

Licensing and Regulatory Committee



Forest Heath
District Council

Title:	Agenda												
Date:	Monday 10 October 2016												
Time:	6.00 pm												
Venue:	Council Chamber District Offices College Heath Road Mildenhall												
Full Members:	<p style="text-align: center;">Chairman Michael Anderson Vice Chairman Carol Lynch</p> <p><u>Conservative Members (7)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Chris Barker</td> <td style="width: 33%;">Christine Mason</td> <td style="width: 33%;"></td> </tr> <tr> <td>John Bloodworth</td> <td>Nigel Roman</td> <td></td> </tr> <tr> <td>Brian Harvey</td> <td></td> <td></td> </tr> </table> <p><u>West Suffolk Independent Members (2)</u></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Ruth Allen</td> <td style="width: 33%;"></td> <td style="width: 33%;">Victor Lukaniuk</td> </tr> </table> <p><u>UKIP Member (1)</u> Reg Silvester</p>	Chris Barker	Christine Mason		John Bloodworth	Nigel Roman		Brian Harvey			Ruth Allen		Victor Lukaniuk
Chris Barker	Christine Mason												
John Bloodworth	Nigel Roman												
Brian Harvey													
Ruth Allen		Victor Lukaniuk											
The meeting will be preceded at 5.30pm by the usual informal meeting between the Committee and representatives of the Forest Heath Taxi Association.													
Substitutes:	Named substitutes are not appointed												
Interests – Declaration and Restriction on Participation:	Members are reminded of their responsibility to declare any disclosable pecuniary interest not entered in the Authority's register or local non pecuniary interest which they have in any item of business on the agenda (subject to the exception for sensitive information) and to leave the meeting prior to discussion and voting on an item in which they have a disclosable pecuniary interest.												
Quorum:	Three Members												
Committee administrator:	Helen Hardinge Democratic Services Advisor Tel: 01638 719363 Email: helen.hardinge@westsuffolk.gov.uk												

Agenda

Page No

Procedural Matters

Part 1 - Public

1. Apologies for Absence

2. Substitutes

3. Public Participation

Members of the public are invited to put questions/statements of not more than 3 minutes duration relating to items to be discussed in Part 1 of the agenda only.

4. Minutes

1 - 4

To confirm the minutes of the meeting held on 23 May 2016 (copy attached).

5. Local Air Quality Strategy: Progress Report 2015-2016

5 - 58

Report No: **LIC/FH/16/005**

6. Training for Hackney Carriage and Private Hire Vehicle Drivers

59 - 74

Report No: **LIC/FH/16/006**

Licensing and Regulatory Committee



Forest Heath
District Council

Minutes of a meeting of the **Licensing and Regulatory Committee** held on **Monday 23 May 2016** at **6.00 pm** at the **Council Chamber, District Offices**, College Heath Road, Mildenhall IP28 7EY

Present: **Councillors**

Ruth Allen
Michael Anderson
John Bloodworth

Carol Lynch
Christine Mason
Nigel Roman

37. Election of Chairman for 2016/2017

This being the first meeting of the Licensing and Regulatory Committee since the Council's AGM on 11 May 2016, the Business Regulation & Licensing Manager opened the meeting and asked for nominations for Chairman of the Committee for 2016/2017.

Accordingly, Councillor Carol Lynch nominated Councillor Michael Anderson as Chairman and this was duly seconded by Councillor John Bloodworth, and with the vote being unanimous, it was

RESOLVED:

That Councillor Michael Anderson be elected Chairman for 2016/2017.

Councillor Anderson then took the Chair for the remainder of the meeting and requested nominations for the election of Vice-Chairman.

38. Election of Vice Chairman for 2016/2017

Councillor Michael Anderson nominated Councillor Carol Lynch as Vice-Chairman and this was seconded by Councillor Nigel Roman, and with the vote being unanimous, it was

RESOLVED:

That Councillor Carol Lynch be elected Vice-Chairman for 2016/2017.

39. Apologies for Absence

Apologies for absence were received from Councillors Andrew Appleby, Chris Barker, Bill Sadler and Reg Silvester.

40. **Substitutes**

There were no substitutes present at the meeting.

41. **Public Participation**

There were no questions/statements from members of the public.

42. **Minutes**

The minutes of the meeting held on 1 February 2016 were unanimously accepted by the Committee as an accurate record and were signed by the Chairman.

43. **Adoption of Conditions in Respect of the Hypnotism Act 1952 (Report No: LIC/FH/16/003)**

The Business Regulation & Licensing Manager advised Members that on receipt of an enquiry with regard to a stage hypnotist performance within the St Edmundsbury Borough it highlighted the fact that neither of the West Suffolk Councils had a specific policy in place in respect of this type of licensable activity.

Accordingly, Officers had developed standard conditions regulating the exhibition, demonstration or performance of hypnotism, which were attached as Appendix 1 to Report No LIC/FH/16/003, and approval was sought to adopt these conditions so that they could be applied to any future application under the Hypnotism Act.

Members were advised that an identical report had been presented to St Edmundsbury Borough Council's Licensing and Regulatory Committee on 17 May 2016 at which the conditions had been adopted.

The Officer responded to Members questions with regard to this item.

Following which, it was moved by Councillor Carol Lynch, seconded by Councillor Nigel Roman and with the vote being unanimous, it was

RESOLVED:

That:-

1. The standard conditions attached as Appendix 1 to Report No LIC/FH/16/003, be adopted so that they can be applied by the Licensing Authority to any future application made under the Hypnotism Act; and
2. Delegated Authority be given to the Business Regulation & Licensing Manager, or equivalent, to determine any future applications under the Hypnotism Act 1952 and to authorise proceedings under this Act.

44. **Training for Private Hire and Hackney Carriage Licence Holders
(Report No: LIC/FH/16/004)**

The Business Regulation & Licensing Manager sought approval to change the requirements for licensed drivers to complete the BTEC Level 2 certificate in 'Introduction to the Role of the Professional Taxi and Private Hire Driver' (QCF).

Details of the course were attached for Members' reference with the exact cost to be confirmed. Officers were also exploring if it was possible to utilise any Government grants towards funding the training.

The Committee were advised that the proposed change would be subject to consultation with the Trade. Informal discussions had received a largely positive response.

The Officer advised that an identical report had been presented to St Edmundsbury Borough Council's Licensing and Regulatory Committee on 17 May 2016 at which the course had been endorsed.

The Committee wholeheartedly welcomed this proposal and Councillor Nigel Roman asked if it would be possible to include some form of badge/label on the driver's vehicle to show that they had achieved the qualification. Officers were in support of this and agreed to look into how this could be achieved.

Following which, it was moved by Councillor Roman, seconded by Councillor John Bloodworth and with the vote being unanimous, it was

RESOLVED:

That:-

1. The contents of Report No LIC/FH/16/004 be noted and the change in requirements for new drivers to complete the BTEC Level 2 Certificate, subject to consultation, be supported;
2. The change in requirements for all current drivers to complete the BTEC Level 2 Certificate (within a timeframe to be set), subject to consultation, be supported; and
3. Officers to explore appropriate ways of advertising course completion in/on licensed vehicles.

The meeting concluded at 6.19pm

Signed by:

Chairman

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Licensing and Regulatory Committee



Forest Heath
District Council

Title of Report:	Local Air Quality Strategy: Progress Report 2015-2016	
Report No:	LIC/FH/16/005	
Report to and date/s:	Licensing and Regulatory Committee	10 October 2016
Portfolio Holder:	Councillor Lance Stanbury Cabinet Member for Planning & Growth Tel: 07970 947704 Email: lance.stanbury@forest-heath.gov.uk	
Lead Officer:	Peter Gudde Service Manager – Environmental Health Services Tel: 01284757042 Email: peter.gudde@westsuffolk.gov.uk	
Purpose of report:	To report the work undertaken during 2014-15 to meet Local Air Quality regulations across the District and recommend changes to the approach and specific actions.	
Recommendation:	It is recommended that the Committee supports the proposal to undertake external consultation on the proposal to amend the declared area of the Air Quality Management Area in Newmarket.	
Key Decision: <i>(Check the appropriate box and delete all those that do not apply.)</i>	<i>Is this a Key Decision and, if so, under which definition?</i> Yes, it is a Key Decision - <input type="checkbox"/> No, it is not a Key Decision - <input checked="" type="checkbox"/>	
Consultation:	<ul style="list-style-type: none"> • Consultation will be required with Defra and, following approval by Licensing & Regulatory Committee, other organisations as specified in Schedule 11 of the 1995 Environment Act. 	

Alternative option(s):		<ul style="list-style-type: none"> Not taking action covered by the recommendations – this would leave the Council at risk of challenge by the public and the Department of Environment (Defra) for not meeting its statutory obligations under the Local Air Quality Management regulations to protect public health. 	
Implications:			
Are there any financial implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any staffing implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any ICT implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any legal and/or policy implications? <i>If yes, please give details</i>		Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Are there any equality implications? <i>If yes, please give details</i>		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <ul style="list-style-type: none"> An Equalities Impact Assessment will be undertaken prior to the statutory consultation. The outcomes of the Assessment will be taken into account during this process. 	
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
Statutory Responsibilities	Medium	Delivering the statutory responsibilities will help reduce the inherent level of risk.	Low
Reputational	Medium	The Councils' work will help achieve a credible pathway to improving air quality.	Low
Financial	Low	Cost-benefit of key work will continue to be reviewed and adjusted.	Low
Ward(s) affected:		All Wards Specifically in relation to the Newmarket AQMA – All Saints, Severals, St Mary's	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		See document attached	

Documents attached:	Appendix 1 - Further details of the conclusions of the strategic review of air quality procedures within West Suffolk Appendix 2 - 2016 Air Quality Annual Status Report (ASR)
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1. Key issues and reasons for recommendation(s)

- 1.1 Air quality has direct implications for human health. Research shows that poor air quality can reduce the quality of life by causing health problems, especially in those who are more vulnerable such as children, the elderly and those with pre-existing health conditions. There is considerable research showing a link between exposure to air pollution and effects on health.
- 1.2 Improving the air quality will help to improve the long term health of our local communities, makes our towns more attractive places to visit and therefore improves the local economy.
- 1.3 The Air Quality Regulations 2000 require all local authorities in the UK to review and assess air quality within their area. The West Suffolk Councils are the lead regulators within their administrative areas with respect to the management of local air quality. Officers in Planning and Growth carry out various activities to fulfil these responsibilities. This includes monitoring local air quality, implementing any statutory and non-statutory actions for the purpose of improving air quality, providing advice on air quality and development.
- 1.4 The key pollutant of concern locally is Nitrogen Dioxide (NO₂), which is primarily caused by emissions from vehicle exhausts, for which the national annual mean objective (threshold) is 40 microgrammes per metre cubed to be applied at the façade of residential properties. An hourly objective also exists for NO₂, to be applied along busy shopping streets, and should be considered where the annual mean level is 60 microgrammes per metre cubed or greater. Currently there are 35 monitoring sites within Forest Heath.
- 1.5 Road transport is a major source of air pollution both nationally and locally. The Councils in West Suffolk work with other organisations to maintain and monitor the quality of air in the locality. Suffolk County Council and the Highways Agency are key partners and work with Council Officers to secure good air quality.

2. Outcomes during 2015-16

- 2.1 For the majority of the District, air quality remains good. However, our work has concluded that some areas of the major towns warranted further monitoring to confirm that this continues to be the case in respect of the main pollutant of concern, NO₂.

- 2.2 An Air Quality Management Area exists in Newmarket along the High Street and Old Station Road, which was declared in 2009. This remains the only Air Quality Management Area in Forest Heath. Limited actions have been undertaken with respect to this Air Quality Management Area as County Council Highways are awaiting the results of the High Street Design Brief, which is being progressed by the West Suffolk Councils. One action that has progressed is better signage of the off street car parks within Newmarket town centre, which is anticipated will improve traffic movements and therefore help reduce levels of air pollution. It is understood this will be implemented in September 2016.
- 2.3 However, broad action continues throughout the District using our influence through the planning process. For example, we are now requesting, for larger developments, all new dwellings with off street parking should be provided with an electric vehicle charge point to encourage the uptake of zero emission electric vehicles. We also carry out initiatives, where relevant with others, to raise awareness particularly focussed on the impact of transport choices.
- 2.4 During the year, in addition to the routine work your officers undertook a more strategic review of the approach across West Suffolk by the shared service. The timing and scope of the review reflected several factors and needs:
- changes to statutory guidance published by the Department of the Environment (Defra)
 - The role of Suffolk County Council Highways Department in respect of air quality management in the light of experience locally and across Suffolk
 - Experienced gained with respect to air quality regulation and planning since the publication of the National Planning Policy Framework in March 2012
 - the need to revise, consult upon and adopt an Air Quality Strategy in Forest Heath District Council when it lapses in 2012-2017 given that a shared service approach has been operating for over three years and no equivalent was adopted in St Edmundsbury
 - the need to raise awareness of the issues of Local Air Quality as they affect the District.
- 2.5 The review has concluded the following, with additional details provided in Appendix 1:
- i. The new streamlined report as recommended by Defra will be adopted on a yearly basis. Full report included as Appendix 2.
 - ii. The Air Quality Management Area in Newmarket can be amended to exclude the High Street as this is shown to be compliant, but further evidence is required before revoking along Old Station Road.
 - iii. It is recommended that the Air Quality Strategy adopted by the Council in 2012 is allowed to lapse as the information therein is provided within annual reporting.
 - iv. Boroughs and Districts throughout Suffolk are committed to working

together to improve working practices with Suffolk County Council Highways.

3. Additional supporting information

- 3.1 Appendix 1 – Further details of the conclusions of the strategic review of air quality procedures.
- 3.2 Appendix 2 - 2016 Air Quality Annual Status Report (ASR) In fulfilment of Part IV of the Environment Act 1995 Local Air Quality Management. June 2016. Provided separately.

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Appendix 1

Further details of the conclusions of the strategic review of air quality procedures within West Suffolk

- i. *Streamlining of reporting to Defra following a new template report published alongside their revised statutory guidance* - The completed Annual Status Report covering the calendar year 2015 is attached at Appendix 1 for information. By its nature, this is a technical report. Your officers endeavour to provide non-technical information to assist as wide an audience as possible to appreciate the work that is undertaken and be able to make informed choices, particularly where development may be proposed in areas with elevated NO₂ levels.
- ii. *Proposal to amend the area of the Air Quality Management Area in Newmarket* - A Detailed Assessment is presented within the Annual Status Report that demonstrates the hourly objective for NO₂, which would apply along the High Street shopping area, is not at risk of being breached. The Detailed Assessment also demonstrates that the threshold for the annual mean objective has been consistently met at the ten monitoring points along the High Street since 2011 with levels showing a continued downward trend. The High Street has therefore complied with the air quality objectives for several years and it is recommended the Air Quality Management Area along the High Street be removed, subject to technical approval from Defra and external consultation.

Modelling undertaken on behalf of FHDC by consultants TRL Ltd in 2011 indicated the section of the Air Quality Management Area along Old Station Road had some of the highest levels of pollution. Old Station Road is also considered more sensitive in terms of the annual mean objective due to there being ground floor residential accommodation. Although the single monitoring point along Old Station Road has shown compliance with the Annual Mean Objective, the monitoring point has had poor recovery resulting in less confidence in these results. It is also at the outermost extent of the AQMA and therefore may not represent worst case scenario. This single monitoring point cannot therefore provide the robust evidence required by Defra to recommend revocation. Greater monitoring will occur along Old Station Road to ensure robust evidence is gathered. The detailed explanation and justification is set out in Appendix 1.

- iii. *Proposal that a replacement Air Quality Strategy is not necessary after the current version lapses in 2017*- changes to the statutory guidance in terms of report-style now addresses much of the ground covered by the current strategy. The Council were already committed to adopting its current strategy at the time that the shared service was being formed. The service has operated as a fully integrated across West Suffolk for over three years without an equivalent strategy being necessary in St Edmundsbury.
- iv. *Districts and Boroughs throughout Suffolk to look to work together to ensure better communication with County Highways* - the majority of local air quality improvement is dependent on actions that could be taken by Suffolk County Highways but for various reasons are not. Effective engagement has been challenging despite the Borough and District councils efforts over the last four years. This reflects a national pattern. Following consultation, Defra revised

the statutory guidance in order to reinforce the role of highways authorities in Local Air Quality Management. Following its publication, the Councils in West Suffolk are now in discussion with other partners with the purpose of securing better participation of Highways in Local Air Quality management.



Forest Heath
District Council

**2016 Air Quality Annual Status Report
(ASR)**

In fulfilment of Part IV of the
Environment Act 1995
Local Air Quality Management

June 2016

Local Authority Officer	Matthew Axton
Department	Environment Team (Planning & Growth)
Address	District Offices College Heath Road Mildenhall Suffolk IP28 7EY
Telephone	01284 757041
E-mail	matthew.axton@westsuffolk.gov.uk
Report Reference number	ASR2016
Date	June 2016

Executive Summary: Air Quality in Our Area

Why Air Quality Matters

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues, because areas with poor air quality are also often the less affluent areas^{1,2}.

The annual health cost to society of the impacts of particulate matter alone in the UK is estimated to be around £16 billion³.

The most recent indicator for Forest Heath suggests that 5.3% percent of mortality in persons in the age range 30+years is attributable to poor air quality. This can be compared to the East of England mortality rate of 5.6% for the same period (www.phoutcomes.info/).

Improving the air quality will help to improve the long term health of our local communities, make our towns more attractive places to visit and therefore improve the local economy.

Improving air quality in Forest Heath will not only help to reduce the impact on human health, but it will also reduce damage to water quality, biodiversity and crops, all of which are important within the district.

Air Quality in Forest Heath

Air Quality in Forest Heath is generally good. Our monitoring focuses on the two towns of Newmarket and Brandon, which are the main areas of concern, although we also monitored in Mildenhall, Lakenheath, Red Lodge, Kentford, Elveden, Beck Row and Exning during 2015. We monitor for the pollutant Nitrogen Dioxide, as this is considered to be the major pollutant of concern in the District and is considered a reasonable proxy for the other major potential pollutants of PM₁₀ and PM_{2.5}.

¹ Environmental equity, air quality, socioeconomic status and respiratory health, 2010

² Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

³ Defra. Abatement cost guidance for valuing changes in air quality, May 2013

Generally, levels of pollutants at monitoring points that have had long term (i.e. at least 5 years) monitoring are showing a decrease in pollution. However, this is very gradual and shows yearly fluctuations that do not fit the long term trend, i.e. levels of pollutants can increase in some years despite an overall downward trend.

Newmarket has an existing Air Quality Management Area along the High Street and Old Station Road, although given the continued long term decline in pollutant levels in this area together with a lack of receptors for the annual mean objective at monitored locations and the highly unlikely breach of the hourly limit, we are proposing to amend the AQMA to comprise of Old Station Road only. We are gathering further data to enable us to reach the same conclusion for Old Station Road, which we anticipate will be revoked in two to three years time once sufficient monitoring data is collected.

As most of the pollution within Forest Heath originates from road traffic, the District Council has to work closely with Suffolk County Council, who is the responsible authority for the maintenance and strategic planning of the local road network. We also work closely with the Forest Heath Planning department to ensure new developments are appropriately controlled and mitigation is provided where required.

Actions to Improve Air Quality

The new dual carriageway section of the A11 trunk road between Mildenhall and Thetford opened in December 2014. One of the drivers for the improvement of this road was the adverse environmental effects (e.g. poor air quality) through Elveden. Monitoring in 2012 within the village recorded levels of Nitrogen Dioxide at $47.9\mu\text{g}/\text{m}^3$ and $59.6\mu\text{g}/\text{m}^3$. Monitoring in 2015 at the same locations recorded levels of $11.7\mu\text{g}/\text{m}^3$ and $13.8\mu\text{g}/\text{m}^3$, which demonstrates a significant improvement in air quality for the residents of Elveden.

The new dual carriageway section of the A11 trunk road was also anticipated to have a positive impact on the air quality in Brandon, as traffic travelling to Norfolk (in particular Swaffham) is now directed via the new A11 and the A134 rather than along the A1065 through Brandon. Following the first full year of data, it is apparent that the levels of Nitrogen Dioxide in Brandon have reduced slightly, but not substantially. Detailed monitoring will continue in Brandon to confirm any long term improvements that may be achieved.

Forest Heath District Council also funded a study in to the air quality impacts in the village of Lakenheath, which currently has several outstanding major planning applications. The report concluded that, if all the developments were approved, the concentrations of Nitrogen Dioxide would remain well below the objectives.

Improved signage for the off street car parks in Newmarket is due to be implemented in 2016. This will prevent unnecessary trips along the High Street as people will be directed to the closest car park in the most direct manner.

There have been no other specific targeted actions or specifically funded projects, however, broad action continues throughout the District using our influence through the planning process. For example, we are now requesting, for larger developments, all new dwellings with off street parking should be provided with an electric vehicle charge point to encourage the uptake of zero emission electric vehicles.

Local Priorities and Challenges

Air Quality in Forest Heath is generally good, however, significant growth is expected in the medium term. Forest Heath District Council is currently undertaking a review of its Site Allocations Local Plan, which will help to shape the future of the Districts growth. We will help to influence this process, ensuring that the proposed allocations take into account areas of less good air quality.

We will also start better defining the levels of Nitrogen Dioxide in the Old Station Road area of the Newmarket AQMA to allow us to move forward with any required actions or to allow us to move towards revocation of this AQMA, depending on the results of monitoring.

How to Get Involved

Forest Heath District Council continuously aims to improve air quality. However, the actions of individuals will also help to improve air quality. Simple actions such as walking or cycling rather than using a car; choosing economic cars with a proven good environmental performance; or moving to electric vehicles will all help to improve the local air quality.

There are no specific air quality campaign groups within Forest Heath, however, a number of local community groups have shown an interest in assisting to improve air quality in their areas. We have also had community groups highlight areas where

Forest Heath District Council

they believe that air quality might be an issue and we are always willing to consider monitoring new areas if we consider that pollution may be a problem.

If you have any specific concerns about air quality in Forest Heath, please contact us at environment@westsuffolk.gov.uk or 01284 757400. If you have a more general enquiry, there are a number of websites where you can get information on air quality, including up to date air quality forecasts and results from the national monitoring network, such as the DEFRA website (<https://uk-air.defra.gov.uk>).

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1 Local Air Quality Management

This report provides an overview of air quality in Forest Heath during 2015. It fulfils the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995) and the relevant Policy and Technical Guidance documents.

The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not the air quality objectives are likely to be achieved. Where an exceedance is considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in pursuit of the objectives. This Annual Status Report (ASR) is an annual requirement showing the strategies employed by Forest Heath District Council to improve air quality and any progress that has been made.

The statutory air quality objectives applicable to LAQM in England can be found in Table E.1 in Appendix E.

2 Actions to Improve Air Quality

2.1 Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when there is an exceedance or likely exceedance of an air quality objective. After declaration, the authority must prepare an Air Quality Action Plan (AQAP) within 12-18 months setting out measures it intends to put in place in pursuit of the objectives.

A summary of AQMAs declared by Forest Heath District Council can be found in Table 2.1. Further information related to declared or revoked AQMAs, including maps of AQMA boundaries are available online at https://uk-air.defra.gov.uk/aqma/local-authorities?la_id=105.

We propose to amend Newmarket AQMA to exclude the High Street, which has consistently shown levels of NO₂ below the annual mean objective at relevant receptor locations, however, the AQMA will remain along Old Station Road, not because we consider the concentrations of Nitrogen Dioxide to be more significant than on the High Street, but rather because we have insufficient evidence to conclusively state that the levels are below the objectives along the whole length of this road. A detailed assessment of the AQMA is provided in Appendix F, which gives further details on the above.

Table 2.1 – Declared Air Quality Management Areas

AQMA Name	Pollutants and Air Quality Objectives	City / Town	One Line Description	Action Plan
Newmarket AQMA	<ul style="list-style-type: none"> NO₂ annual mean 	Newmarket	An area incorporating the High Street (from the White Hart Hotel), in Newmarket, to the Clock Tower gyratory and Old Station Road up to the junction with Rous Road.	Newmarket AQMA Action Plan

2.2 Progress and Impact of Measures to address Air Quality in Forest Heath

Forest Heath District Council has a number of identified measures for improving local air quality in the Newmarket AQMA. Details of all measures completed, in progress or planned are set out in Table 2.2. More detail on these measures can be found in their respective Action Plans.

Progress on a number of measures has been slower than expected due to Suffolk County Council awaiting the results of the Design Brief for the High Street. Given that the findings of the design brief could influence some of the traffic management category (parking) actions, it is considered that any progress made now could be reversed or nullified by the findings of the Design Brief.

Forest Heath District Council expects the following measures to be completed over the course of the next reporting year:

- New signage throughout the Newmarket town centre to ensure traffic can locate parking and avoid unnecessary trips along High Street. Signage for car parks is currently inadequate throughout the town, and this has the result of some unnecessary trips along the High Street. The new and improved signage should prevent this.

Forest Heath District Council's priorities for the coming year are to continue to complete the Design Brief for the High Street which is a wide reaching assessment of the High Street setting. It is considered isolated actions prior to the completion of this Design Brief would be uneconomical.

Table 2.2 – Progress on Measures to Improve Air Quality

Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
1	No Idling zone	Traffic Management	Anti-idling enforcement	Suffolk County Council	Suffolk County Council is reluctant to progress these actions until the Design Brief for the High Street has been completed as any actions could be reversed by the findings of the Design Brief. At the time of writing, the Design Brief has gone out to tender, but no preferred partner has yet been chosen.		Reduction in number of complaints and recorded incidents of idling vehicles	Continued reduction in NO ₂ levels	None	Unknown	-
2	Parking Restrictions on Old Station Road	Traffic Management	Other	Suffolk County Council			Improvements in traffic flow and speed	Continued reduction in NO ₂ levels	None	Unknown	-
3	Parking restrictions within bays along the High Street	Traffic Management	Other	Suffolk County Council			Improvements in traffic flow and speed	Continued reduction in NO ₂ levels	None	Unknown	-
4	Air Quality Awareness Campaign	Public information	Other	Forest Heath District Council	Ongoing	TBC	N/A	Continued reduction in NO ₂ levels	None	2017	-
5	Identify Section 106 Planning gains	Traffic Management	Other	Forest Heath District Council	Ongoing	Ongoing – when planning applications identified	Completion of funded projects	Continued reduction in NO ₂ levels	None	Ongoing	Limited significant developments that would influence the AQMA
6	Improved Car Park Signage	Traffic Management	Other	Suffolk County Council	Complete	September 2016	Reduced congestion	Continued reduction in NO ₂ levels	Planned and ready to implement	September 2016	New signage to direct people to car parks more efficiently and avoid unnecessary trips along High Street

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2.3 PM_{2.5} – Local Authority Approach to Reducing Emissions and or Concentrations

As detailed in Policy Guidance LAQM.PG16 (Chapter 7), local authorities are expected to work towards reducing emissions and/or concentrations of PM_{2.5} (particulate matter with an aerodynamic diameter of 2.5µm or less). There is clear evidence that PM_{2.5} has a significant impact on human health, including premature mortality, allergic reactions, and cardiovascular diseases.

Forest Heath District Council is currently developing measures to address PM_{2.5}, and, as part of the Suffolk Air Quality Protection Group are intending to meet with Public Health Suffolk in the near future to ensure the actions are most appropriately targeted. Actions will be developed over the coming year and reported in the 2017 ASR.

3 Air Quality Monitoring Data and Comparison with Air Quality Objectives and National Compliance

3.1 Summary of Monitoring Undertaken

3.1.1 Automatic Monitoring Sites

This section sets out what monitoring has taken place and how it compares with objectives.

Forest Heath District Council has not undertaken automatic (continuous) monitoring during 2015. National monitoring results are available at <https://uk-air.defra.gov.uk/networks/>.

3.1.2 Non-Automatic Monitoring Sites

Forest Heath District Council undertook non-automatic (passive) monitoring of NO₂ at 39 sites during 2015. Table A.1 in Appendix A shows the details of the sites. None of the other pollutants with Air Quality Objectives were monitored during 2015 as they have been considered under previous rounds or reporting and are considered to be significantly below their relevant objectives.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on Quality Assurance/Quality Control (QA/QC) and bias adjustment for the diffusion tubes are included in Appendix C.

3.2 Individual Pollutants

The air quality monitoring results presented in this section are, where relevant, adjusted for “annualisation” and bias. Further details on adjustments are provided in Appendix C.

3.2.1 Nitrogen Dioxide (NO₂)

Table A.1 in Appendix A compares the ratified and adjusted monitored NO₂ annual mean concentrations for the past 5 years with the air quality objective of 40µg/m³.

For diffusion tubes, the full 2015 dataset of monthly mean values is provided in Appendix B.

In general, long term trends continue to show a slight decrease in concentrations, although this is not consistently shown at all sites every year, with some sites showing a slight increase on previous years. None of the monitoring sites in the borough exceeded, or were close to exceeding, a value of $60\mu\text{g}/\text{m}^3$ which indicates that an exceedance of the 1 hour objective for NO_2 is highly unlikely to occur.

Newmarket

Only a single diffusion tube within Forest Heath returned a value exceeding the annual mean objective, this being the tube located at the taxi rank on Newmarket High Street, which returned an annual mean of $40.0\mu\text{g}/\text{m}^3$. This location is within the Newmarket AQMA, but is not a relevant receptor for the annual mean objective and should be distance adjusted to the façade of the adjacent properties, which would be result in a value of $34.4\mu\text{g}/\text{m}^3$. All other monitoring in Newmarket was below the annual mean objective. A detailed assessment of the Newmarket AQMA is given in Appendix F.

Mildenhall

Monitoring in Mildenhall remains well below the annual mean objective, other than the site on Kingsway, which was $35.5\mu\text{g}/\text{m}^3$, although this does not warrant any action at present. The three sites in Mildenhall that have shown levels consistently below the objectives have been moved for the 2016 monitoring year to ensure that any potential hotspots are identified.

Villages

Monitoring locations in Lakenheath, Beck Row, Red Lodge, Exning and Kentford remain well below the annual mean objective. A number of the monitoring locations in these villages have been discontinued for the 2016 monitoring year as results have shown consistent values well below the objectives. A new monitoring location was commenced along the A1101 in Icklingham as this road had not previously been monitored.

Two monitoring sites were reinstated in Elveden (adjacent to the old A11) following the completion of the new A11 dual carriageway in December 2014, which now by-passes the village. Unsurprisingly, these two monitoring locations indicate a significant drop since they were last measured in 2012 at which time the A11 was a

highly congested single carriageway going through the village. No further action is required at Elveden and monitoring is due to cease in these locations.

Brandon

The new A11 dual carriageway was also anticipated to reduce traffic (and therefore pollution) in Brandon, as it would provide a fast alternative route to Swaffham (Via the A11 and the A134). The majority of locations in Brandon have shown a decrease in NO₂ annual mean concentrations, although not a substantial decrease. The exception to this is the monitoring location outside 52 London Road, which has increased marginally from 37.8µg/m³ to 39.4µg/m³ (now the highest concentration in Brandon).

A major planning application was submitted in 2015 for a 1,600 dwelling development to the northwest of Brandon, which would include a relief road. Although the developers suggest this would ease the traffic and pollution through Brandon in the long term, there would possibly be shorter term negative impacts as the initial dwellings are constructed prior to the completion of the relief road. The determination date for this application is not known.

Significant monitoring will continue in Brandon, however, it is not currently considered necessary to undertake a detailed assessment.

Appendix A: Monitoring Results

Table A.1 – Details of Non-Automatic Monitoring Sites

Site ID / Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
S1 / Elveden School	Roadside	581569	279465	NO ₂	N	13.8	2.3	N	2.2
S2 / Elveden PO	Roadside	582163	279907	NO ₂	N	4.9	1.7	N	2.2
S3 / Brdn - Town Hall	Urban centre	578406	286460	NO ₂	N	0 - hourly N/A - annual	N/A	N	2.4
S4 / Brdn – London Road / Stores St	Roadside	578351	286503	NO ₂	N	2.7 ⁽³⁾	1.6	N	2.2
S5 / Brdn - 52 London Rd	Roadside	578206	286407	NO ₂	N	7.0	1.1	N	2.2
S6 / Brdn - London Rd/Coulson Lane	Roadside	578270	286467	NO ₂	N	7.6	1.5	N	2.1
S7 / Brdn - London Rd/Church Road	Kerbside	578073	286254	NO ₂	N	8.0	<1.0	N	2.1
S8 / Brdn - Hellesdon House, High St	Roadside	578372	286774	NO ₂	N	0	1.5	N	2.3
S9 / Brdn - Riverside Lodge, High St	Kerbside	578372	286867	NO ₂	N	3.3	<1.0	N	2.4
S10 / Brdn - 'Boots', High St	Roadside	578395	286633	NO ₂	N	0 - hourly 0.5 - annual	2.5	N	2.3

Site ID / Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
S11 / Brdn - 175 Thetford Rd	Roadside	579160	286357	NO ₂	N	8.5	1.7	N	2.1
S12 / Lakenheath - Zebra Crossing	Kerbside	571378	282855	NO ₂	N	3.5	<1.0	N	2.1
S13 / Lakenheath - Albert Rolph Drive	Suburban	572071	281607	NO ₂	N	20.0	1.0	N	2.2
S14 / Beck Row - Bird in Hand	Roadside	568819	277788	NO ₂	N	N/A	1.7	N	2.1
S15 / Mild - Market Place/High St	Roadside	571068	274639	NO ₂	N	0 - hourly 3.2 - annual	3.0	N	2.4
S16 / Mild - Taxi rank/Bus station	Other	571273	274641	NO ₂	N	0.3 – hourly 18 - annual	N/A	N	2.2
S17 / Mild - 14 Kingsway	Roadside	571326	274780	NO ₂	N	0.5	2.0	N	2.1
S18 / Mild - Field Road	Roadside	571127	275174	NO ₂	N	13.0	1.5	N	2.2
S19 / Redlodge - Top of Nmkt Road	Kerbside	570009	270763	NO ₂	N	13.0	<1.0	N	2.2
S20 / Redlodge - End of Heath Fm Rd	Other (A11 Background)	569096	270282	NO ₂	N	N/A	N/A	N	2.2
S21 / Kentford - Station Rd/Bury Rd	Roadside	570156	266657	NO ₂	N	N/A	3.0	N	1.5

Site ID / Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
S22 / Nmkt - Old Station Rd	Roadside	564707	263493	NO ₂	Y	2.0	1.7	N	2.2
S23 / Nmkt - Sun Lane	Urban Centre	564347	263340	NO ₂	Y	0 – hourly 12 - annual	10.0	N	2.4
S24 / Nmkt - 'Café Nero' crossing	Kerbside	564337	263343	NO ₂	Y	0 – hourly N/A - annual	<1.0	N	2.4
S25 / Nmkt - 'KFC' downpipe	Roadside	564307	263338	NO ₂	Y	0 – hourly 0 - annual	6.5	N	2.3
S26 / Nmkt - 'White Hart' crossing	Kerbside	564233	263274	NO ₂	Y	0 – hourly 5.9 - annual	<1.0	N	2.4
S27 / Nmkt - Park area	Urban Background	564138	263301	NO ₂	N	0 – hourly N/A - annual	N/A	N	2.5
S28 / Nmkt - Blackbear lane/High St	Kerbside	564043	263159	NO ₂	N	3.0	<1.0	N	2.2
S29 / Nmkt - Taxi rank	Roadside ⁽⁴⁾	564362	263381	NO ₂	Y	0 – hourly N/A - annual	<1.0	N	2.5
S30 / Nmkt - Market St 'EE'	Urban Centre	564380	263407	NO ₂	Y	0 – hourly N/A - annual	11.0	N	2.0
S31 / Nmkt - Clock tower crossing	Roadside	564550	263544	NO ₂	Y	0 – hourly 0.3 - annual	2.5	N	2.4
S32 / Nmkt - 'Cancer Research' downpipe	Urban Centre	564516	263474	NO ₂	Y	0 – hourly N/A - annual	13.0	N	2.4

Site ID / Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
S33 / Nmkt - 'Rutland Arms' crossing	Kerbside	564480	263464	NO ₂	Y	0 – hourly N/A - annual	<1.0	N	2.4
S34 / Nmkt - 'Savers' lamppost	Roadside ⁽⁴⁾	564383	263381	NO ₂	Y	0 – hourly 5.5 - annual	2.5	N	2.3
S35 / Nmkt - Station Approach	Kerbside	564375	262849	NO ₂	N	N/A	<1.0	N	2.4
S36 / Nmkt - Exning Rd substation	Roadside	563776	264094	NO ₂	N	N/A	1.5	N	2.4
S37 / Exning - Church St	Roadside	562214	265466	NO ₂	N	9.7	1.2	N	2.2
S38 / Nmkt - Nimbus Way	Other (A14 Back-ground)	563205	265853	NO ₂	N	16.0	<1.0 (Nimbus Way)	N	2.3
S39 / Nmkt - Tesco roundabout	Roadside	563886	265165	NO ₂	N	N/A	2.4	N	2.1

(1) 0m if the monitoring site is at a location of exposure (e.g. installed on/adjacent to the façade of a residential property). All figures relate to distance to relevant receptor for annual mean unless otherwise specified.

(2) N/A if not applicable.

(3) Receptor not adjacent to tube, but distances correct if monitoring location transposed along road to receptor location

(4) Where tubes are located adjacent to indented parking bays along Newmarket High Street, the distance to the kerb has been taken as the distance from the edge of the carriageway with flowing traffic rather than from the physical kerb.

Table A.2 – Annual Mean NO₂ Monitoring Results

Site ID / Name	Site Type	Monitoring Type	Valid Data Capture 2015 (%) ⁽¹⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽²⁾				
				2011	2012	2013	2014	2015
S1 / Elveden School	Roadside	Diffusion Tube	83	48.0	47.9	-	-	11.7
S2 / Elveden PO	Roadside	Diffusion Tube	92	66.0	59.6	-	-	13.8
S3 / Brdn - Town Hall	Urban centre	Diffusion Tube	92	16.0	12.0	15.3	14.5	14.1
S4 / Brdn – London Road / Stores St	Roadside	Diffusion Tube	100	37.0	36.9	37.0	36.9	33.0
S5 / Brdn - 52 London Rd	Roadside	Diffusion Tube	83	-	39.3	40.4	37.8	39.4
S6 / Brdn - London Rd/Coulson Lane	Roadside	Diffusion Tube	92	-	37.3	33.9	28.4	27.4
S7 / Brdn - London Rd/Church Road	Kerbside	Diffusion Tube	92	36.0	35.6	34.3	35.6	33.5
S8 / Brdn - Hellesdon House, High St	Roadside	Diffusion Tube	92	-	31.2	28.6	27.4	26.3
S9 / Brdn - Riverside Lodge, High St	Kerbside	Diffusion Tube	100	-	32.9	36.6	32.5	27.9
S10 / Brdn - 'Boots', High St	Roadside	Diffusion Tube	83	-	38.5	38.6	38.5	35.4
S11 / Brdn - 175 Thetford Rd	Roadside	Diffusion Tube	100	19.0	22.7	18.9	19.0	17.3
S12 / Lakenheath - Zebra Crossing	Kerbside	Diffusion Tube	83	20.0	21.2	21.4	19.2	18.7
S13 / Lakenheath - Albert Rolph Drive	Suburban	Diffusion Tube	100	15.0	16.7	12.2	14.3	12.7

Site ID / Name	Site Type	Monitoring Type	Valid Data Capture 2015 (%) ⁽¹⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽²⁾				
				2011	2012	2013	2014	2015
S14 / Beck Row - Bird in Hand	Roadside	Diffusion Tube	100	21.0	21.2	18.4	18.5	18.2
S15 / Mild - Market Place/High St	Roadside	Diffusion Tube	100	23.0	23.5	24.2	22.6	22.7
S16 / Mild - Taxi rank/Bus station	Other	Diffusion Tube	100	19.0	16.7	16.9	17.0	16.4
S17 / Mild - 14 Kingsway	Roadside	Diffusion Tube	100	32.0	37.7	35.6	33.5	35.5
S18 / Mild - Field Road	Roadside	Diffusion Tube	58	27.0	23.0	21.5	21.9	20.6
S19 / Redlodge - Top of Nmkt Road	Kerbside	Diffusion Tube	42	21.0	20.5	19.2	16.3	19.3
S20 / Redlodge - End of Heath Fm Rd	Other (A11 Background)	Diffusion Tube	92	21.0	21.4	18.8	17.8	20.7
S21 / Kentford - Station Rd/Bury Rd	Roadside	Diffusion Tube	100	22.0	22.1	20.8	20.0	19.5
S22 / Nmkt - Old Station Rd	Roadside	Diffusion Tube	100	37.0	34.4	28.2 ⁽⁴⁾	34.4 ⁽³⁾	32.1
S23 / Nmkt - Sun Lane	Urban Centre	Diffusion Tube	75	19.0	21.1	20.7	19.7	19.9
S24 / Nmkt - 'Café Nero' crossing	Kerbside	Diffusion Tube	92	38.0	36.4	37.4	35.2	33.4
S25 / Nmkt - 'KFC' downpipe	Roadside	Diffusion Tube	92	34.0	37.6 ⁽⁴⁾	35.2	32.2	29.8
S26 / Nmkt - 'White Hart' crossing	Kerbside	Diffusion Tube	67	42.0	43.7	41.8 ⁽⁴⁾	38.6	36.8

Site ID / Name	Site Type	Monitoring Type	Valid Data Capture 2015 (%) ⁽¹⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽²⁾				
				2011	2012	2013	2014	2015
S27 / Nmkt - Park area	Urban Background	Diffusion Tube	92	17.0	17.1	17.0	14.3	14.0
S28 / Nmkt - Blackbear lane/High St	Kerbside	Diffusion Tube	83	31.0	31.5	30.1	28.3	29.3
S29 / Nmkt - Taxi rank	Roadside	Diffusion Tube	92	43.0	42.0	40.5	42.9	40.0
S30 / Nmkt - Market St 'EE'	Urban Centre	Diffusion Tube	92	22.0	23.6	22.2	21.1	20.5
S31 / Nmkt - Clock tower crossing	Roadside	Diffusion Tube	92	35.0	38.2	35.8	32.8	34.4
S32 / Nmkt - 'Cancer Research' downpipe	Urban Centre	Diffusion Tube	100	26.0	23.1	22.2	21.3	20.6
S33 / Nmkt - 'Rutland Arms' crossing	Kerbside	Diffusion Tube	100	34.0	44.6 ⁽⁴⁾	35.8	34.6	33.4
S34 / Nmkt - 'Savers' lamppost	Roadside	Diffusion Tube	92	37.0	36.4	36.2	37.1	34.6
S35 / Nmkt - Station Approach	Kerbside	Diffusion Tube	92	15.0 ⁽⁴⁾	23.7 ⁽⁴⁾	15.9	13.1	13.9
S36 / Nmkt - Exning Rd substation	Roadside	Diffusion Tube	100	21.0	21.1	20.4	17.8	18.1
S37 / Exning - Church St	Roadside	Diffusion Tube	100	24.0	23.9	25.7	27.9	27.4
S38 / Nmkt - Nimbus Way	Other (A14 Back-ground)	Diffusion Tube	100	26.0	27.4	33.0 ⁽⁴⁾	22.7	25.4

Site ID / Name	Site Type	Monitoring Type	Valid Data Capture 2015 (%) ⁽¹⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽²⁾				
				2011	2012	2013	2014	2015
S39 / Nmkt - Tesco roundabout	Roadside	Diffusion Tube	100	32.0 ⁽⁴⁾	26.9 ⁽⁴⁾	28.5	26.7	26.6

Notes: Exceedances of the NO₂ annual mean objective of 40µg/m³ are shown in **bold**.

NO₂ annual means exceeding 60µg/m³, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

(1) data capture for the 2015, monitoring was carried out for the whole year at all sites.

(2) Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per Technical Guidance LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

(3) Incorrectly reported in 2015 USA

(4) Based on less than 75% data recovery and not annualised in relevant reports. Values should be treated with caution.

Appendix B: Full Monthly Diffusion Tube Results for 2015

Table B.1 – NO₂ Monthly Diffusion Tube Results - 2015

Site ID / Name	NO ₂ Mean Concentrations (µg/m ³)													Annual Mean	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Raw Data	Bias Adjusted ⁽¹⁾	
S1 / Elveden School	18.9	19.9	15.8	13.7	10.2	9.4	12.5	15.6	11.2	-	17.5	-	14.5	11.7	
S2 / Elveden PO	20.9		17.2	17	14.2	11.5	14.1	18.3	18	19.1	19.5	17.2	17.0	13.8	
S3 / Brdn - Town Hall	22.8	18.1	18.9	15.9	12.7	10.5	12.3	-	18.6	21	20.2	20.6	17.4	14.1	
S4 / Brdn – London Road / Stores St	46.4	45.9	43.2	36.7	35.2	30.4	34.1	40.8	46.9	46.9	43.5	39.6	40.8	33.0	
S5 / Brdn - 52 London Rd	53.7	53.3	44.5	40.7	39.7	-	-	43.8	49.6	51.8	60.2	48.8	48.6	39.4	
S6 / Brdn - London Rd/Coulson Lane	40.7	45.3	33.3	28.8	31.7	23.6	-	31.4	34.1	31.7	40.7	30.5	33.8	27.4	
S7 / Brdn - London Rd/Church Road	42.6	47.4	39.7	34.6	31.3	-	34.8	42.2	44.6	46.3	42.6	48.3	41.3	33.5	
S8 / Brdn - Hellesdon House, High St	37.6	28.9	32.9	32.1	31.9	30.8	29.4	32.7	35	34.7	-	31.3	32.5	26.3	
S9 / Brdn - Riverside Lodge, High St	37.4	39.8	38.6	30.3	23.5	29.9	31.5	35.6	38.7	42.4	32.8	32.1	34.4	27.9	

Site ID / Name	NO ₂ Mean Concentrations (µg/m ³)													Annual Mean	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Raw Data	Bias Adjusted ⁽¹⁾	
	S10 / Brdn - 'Boots', High St	43	49	44.6	50.8	-	35.6	34.1	42.8	-	54.8	37.4			44.8
S11 / Brdn - 175 Thetford Rd	29.6	25.5	23.9	18.7	17.5	10.4	16.4	17.2	21.6	24.9	26.5	23.5	21.3	17.3	
S12 / Lakenheath - Zebra Crossing	21.1	30.2	25.5	16.8	16	17.3	-	21.7	26.4	29.4	26.2	-	23.1	18.7	
S13 / Lakenheath - Albert Rolph Drive	20.6	20.1	16	12.6	10.3	9.4	16.2	14.7	13.8	17.7	18.5	18.1	15.7	12.7	
S14 / Beck Row - Bird in Hand	27.3	29.9	23.8	24.3	17.1	15.6	15.9	18.5	25.5	26.8	24	20.4	22.4	18.2	
S15 / Mild - Market Place/High St	29.9	33.9	31.5	26.5	20.6	20.1	23.4	27.1	27.6	34.9	30.5	30.1	28.0	22.7	
S16 / Mild - Taxi rank/Bus station	24.7	26.9	21.1	14	16.4	15.3	17.3	17.9	21	24	21.9	22.3	20.2	16.4	
S17 / Mild - 14 Kingsway	30.4	57	45.5	26	38.8	39.8	44.8	47.1	51.4	50.6	41.9	52.9	43.9	35.5	
S18 / Mild - Field Road	-	-	-	-	22.1	18.4	-	25.2	25.6	31.1	26.4	29.1	25.4 ⁽²⁾	20.6	
S19 / Redlodge - Top of Nmkt Road	32.1	-	24.2	-	-	-	-	16.2	-	26.2	27	-	23.9 ⁽²⁾	19.3	
S20 / Redlodge - End of Heath Fm Rd	34.4	29.2	29.5	22.7	17.5	-	20.9	20.5	24.4	27.1	28.7	25.7	25.5	20.7	

Site ID / Name	NO ₂ Mean Concentrations (µg/m ³)													Annual Mean	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Raw Data	Bias Adjusted ⁽¹⁾	
	S21 / Kentford - Station Rd/Bury Rd	19.5	23.2	25.5	25.4	21.3	20.1	21.3	25.9	26.4	30.2	22.4			27.1
S22 / Nmkt - Old Station Rd	41.4	47.1	42.9	36.8	38.7	37.7	37.5	34.2	39.1	40	45.2	35.6	39.7	32.1	
S23 / Nmkt - Sun Lane	32.3	31.7	-	24.1	-	17.6	19.5	-	26.2	28.6	21.3	19.3	24.5	19.9	
S24 / Nmkt - 'Café Nero' crossing	49.3	55.3	43.5	39.1	25.7	32.9	35.9	39.2	41	49.5	-	42	41.2	33.4	
S25 / Nmkt - 'KFC' downpipe	45	42.6	42.6	36.9	29.3	32.3	33.3	31.4	-	48.2	34.6	28.1	36.8	29.8	
S26 / Nmkt - 'White Hart' crossing	55.2	51.7	-	45.3	-	42.2	43.4	39.4	-	-	44.9	34.6	45.5 ⁽²⁾	36.8	
S27 / Nmkt - Park area	20.4	24.6	16.9	16.3	12.3	9.6	14.2	14.3	19	-	22	20.6	17.3	14.0	
S28 / Nmkt - Blackbear lane/High St	40.4	42.7	37.3	33.7	-	-	30.6	32.5	34.8	41.9	36.3	32.1	36.2	29.3	
S29 / Nmkt - Taxi rank	69.8	57.1	53.9	46.9	49	42.1	50.5	40.9	47.9	-	48.6	36.4	49.4	40.0	
S30 / Nmkt - Market St 'EE'	31.1	-	26.5	27.1	20.8	18.3	21.6	23.7	27.9	26	29.2	25.7	25.3	20.5	
S31 / Nmkt - Clock tower crossing	61.9	35	40.2	41.6	41.2	32.3	-	37.2	45	47.2	50.4	35.3	42.5	34.4	

Site ID / Name	NO ₂ Mean Concentrations (µg/m ³)													Annual Mean	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Raw Data	Bias Adjusted ⁽¹⁾	
	S32 / Nmkt - 'Cancer Research' downpipe	30.8	29.5	28.6	28.5	21.8	20.1	21.8	21.8	28.4	31.2	22.1			20.3
S33 / Nmkt - 'Rutland Arms' crossing	41.3	49.8	36.3	37.7	34.7	37	38.4	40.5	42.3	42.3	49.9	45.2	41.3	33.4	
S34 / Nmkt - 'Savers' lamppost	47.3	49.1	44.8	43.5	39.6	30.1	37.2	-	43.5	43.5	48.5	43.1	42.7	34.6	
S35 / Nmkt - Station Approach	22.2	24.6	20.5	15.3	-	7.9	11.6	14.3	17	21.9	16.2	16.7	17.1	13.9	
S36 / Nmkt - Exning Rd substation	30.3	25.3	32.2	26.2	16.6	14.9	16	17.2	21.8	26.9	21	20.2	22.4	18.1	
S37 / Exning - Church St	43.3	38.8	26.4	33.9	26.9	24.9	27.1	32.5	39.3	44.7	31.5	36.4	33.8	27.4	
S38 / Nmkt - Nimbus Way	36.9	35.7	39.3	31.6	24	23.1	26.1	40.9	36.6	38.5	24.3	19.5	31.4	25.4	
S39 / Nmkt - Tesco roundabout	35.4	42.5	28.9	22.9	34.3	24.8	31.8	23.7	35.4	39.8	38	36.9	32.9	26.6	

(1) See Appendix C for details on bias adjustment

(2) Sites annualised in line with TG(16). Local roadside sites used in the absence of sufficient reliable continuous background sites.

Appendix C: Supporting Technical Information / Air Quality Monitoring Data QA/QC

National Diffusion Tube Bias Adjustment Factor Spreadsheet							Spreadsheet Version Number: 03/16			
Follow the steps below in the correct order to show the results of relevant co-location studies								This spreadsheet will be updated at the end of June 2016 LAQM Helpdesk Website		
Data only apply to tubes exposed monthly and are not suitable for correcting individual short-term monitoring periods Whenever presenting adjusted data, you should state the adjustment factor used and the version of the spreadsheet This spreadsheet will be updated every few months: the factors may therefore be subject to change. This should not discourage their immediate use.										
The LAQM Helpdesk is operated on behalf of Defra and the Devolved Administrations by Bureau Veritas, in conjunction with contract partners AECOM and the National Physical Laboratory.						Spreadsheet maintained by the National Physical Laboratory. Original compiled by Air Quality Consultants Ltd.				
Step 1:	Step 2:	Step 3:	Step 4:							
Select the Laboratory that Analyses Your Tubes from the Drop-Down List	Select a Preparation Method from the Drop-Down List	Select a Year from the Drop-Down List	Where there is only one study for a chosen combination, you should use the adjustment factor shown with caution. Where there is more than one study, use the overall factor ² shown in blue at the foot of the final column.							
If a laboratory is not chosen, we have no data for this laboratory.	If a preparation method is not chosen, we have no data for this method at this laboratory.	If a year is not chosen, we have no data ²	If you have your own co-location study then see footnote ⁴ . If uncertain what to do then contact the Local Air Quality Management Helpdesk at LAQMhelpdesk@uk.bureauveritas.com or 0800 0327953							
Analysed By ¹	Method ² <small>To make your selection, choose (M) from the pop-up list</small>	Year ³ <small>To make your selection, choose (M)</small>	Site Type	Local Authority	Length of Study (months)	Diffusion Tube Mean Conc. (Dm) ($\mu\text{g}/\text{m}^3$)	Automatic Monitor Mean Conc. (Cm) ($\mu\text{g}/\text{m}^3$)	Bias (B)	Tube Precision ⁴	Bias Adjustment Factor (A) (Cm/Dm)
ESG Didcot	50% TEA in acetone	2015	R	Dumfries and Galloway Council	12	35	30	14.6%	G	0.87
ESG Didcot	50% TEA in acetone	2015	B	Gravesham Borough Council	12	40	30	34.1%	G	0.75
ESG Didcot	50% TEA in acetone	2015	B	Gravesham Borough Council	12	30	23	29.8%	P	0.77
ESG Didcot	50% TEA in acetone	2015	UI	North Lincolnshire	11	24	18	36.5%	P	0.73
ESG Didcot	50% TEA in acetone	2015	R	Swale BC	11	38	32	19.3%	P	0.84
ESG Didcot	50% TEA in acetone	2015	R	Swale BC	10	48	39	21.0%	G	0.83
ESG Didcot	50% TEA in acetone	2015	R	Swale Borough Council	11	40	34	19.7%	P	0.84
ESG Didcot	50% TEA in acetone	2015	R	Wrexham County Borough Council	12	19	19	0.6%	G	0.99
ESG Didcot	50% TEA in acetone	2015	UC	Cardiff Council	10	26	26	1.6%	G	0.98
ESG Didcot	50% TEA in acetone	2015	KS	Marglebone Road Intercomparison	12	104	81	27.9%	G	0.78
ESG Didcot	50% TEA in acetone	2015	R	Vale of White Horse District Council	11	34	29	15.7%	G	0.86
ESG Didcot	50% TEA in acetone	2015	UI	Stockton on Tees	12	24	18	29.4%	G	0.77
ESG Didcot	50% TEA in acetone	2015	R	Stockton on Tees	12	17	14	21.5%	G	0.82
ESG Didcot	50% TEA in acetone	2015	KS	Suffolk Coastal DC	12	44	35	26.0%	P	0.79
ESG Didcot	50% TEA in acetone	2015	SU	Thanet District Council	9	17	15	10.6%	G	0.90
ESG Didcot	50% TEA in acetone	2015	R	Thanet District Council	12	27	23	17.8%	G	0.85
ESG Didcot	50% TEA in acetone	2015	B	Medway Council	12	21	12	77.3%	G	0.56
ESG Didcot	50% TEA in acetone	2015	R	Medway Council	11	32	23	42.6%	G	0.70
ESG Didcot	50% TEA in acetone	2015	R	North East Lincolnshire Council	10	34	28	21.2%	P	0.83
ESG Didcot	50% TEA in acetone	2015	R	North East Lincolnshire Council	11	39	28	38.6%	G	0.72
ESG Didcot	50% TEA in acetone	2015	R	North East Lincolnshire Council	11	55	47	16.2%	G	0.86
ESG Didcot	50% TEA in acetone	2015		Overall Factor² (21 studies)				Use		0.81

Appendix D: Map(s) of Monitoring Locations

Figure D.1 – Monitoring Locations - Elveden

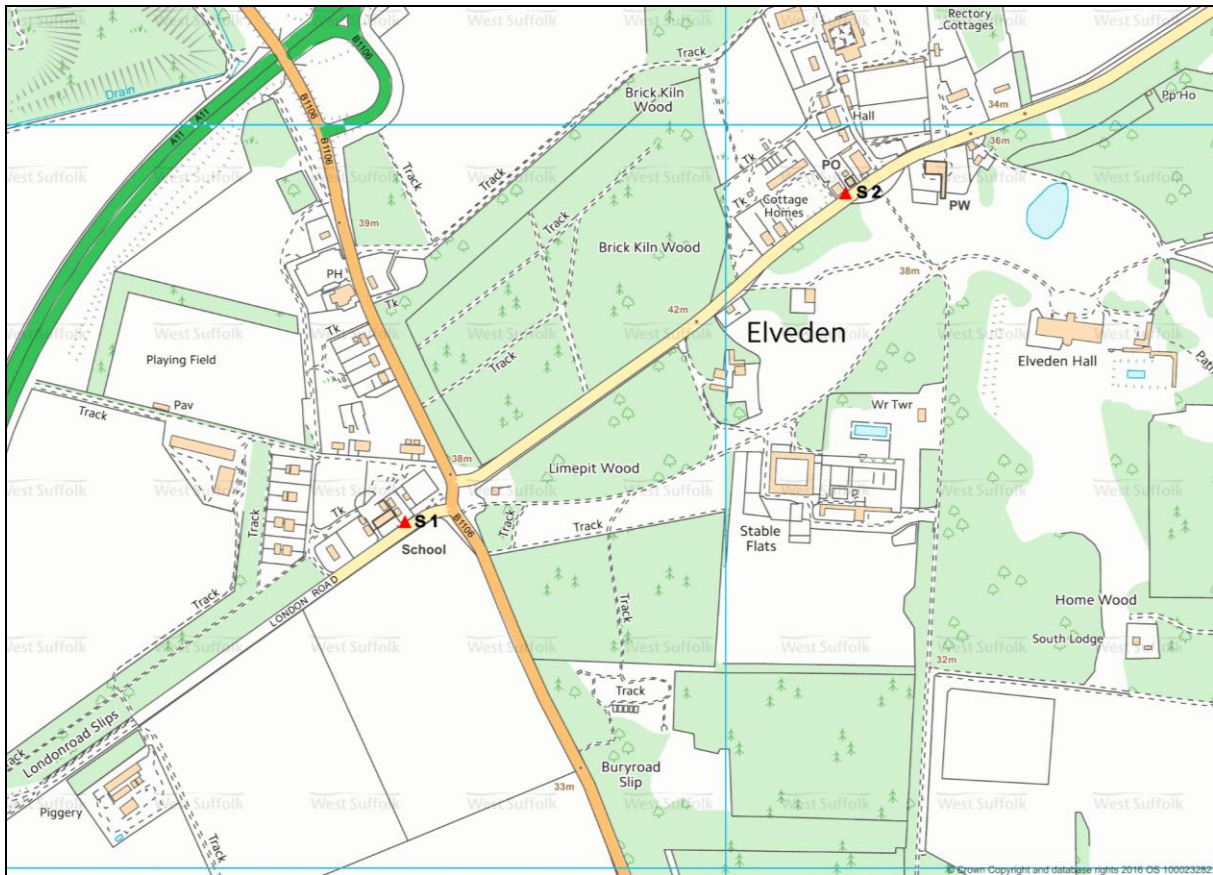


Figure D.2 - Monitoring Locations - Brandon

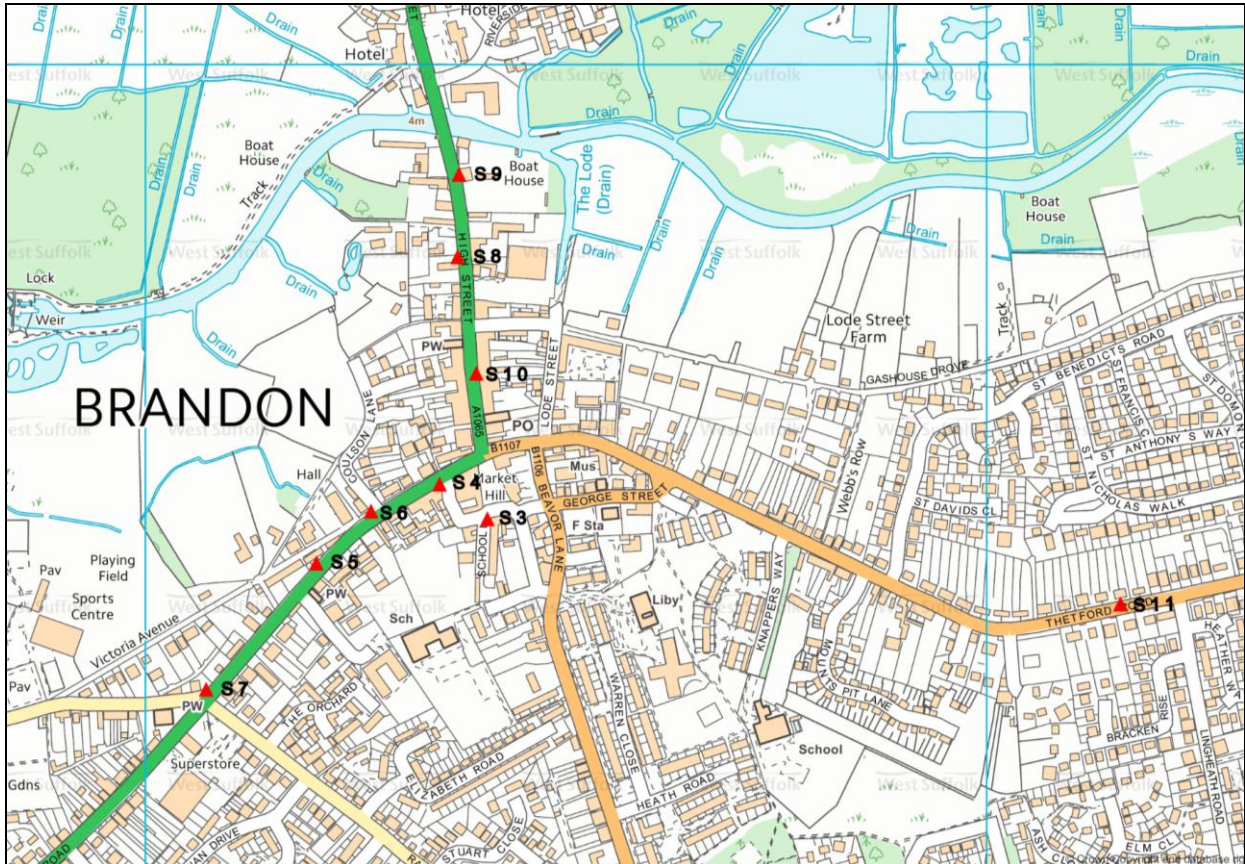


Figure D.3 – Monitoring Locations - Lakenheath

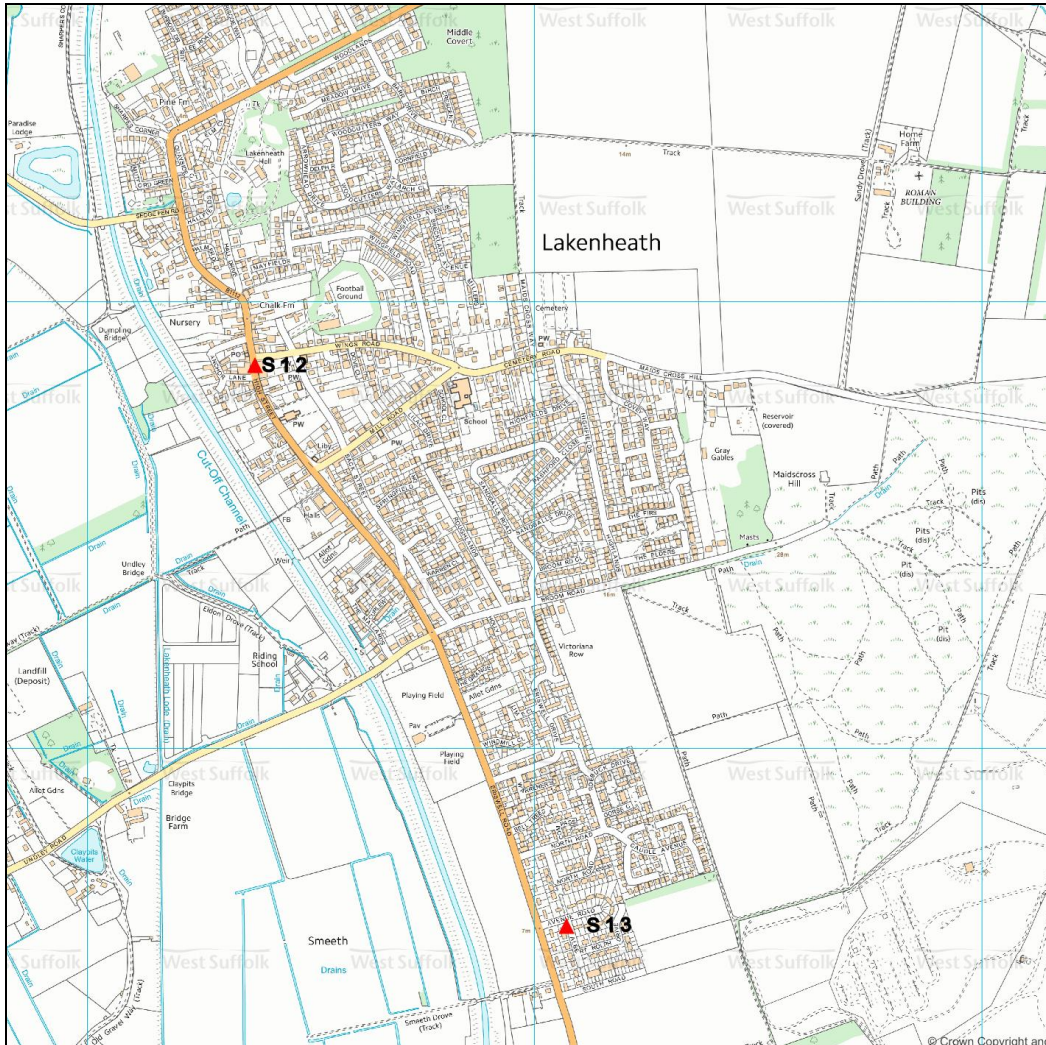


Figure D.4 – Monitoring Locations – Beck Row

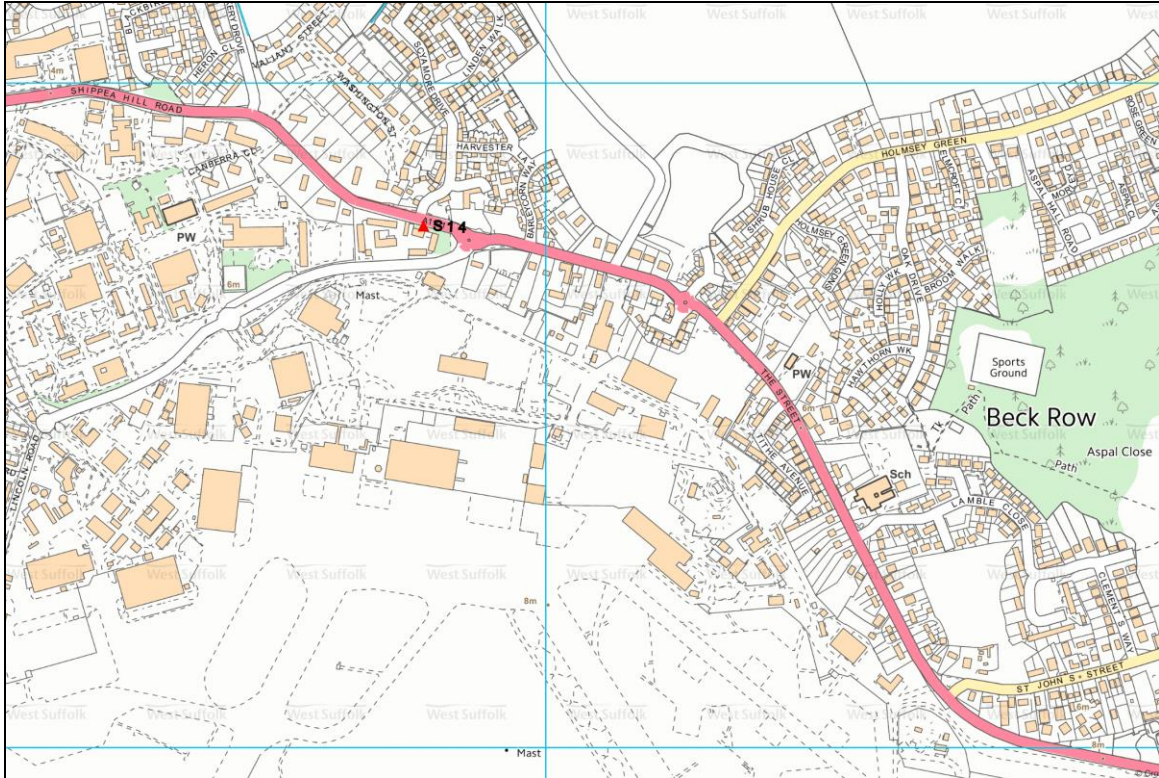


Figure D.5 – Monitoring Locations - Mildenhall



Figure D.6 – Monitoring Locations – Red Lodge

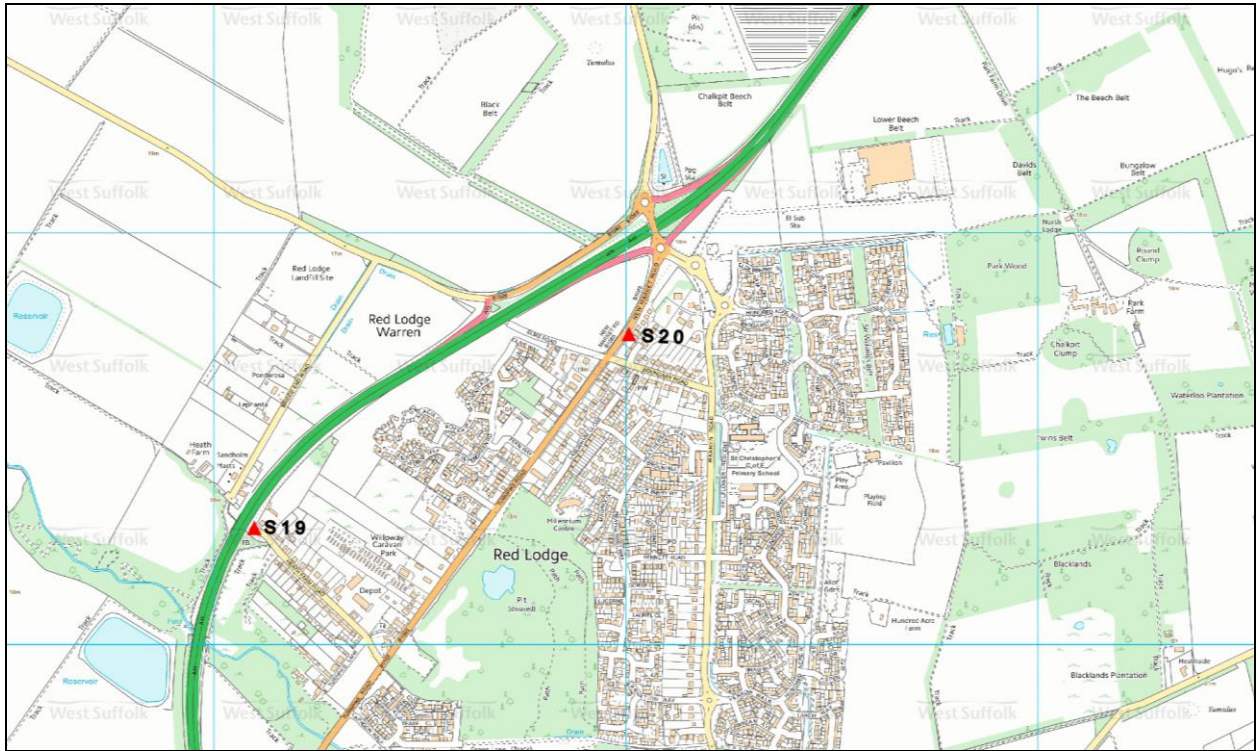


Figure D.7 – Monitoring Locations - Kentford

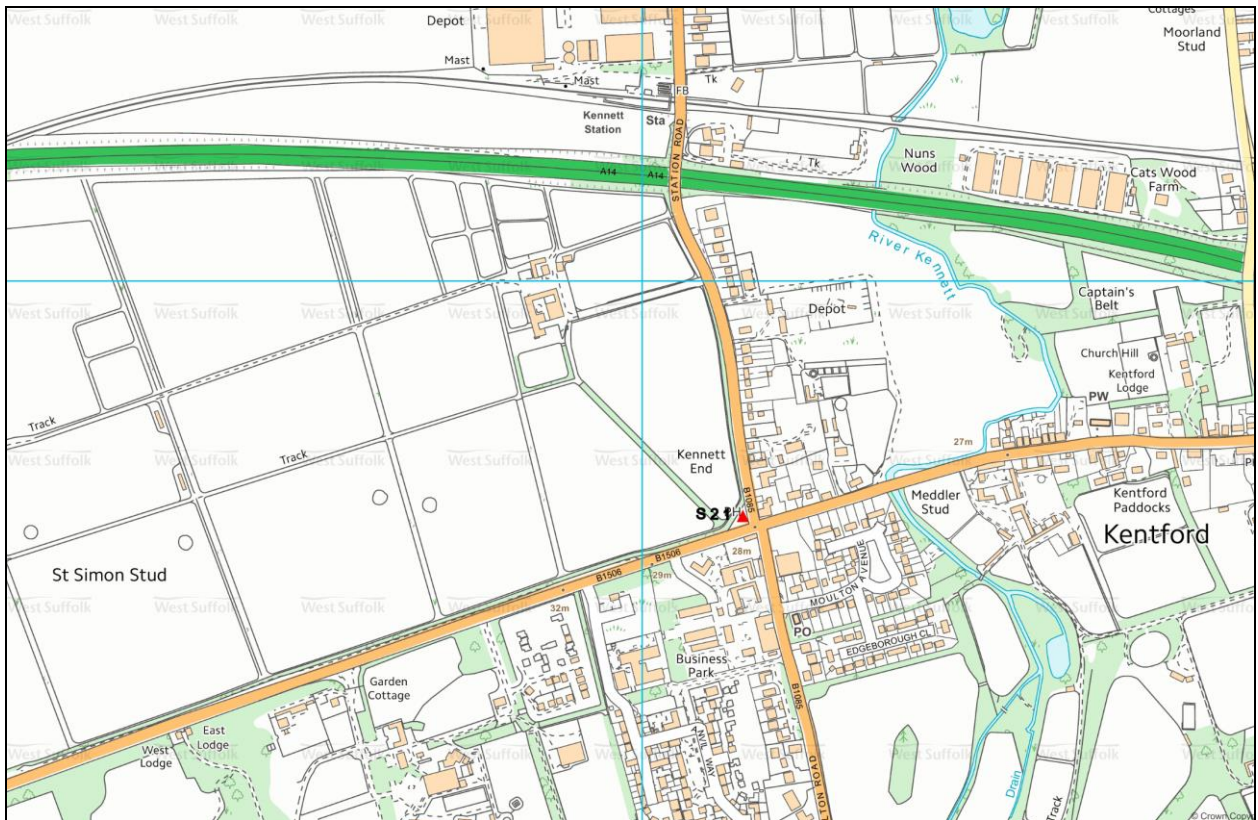


Figure D.8 – Monitoring Locations – Newmarket Town Centre

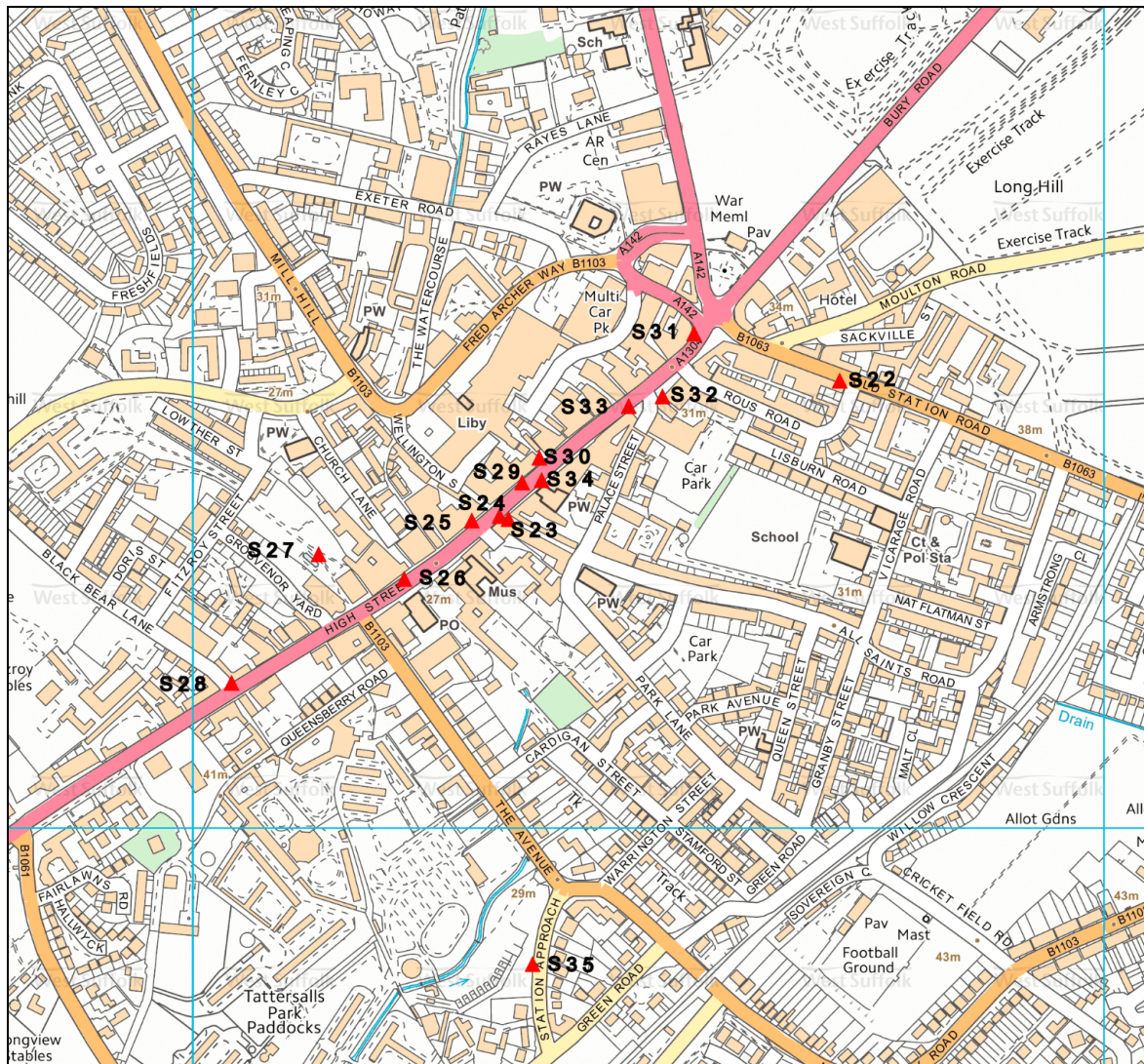
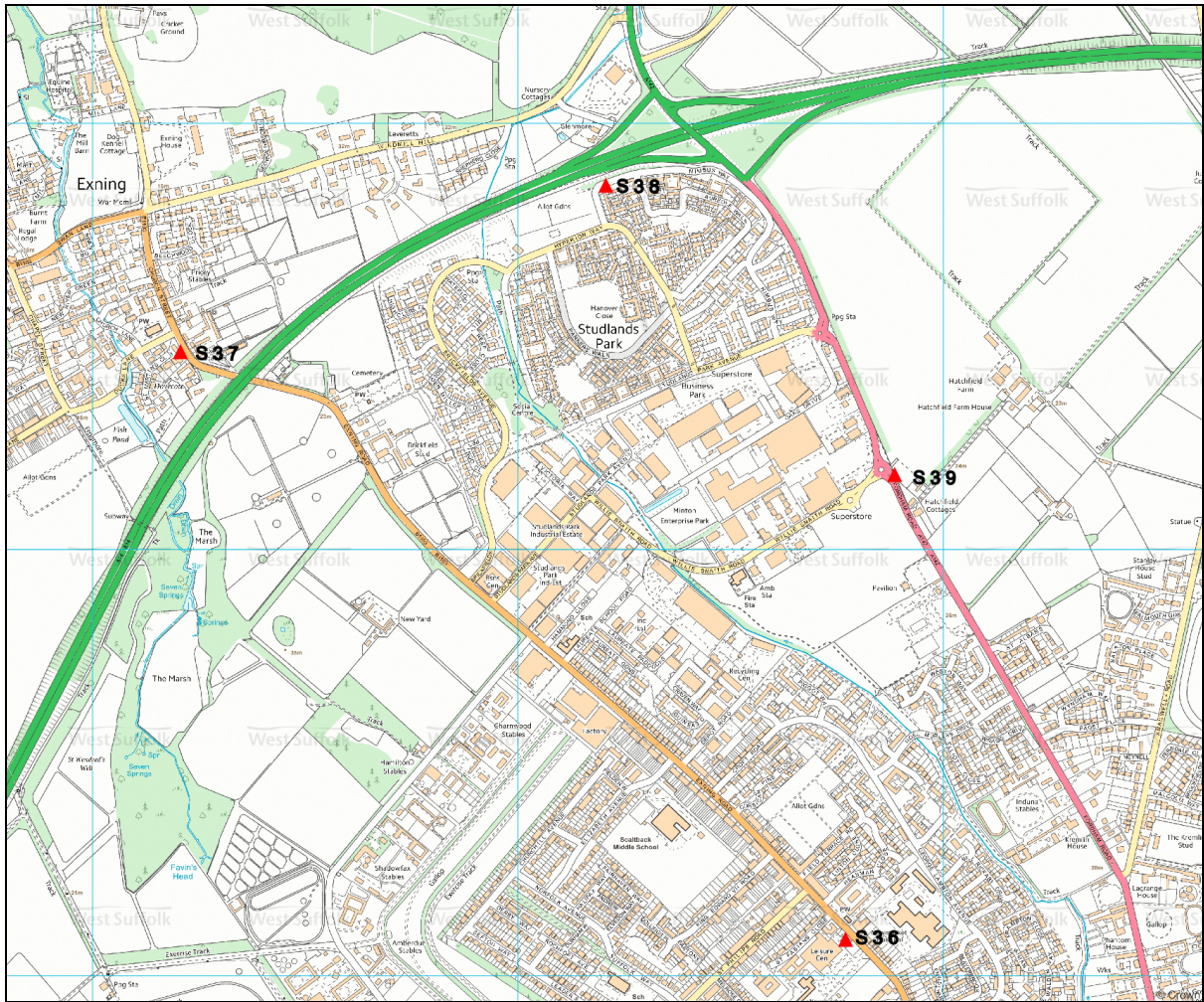


Figure D.9 – Monitoring Locations – North Newmarket and Exning



Appendix E: Summary of Air Quality Objectives in England

Table E.1 – Air Quality Objectives in England

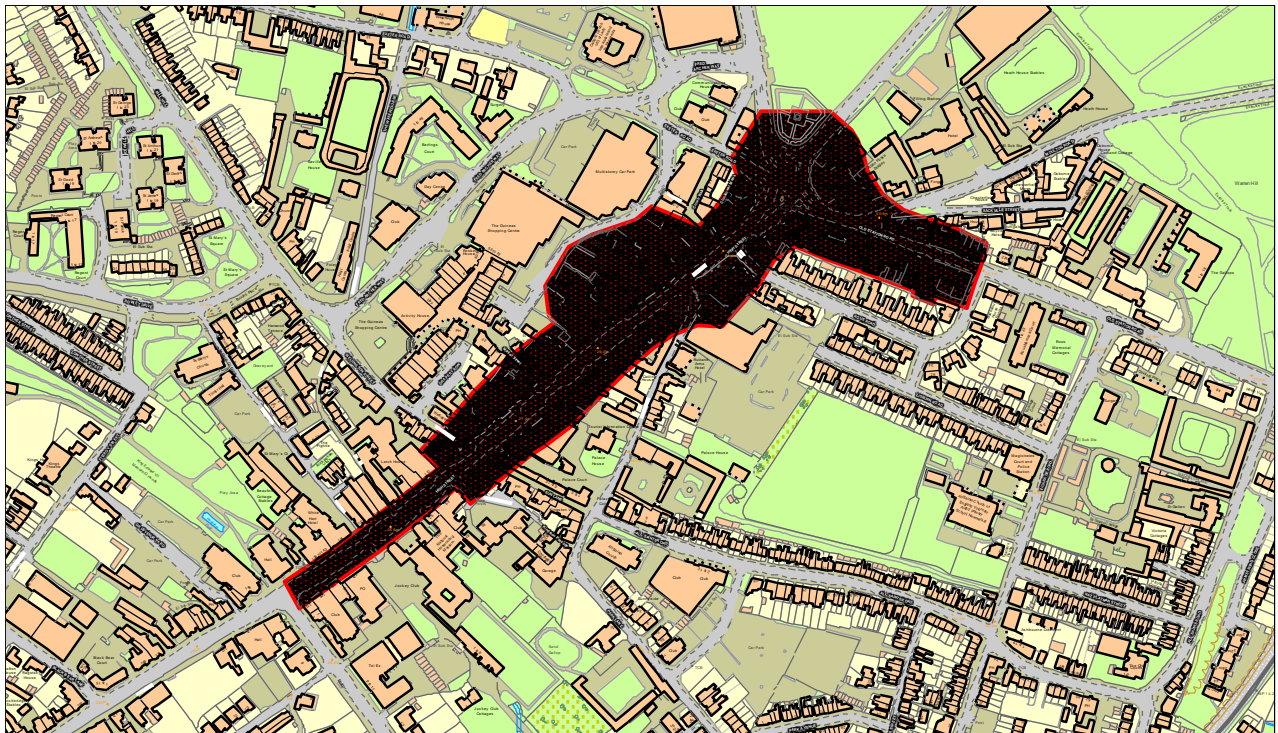
Pollutant	Air Quality Objective ⁴	
	Concentration	Measured as
Nitrogen Dioxide (NO ₂)	200 µg/m ³ not to be exceeded more than 18 times a year	1-hour mean
	40 µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
	40 µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean
	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

⁴ The units are in microgrammes of pollutant per cubic metre of air (µg/m³).

Appendix F: Detailed Assessment of Newmarket AQMA

F.1 Background

A Detailed Assessment (DA) of Newmarket town centre was undertaken by TRL Ltd in 2008 and the findings reported to the Department of Environment, Food and Rural Affairs (Defra). The DA and a revised DA both concluded that the annual mean air quality objective for NO₂ would be exceeded at locations along Newmarket High Street and Old Station Road. The AQMA Order is dated 6th April 2009 and describes the designated area as “An area incorporating the High Street (from the White Hart Hotel), in Newmarket, to the Clock Tower gyratory and Old Station Road up to the junction with Rous Road.” The extent of the declared AQMA is shown below.



PM₁₀ was considered as part of the Detailed Assessment, but was not considered to be at risk of exceeding the relevant objectives and no further consideration was made in respect to PM₁₀.

The hourly objective for NO₂ was not considered likely to be exceeded and no further assessment was considered necessary in the Detailed or Further Assessments undertaken by TRL Ltd. However, we have considered the hourly objective briefly in the below detailed assessment as High Street could be considered a relevant location for the hourly objective.

Further monitoring points (diffusion tubes) were established along Newmarket High Street and a Further Assessment undertaken, again by TRL Ltd, in 2011. The Further Assessment confirmed the results of the Detailed Assessment and concluded

that the AQMA should remain. The Further Assessment modelled a number of properties that potentially exceeded the annual mean objective and listed these properties as follows:

- High Street - 33 (Rutland arms hotel), 35, 37, 69, 75, 77, 79, 81, 83, 89-95
- Old Station Road - 24-26, 28, 30, 32, 34, 36, 38, 7, 9, 11, 13, 15, 17

The diffusion tube monitoring has continued at eleven locations within the AQMA since at least November 2010, with ten locations on High Street and one location on Old Station Road.

F.2 Detailed Assessment of Diffusion Tube Monitoring

F.2.1 High Street

The majority of diffusion tubes are located along High Street although only four of these locations are located on the façade of properties. The other six locations are not representative of annual mean receptors, being distant from the façade of occupied properties. Therefore, as a starting point, we have used the Defra Nitrogen Dioxide fall off with distance calculator to estimate the annual mean nitrogen Dioxide concentration at the façade of the closest property.

We have undertaken an estimation of the annual mean NO₂ value at the façade of the properties from every year from 2010 to 2015. We have also included monitoring results taken at the façade of properties for completeness.

The Defra calculator requires a background value to undertake the estimation. There is a background location in Newmarket in the Memorial Gardens whilst Defra also produce background maps; these are compared in the Table F.1.

Table F.1 – Comparison between Local measured and Defra estimated background NO₂ values

Year	Newmarket Background NO ₂ (µg/m ³)	Defra Background estimated NO ₂ for grid square 564500 263500 (µg/m ³)
2010	17.7	17.3
2011	17.0	15.3
2012	17.1	15.0
2013	17.0	14.6
2014	14.3	14.2
2015	14.0	13.9

From the above it can be seen that the Newmarket background reading is consistently slightly higher than the Defra background estimate, however, there is very good correlation for a number of the years (2010, 2014 and 2015). The Defra calculator gives a more conservative result (i.e. higher value at the façade) where the

background value is higher; therefore we have taken a conservative approach and used the Newmarket background reading in our calculations.

The Defra calculator also requires a measurement of the distance from the kerb to the diffusion tube and the distance from the kerb to the receptor (façade). There are a number of parking bays along Newmarket High Street, meaning the physical kerb is not adjacent to the edge of the carriageway of flowing traffic. Where this occurs, the values input in to the Defra Calculator are from the edge of the carriageway of flowing traffic. This also allows for a more conservative result (i.e. higher value at the façade).

We have rejected results with less than 75% data collection.

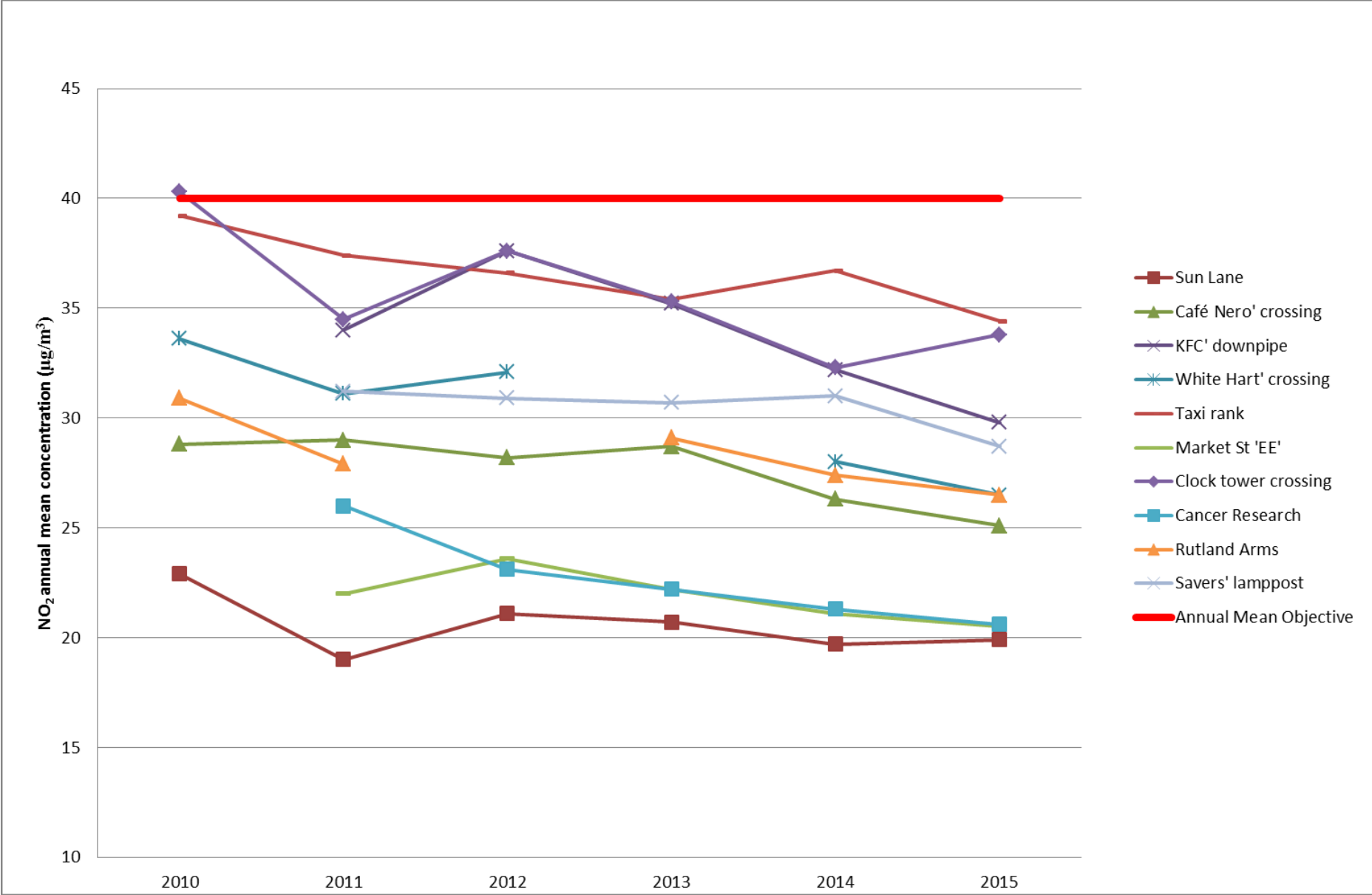
Table F.2 presents the distance adjusted values from 2010 to 2015, whilst Figure F.1 presents the same information in graphical form.

Table F.2 – Values of NO₂ at façade for diffusion tube monitoring sites along Newmarket High Street

Site details	Distance of kerb from façade / diffusion tube used in calculator ⁽¹⁾	NO ₂ Concentrations (µg/m ³) (unadjusted values provided in brackets)					
		2010	2011	2012	2013	2014	2015
Cancer Research	N/A	-	26.0	23.1	22.2	21.0	20.6
Rutland Arms	3.7 / 0.5	30.9 (38.2)	27.9 (33.9)	-	29.1 (35.8)	27.4 (34.6)	26.5 (33.4)
Savers Lamppost	8.0 / 2.5	-	31.2 (37.0)	30.9 (36.4)	30.7 (36.2)	31.0 (37.7)	28.7 (34.6)
Sun Lane	N/A	22.9	19	21.1	20.7	19.7	19.9
Café Nero Crossing	5.5 / 0.5	28.8 (37.1)	29.0 (38.0)	28.2 (36.4)	28.7 (37.4)	26.3 (35.2)	25.1 (33.4)
White Hart Crossing	5.9 / 0.5	33.6 (46.0)	31.1 (42.0)	32.1 (43.7)	-	28.0 (38.6)	26.5 (36.1)
KFC Downpipe	N/A	-	34	-	35.2	32.2	29.8
Taxi Rank	6.0 / 2.5	39.2 (45.1)	37.4 (43.0)	36.6 (42.0)	35.4 (40.5)	36.7 (42.9)	34.4 (40.0)
Market Street 'EE'	N/A	-	22.0	23.6	22.2	21.1	20.5
Clock Tower Crossing	2.8 / 2.5	40.3 (40.9)	34.5 (35.0)	37.6 (38.2)	35.3 (35.8)	32.3 (32.8)	33.8 (34.4)

(1) N/A where diffusion tube located on façade of property

Figure F.1 – Values of NO₂ at façade for diffusion tube monitoring sites along Newmarket High Street



Defra Technical Guidance 2016 states that “*it can be considered that exceedances of the NO₂ 1-hour objective may occur at roadside sites if the annual mean is above 60µg/m³*”. From the above table it is clear that monitoring values at all sites along Newmarket High Street for the last six years are significantly below the annual mean value of 60µg/m³. Therefore we do not consider there to be a risk of exceedance of the hourly objective and this is not considered any further.

When considering the annual mean objective at the façade of properties, we have considered the north and south of High Street separately:

The monitoring diffusion tubes along the south of High Street (Cancer Research; Rutland Arms; Savers Lamppost; Sun Lane and Café Nero Crossing) show a maximum estimated value at the façade of any of the properties of 31.2µg/m³, with the majority of façade readings or estimations being below 30.0µg/m³. This is significantly below the objective value of 40µg/m³ and indicates that the likelihood of there being any exceedance at the façade of a property along the southern edge of Newmarket High Street is very low.

The monitoring diffusion tubes along the north of High Street (White Hart Crossing; KFC Downpipe; Taxi Rank; Market Street ‘EE’ and Clock Tower Crossing) show generally slightly higher façade values than those on the south of High Street, however, only one value (Clock tower crossing in 2010) is estimated above the annual mean objective at the façade of a property. It should be noted that two of the locations; KFC downpipe and Taxi Rank, are adjacent to a bus stop and a taxi rank respectively and are unlikely to be representative of High Street as a whole. The exceedance recorded at the clock tower crossing in 2010 should be treated with caution as this result was based on 75% data capture only and the following years results have been shown to be well below the annual mean objective. Furthermore, the recorded values are all located below a height of 2.5m, whilst the only relevant receptors would be at greater than 3.0m height (all ground floors are occupied by commercial units, whilst residential units are restricted to sporadic first floor and higher flats only), meaning the values given above are greater than the likely value at a relevant location.

The above also shows a general slight downward trend over the last six years. It is therefore concluded that the likelihood of there being any exceedance of the annual mean objective for NO₂ at the façade of a first floor residential dwelling along the northern edge of Newmarket High Street is very low.

Given the above, it is concluded that it is very unlikely that an exceedance of the annual mean objective for Nitrogen Dioxide will occur along Newmarket High Street in the foreseeable future, with the highest value at the façade of a property in 2015 being 34.4µg/m³ (which was at a location not considered to have any residential properties adjacent).

It is recommended that the AQMA along Newmarket High Street is removed (either through revoking the AQMA or amending the AQMA to consist of Old Station Road only).

F.2.1 Old Station Road

Only a single monitoring location has been located along Old Station Road and therefore limited data exists to fully assess the necessity of the AQMA. Furthermore, this monitoring location has had reasonably poor recovery on a number of years and shown relatively inconsistent results. The single monitoring location is also at the very far edge of the AQMA, furthest from the Clock Tower Roundabout, and therefore is unlikely to be representative of the worst case scenario.

Table F.3 – Data from the monitoring point on Old Station Road

Year	Data Collection (%)	Annual Mean NO ₂ (µg/m ³)
2010	100	31.2
2011	83	37.0
2012	75	34.4
2013	50	28.2
2014	67	33.1
2015	100	32.1

We do not consider it possible to extrapolate the High Street results to Old Station Road due to the difference in traffic volumes and flow and the difference in pavement width and the proximity of the properties to the road (Old Station Road was modelled as a canyon in the 2011 Further Assessment).

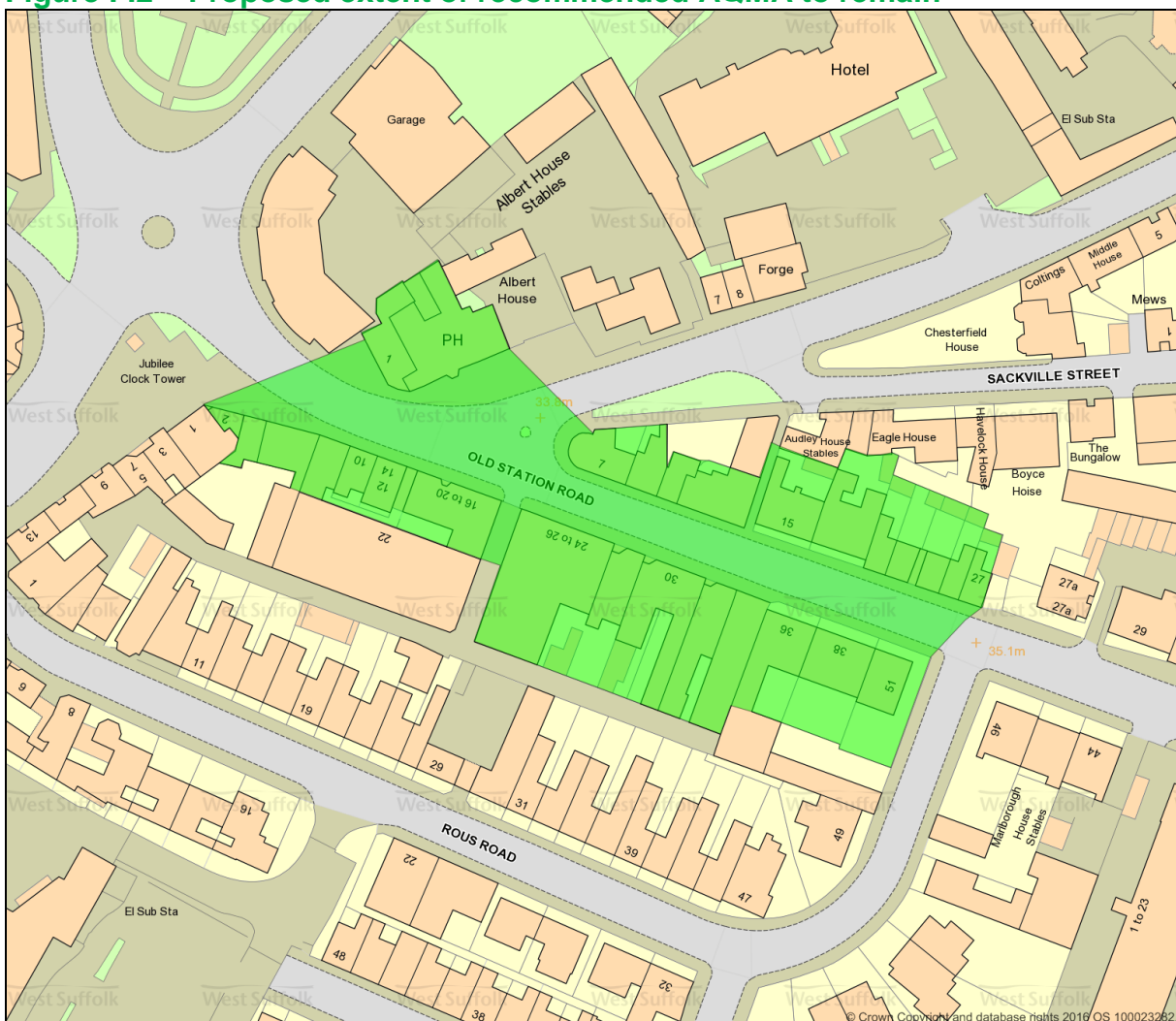
Therefore, it is not possible to come to any firm conclusion regarding the extent or validity of the AQMA along Old Station Road, Newmarket, until further data is collected.

F.3 Recommendations

It is recommended that the following actions are taken:

- The extent of the AQMA is amended to include Old Station Road only, a proposed plan is provided below. The Defra Technical Guidance states “*that authorities will need to consider measurements carried out over several years or more*” when considering the revocation of an AQMA, and therefore it is unlikely that sufficient data will be available for Old Station Road until the end of 2018. With a decision on revocation made in the 2019 ASR. Given the minimum three year timescale, it was not considered appropriate to delay the revocation of the High Street section of the AQMA.

Figure F.2 – Proposed extent of recommended AQMA to remain



- Further monitoring locations be installed along Old Station Road (two additional diffusion tubes already added from January 2016 and additional tubes will be added in January 2017 if required).
- A number of the monitoring locations along Newmarket High Street should be discontinued:

- Cancer Research – tube located on façade, but at area of very wide pavement and results consistently below $30\mu\text{g}/\text{m}^3$, but not far enough from sources to be considered a background location.
 - Sun Lane – tube located on façade, but down a pedestrianised side street and results consistently below $25\mu\text{g}/\text{m}^3$, but not far enough from sources to be considered a background location.
 - Market Street 'EE' - tube located on façade, but down a pedestrianised side street and results consistently below $25\mu\text{g}/\text{m}^3$, but not far enough from sources to be considered a background location.
- A number of the remaining diffusion tubes should be moved to relevant receptor locations, (i.e. property façades where it is confirmed that there are residential flats above):
 - Savers Lamppost
 - Café Nero Crossing
 - Taxi Rank

The above will be recommended for implementation following confirmation of agreement from Defra following submission of this Annual Status Report.

Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
ASR	Air quality Annual Status Report
Defra	Department for Environment, Food and Rural Affairs
FHDC	Forest Heath District Council
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
QA/QC	Quality Assurance and Quality Control
SO ₂	Sulphur Dioxide

Licensing and Regulatory Committee



Forest Heath
District Council

Title of Report:	Training for Hackney Carriage and Private Hire Vehicle Drivers	
Report No:	LIC/FH/16/006	
Report to and dates:	Meeting 1	Licensing & Regulatory Committee 10 October 2016
	Meeting 2	Cabinet 13 December 2016
	Meeting 3	Council 21 December 2016
Portfolio holder:	Councillor Lance Stanbury Cabinet Member for Planning & Growth Tel: 07970 947704 Email: lance.stanbury@forest-heath.gov.uk	
Lead officer:	Amanda Garnham Licensing Team Leader Tel: 01284 757132 Email: Amanda.garnham@westsuffolk.gov.uk	
Purpose of report:	The purpose of this report is to present the results of the consultation on whether a Business & Technology Education Council (BTEC) Level 2 qualification should be implemented for all new and existing Hackney Carriage and Private Hire Vehicle Drivers.	
Recommendation:	<p>Since this proposal represents a change in policy regarding the licensing of Hackney Carriage and Private Hire Vehicle Drivers:</p> <p>It is recommended that , subject to the approval of Cabinet and Council, the results of the recent consultation with Hackney Carriage, Private Hire Vehicle Drivers and taxi customers, on the proposal to adopt a BTEC Level 2 Certificate 'Introduction to the role of the professional taxi and private hire driver' for all new and existing drivers be noted and:</p> <p>(i) The change in requirements for all new drivers to complete the BTEC Level 2 Certificate be approved ; and</p> <p>(ii) The change in requirements for all current drivers to complete the BTEC Level 2 Certificate (within a time frame to be set) be approved.</p>	

Key Decision:	<i>Is this a Key Decision and, if so, under which definition?</i> No, it is not a Key Decision - <input checked="" type="checkbox"/>		
Consultation:	<ul style="list-style-type: none"> Completed 		
Alternative option(s):	<p>i) Do nothing. It would be possible not to implement the requirements for training, however, this would mean that taxi and private hire drivers were not trained to a consistent standard in health and safety, road safety, customer service, vehicle maintenance and safety, regulatory framework, disability awareness and assistance, fares, carrying of luggage and transporting of children and vulnerable people.</p> <p>ii) Only require taxi and private hire drivers to undergo safeguarding training. However, this would mean that drivers were not trained in the other topics referred to above.</p>		
Implications:			
<i>Are there any financial implications? If yes, please give details</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Within budget
<i>Are there any staffing implications? If yes, please give details</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	<ul style="list-style-type: none"> Planned work with current resources
<i>Are there any ICT implications?</i>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	
<i>Are there any legal and/or policy implications? If yes, please give details</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> See body of report
<i>Are there any equality implications? If yes, please give details</i>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	<ul style="list-style-type: none"> See body of report. See body of report
Risk/opportunity assessment:		<i>(potential hazards or opportunities affecting corporate, service or project objectives)</i>	
Risk area	Inherent level of risk (before controls)	Controls	Residual risk (after controls)
	Low/Medium/ High*		Low/Medium/ High*

By implementing the requirements, there is a risk that drivers will suffer hardship through loss of earnings and the course fee.	Medium	The council has reduced the cost of the training through liaison with West Suffolk College. By allowing drivers two years to undertake the training, the cash flow implications have been spread over a longer period. Training can be delivered at a range of locations across West Suffolk to reduce travel time for drivers.	Low
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By not implementing the requirements, there is a risk that current increase in driver-behaviour related complaints being experienced by the Council will be maintained and possibly increase putting additional unbudgeted demand on the Licensing Enforcement service.	High	Implementing the BTEC will set a consistent standard as a preventative measure aimed at reducing complaints related to driver behaviour and poorer performance.	Medium
Ward(s) affected:		All	
Background papers: <i>(all background papers are to be published on the website and a link included)</i>		See attached	
Documents attached:		Appendix 1 – Driver testing required by other local authorities identified during our research Appendix 2 – Content of the BTEC Appendix 3 – Summary findings of external consultation Appendix 4 – Safeguarding and disability awareness	

1. Key issues and reasons for recommendation

- 1.1 Taxis (Hackney Carriages) and Private Hire Vehicles (PHVs) are vital to our communities, providing essential transport links for many. The Local Government Association Taxi and PHV Licensing – Councillors’ Handbook, states that elected Members, are responsible for ensuring the public travel safely and receive a good level of service, and that the council systems attract good, reputable drivers.
- 1.2 There have been recent examples nationally that Members will be aware of, concerning licensed drivers, vehicles and operators being involved in the sexual exploitation of children. Taxis and PHVs are regularly used to transport children during the school run. Elderly and disabled users also rely heavily on the door-to-door service taxis and PHVs provide, as it is often the only way for many residents to access local services. Clearly, drivers must therefore command the highest level of confidence before they can be entrusted with this responsibility. It is essential that this responsibility is taken seriously to determine whether someone is a ‘fit and proper’ person to hold a licence.
- 1.3 Sections 51, 57 and 59 of the Local Government (Miscellaneous Provisions) Act 1976 (the 1976 Act) collectively bar a Council from granting either a Hackney Carriage or Private Hire Driver’s Licence to an applicant unless the Council is sure that the applicant is a ‘fit and proper person’ to hold such a licence. Furthermore, existing drivers must act in a way as to satisfy the Council that they continue to be a ‘fit and proper’ to hold a licence.

- 1.4 Under these provisions Forest Heath District Council's 'fit and proper person' test currently includes the following:
- Criminal records check with the Disclosure and Barring Service (DBS);
 - Driving history check with the Driver and Vehicle Licensing Authority (DVLA);
 - Medical Check with the applicant's own General Practitioner; and
- 1.5 • Successful completion of one of the following tests:
- the driving assessment for Hackney Carriage/Private Hire drivers (Roadsafe);or
 - the Institute of Advanced Motorists (IAM) Advanced Driver test; or
 - Royal Society of Prevention of Accidents (RoSPA) Advanced Driver test
 - Driving Test with the DVSA.

1.6 Although there are many extremely competent and professional drivers in West Suffolk, the statistical and anecdotal evidence gathered by Officers, reflected in the consultation referred to below, highlight the need to improve the knowledge and professionalism of both new entrants and existing drivers.

This is resulting in Officers having to investigate more complaints relating to the conduct of drivers, both existing and recently licensed.

1.7 The Department of Transport endorses the introduction of qualifications in its 'Taxi and Private Hire Vehicle Licensing: Best Practice Guidance' (March 2010) which states, 'there may well be advantage in encouraging drivers to obtain one of the nationally-recognised vocational qualifications for the taxi and PHV trades'.

Many local authorities already require drivers, both new and existing, to obtain a formally recognised qualification or pass local authority own in-house tests and it is understood that this trend will continue inevitably so that local authorities ensure that drivers are 'fit and proper' (Appendix 1 refers).

1.8 If the requirements for driver registration in the Borough were set lower than neighbouring Councils, we could run the risk of attracting drivers with lower standards of behaviour and customer care than elsewhere. This would be detrimental to the local economy, potentially put passengers at risk of harm and could adversely impact the Council's reputation with its residents and visiting tourists.

1.9 Following extensive research into various methods of testing and training, including in-house delivered options, Officers concluded that the best option is to include an externally recognised qualification in our requirements for driver registration. Therefore, in May 2016 this Committee considered a proposal that all drivers must obtain an appropriately scoped BTEC Level 2 qualification (Report LIC/SE/16/003 refers). The content of the proposed qualification is set out in Appendix 2.

1.10 The BTEC course is designed to develop, support and enhance the knowledge of prospective or existing drivers and will help begin or develop careers in transporting passengers. It is our ambition that this will ensure that drivers are better qualified than neighbouring areas, will help local drivers to secure more contracts and return customers and will support the local economy through greater visitor and customer satisfaction which in turn will lead to greater numbers of return visits to West Suffolk.

1.12 This Committee approved a recommendation to adopt the BTEC qualification as a requirement of new and ongoing driver registration in the District, subject to undertaking external consultation. A similar decision was taken by St Edmundsbury Borough Council.

2. Consultation findings & analysis

2.1 External consultation was undertaken over July and August 2016. Both the taxi trade (Hackney Carriage and Private Hire Vehicle) and the general public, as users of the service offered across West Suffolk, were consulted through online questionnaires with paper versions available on request. E-mails, letters to taxis operators and key stakeholders, and social media were used to communicate the consultation along with press release through the local press media. The consultation invited comments generally on the proposal along with more specific questions focussing on the possible course content using ratings of importance and giving respondents opportunities to provide comments.

2.2 Twenty-six out of a potential 600 registered drivers across West Suffolk completed the survey, while 78 members of the public completed the user survey. A summary of the responses is given in Appendix 3.

2.3 Key findings are shown below from the taxi driver survey:

In principle, do you think that taxi and private hire drivers should complete additional training in the form of a BTEC Level 2 prior to becoming a driver?



In principle, do you think that existing taxi and private hire drivers should complete additional training in the form of a BTEC Level 2?



2.4 Key findings are shown below from the taxi user survey:

In principle, do you think that taxi and private hire drivers should complete additional training in the form of a BTEC Level 2 prior to becoming a driver?



In principle, do you think that existing taxi and private hire drivers should complete additional training in the form of a BTEC Level 2?



- 2.5 A range of comments were received in response to both surveys. Both the Yes/No survey results and associated comments generally reflected the type of respondent (i.e. existing taxi driver or user) in as much as the responding taxi drivers generally disagreed with the proposal to introduce the BTEC especially for existing drivers, while customers were overwhelmingly supportive of the proposal for all drivers.
- 2.6 Having reviewed the results of the consultation in the light of research of how other local authorities are addressing driver standards as well as trends in complaints about poorer behaviour, Officers are convinced that the BTEC offers the best means of setting a performance standard for existing and new drivers. It is further considered that this will result in improved standards of customer care and levels of safeguarding for vulnerable people, a key priority with both customers and agencies across Suffolk (Appendix 4 refers). It is also considered that introducing the BTEC should help to reduce complaints from members of the public.
- 2.7 It is clear from the driver survey that the trade is concerned about unnecessary regulatory burden and how this would affect their livelihoods. Officers wish to maintain a level playing field of regulation, hence it is our view that in the long term all registered drivers should meet the same requirements with some grand parenting period for existing drivers. In a competitive market, bringing up the professional standards of registered drivers has to be seen as one way of gaining competitive edge over those wishing to enter the market.
- 2.8 Should the Committee approve the recommendations, Officers will prepare and implement a communications plan aimed at explaining the reasons for the changes in requirements to key audiences including the existing drivers and the general public.

3. Implementing the BTEC

- 3.1 It is proposed that all **new** applicants will be required to complete the BTEC level 2 qualification prior to applying for a licence in West Suffolk. This would be in addition to the requirements listed in paragraph 1.4 above. Some of the requirements can be removed from this list if the BTEC qualification is implemented.
- 3.2 It is proposed that all **existing** drivers will be given two years to obtain the BTEC qualification from the date of the requirement being introduced which we suggest for planning purposes to be January 2017. After that two year period all applications to renew a Hackney Carriage or PHV driver licence would require the qualification to have been completed prior to the renewal being granted. Licences are renewed every three years at which time each drivers registration is reviewed against the requirements listed in paragraph 1.4 and in addition this would include a driver holding the BTE qualification.
- 3.3 Following research of the training market, a suitable local provider has been identified. The course content set out in Appendix 2 would be delivered within 18 hours of contact time, with flexibility of delivery to minimise the potential impact on driver earnings. The provider has indicated that the course could be delivered at different times and be offered at various locations across West Suffolk to help reduce attendee travel time and cost.

- 3.4 Our research of other local authorities requiring the BTEC has revealed that, typically, the course costs £295-£500 per student. Following negotiations with the Councils' preferred provider, a discounted cost of £250 is proposed. If the scheme is approved by members, the course cost will be paid by the drivers directly to the college with neither Council receiving any financial benefit.
- 3.5 During the discussion by the Committee in May 2016, concerns were raised about placing this additional financial burden on existing drivers. The question was raised about whether the Councils could provide funding the courses or whether any opportunities for cost reduction could be identified. Providing the course free of charge to drivers has been considered. However, the combined cost to the Councils in West Suffolk would be in the region of £150,000 to £180,000 with no current budget provision.
- 3.6 An English test will be included as part of the BTEC to establish the participant's ability to complete the qualification. Any participants who struggle with English can apply for a free English course before or during their BTEC.
- 3.7 Most Councils currently require at least the Driver/Vehicle Standards Agency (DVSA/DSA) practical driving test. However, the DVSA has recently announced its intention to withdraw this service at the end of 2016. Other training providers are available at a higher cost, around £90 per participant, than the DVSA. Officers have been able to negotiate with the proposed training provider to include this test alongside the BTEC qualification for a fee of £40, which is less than half the current cost.

4. Other options considered

- 4.1 As shown in Appendix 1, a significant proportion of local authorities requiring some sort of driver performance tests have chosen to use the BTEC qualification as their standard. Furthermore, recent discussions with neighbouring local authorities has revealed their intention to adopt similar standards or the BTEC qualification.
- 4.2 **Do nothing**
For the reasons given previously, this would mean that taxi and private hire drivers were not trained to a consistent standard in health and safety, road safety, customer service, vehicle maintenance and safety, regulatory framework, disability awareness and assistance, fares, carrying of luggage and transporting of children and vulnerable people. It would also result in the Councils in West Suffolk being out of step with the increasing number of licensing bodies across England and Wales who have either adopted or considering the adoption of similar standards.
- 4.3 **Requiring a lower standard**
A condensed version of the BTEC could be offered at a lower cost to existing drivers while requiring new entrants to take the BTEC. However, Officers remain convinced that the BTEC offers the most appropriately scoped, nationally recognised qualification to address both our concerns and the concerns of the general public as expressed in the survey.

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Appendix 1: Driver testing required by other local authorities identified during our research

Name of Council	Type of Testing
Ipswich	Knowledge test DSA and disability awareness – English tests soon
Suffolk Coastal	Driving skills test and theory test
Waveney	Basic reading, writing and maths, Driving skills test & theory test Geographical knowledge test
East Cambs	DSA and Knowledge test
Breckland	DSA
Kings Lynn & West Norfolk	DSA and Knowledge test
Cambridge City	Knowledge test
Peterborough	Taxi general competence course at a local college plus Local knowledge/driving test
Luton	Knowledge test
Huntingdon	DSA plus English understanding and speaking
Decorum	Knowledge test
Bedford	Knowledge test, English and DSA
Colchester	Knowledge test
Chelmsford	Knowledge test
Northampton	Knowledge test
Erewash BC	Knowledge test and DSA
Broxtowe BC	Knowledge test and DSA
Oadby and Wigston BC	Competency test and DSA
Woking	In house knowledge but looking to bring in BTEC
Leicester	Knowledge and English test
Stevenage	Knowledge, DSA and English tests
Brighton and Hove Lincoln Hull Cheshire East Cheshire West Chester Rotherham Adur / Worthing Preston Plymouth Stoke Macclesfield Bristol Easthants	BTEC level 2
Bournemouth East Riding	BTEC level or NVQ

Knowledge Tests vary but often include Highway Code, numeracy, English, taxi conditions and legislation, points of interest, signage and routes.

Appendix 2 – Content of the BTEC qualification

Title: Introduction to the Role of the Professional Taxi and Private Hire Driver, with additional safeguarding training.

The course covers a range of topics which include:

- Unit 1: Health and safety in the taxi and private hire work environment
- Unit 2: Road safety when driving passengers in a taxi or private hire vehicle
- Unit 3: Professional customer service in the taxi and private hire industry
- Unit 4: Taxi and private hire vehicle maintenance and safety
- Inspections
- Unit 5: The regulatory framework of the taxi and private hire industry
- Unit 6: Taxi and private hire services for passengers who require assistance – Disability Awareness
- Unit 7: Routes and fares in the taxi and private hire vehicle industries
- Unit 8: Transporting of parcels, luggage and other items in the taxi and private hire industries
- Unit 9: Transporting of children and young/vulnerable persons by taxi or private hire vehicle - Safeguarding

Course duration – 18 hours

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Appendix 3: Summary findings of the external consultation

Taxi driver survey (Sample size=26):

Module relevance

- Health and safety: 35% felt this module was important, 30% very important
- Road Safety: 23% thought this was important, 59% very important
- Customer Service: 22% important, 52% very important
- Maintenance and safety inspections: 30% important, 44% very important
- Regulatory Framework: All results were around 20% mark
- Assisted Passengers: 22% important, 44% very important
- Routes and fares: 30% important, 17% very important
- Parcels and Luggage: all under 26%
- Transport of Children: 27% important, 50% very important
- Safeguarding of young/vulnerable: 30% important, 44% very important

Applying to existing or new drivers

- BTEC for new drivers: 56% said yes, 44% said no
- BTEC for existing drivers: 16% yes, 84% no

Course cost

- Payment by taxi drivers: 8% yes, 92% no
- Negative impact on existing drivers: 68% yes, 32% no

User survey (Sample size=78):

Module relevance

- Health and Safety: 38% important, 58% very important
- Road Safety: 14% important, 86% very important
- Customer Service: 47% important, 51% very important
- Maintenance and Safety: 23% important, 74% very important
- Regulatory Framework: 39% important, 42% very important
- Assisted passengers: 23% important, 70% very important
- Routes and Fares: 41% important, 44% very important
- Parcels/Luggage: 45% important, 23% very important
- Transport of Children: 13% important, 83% very important
- Safeguarding: (9% important, 84% very important).

A range of comments were received. These have not been published but have been considered as part of the research informing the report and opportunities for improving the Licensing Service generally.

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Appendix 4 - Safeguarding and Disability Awareness

Since April 2015, the Councils in West Suffolk have represented Suffolk on the Exploited Children Strategic Group. The group brings together a number of related work streams and its purpose is to support the Suffolk Local Safeguarding Children's Board (LSCB) in fulfilling its statutory duty. The LSCB monitors and evaluates the effectiveness of what is done by local authorities and Board partners, individually and collectively, to safeguard and promote the welfare of children and advise them on ways to improve. It also ensures there is a multi-agency response to the identification and safeguarding of vulnerable children and young people and the risks they may encounter.

A key strategic priority of the group and the LSCB is to raise awareness of what child exploitation is and what risk factors may indicate that a child or young person is being abused or at risk of abuse in a number of areas including the hackney carriage and private hire trade.

To support this awareness, information materials have been developed for hackney carriage and PHV drivers. However, face-to-face training is key to ensuring that all drivers are fully aware of the signs and symptoms of abuse and what actions they can take to alert the appropriate agencies.

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