services at the Imported Food Office (Heathrow Airport) where veterinary checks are required on the wide variety of products of animal origin that arrive at Heathrow Airport and supporting the issuing of export certification when required.	All		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	PE / FD - Sam Doherty / Alison Mayo			Private (3)
038 (a)	The Council's Budget Medium Term Financial Forecast 2022/23 - 2026/27 (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2022/23 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 24 February 2022	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance	All	FD - Paul Whaymand	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public

Cabinet meeting - 6 January 2022 (report deadline 15 December)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public
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Cabinet meeting - 17 February 2022 (report deadline 2 February)

038 (b)	The Council's Budget Medium Term Financial Forecast 2022/23 - 2026/27 (BUDGET FRAMEWORK)	Following consultation, this report will set out the Medium Term Financial Forecast (MTFF), which includes the draft General Fund reserve budget and capital programme for 2022/23 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration.	All	Proposed Full Council adoption - 24 February 2022	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance	All	FD - Paul Whaymand	Public consultation through the Select Committee process and statutory consultation with businesses & ratepayers		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public

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Upcoming Decisions

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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SI = Standard Item each month Council Departments: PE =Planning, Environment, Education & Community Services IT - Infrastructure, Transport & Building Services SH = Social Care & Health CS&T = Corporate Services & Transformation FD= Finance

Cabinet meeting - Thursday 24 March 2022 (report deadline 9 March)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public
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Cabinet meeting - Thursday 21 April 2022 (report deadline 6 April)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public
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Cabinet meeting - Thursday 19 May 2022 (report deadline 4 May)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		All	TBC	CS&T - Democratic Services	TBC		Public
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Cabinet meeting - June 2022 (date to be confirmed)

SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		TBC	TBC	CR&T - TBC	TBC		Public
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Upcoming Decisions

Further details

Ward(s)

Final decision by Full Council	Cabinet Member(s) Responsible	Relevant Select Committee	Directorate / Lead Officer	Consultation related to the decision	NEW ITEM	Public or Private (with reason)
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Ref

SI = Standard Item each month

Council Departments: PE = Planning, Environment, Education & Community Services IT - Infrastructure, Transport & Building Services SH = Social Care & Health CS&T = Corporate Services & Transformation FD = Finance

Cabinet Member Decisions: Standard Items (SI) that may be considered each month

SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC		All	TBC	CS&T - Democratic Services			Public
SI	Local Safety Schemes and Parking Revenue Account funded schemes	To consider petitions received and decide on future action	TBC		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	IT - David Knowles	Traffic Liaison Group		Public
SI	Pedestrian Crossings	To approve schemes to provide crossing facilities	TBC		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	IT - David Knowles			Public
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a		All	TBC	various			Private (1,2,3)
SI	Transport - Local Implementation Programme	Local Implementation Programme including schemes for the public realm, parking, road safety, school travel, walking, cycling, air quality improvement and Traffic Regulation Orders.	TBC		Cllr John Riley - Public Safety & Transport	Public Safety & Transport	IT - David Knowles			Public
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC		All	TBC	various			Public / Private (1,2,3)
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a		All	TBC	various			Public
SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC		All	TBC	various			Public

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PUBLIC SAFETY AND TRANSPORT SELECT COMMITTEE - WORK PROGRAMME

Committee name	Public Safety and Transport Select Committee
Officer reporting	Steve Clarke - Democratic Services
Papers with report	Appendix A – Work Programme
Ward	All

HEADLINES

To enable the Committee to track the progress of its work in 2021/22 and forward plan its work for the current municipal year.

RECOMMENDATION

That the Public Safety and Transport Select Committee considers the Work Programme and agrees any amendments.

SUPPORTING INFORMATION

1. The Committee's meetings tend to start at 7pm and the witnesses attending each of the meetings are generally representatives from external organisations, some of whom travel from outside of the Borough. The forthcoming meeting dates for the Committee are as follows:

2021/22 Municipal Year Meetings	Room
09 June 2021, 7pm	CR5
28 July 2021, 7pm	CR5
21 September 2021, 7pm	CR5
19 October 2021, 7pm	CR5
17 November 2021, 7pm	CR5
18 January 2022, 7pm	CR5
10 February 2022, 7pm	CR6
08 March 2022, 7pm	CR5
07 April 2022, 7pm	CR5

Implications on related Council policies

A role of the Council's Select Committees is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

How this report benefits Hillingdon residents

The Council's Select Committees directly engage residents and external partners in the work they do.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

WORK PROGRAMME 01 May 2021 - 30 April 2022

PUBLIC SAFETY & TRANSPORT SELECT COMMITTEE	June 9	July 28	August No meeting	September 21	October 19	November 17	December No meeting	January 18	February 10	March 8	April 7
REVIEW:											
Topic selection / scoping stage		Selection	Scoping Report								
Witness / evidence / consultation stage				Witness Session	Witness Session						
Findings, conclusions and recommendations						Findings					
Final review report agreement									Approval		
Target Cabinet reporting										Cabinet	
Regular service & performance monitoring											
Complaints & Service Annual Report				X							
Mid-year budget / budget planning report		X									
Cabinet's Budget Proposals For Next Financial Year								X			
Cabinet Forward Plan Monthly Monitoring	X	X		X	X	X		X	X	X	X
One-off service monitoring											
ASBET Fines and Prosecutions (incl. dog fouling)						X					
Road and Footway Resurfacing					X						
Parking Enforcement / Abandoned Cars						X					
Service overview - Highways				X							
Service overview - Anti-Social Behaviour and Enforcement Team				X							
Service overview - Transportation		X									
Service overview - Community Safety & Community Cohesion		X									
Service overview - Trading Standards, Environmental Health & Licensing	X										
Service overview - Parking Services		X									
Past review delivery											
Littering and Fly-tipping review					X						
Internal use only											
Date deadline confirmed to report authors											
Report deadline	28 May	16 Jul		10 Sep	8 Oct	5 Nov		7 Jan	31 Jan	25 Feb	28 Mar
Agenda published	1 Jun	20 Jul		13 Sep	11 Oct	9 Nov		10 Jan	2 Feb	28 Feb	30 Mar

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