



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 20 MARCH 2014

Time: 7.00 PM

Venue: COMMITTEE ROOM 6 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE, UB8
1UW

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

Councillors in the Cabinet:

Ray Puddifoot MBE (Chairman)
Leader of the Council

David Simmonds (Vice-Chairman)
Deputy Leader / Education & Children's Services

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Health & Housing

Douglas Mills
Community, Commerce & Regeneration

Scott Seaman-Digby
Central Services

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Notice (5-day)

Transparency in decision-making: notice of any business in private, any representations received and any urgent business.

The London Borough of Hillingdon is a modern, transparent Council and through effective Cabinet governance, it seeks to ensure the decisions it takes are done so in public as far as possible

Much of the business on the agenda for this Cabinet meeting will be open to residents, the wider public and media to attend. However, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. Such business is shown in Part 2 of the agenda and is considered in private. Further information on why this is the case can be sought from the Democratic Services contact on the agenda front page.

Notice of meeting (private in part)

This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

20 March 2014 at 7pm in Committee Room 6, Civic Centre, Uxbridge

will be held partly in private and that 28 clear days public notice of this has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. A list of the reports which are expected to be considered at this meeting in both public and private are set out in a list on this agenda and notice, including a number or reason why a particular decision will be taken in private under the categories set out below:

- (1) information relating to any individual
- (2) information which is likely to reveal the identity of an individual
- (3) information relating to the financial or business affairs of any particular person (including the authority holding that information)
- (4) information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
- (5) Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- (6) Information which reveals that the authority proposes (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or (b) to make an order or direction under any enactment.
- (7) Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Notice of urgent business

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given. The only exception to this is the following urgent business item on the agenda: (22) Amberley Lodge, where it was impracticable to give sufficient notice. The Chairman of the Executive Scrutiny Committee has been notified in writing about this urgent business.

Representations

No representations from the public have been received regarding this meeting.

Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters before this meeting
- 3 To approve the minutes of the last Cabinet meeting 1 - 12
- 4 To confirm that the items of business marked Part 1 will be considered in public and that the items of business marked Part 2 in private

Cabinet Reports - Part 1 (Public)

- 5 Residents' & Environmental Services POC Review - Using Our Water: Improving Efficiency and Developing Long-Term Strategies (Cllrs Bianco and Burrows) 13 - 34
- 6 External Services Scrutiny Committee - Review into Anti-Social Behaviour (Cllr Mills) 35 - 58
- 7 Children's Services Ofsted Inspection and Council response (Cllr Simmonds) 59 - 92
- 8 CRC Energy Efficiency Scheme Phase II - Purchase of Carbon Allowances (Cllr Bianco) 93 - 98
- 9 Quarterly Planning Obligations Monitoring report (Cllr Burrows) 99 - 134
- 10 Monthly Council Budget monitoring report - Month 10 (Cllr Bianco) 135 - 190
- 11 School Capital Programme Update - PART 1 (Cllrs Simmonds & Bianco) 191 - 198

Cabinet Reports - Part 2 (Private and Not for Publication)

12	School Capital Programme Update - PART 2 (Cllrs Simmonds & Bianco)	199 - 200
13	Public Health Contracts (Cllr Corthorne)	201 - 218
14	Security Contract (Cllr Bianco)	219 - 224
15	Vehicle Maintenance Programme - Contract (Cllr Bianco)	225 - 240
16	Veterinary Services Contract at Heathrow Airport (Cllr Bianco)	241 - 246
17	Housing support service for people with a mental health related problem - contract extension (Cllr Corthorne)	247 - 264
18	Tree Maintenance Contract (Cllr Bianco)	265 - 280
19	Academy Conversion - Ruislip High School (Cllr Bianco)	281 - 288
20	Academy Conversion - Pinkwell Primary School (Cllr Bianco)	289 - 296
21	Voluntary Sector Leases (Cllr Bianco)	297 - 306
22	Amberley Lodge, Percy Bush Road, West Drayton (Cllr Bianco)	307 - 312

The reports listed above in Part 2 are not made public because they contains exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it.

23 Any other items the Chairman agrees are relevant or urgent

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Minutes

Cabinet

Thursday, 13 February 2014

Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge, UB8 1UW



Published on: 14 February 2014

Come into effect on: From 21 February 2014

Cabinet Members Present:

Ray Puddifoot (Chairman)
David Simmonds (Vice-Chairman)
Jonathan Bianco
Keith Burrows
Philip Corthorne
Douglas Mills
Scott Seaman-Digby

Members also Present:

Susan O'Brien
Wayne Bridges
George Cooper
Judith Cooper
Brian Crowe
Peter Curling
Paul Harmsworth
Henry Higgins

914. APOLOGIES FOR ABSENCE

All Members were present.

915. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Douglas Mills declared a non-pecuniary interest in Items 6 and 8 (minutes 919 and 921) as a local resident affected by High Speed 2 and remained in the room during the discussion and vote on the items.

Councillor Douglas Mills declared a non-pecuniary interest in Item 7 (minute 920) as Chairman of Ruislip High School and remained in the room during the discussion and vote on the item.

Councillor Philip Corthorne declared a non-pecuniary interest in Item 7 (minute 920) as a Governor at the Sacred Heart Catholic Primary School and remained in the room during the discussion and vote on the item.

916. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The decisions and minutes of the Cabinet meeting held on 23 January 2014 were agreed as a correct record.

917. TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED PART 1 WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS OF BUSINESS MARKED PART 2 IN PRIVATE

This was confirmed.

918. MONTHLY BUDGET MONITORING REPORT

RESOLVED:

That the Cabinet:

- 1. Note the forecast budget position for revenue and capital as at Month 9.**
- 2. Note the treasury management update for Month 9 at Appendix E.**
- 3. Continue the delegated authority up until the 20 March 2014 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 23 January and 13 February 2014 Cabinet meetings, detailed at Appendix F.**

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2013/14 to ensure the Council achieved its budgetary and service objectives.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance Directorate

919. THE COUNCIL'S BUDGET 2014/15 AND MEDIUM TERM FINANCIAL FORECAST

RESOLVED:

That Cabinet approves for recommendation to Council:

- 1. The General Fund revenue budget proposals for 2014/15 summarised at Appendix 1, including the detailed budget changes contained at Appendices 2 to 6;**
- 2. The Housing Revenue Account budget proposals for 2014/15 summarised at Appendix 7a including detailed budget changes contained at Appendices 7b to 7d;**
- 3. The capital programme set out at Appendix 8;**
- 4. The Treasury Management Strategy Statement, Annual Investment Strategy and Minimum Revenue Provision Statement for 2014/15 to 2016/17 as detailed in Appendix 10;**
- 5. The proposed London Borough of Hillingdon Pay Policy Statement for 2014/15 set out at Appendix 11;**
- 6. The proposed fees & charges and housing rents for both the General Fund and Housing Revenue Account included at Appendix 12;**
- 7. That it resolves that Cabinet may utilise the general reserves or balances during the MTFF financial years 2014/15 to 2018/19 in respect of those functions which have been reserved to the Cabinet in Article 7 of the Constitution (as set out in Schedule G of the Constitution - Budget and Policy Framework Procedure Rules);**
- 8. That Cabinet notes the Corporate Director of Finance's comments regarding his responsibilities under the Local Government Act 2003.**

Reasons for decision

Following consultation, Cabinet put forward its final set of budget proposals to the Council meeting on 20 February 2014 for approval. This included the Council's Medium Term Financial Forecast (MTFF), the draft General Fund revenue budget for 2014/15 along with indicative projections for the following years, the Housing Revenue Account, fees and charges proposals and the draft capital programme for 2014/15 and beyond.

Cabinet noted the positive comments from the Policy Overview Committees and recommended to Council a well thought out set of budget proposals which had been carefully developed to put residents first.

Alternative options considered and rejected

The Cabinet could have chosen to vary the proposals in its budget before being recommended to Council.

Officers to action:

Paul Whaymand, Finance

920. SCHOOLS BUDGET 2014/15

RESOLVED:

That Cabinet:

- 1) **Agrees that the total Schools Budget for 2014/15 will be equal to the total of the Dedicated Schools Grant (as set out in paragraphs 24 to 27) provided to the Council.**
- 2) **Approve the Early Years Single Funding Formula be set at the same rate as in 2013/14, as set out in paragraph 11**
- 3) **Approve the base rate of funding for the Two Year Old Free Entitlement Offer, as set out in paragraphs 12 to 13**
- 4) **Approve the proposed changes to the Primary and Secondary schools funding formula as agreed by schools and the Schools Forum, as set out in paragraphs 14 to 23.**

Reasons for decision

As the local decision-making body for school funding, Cabinet agreed the arrangements to ensure that the 2014-15 budgets for schools were in place. Cabinet noted that the Council had consulted schools and the School Forum on a range of financial matters prior to making its decision.

Alternative options considered and rejected

Cabinet could have not agreed some or all of the proposals for education expenditure, contrary to the School Forum's advice.

Officer to action:

Peter Malewicz
Finance

921. UPDATE ON HIGH SPEED 2

RESOLVED:

That Cabinet:

- 1. Notes the contents of the report including the update on the legal challenges against the HS2 Scheme.**
- 2. Endorses 51m's response to the Government's HS2 Phase Two consultation.**
- 3. Approves in principle the Council's response to the Environmental Statement consultation, delegating authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council, to make any further changes that may be required to it, before agreeing its final submission.**
- 4. Strongly appreciates the efforts of local residents groups that have been established in response to the HS2 proposal and reaffirms this Council's commitment to work closely with them in their campaign against HS2.**
- 5. Instructs officers to take all necessary agreed actions to continue to oppose the HS2 Scheme, including joint working with the 51m Group and HS2 Action Alliance and lodging a petition in Parliament against the Hybrid Bill Phase One, and to report back to Cabinet on any significant issues.**

Reasons for decision

Cabinet was updated on the Government's proposals for High Speed Rail, including an update on the outcome of the recent Supreme Court appeal and a further judicial review challenge which the Council had brought jointly with HS2 Action Alliance.

Cabinet approved the Council's response to the Government's Environmental Statement which accompanied the Hybrid Bill, noted the Council's intention to petition the Bill at its meeting on 20 February and endorsed the 51m's response to the consultation exercise on Phase Two of HS2.

Cabinet thanked local residents and campaign groups for their tremendous efforts and it expressed its unequivocal commitment to continue to oppose the proposed route.

Alternative options considered and rejected

None.

Officer to action:

Jales Tippell
Residents Services

922. HILLINGDON LOCAL PLAN PART 2

RESOLVED:

That the Cabinet:-

- 1. Agrees that the draft Development Management Policies document at Appendix 1 to this report, should be included in the 'Proposed Submission Draft' of Part 2 of the Hillingdon Local Plan to be published for consultation for six weeks commencing in March 2014.**
- 2. Agrees that the proposed changes to the existing Unitary Development Plan Proposals Map (which will draw together all the relevant proposed Site Allocations and Designations so far agreed by Members) should be included in the 'Proposed Submission Draft' of Part 2 of the Hillingdon Local Plan to be published for consultation for six weeks commencing in March 2014.**
- 3. Notes the Evidence Base Studies that have been undertaken to support the preparation of the draft Development Management Policies document.**
- 4. Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, any minor editing and textual changes to the Draft Development Management Policies document.**
- 5. Instructs officers to report back to a future meeting of Cabinet the outcome of public consultation and recommendations for changes to the Development Management Policies document, Site Allocations and Site Designations document and the Policies Map prior to its formal submission to the Department of Communities and Local Government.**

Reasons for decision

Cabinet gave further approval to carry out consultations on draft proposed Development Management Policies and the Policies Map commencing in March 2014 as components of Part 2 of the Local Plan.

Cabinet's decision enabled the Council to make meaningful progress on the Local Plan, in order to meet the requirements of the National Planning Policy Framework.

Alternative options considered and rejected

Cabinet could have amended the policies to be published for consultation.

Officer to action:

Jales Tippell, Residents Services

923. SCHOOL CAPITAL PROGRAMME UPDATE - PART 1

RESOLVED:

That Cabinet:

- 1. Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme and the School Conditions Programme.**
- 2. Delegate authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services, to make all necessary decisions to implement Government policies relating to Universal Infant Free School Meals and Child Care Places for Two Year Olds, as set out in the report.**
- 3. Note the requirement for an additional £30,000 to complete the options appraisal for the new school in West Drayton.**

Reasons for decision

Cabinet received its monthly update on London's largest school building programme, aimed at ensuring that every child in the London Borough of Hillingdon would have a quality place at a local school. Decisions were made to implement recent Government initiatives in relation to Infant Free School Meals and Child Care Places.

Alternative options considered and rejected

None.

Officer to action:

David Murnaghan – Residents Services

924. SCHOOL CAPITAL PROGRAMME UPDATE - PART 2

RESOLVED:

Cabinet noted the information detailed within the report.

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

925. AWARD OF CONTRACT: YOUNG PEOPLE'S SUPPORT, INFORMATION, ADVICE AND GUIDANCE SERVICES

RESOLVED:

That the Cabinet:

- 1. Approves the re-specification and extension of the existing contract with CfBT Education Trust for the provision of support, information, advice and guidance services for one year from April 1st 2014 to 31st March 2015 at an estimated cost of £318,000; and**
- 2. Grants delegated authority to the Director for Children and Young People's Services, in conjunction with the Cabinet Member for Education and Children's Services, to finalise the terms of the extension.**

Reasons for decision

Cabinet approval was given to commission young people's support, information, advice and guidance services for young people beyond March 2014. It was noted the services would improve support for young people with special educational needs and disabilities and support young Hillingdon residents to access and sustain their employment, education and training.

Alternative options considered and rejected.

Cabinet could have opted to discontinue the services currently provided and seek a full procurement process, though it was determined that this could affect existing joint working arrangements with schools.

Officers to action:

Merlin Joseph / Tom Murphy, Children & Young People's Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended).

926. AWARD OF CONTRACTS: CARE AND SUPPORT SERVICES FOR PEOPLE WITH LEARNING DISABILITIES AND/OR MENTAL HEALTH NEEDS

RESOLVED:

That Cabinet approve the award of a contract to London Cyrenians Housing to provide:

- 1. A care and support service for people with learning disabilities and/or mental health needs at Swan House opening in 2014 for a period of five years from the date of handover at the following costs:**
 - Mobilisation (Three months): £66.7k
 - Year 1: £782.9k
 - Year 2: A maximum of £457.0k
 - Year 3: A maximum of £457.0k
 - Year 4: A maximum of £457.0k
 - Year 5 (Nine months): A maximum of £342.8k
 - TOTAL: £2,563.5k
- 2. A care and support service for people with learning disabilities and/or mental health needs at Tasman House opening in 2014 for a period of five years from the date of handover at the following costs:**
 - Mobilisation (Three months): £77.4k
 - Year 1: £377.6k
 - Year 2: A maximum of £279.3k
 - Year 3: A maximum of £279.3k
 - Year 4: A maximum of £279.3k
 - Year 5 (Nine months): A maximum of £209.5k
 - TOTAL: £1,502.4k
- 3. A pre-mobilisation service at an hourly rate of £14.30 at Tasman House; for a maximum of 22 weeks at a maximum of 70 hours per week.**

That Cabinet also:

- 4. Authorise officers to employ agency staff to backfill the staff at Merchiston House during the mobilisation period (April - June 2014) for Swan House up to a contingency cost of £45k. This cost will be met within the net savings for the Swan project.**

Reasons for decision

Cabinet welcomed the two new supported housing schemes in the Borough (Swan House and Tasman House) providing a total of 38 self-contained flats as a real alternative to residential care for people with learning disabilities and/or mental health needs. Cabinet therefore made the necessary procurement decisions for associated care and support services, following competitive tenders.

Alternative options considered and rejected

Cabinet could have decided to provide specialist care and support services in-house.

Officers to action:

Tony Zaman, Adult Social Care
Gary Collier, Finance

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended).

927. VOLUNTARY SECTOR LEASES

RESOLVED:

That Cabinet agrees the rent set out in the report, which is subject to negotiation with the voluntary sector organisation detailed in this report, and instructs the Deputy Chief Executive and Corporate Director of Residents Services to then commission the Borough Solicitor to complete the appropriate legal documentation.

Reasons for decision

Cabinet considered applications from local voluntary organisations and agreed to the lease and or rent review at less than the full market value as part of the Council's policy and support to the local voluntary sector.

Alternative options considered and rejected

Cabinet could have chosen not to apply the Voluntary Sector Leasing Policy.

Officer to action:

Michele Henington – Residents Services

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

928. IRRECOVERABLE CORPORATE DEBT

RESOLVED:

That Cabinet approves the writing off of £500,520.44 in respect of irrecoverable Corporate Debt.

Reasons for decision

Cabinet gave approval for the write-off of irrecoverable debt in respect of certain non-domestic (business) rates valued over £50,000. Such write-offs were required as either the debtor had gone into insolvency or the debt had been statute barred. It was noted that there was no financial cost to the Council as the Government had already allowed for the cost of these write offs in its provision for irrecoverable debts.

Alternative options considered and rejected

None.

Officer to action:

Rob Smith, Finance

Exempt Information

This report was included in Part II as it contained information relating to an individual or could reveal the identity of an individual along with information relating to the financial or business affairs of any particular person (including the Authority holding that information). The public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraphs 1, 2 and 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

929. ANY OTHER ITEMS THE CHAIRMAN AGREES ARE RELEVANT OR URGENT

No additional items were considered by the Cabinet.

The meeting closed at 7:22pm

*** IMPORTANT INFORMATION**

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions.

All decisions in relation to Items 6 and 7 (minute nos. 919 and 920) are integral to the budget proposals being considered at Council on 20 February, which included Policy Overview Committee consultation, and therefore take immediate effect.

The remaining decisions of the Cabinet will therefore come into effect from 5pm, 21 February 2014.

Agenda Item 5

RESIDENTS' AND ENVIRONMENTAL SERVICES POLICY OVERVIEW COMMITTEE: USING OUR WATER - IMPROVING EFFICIENCY AND DEVELOPING LONG-TERM STRATEGIES

Cabinet Member	Councillor Jonathan Bianco Councillor Keith Burrows
Cabinet Portfolio	Finance, Property and Business Services Planning, Transportation and Recycling
Officer Contact	Steven Maiden, Administration Directorate
Papers with report	Residents' and Environmental Services Policy Overview Committee review into water conservation in the Borough.

HEADLINE INFORMATION

Purpose of report	To receive the Residents' and Environmental Services Policy Overview Committee's review into improving the Council's water conservation practices and developing related strategies and policies.
Contribution to our plans and strategies	The recommendations contained within this report are intended to contribute to the Council's commitment to review and improve the Borough's environment to encourage the use and enjoyment of our natural assets. This will be partly achieved through suggested amendments to the Council's existing planning policies and the developing Local Plan Part 2.
Financial Cost	There are financial costs associated with some of the recommendations which will only be taken forward on a robust invest-to-save basis following review and approval through the Council's strategic budget planning process.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	N/A

RECOMMENDATIONS

That Cabinet:

1. Welcomes the report from the Residents' and Environmental Services Policy Overview Committee (as in Appendix 1) on the review into water conservation.
2. Endorses recommendations 1-5 and 7-8 of the Policy Overview Committee as reflected below.
3. Notes recommendation 6 and the officer comments provided below.

Policy Overview Committee Recommendations

Change of Practice

- 1. That the Cabinet Member for Finance, Property & Business Services considers asking officers to facilitate regular meetings with Affinity Water, Council leisure centre operators and the Greater London Authority to share best practice, foster stronger partnerships and develop a strategic approach to reducing the water usage of the Council and its partners;**
- 2. That the Cabinet Member for Finance, Property & Business Services requests officers to liaise with schools to pass on information regarding water-saving measures and encourage small-scale initiatives to reduce usage;**

Change of Technologies

- 3. That Cabinet commend the work already undertaken by officers to receive detailed billing data from Affinity Water and commit to pursuing this until it is agreed as a long-term measure;**
- 4. That the Cabinet Member for Finance, Property & Business Services considers that, once data is provided, officers undertake a comprehensive audit of the Council's water usage and produce a league table highlighting key users across the estate with a view to identifying areas for efficiencies;**
- 5. Notwithstanding the provision of detailed billing data from Affinity Water, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the viability of gradually upgrading to smart metering across the Council's estate as a means through which to monitor real-time water usage and report findings back to the relevant Cabinet Members in due course;**
- 6. As part of the budget planning process, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the use of a borehole at the Rural Activities Garden Centre as a spend-to-save project and report findings back to relevant Cabinet Members in due course;**

Change of Policies

- 7. That the Cabinet Member for Planning, Transportation & Recycling considers the inclusion of the following areas in the Local Plan Part 2:**
 - Stronger and clearer policies on sustainable drainage in the Borough including the use of at-source collection;**
 - Water conservation policies relating to a wider range of planning developments than just major developments;**
- 8. That the Cabinet Member for Planning, Transportation & Recycling considers that officers investigate the viability of amending, as an interim measure, policy EM1 point 11 to remove the word "major" thereby making it applicable to a wider range of planning developments in the Borough.**

Reasons for recommendations

The primary objective of this review was to reduce the Council's consumption of water across its corporate estate and green spaces. By extension of that, the Committee also sought to propose measures to reduce the water efficiency of those organisations on which the Council has influence through its role as a local planning authority. These were felt to be extremely important areas to investigate due to the fact that Hillingdon is located in an area in which water is more scarce than in any other area of the country and has a growing population using more and more water. Furthermore, Hillingdon was marginally above the London average for domestic water use and significantly above the national average. Improving the Borough's performance in this area was, therefore, another major aspect of this review.

Alternative options considered / risk management

The Cabinet could decide to reject some or all of the Committee's recommendations.

Supporting Information

1. The Terms of Reference of the review were divided into three broad areas: "Water and Our Green Spaces", "Water and Our Corporate Estate" and "Developing Our Water Strategy". These were felt to be the key areas in which the Committee could make valuable recommendations with real and lasting impacts on water consumption.
2. Reflecting these key areas, the Committee agreed to undertake three themed witness sessions and invited expert witnesses to present evidence. These sessions were supplemented by a visit to Heathrow Terminal 2 which was in the process of being redeveloped with a focus on environmental sustainability. The sessions and the site visit were highly productive and provided a wealth of information and ideas on what the Council could do to make simple changes to reduce the Borough's water consumption.
3. Full details of the Terms of Reference and the list of witnesses who presented to the Committee can be found within the report itself.
4. Due to the Committee's intention of exploring both the Council's own operations and the policies that it applies to planning developments within the Borough, it recommends that interim amendments be considered to existing planning policies and suggests additions to the Local Plan Part 2. These recommendations amount to very minor changes but it was felt that they would have a significant, positive impact on the Borough's overall water usage and assist in bringing Hillingdon's water usage in line with that of other London Boroughs.
5. Although a number of the recommendations could be undertaken with no financial implications, several of them could entail spend-to-save projects. The Committee was conscious that such projects could be problematic within the context of cuts to local government funding. Consequently, the review was carried out with the understanding that recommendations that made such proposals would only be undertaken with further feasibility work by officers and Cabinet as part of the service and budget planning process.
6. Specific updates on each recommendation and on some initial investigations of viability are set out below:

Implementing Recommendations

Recommendation 1: The Head of Planning, Green Spaces & Culture advised during the course of the review that this would be both a helpful and easy recommendation to realise. Regular meetings could easily be set up with the Council's corporate partners and relevant officers could be asked to attend these meetings as appropriate.

Recommendation 2: The Flood & Water Management Specialist (in conjunction with the Schools Procurement Executive in Procurement and Commissioning, Finance Directorate) would be well placed to take this recommendation forward.

Recommendations 3 - 5: Subject to Affinity Water providing the Council with the detailed billing data requested, the Deputy Director – Asset Management, in consultation with officers from other areas of the Council, would be well placed to assess this data and highlight areas for improvement. Further work needs to be undertaken to determine the cost of introducing smart meters as this is subject to the number of units installed and where on the pipe system they would be located. This would be determined in consultation with Affinity Water.

Recommendation 6: Subsequent to the drafting of this report and as part of pre-existing work, it has been determined that it would not be expedient to implement such a borehole at this site at this point in time. This decision has been informed by a recent agreement with Affinity Water that they will be able to improve the mains water pressure available at the site which constitutes a cheaper and more efficient option than a borehole. Should such an option arise at a later date, the initial geological work assessing the viability of the project will inform any future decisions.

Recommendation 7: Officers will be expected to develop the areas of policy highlighted in this recommendation into robust and workable policies. As the Local Plan Part II is in the consultation stage, it will be possible for officers to include such policies in line with existing timeframes and with only minor implications on workload.

Recommendation 8: The Committee advocated the inclusion of the word "major" within the existing policy EM1 as well as the future Local Plan Part II. Initial discussions with officers have taken place and it was noted that this might have significant implications that could lead to changes being delivered just before the implementation of the Local Plan Part II. Therefore, the first step in this process is for the Cabinet Member for Planning, Transportation & Recycling to ask the Head of Planning, Green Spaces & Culture and Environmental Policy & Community Engagement to investigate viability further.

Financial Implications

One of the review's key aims is to identify and facilitate actions that can lead to a reduction in the Council's own water consumption with consequent financial savings on the Council's own operations. To this end, the expenditure on water usage from the Council's General Fund operations in 2012/13 was £167k, with the largest users being Green Spaces (£37k) and the Civic Centre (£34k). In addition, there was expenditure on water usage of £49k in the Housing Revenue Account and also £259k within maintained schools.

Hence any investment in reduced water consumption and alternative water supplies on an invest-to-save basis will need to be realistic concerning the level of financial savings that can be achieved on this expenditure base. As the report recommends, any such initiatives will be assessed through the Council's strategic budget planning (Medium Term Financial Forecast) process.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendations?

One of the main effects of implementing the recommendations contained within this report will authorise officers to investigate further short-, medium- and long-term measures for reducing the Council's consumption of water. This would be achieved through developing stronger partnerships with water providers and water users in the Borough and exploiting new technologies to increase efficiency.

Furthermore, the adoption of the recommendations under "Change of Policies" would ensure that the Local Plan Part 2 included water conservation policies applicable to a wider range of the planning developments in the Borough than is currently the case. As the Local Plan Part 2 is still currently being consulted on, measures would also be put in place to ensure that similar provisions were implemented in the interim.

Consultation Carried Out or Required

As noted above, the Committee heard evidence from a range of witnesses both internal and external. Representatives from the Environment Agency and Affinity Water as well as the Council's green spaces and planning departments provided valuable information for this review.

A site visit to Heathrow Terminal 2 which is currently being redeveloped was also undertaken to discover more about water conservation best practice.

CORPORATE IMPLICATIONS

Corporate Property and Construction

Corporate Property and Construction supports the recommendations set out in the report.

Corporate Finance

Corporate finance has reviewed the report and concurs with the financial implications detailed above.

Legal

There are no specific legal issues with endorsing recommendations 1-6 of the Policy Overview Committee concerning the review of water conservation. Such a review falls within the terms of reference of this Committee. However, in relation to recommendation 7 the proposed Local Plan Part 2 includes a suite of policies that will cover both residential and non residential developments within the Borough and will ensure that developers detail how water will be collected, managed, reused and conserved. Such policies include DMEI 11 (residential and non residential), DMEI14 (residential and non residential), DMEI15 (residential) and DMEI16 (non residential). Officers will be happy to consider any views on this from the Committee and Cabinet, as part off the current consultation on the Local Plan.

In relation to recommendation 8, Members should note that policy EM1 of the Hillingdon Local Plan Part I – Strategic Policies should not be read in isolation. The Local Plan is a high-level document aimed at making sure all strategic policies are in place and it therefore includes a suite of policies concerning water conservation/management which include EM6, EM8 and BE1.

These policies apply to all new developments thus capturing both residential and non residential properties.

BACKGROUND PAPERS

NIL

Report of the Residents' & Environmental Services Policy Overview Committee 2013/14

Using Our Water: Improving Efficiency and Developing Long-Term Strategies



Members of the Committee

Cllr Michael White (Chairman)
Cllr David Yarrow (Vice Chairman)
Cllr Lynne Allen
Cllr Shirley Harper-O'Neill
Cllr Patricia Jackson
Cllr Kuldeep Lakhmana
Cllr Carol Melvin
Cllr David Payne

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CHAIRMAN'S FOREWORD

On inspecting the list of reviews that this Committee has undertaken over recent years, it is immediately obvious that an impressive range of topics have been explored covering the full breadth of the Council's residents-facing and environmental services. Work on areas as diverse as cemetery regulations, the environmental impact of phone masts and the use of Khat has been undertaken and has benefited residents on the local level as well as having a significant national impact. In fact, I am proud to say that almost every area of the Committee's remit has been touched upon with work currently underway across the Council as a result of our recommendations.

However, one notable exception to this impressive coverage of the Committee's responsibilities was that of the use of water both by the Council itself and by those on whom we have influence. Hillingdon is located within the most water stressed area of the country in which, despite a finite water resource, a growing population is consuming an above-average amount of water. Such a trend has obvious implications on the local environment and emphasises the importance of considering water efficiency in the Council role as a local planning authority and, more generally, as an influential organisation within the Borough.

It was with these key environmental factors in mind that the Committee decided to undertake a review that would cover a wide range of the Council's water-using operations as well as the policies that it applied through the planning function. It was hoped from the outset that exploring these themes would have a positive impact on the Borough's environment and, as a result of proposing water-saving measures, that financial efficiencies may also be delivered in the medium to long terms.

To address these concerns, the witness sessions focussed on the Council's use of water in green spaces and across the corporate estate with evidence provided from the Environment Agency, Affinity Water and Council officers. The Committee also attended a site visit to Heathrow Terminal 2 which is currently being redeveloped with an impressive approach to reducing water consumption and energy efficiency. Both the sessions and site visit were invaluable in informing the Committee of the key issues surrounding water use and some of the technologies used to address these issues.

I would like to place on record both my own and the Committee's appreciation to all of the witnesses who generously gave us their time and expertise. This has enabled us to produce a comprehensive and, I believe, valuable report which I am proud to commend to Cabinet.

Councillor Michael White

Chairman of the Residents' & Environmental Services Policy Overview Committee

RECOMMENDATIONS

The Residents' & Environmental Services Policy Overview Committee recommends:

Change of Practice

1. That the Cabinet Member for Finance, Property & Business Services considers asking officers to facilitate regular meetings with Affinity Water, Council leisure centre operators and the Greater London Authority to share best practice, foster stronger partnerships and develop a strategic approach to reducing the water usage of the Council and its partners;
2. That the Cabinet Member for Finance, Property & Business Services requests officers to liaise with the Borough's education establishments to pass on information regarding water-saving measures and encourage small-scale initiatives to reduce usage;

Change of Technologies

3. That Cabinet commend the work already undertaken by officers to receive detailed billing data from Affinity Water and commit to pursuing this until it is agreed as a long-term measure;
4. That the Cabinet Member for Finance, Property & Business Services considers that, once data is provided, officers undertake a comprehensive audit of the Council's water usage and produce a league table highlighting key users across the estate with a view to identifying areas for efficiencies;
5. Notwithstanding the provision of detailed billing data from Affinity Water, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the viability of gradually upgrading to smart metering across the Council's estate as a means through which to monitor real-time water usage and report findings back to the relevant Cabinet Members in due course;
6. As part of the budget planning process, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the use of a borehole at the Rural Activities Garden Centre as a spend-to-save project and report findings back to relevant Cabinet Members in due course;

Change of Policies

7. That the Cabinet Member for Planning, Transportation & Recycling considers the inclusion of the following areas in the Local Plan Part 2:
 - Stronger and clearer policies on sustainable drainage in the Borough including the use of at-source collection;
 - Water conservation policies relating to a wider range of planning developments than just major developments;
8. That the Cabinet Member for Planning, Transportation & Recycling considers that officers investigate the viability of amending, as an interim measure, policy EM1 point 11 to remove the word "major" thereby making it applicable to a wider range of planning developments in the Borough.

BACKGROUND TO THIS REVIEW

Increasing population and development pressures present particular challenges for the environment in the South East. Water resources, waste water, flood risk and waste disposal are all major concerns, and climate change is increasing many of the risks that the South East faces.

Environment Agency website

To understand the importance of water conservation as a challenge facing the Council's resources and the local environment, it is important to recognise that Hillingdon is located within an area in which water is scarcer than anywhere else in England and Wales. The Environment Agency highlights that the South East has a growing population using more water than people in any other part of the country in spite of the fact that there is less water available per person than in many Mediterranean countries. Although the responsibility of addressing these challenges is primarily that of the Environment Agency and local water suppliers¹, the Council, as a significant water user and a local planning authority, has the capability of making a considerable contribution to the reduction in water use across the Borough.

Given the more direct influence that the Council has on its own operations, the main focus of the review necessarily explored what could be done to reduce water usage across the Council's green spaces and corporate estate. However, the review also sought to ensure that the influence held over planning developments within the Borough was used to promote water efficiency and conservation. Hillingdon has recently seen a minor downturn in domestic water consumption but the Borough still has an above-average household water use that has, at times, risen significantly higher than that of other London boroughs. Consequently, the Committee felt that further work could be done by the Council to achieve a reduction in water usage by ensuring that robust planning policies were in place requiring developers to implement water conservation measures.

In the light of this, the Terms of Reference for the review (set out in full at Appendix A) were founded on the key concern of putting long-term measures in place to reduce water usage throughout the Borough thereby reducing the considerable strain on the region's water resources. Furthermore, it was hoped that, by putting forward recommendations that addressed this concern, financial efficiencies for the Council might also be yielded as a result of a reduction in overall usage.

To achieve these aims the Committee heard evidence from witnesses both internal and external. Representatives from across Council departments provided information on the Council's current water-saving practices and policies whilst representatives from Affinity Water and the Environment Agency outlined some of the broader issues surrounding water conservation. The Committee also undertook a site visit to the Heathrow Terminal 2 development to investigate their approach to reducing water usage. Full details of witnesses sessions can be found at Appendix A.

Structure

Over the course of the review, three major themes were identified that were felt to encapsulate the areas of the Council's operations in which improvements to water use might be made. Consequently, the report has been produced mirroring these themes, as follows:

¹ In Hillingdon's case the water provider is Affinity Water.

1. Change of Practice
2. Change of Technologies
3. Change of Policies

It should be noted that, in order to keep this report as accessible as possible, much of the contextual information relating to the review can either be found through the external sources highlighted in the Background Reading list or within the appendices to this report.

CHANGE OF PRACTICE

As highlighted in Appendix A, the Committee heard evidence from a number of partner agencies and experts in the field of water conservation. It was notable that each of the sessions provided information on the provision, use, and saving of water that revealed areas of the Council's practice that, once investigated further, might lead to considerable efficiencies. Although the Committee was reassured that there was significant expertise on water conservation within the Council, Members highlighted the value of fostering a better relationship with these organisations whereby expertise, information and developments were shared between providers and key water users.

An area of particular interest to the Committee was that of the Council's leisure centres, run in partnership with Fusion and Greenwich Leisure Limited (GLL), which were considered to be key water users and to have the potential for making considerable water efficiencies. At the Committee's request, officers liaised with colleagues from the leisure centres and were informed that there was currently little contact between them and Affinity Water. Colleagues further indicated that the Council organising and facilitating such meetings would be welcomed so that best practice and information could be shared and efficiencies made. Members highlighted the leisure centres as being one of the key organisations that might benefit from these meetings, however, it was noted that an invite could be extended to other major water users as they were identified.

Furthermore, planning officers advised that facilitating a meeting with colleagues at the Greater London Authority (GLA) would also be a positive step towards ensuring that the Council was kept up to date on the latest developments in the field of water conservation. Not only was it noted that the GLA had considerable expertise in water conservation that could be exploited, it was also noted that they had high-quality and robust policies that could be learnt from and utilized by the Council on a local level. Although neither of these meetings might produce immediately measurable reductions in water usage, it was felt that putting processes in place for the sharing of best practice would ultimately produce efficiencies and savings for the Council and other organisations in the longer term.

With a view to ensuring that these relationships were as effective as possible, the Committee recommends:

1

That the Cabinet Member for Finance, Property & Business Services considers asking officers to facilitate regular meetings with Affinity Water, Council leisure centre operators and the Greater London Authority to share best practice, foster stronger partnerships and develop a strategic approach to reducing the water usage of the Council and its partners.

Appreciating the benefit of sharing information and best practice between the organisations above, the Committee felt that it was important that the Council also endeavours to pass on its own expertise where appropriate. The possibility of officers liaising with the Borough's schools to pass on information relating to water conservation (particularly small-scale initiatives that could be easily replicated on a school's estate) was considered to be a simple and effective way of promoting the importance of water conservation. Consequently, the Committee recommends:

2

That the Cabinet Member for Finance, Property & Business Services requests officers to liaise with the Borough's education establishments to pass on information regarding water-saving measures and encourage small-scale initiatives to reduce usage.

CHANGE OF TECHNOLOGIES

Billing

As might be expected, during the course of the review the Committee wished to receive data on the Council's annual water usage and expenditure. These figures were duly provided at approximately 225,000 cubic metres and £167,000 respectively (exclusive of schools and Housing Revenue Account). It is important to note that administering and paying for water was undertaken individually by a wide range of officers across the Council. In 2012/13, for instance, 70 officers raised 420 purchase orders to pay the £167,000 bill noted above. Such a complex administration process was costly and time consuming both for the Council and Affinity Water. However, despite the complexities of administration, it was highlighted that the bill provided to the Council did not provide a comprehensive breakdown that included individual building usage and so could not be used to highlight areas of concern across the estate.

Witnesses highlighted that work was currently being progressed with Affinity to address this issue and reduce the admin and process costs through the consolidation of bills. This would involve the Council being provided with detailed data – including historic data – on water usage across all of its properties. This could be input into a computer programme that would enable individual building's water performance to be monitored and allow officers to set targets for reduction. This would allow the highest water users to be identified and be invaluable in the earlier detection of leaks and could lead to a reduction in the administration costs associated with billing. To achieve this, the Committee proposed the following recommendations:

3

That Cabinet commend the work already undertaken by officers to receive detailed billing data from Affinity Water and commit to pursuing this until it is agreed as a long-term measure.

4

That the Cabinet Member for Finance, Property & Business Services considers that, once data is provided, officers undertake a comprehensive audit of the Council's water usage and produce a league table highlighting key users across the estate with a view to identifying areas for efficiencies.

Smart Metering & Boreholes

To find out more about the use of new, water-efficient technologies, the Committee undertook a site visit to Heathrow Terminal 2 which is currently being redeveloped with a focus on sustainable design. The Committee was extremely impressed with the work undertaken by the airport both to reduce dependency on mains water through the introduction of boreholes and the use of smart metering to allow for real-time monitoring of water use and possible leaks via wireless telemetry. The system meant that a leak could be detected almost immediately whereas, without it, there could be a delay of weeks before it was located. Such delays have an obvious resource implications and any reduction to this would present considerable potential for financial efficiencies to be made.

Evidently there are cross-over between the provision of detailed bills by Affinity Water and implementing a smart metering upgrade. The benefits of smart meters are that they provide updates on the amount of water used every 15 minutes in an easily understood

format. This would allow the Council to monitor leakages in real time and also highlight the use of water across green spaces and the corporate estate to inform a strategic approach to reducing water consumption. It is important to note that smart meters are a relatively expensive solution and that a comprehensive business case would have to be put forward to make an informed decision on their introduction. Consequently, the Committee wished to recommend that officers investigate how viable such a project would be. As such, the Committee recommends:

5

Notwithstanding the provision of detailed billing data from Affinity Water, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the viability of gradually upgrading to smart metering across the Council's estate as a means through which to monitor real-time water usage and report findings back to the relevant Cabinet Members in due course.

Colleagues from Heathrow, Affinity and the Environment Agency all provided useful information on the viability of using boreholes to extract ground water directly. It was highlighted that there were a number of issues associated with the use of this technology. Namely, that boreholes needed to be licenced by the Environment Agency, they cost up to £500,000 to drill and, in the worst case scenario, could yield no or very little water. However, witnesses also noted that successful boreholes could deliver positive impacts on the environment and medium- to long- term financial savings.

The Committee heard that officers had begun investigating the viability of introducing a borehole at the Council's Rural Activities Garden Centre with the possibility of reducing the amount of mains water used at the site. The possibility of using the water from the borehole for other areas of the Council's activities was also being explored. At the time of this review, there were a number of issues to be explored further by officers such as the financial viability of the project, the level of treatment that would be required on abstracted water, how water would be stored, etc. Given the range issues that needed to be resolved to determine the efficacy of such a project, the Committee wished only to make a recommendation for further investigation to be undertaken. As such the Committee recommends:

6

As part of the budget planning process, that the Cabinet Member for Finance, Property & Business Services requests officers to investigate the use of a borehole at the Rural Activities Garden Centre as a spend-to-save project and report findings back to relevant Cabinet Members in due course.

CHANGE OF POLICIES

As well as focusing on what the Council could do to reduce water usage across its own estate, the Committee wished to explore what could be done to encourage or require other organisations in the Borough to become more water efficient. As has been noted above, there is considerable scope to develop how best practice is shared between providers, policy makers and key water users but the Committee also felt that the Council's role as a local planning authority could be enhanced to promote the importance of water conservation in as many of the Borough's developments as possible.²

Although the Council currently has a wide range of local policies in place, witnesses informed the Committee that there was no single, comprehensive document that brought such policies together. The Local Plan Part 2 was in the process of being developed and would, in due course, provide this resource. However, the Committee felt that this provided them with two opportunities; firstly, to influence the development of the Local Plan Part 2 by encouraging the inclusion of water conservation policies and, secondly, to propose a simple revision to existing policies to ensure they were fit-for-purpose in the interim period.

Witnesses noted that the policies currently in use relating to water conservation, particularly policy EM1, required major developments (10 units or more) to consider the full water cycle including consideration of water consumption. However, the fact that this was limited to major applications meant that current policy technically only applied to 5-10% of new developments in the Borough, even though officers were trying to apply it more widely through conditions (coded RES15/COM15 and RES16) that required developers to undertake water conservation works as part of their planning approval.³

These standard conditions required various water conservation measures but, crucially, these could be challenged at appeal due to the Council's existing policies only covering major developments. RES16, for instance, required developments to achieve Level 4 of the Code for Sustainable Homes. However, due to being insufficiently backed by policy, decisions had been challenged in the past and led to the Council backing down on water conservation requirements placed on developers.

The Committee strongly believed that requiring planning developments within the Borough to implement water conservation measures should be fully supported by policy and should cover as wide a range of developments as possible. The following two recommendations were felt to address these concerns both in the long-term by inclusion in the Local Plan Part 2 and for the interim period prior to its introduction.

7

The Cabinet Member for Planning, Transportation & Recycling considers the inclusion of the following areas in the Local Plan Part 2:

- **Stronger and clearer policies on sustainable drainage in the Borough including the use of at-source collection;**
- **Water conservation policies relating to a wider range of planning developments than just major developments**

8

That the Cabinet Member for Planning, Transportation & Recycling considers that officers investigate the viability of amending, as an interim measure, policy EM1 point 11 to remove the word "major" thereby making it applicable to a wider range of planning developments in the Borough.

² The Committee emphasised that these measures would also have a positive impact on flooding in the area.

³ Policy EM1 and RES15/COM15 and RES16 are provided in full at Appendix B

BACKGROUND READING

The following information is provided in order to signpost readers to useful contextual information to this review.

- Information on water resources, abstraction, managing resources and other areas can be found on the Environment Agency website at the following address:
<http://www.environment-agency.gov.uk/business/topics/water/>
- Details of what Affinity Water are doing to reduce the consumption of natural resources are provided on their website at:
<https://www.affinitywater.co.uk/environment.aspx>
- Information on the Smart Metering initiative being undertaken by Thames Water and Anglian Water can be found here: <http://www.anglianwater.co.uk/business/business-services/smart-metering/> <http://www.thameswater.co.uk/media/press-releases/17391.htm>
- The London State of the Environment Report (section 4 covering Water Resources in London) can be found here:
<http://data.london.gov.uk/datastore/package/state-environment-report-london>
- Environmental Fact Sheets for all of the London boroughs can be found at the below link. These provide a “snap shot” of the environment in each borough. Note that the graph relating to water conservation is inaccurate due to an Environment Agency error. The Borough’s water consumption has not seen a significant downturn in domestic water use in the past year. The text accompanying the graph is, however, correct.
<http://www.environment-agency.gov.uk/research/library/publications/103321.aspx>
- More information from the witness sessions can be found in the minutes to the meetings. These can be found here:
Session 1:
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=114&MId=1679&Ver=4>
Session 2:
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=114&MId=1681&Ver=4>
Session 3:
<http://modgov.hillingdon.gov.uk/ieListDocuments.aspx?CId=114&MId=1683&Ver=4>

APPENDIX A - TERMS OF REFERENCE AND WITNESSES

TERMS OF REFERENCE

General

1. To gather evidence in order to develop a broad understanding of:
 - a. The Council's current water usage practices in both its green spaces and across the corporate estate,
 - b. The scope of the Council's existing policies regarding its own water usage,
 - c. The planning requirements that the Council places on developers building in the Borough.

Water and Our Green Spaces

2. To explore possible ways in which the Council could make short-, medium- and long- term improvements to its water usage in award-winning green spaces;
3. To explore alternative water supply options and determine where the Council can get best value for money and have the best possible impact on the environment;
4. To make recommendations that produce financial savings, increased efficiency and add to the Council's reputation as an authority with an innovative and leading approach to green spaces;

Water and Our Corporate Estate

5. To explore how the Council could make cost-effective changes to its water usage practices across the corporate estate;
6. To make recommendations that improve how the Council uses water within its own buildings with a view to reducing usage and producing positive financial and environmental impacts;

Developing Our Water Strategy

7. To contribute to the development of future water requirements set out in the Local Plan Part 2;
8. In conjunction with the Environment Agency and water companies, to contribute to future plans for conserving and reducing water usage in the Borough; and
9. To make recommendations that put measures in place to ensure that the Borough's water usage is brought in line with the London average as determined by the London State of the Environment Report.

WITNESSES

SESSION 1 – 17 OCTOBER 2013
Paul Richards, Green Spaces and Leisure Services Manager Alastair Wilson, Senior Environment Planning Specialist (Water Resources) Jane Wilkin, Planning Advisor at the Environment Agency
SESSION 2 – 12 NOVEMBER 2013
Emma Grigson, Head of Corporate Affairs, Affinity Water Nick Gilbert, Environment and Education Services Manager, Affinity Water David Haygarth, Energy Manager
SESSION 3 – 04 DECEMBER 2013
Vicky Boorman, Flood and Water Management Specialist James Rodger, Head of Planning, Green Spaces and Culture

APPENDIX B – PLANNING POLICIES AND CONDITIONS

Policy EM1: Climate Change Adaptation and Mitigation

The Council will ensure that climate change mitigation is addressed at every stage of the development process by:

1. Prioritising higher density development in urban and town centres that are well served by sustainable forms of transport.
2. Promoting a modal shift away from private car use and requiring new development to include innovative initiatives to reduce car dependency.
3. Ensuring development meets the highest possible design standards whilst still retaining competitiveness within the market.
4. Working with developers of major schemes to identify the opportunities to help provide efficiency initiatives that can benefit the existing building stock.
5. Promoting the use of decentralised energy within large scale development whilst improving local air quality levels.
6. Targeting areas with high carbon emissions for additional reductions through low carbon strategies. These strategies will also have an objective to minimise other pollutants that impact on local air quality. Targeting areas of poor air quality for additional emissions reductions.
7. Encouraging sustainable techniques to land remediation to reduce the need to transport waste to landfill. In particular developers should consider bioremediation) as part of their proposals.
8. Encouraging the installation of renewable energy for all new development in meeting the carbon reduction targets savings set out in the London Plan. Identify opportunities for new sources of electricity generation including anaerobic digestion, hydroelectricity and a greater use of waste as a resource.
9. Promoting new development to contribute to the upgrading of existing housing stock where appropriate.
1. The Borough will ensure that climate change adaptation is addressed at every stage of the development process by:
10. Locating and designing development to minimise the probability and impacts of flooding.
11. Requiring major development proposals to consider the whole water cycle impact which includes flood risk management, foul and surface water drainage and water consumption.
12. Giving preference to development of previously developed land to avoid the loss of further green areas.
13. Promoting the use of living walls and roofs, alongside sustainable forms of drainage to manage surface water run-off and increase the amount of carbon sinks.
14. Promoting the inclusion of passive design measures to reduce the impacts of urban heat effects.

RES15/COM15: Sustainable Water Management

No development approved by this permission shall be commenced until a scheme for the provision of sustainable water management has been submitted to and approved in writing by the Local Planning Authority. The scheme shall clearly demonstrate that sustainable drainage systems (SUDS) have been incorporated into the designs of the development in accordance with the hierarchy set out in accordance with Policy 5.15 of the London Plan and will:

- i. provide information about the design storm period and intensity, the method employed to delay and control the surface water discharged from the site and

APPENDIX B – PLANNING POLICIES AND CONDITIONS

- the measures taken to prevent pollution of the receiving groundwater and/or surface waters;
- ii. include a timetable for its implementation; and
- iii. provide a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

The scheme shall also demonstrate the use of methods to minimise the use of potable water through water collection, reuse and recycling and will:

- iv. provide details of water collection facilities to capture excess rainwater;
- v. provide details of how rain and grey water will be recycled and reused in the development.

Thereafter the development shall be implemented and retained/maintained in accordance with these details for as long as the development remains in existence.

RES16 – Code for Sustainable Homes

The dwellings shall achieve Level 4 of the Code for Sustainable Homes. No development shall commence until a signed design stage certificate confirming this level has been received. The design stage certificate shall be retained and made available for inspection by the Local Planning Authority on request.

The development must be completed in accordance with the principles of the design stage certificate and the applicant shall ensure that completion stage certificate has been attained prior to occupancy of each dwelling.

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REVIEW OF ANTI SOCIAL BEHAVIOUR PARTNERSHIP WORKING IN THE BOROUGH

FROM THE EXTERNAL SERVICES SCRUTINY COMMITTEE FOLLOWING THE REVIEW BY THE ANTI SOCIAL BEHAVIOUR WORKING GROUP

Cabinet Member	Councillor Douglas Mills
Cabinet Portfolio	Cabinet Member for Community, Commerce and Regeneration
Officer Contact	Nikki O'Halloran, Administration Directorate
Papers with report	Appendix A - Review Of Anti Social Behaviour Partnership Working In The Borough

HEADLINE INFORMATION

Purpose of report	To consider the Anti Social Behaviour Working Group's review of anti social behaviour partnership working in the Borough.
Contribution to our plans and strategies	Putting our residents first.
Financial Cost	No direct financial cost. However, any potential financial implications contained within the attached report are subject to the budget planning process.
Relevant Policy Overview Committee	External Services Scrutiny Committee
Ward(s) affected	All

RECOMMENDATIONS

1. That the Cabinet endorse the wide range of investigation and enforcement issues undertaken by the ASBI and Community Safety Teams, putting residents first, noting that this Council is the first to amalgamate this type of enforcement, regulatory services and ASB in this way.
2. That the Cabinet endorse the continued development of a vulnerability assessment tool to allow officers to identify vulnerable victims of ASB, offer them additional support during the investigation process and link them to any further support available within the Council, partner agencies or in their community.
3. That the Cabinet Members for Community, Commerce and Regeneration and Social Services, Health & Housing consider requesting that officers introduce a modular approach to training packages for the ASBI Team and other Council staff to maintain skills and increase knowledge and awareness of the issues that are dealt with by ASBI Team.

4. That the Cabinet Member for Community, Commerce and Regeneration consider whether to request that the Corporate Services and Partnerships POC undertake a review of the current Members' Enquiry system during the 2014/2015 municipal year to ensure information and intelligence generated by it provides added value to Councillors, relevant services and residents.
5. That the Cabinet note the planned upgrades to current computer and mobile devices across the organisation and, in conjunction with the Leader and Cabinet Member for Finance, Property and Business Services, ensure that the ASBI Team is supplied with effective modern, mobile technology in order to spend the maximum amount of time in the community investigating issues and taking remedial action.
6. That the Cabinet request that officers investigate the possibility of increasing the number of Council tenants included in the annual ASB satisfaction survey.
7. That the Cabinet Members for Central Services and Community, Commerce and Regeneration consider with the Head of Communications the possibility of additional publicity being given to what constitutes ASB and how residents can report it.

Reasons for recommendations

During the course of its investigations, the Anti Social Behaviour Working Group elicited information from witnesses in relation to anti social behaviour partnership working in the Borough. The Working Group identified what partnership working was already taking place and in the Borough and then focussed on what further action could be taken to improve this.

These recommendations have been formulated to help improve the services provided and therefore the support offered to residents in relation to anti social behaviour.

Alternative options considered / risk management

The Cabinet could decide to reject or amend some or all of the Committee's recommendations.

Supporting Information

1. The External Services Scrutiny Committee established the Anti Social Behaviour Working Group to undertake a review into the way in which the Council works with its partners in relation to anti social behaviour (ASB).
2. The Terms of Reference of the review were as follows:
 1. To consider the existing relationship between the Council and its partners in the Safer Hillingdon Partnership (SHP) and make suggestions for any improvements that could be made to increase the effectiveness of partnership work in relation to ASB;
 2. To consider internal and external arrangements in the Borough with regard to ASB, and any improvements that could be made;
 3. To review whether ASB arrangements in the Borough are timely, effective and cost efficient;
 4. To review the guidance and support that is currently available from the Council and partners to those who have been the victim of ASB;
 5. To seek out views on ASB of residents and partner organisations, including the voluntary sector;

6. To examine best practice elsewhere through case studies, policy ideas, witness sessions and visits; and
 7. After due consideration of the above, to bring forward cost conscious, innovative and practical recommendations to the Cabinet in relation to ASB arrangements in the Borough.
3. The breadth of the review subject matter has led the Working Group to formulate a range of recommendations. With regard to implementing the recommendations, the following supporting information is provided for Cabinet to consider:
- a. **Recommendation 1:** The merger of the ASBI and Community Safety teams has enabled every officer within the new team to deal with any issue that arises. Although there will clearly be individuals that retain a specialist knowledge of certain areas, all staff are now able to deal with any service related issue. This will provide residents with a much more joined up and effective service.
 - b. **Recommendation 2:** The vulnerability assessment tool is a questionnaire that is being developed by ASBIT and is basically the same as the one already used by the Metropolitan Police Service (MPS). There is an assumption that the Mayor of London will, at some point, expect local authorities to act in a more joined up way, working more collaboratively with the MPS, and use the same assessment tool. As such, Hillingdon has been proactive in its approach. In the future, further consideration could be given by the Council's Transformation Team to applying the use of this tool / questionnaire to other front line services. Consideration is also being given to how an ASB complainant can be kept updated to reduce instances of avoidable contact.
 - c. **Recommendation 3:** The Council currently utilises a rather large training package called *Be Safe At Home* which is thought to be unwieldy. It is proposed that the package be broken down into modules that will enable it to be more targeted and manageable. This would mean that it could be used by the ASBI Team as well as other officers around the Council. The training package could include a module which looks at the way in which vulnerable victims are identified and supported and the tools and powers available to deal with ASB, including those introduced through new legislation expected in 2014.
 - d. **Recommendation 4:** It is thought that the information and reports generated by the current Members Enquiry system are not as useful as they could be. As such, it is suggested that the Corporate Services and Partnerships POC consider undertaking a review in the next municipal year to look at the possibility of including a new category of enquiry (distinct from enquiries about policy or process) which are "Member service requests" – actions raised on behalf of residents which require short term investigation and remedial action by an officer. These could then be tracked alongside service requests received direct from residents and thereby record the total volume of work dealt with by the service.
 - e. **Recommendation 5:** In an ideal world, ASBIT officers will be able to log an issue and take photos which can immediately be attached to an electronic file and are instantly accessible to the Contact Centre if an enquiry came in whilst the officer was still out in the field. Corporate ICT have been working well to develop remote authentication using a virtual private network which will provide effective access from tablets as well as laptops in a mobile environment. In order for ASBIT to access the specific data in the field, IT is now assessing the introduction of an upgraded Onyx mobile portal.

- f. **Recommendation 6:** The ASBI Team has a performance indicator where a survey needs to be undertaken with residents that have reported instances of ASB to establish their satisfaction levels with the way in which the Council dealt with the issue. It has been suggested that there would be value in increasing the number of Council tenants that are included in the survey sample.
- g. **Recommendation 7:** It should be noted that the MPS definition of ASB is different to the Council's definition. Although the MPS no longer has a dedicated communications officer, the Council's website provides residents with comprehensive information about ASB. It is suggested that further consideration could be given to defining what ASB services a resident could access by phoning the Council, 999 or 101.

Financial Implications

The majority of the Working Group's recommendations can be taken forward within existing Council resources. In respect of Recommendation 5, a business case has been developed to address the mobile working ICT issues identified during the course of the Working Group's review which, subject to evaluation and the necessary Member approvals, could be included in future revisions of the ICT Single Development Plan.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendations?

The recommendations in this report are designed with the purpose of raising awareness of ASB and improving the way in which the Council works with its partners to tackle ASB in the Borough. Consequently, it is intended that the improvements recommended in the report will have a positive impact on the lives of our residents and our staff.

Consultation Carried Out or Required

The Committee heard evidence from a range of witnesses during the course of the review.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate finance has reviewed the report and concurs with the financial implications detailed above.

Legal

The Borough Solicitor advises that there are no specific legal implications arising from this report. Whenever necessary the Legal Service works closely with the Anti-Social Behaviour Team to address such behaviour through the legal process and protect the well-being of Borough residents.

BACKGROUND PAPERS

NIL

Report of the Anti Social Behaviour Working Group 2013/14

Review of Anti Social Behaviour Partnership Working in the Borough



Members of the Working Group

Cllr Dominic Gilham (Chairman)
Cllr Lynne Allen
Cllr Wayne Bridges
Cllr Janet Gardner
Cllr Shirley Harper-O'Neill
Cllr Peter Kemp

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CHAIRMAN'S FOREWORD

This Working Group was set up by the External Services Scrutiny Committee to review, understand and highlight how Hillingdon and its partner organisations deal with Anti Social Behaviour (ASB). As well as being Vice-Chairman of the External Services Scrutiny Committee, I was appointed to chair this Working Group to look at the review and report back to the parent Committee.

As the issues covered by ASB are extensive, the Council has devised a broader definition of ASB and deemed it to be: "behaviour which either deliberately, or due to negligence, causes a nuisance to other people and unreasonably interferes with people's rights to use and enjoy their homes and community".

I welcomed the opportunity to look into this important issue as, although the levels of ASB in Hillingdon compare favourably with other London boroughs, it can sometimes feel like anti-social behaviour is a blight on our community.

ASB is often thought to be a victimless crime in that it is not necessarily aimed at an individual, but this is not true. Even though it is often not directed at them, our residents can be affected by ASB. None of this behaviour is pleasant or acceptable and it can have a significant impact on individual lives.

I would like to sincerely thank all of the witnesses for their invaluable contributions to this review, especially residents who gave up their time to provide feedback in relation to the way in which Hillingdon and other parties currently deal with ASB. Their input has helped the Working Group to come up with recommendations to Cabinet which will build on the good work already being undertaken by the Council so that we continue to put our residents first.

Councillor Dominic Gilham
Chairman of the Anti Social Behaviour Working Group

RECOMMENDATIONS

Following its review, the Anti Social Behaviour Working Group, via the External Services Scrutiny Committee, has made the following recommendations to Cabinet:

- 1. That the Cabinet endorse the wide range of investigation and enforcement issues undertaken by the ASBI and Community Safety Teams, putting residents first, noting that this Council is the first to amalgamate this type of enforcement, regulatory services and ASB in this way.**
- 2. That the Cabinet endorse the continued development of a vulnerability assessment tool to allow officers to identify vulnerable victims of ASB, offer them additional support during the investigation process and link them to any further support available within the Council, partner agencies or in their community.**
- 3. That the Cabinet Members for Community, Commerce and Regeneration and Social Services, Health & Housing consider requesting that officers introduce a modular approach to training packages for the ASBI Team and other Council staff to maintain skills and increase knowledge and awareness of the issues that are dealt with by ASBI Team.**
- 4. That the Cabinet Member for Community, Commerce and Regeneration consider whether to request that the Corporate Services and Partnerships POC undertake a review of the current Members' Enquiry system during the 2014/2015 municipal year to ensure information and intelligence generated by it provides added value to Councillors, relevant services and residents.**
- 5. That the Cabinet note the planned upgrades to current computer and mobile devices across the organisation and, in conjunction with the Leader and Cabinet Member for Finance, Property and Business Services, ensure that the ASBI Team is supplied with effective modern, mobile technology in order to spend the maximum amount of time in the community investigating issues and taking remedial action.**
- 6. That the Cabinet request that officers investigate the possibility of increasing the number of Council tenants included in the annual ASB satisfaction survey.**
- 7. That the Cabinet Members for Central Services and Community, Commerce and Regeneration consider with the Head of Communications the possibility of additional publicity being given to what constitutes ASB and how residents can report it.**

BACKGROUND TO THIS REVIEW

- Anti-social behaviour:*
- 1. (noun) behaviour that lacks consideration for others and may cause damage to the society, whether intentionally or through negligence.*
 - 2. (broad legal definition¹) conduct by a person over 10 years of age which caused or was likely to cause harassment, alarm or distress to one or more persons not of the same household.*
 - 3. (wider Council definition) behaviour which either deliberately or due to negligence causes a nuisance to other people and unreasonably interferes with people's rights to use and enjoy their homes and community.*

Part of the External Services Scrutiny Committee's remit is to act as a Crime and Disorder Committee as defined in the Crime and Disorder (Overview and Scrutiny) Regulations 2009 and carry out the bi-annual scrutiny of decisions made, or other action taken, in connection with the discharge by the responsible authorities of their crime and disorder functions. As well as receiving evidence from the members of the Safer Hillingdon Partnership at two meetings each year, the Committee has undertaken more in-depth reviews on crime related issues such as re-offending.

Anti social behaviour (ASB) covers a wide range of behaviour, such as damaging the environment, low-level disputes and clashes of life-style, causing serious nuisance to others and even threats of violence and criminal activity. The negative impact that ASB can have on residents' quality of life resulted in the Council launching a pledge in 2010 "to help keep anti-social behaviour out of the picture in Hillingdon". This pledge was accompanied by a range of work to support its aims.

Issues around ASB were last scrutinised by one of the Council's Policy Overview or Scrutiny Committees during the 2006/2007 municipal year. As such, it is thought that this review is timely. Members continue to regularly receive complaints about ongoing issues of ASB through their casework. It was anticipated that this scrutiny review would give Members the opportunity to better understand how the ASB strategy is being implemented on the ground and enable recommendations to be made that would enhance current service delivery.

Structure

The information, evidence and findings of this review are set out under the following headings:

1. Current Situation
2. Working in Partnership / Future Work
3. Conclusions

¹ Crime and Disorder Act 1998 s.1

CURRENT SITUATION

A significant amount of work has already been undertaken by a range of organisations to deal with anti social behaviour (ASB) in the Borough.

Anti Social Behaviour Investigations Team (ASBIT)

In September 2010, as part of a Business Improvement Delivery (BID) review, five services that dealt with anti-social behaviour across the Council were brought together into a single team – the Anti Social Behaviour Investigation Team (ASBIT). The theory behind the merger of the teams was to enable all of the officers to deal with any ASB issue that arose. Although there are clearly individuals that will retain a specialist knowledge of certain areas, every member of ASBIT is now able to deal with any service related issue. This will provide residents with a much more joined up and effective service. It is thought that this may be the only council in the country to have taken this step.

1

That the Cabinet endorse the wide range of investigation and enforcement issues undertaken by the ASBI and Community Safety Teams, putting residents first, noting that this Council is the first to amalgamate this type of enforcement, regulatory services and ASB in this way.

When ASBIT became operational, it took over the responsibilities of the former Street Scene Enforcement Team, Community Safety Tasking Team, Hillingdon Homes ASB Team, Noise Team, Private Sector Housing (nuisance) and abandoned vehicles. As well as working with other Council teams (e.g., Waste Services, Planning Enforcement, Licensing, Applications Processing), the private sector and other public bodies to respond effectively to reports of ASB, additional links are now being developed with new teams such as Early Intervention to further improve the service provision. It is anticipated that the ASBI and Community Safety Teams will continue to work with the new Early Intervention and Prevention Service to develop clear referral pathways between the two service areas.

Actions taken by the ASBIT include:

- Education – providing advice, producing information letters and supporting schemes such as JETs and Junior Citizens (the JETs programme provides an opportunity for the Council to work with primary schools to educate and encourage children to be environmentally responsible young citizens that respect their local area and others in the community);
- Support – building links with organisations such as HAGAM and the Housing Needs team with regard to rough sleepers and substance dependence; and
- Enforcement – working with the Environmental Enforcement Team (EET)/NSL, gathering evidence using mobile CCTV, information sharing (there are protocols in place with the police, CNWL and Social Services) and formal action.

The Council has recently awarded the environmental enforcement contract to NSL to provide an EET to deal with 16 offences in the community in relation to: littering; graffiti; flyposting; Dog Control Orders; street trading; nuisance vehicles; unauthorised

distribution of free printed matter; and incorrectly presented waste. These officers issued 593 Fixed Penalty Notices (FPNs) in the first 3 months of the new contract (to October 2013) - 2% were served for illegal street trading, 5½% for spitting and 92½% for littering.

The Borough Community Safety survey in September 2013 identified that 73% of respondents thought that ASB was a priority concern. Since 2010, the percentage of Residents Survey respondents that are satisfied with the way that the Council and police deal with ASB has increased from 51% to 56% in 2012. It is anticipated that this gradual increase in satisfaction rates will continue in the 2013 survey results. Further possible improvements to these satisfaction levels might be gleaned from the victims of crime survey.

With regard to the provision of CCTV in the Borough, in addition to the permanent fixed cameras in town centres, the Council operates 11 mobile units. Two of these units are funded by TfL and are permanently installed at the Carlyon Road underpass following an incident there some time ago. This means that there are nine units that can be moved around the Borough to meet demand – although the HIP Steering Board has approved the purchase of additional units. All units are monitored at the Civic Centre.

The ASBIT regularly request land registry searches to ensure that they have the correct details for when a notice is served on the tenant and the landowner (where the owner is not the occupier). Finding the landowner sometimes takes a significant amount of time, particularly when it is in relation to a plot of land rather than a building address. Where appropriate (and requested), this type of information is shared internally. There is also an electronic register of issues that have been logged by the ASBIT which could be made available to selected officers.

Contact Centre

In the six months from April to September 2013, the Council's Contact Centre dealt with 2,972 quick queries in relation to ASB. The Contact Centre staff will soon be able to use a short assessment questionnaire to award a vulnerability score to callers if they feel that they are being targeted because of their vulnerability (based on the information that the caller provides). This action is being introduced as part of the Council's programme of continuous improvement.

The vulnerability assessment questionnaire that will be used by ASBIT is fundamentally the same as the one used by the police. Although there is no requirement for the Council to use this assessment tool, there is an assumption that the Mayor of London will, at some point, expect the MPS and local authorities to have more joined up practices. It is anticipated that using the same assessment tool as the police will help to facilitate this. To develop the usefulness of this tool even further, it has been suggested that the Transformation Team might be interested in applying it to other front line services.

2

That the Cabinet endorse the continued development of a vulnerability assessment tool to allow officers to identify vulnerable victims of ASB, offer them additional support during the investigation process and link them to any further support available within the Council, partner agencies or in their community.

Youth Offending

The Council's Youth Offending Service (YOS) works with young people aged 10 to 17 that have been arrested by the police. Some of those young people that are sentenced in the Youth Court receive an Anti-Social Behaviour Order as part of their order. The YOS then undertake an assessment based on the risk factors associated with offending and develop and deliver an intervention package designed to reduce the risk of both further offending and anti-social behaviour.

The YOS currently has about 180 open cases, which is thought to be a significant reduction over the last five years. It is suggested that this has resulted, in part, from early intervention services plus a change in police practice (i.e., the changes to pre-court options which are delivered by the YOS). This reduction is particularly impressive, given that the total number of 10 to 17 year olds in the Borough is increasing.

The Youth Justice Board has recently made monies available to Youth Offending teams to increase the skills of practitioners in delivering restorative justice. Restorative justice ranges from the perpetrator writing a letter of apology to the victim, through to face to face victim-offender conferences.

Metropolitan Police Service (MPS)

There has been a 30% reduction in the number of ASB related calls received by the police. The MPS has recently installed a new system called Airspace to log ASB calls and provide an audit trail of any resultant action that is taken. The system allocates a unique reference number to an incident, and enables calls to be categorised and victim vulnerability assessments to be undertaken.

The MPS vulnerability assessment questionnaire comprises 18 questions and enables the police to identify how quickly a response is needed and what level of resources are required. As a result of the questionnaire, although only two incidents of ASB in the Borough have so far been classified as urgent, there are a number of incidents of ASB that have been identified solely because the assessment was undertaken.

Since its adoption, the MPS Airspace system that is used to log ASB calls has resulted in a slight decrease in the number of repeat callers, which indicates that the calls are being dealt with in a more timely fashion. Although officers are immediately tasked with actioning the ASB calls when they come in, it is acknowledged that there are still some issues where further work is needed and improvements could be made. These issues include:

- further work before the start of the summer to reduce the number of street drinkers in Hayes Town Centre;
- reducing the nuisance caused by minors riding mini motos in the north of the Borough – the MPS would prosecute any riders caught without insurance, etc, and would also aim to target the offenders' parents for aiding and abetting;
- reducing the number of ASB incidents involving taxi drivers waiting for fares in areas around the airport;
- reducing the number of instances of ASB in betting shops around the Borough – Detective Chief Superintendent Steve Kershaw, the Borough Commander of Hillingdon, had specifically requested that violent crimes be targeted in the Borough; and

- reducing the number of street drinkers loitering in Uxbridge Town Centre – it was noted that the MPS had added to local resources by recently employing a new PCSO to patrol the area.

As with all public bodies, the MPS has limited resources and, as such, needs to target them as effectively as possible. The needs of each ward varies because the type ASB endured by each varies significantly depending on the area. However, there are good systems in place which have resulted in improvements such as a significant reduction in the number of reports of burglary.

Operation Cubo is regularly undertaken by the MPS (on instruction from the Mayor of London) to target drivers who have no insurance or who are driving badly. This police presence also acts as a deterrent to other drivers. Those drivers that are targeted by Cubo are often the perpetrators of other crimes that are unrelated to driving offences.

In addition to Operation Cubo, on two days each month, Operation Big Wing is undertaken by the MPS to target specific offences such as theft, drugs, etc. For example, as instances of “dipping” increase around Christmas, the MPS put plain clothed officers on the street to specifically target this offence. As a result of targeting specific offences at specific times, instances of robbery in the Borough have reduced by 35-40%.

ASBIT has been working closely with the police on individual ad hoc cases of ASB as well as planned operations such as Operation Big Wing. One case had started as a noise complaint and resulted in a successful drugs search and seizure.

The Police Tasking Team (PTT) includes two dedicated police officers who work solely on ASB. Although there are currently 43 active Anti Social Behaviour Orders (ASBOs) prompting significant ongoing work, it should be noted that this is lower than in most other London boroughs. It is anticipated that the implementation of the new policing model in 2014 will necessitate a new injunction to replace the ASBO. This new power is expected to require a similar contribution to that currently provided by the MPS and the Council to ensure that it is effective. Until the new model becomes effective, it is unclear what impact (if any) it will have on ASB.

Hillingdon has been lucky to retain a specialist licensing police officer when many other Boroughs have lost theirs. This has enabled the police to continue to work closely with the Council’s Trading Standards to undertake test purchasing to target the illegal sale of alcohol to minors. This test purchasing is often undertaken on intelligence that comes from parents and grandparents. The majority of those businesses that are found to be prolific in their illegal sale of alcohol to children tend to be independent grocery stores and off licences. Those businesses that flout the law will continue to be targeted in 2014.

Although there had been little trouble in Hillingdon at the time, following the riots in 2011, the Multi Agency Problem Solving (MAPS) team was set up. This group meets each quarter to identify an area which has an ingrained ASB issue and then meets in the area to discuss the issue. This meeting results in the creation of a three month plan and a list of actions which are agreed by the MAPS team on site and which are subsequently followed up on site.

London Fire Brigade (LFB)

Although the London Fire Brigade (LFB) doesn't actively deal with ASB, it assists partner organisations and the community in tackling ASB in the Borough. LFB is currently delivering a lot of preventative work to reduce the amount of fires that officers have to put out and, in order to educate and inform, the Service has earmarked £1m in its budget for youth engagement.

LFB runs the Junior Citizens scheme which involves 50 schools and approximately 3,000 10 year olds and attracts a £10k grant from the Council. The scheme involves LFB running through ten different scenarios with the children in relation to issues that could be deemed to be anti social behaviour.

In addition, LIFE (Local Intervention Fire Education) is an intensive five day course (Monday to Friday) that is facilitated by firefighters at operational fire stations. The course is available to 14 to 17 year olds who, for example, have been in trouble with the police, or have an ASBO, or have issues with school. Each course involves up to 15 young people who have been referred by the Youth Offending Service or local schools. Consideration is being given to extending the LIFE course to troubled families.

The LIFE courses, which are match funded by the LFB, cost £23k each time they are run and involve seven trainers. At the end of the course, the young people are involved in a "pass out parade" and receive a certificate. 14 young people from Hillingdon have taken part in the course this year – with ten of them "passing out" at the end.

Parents of young people that have an unnatural fixation with fire are able to contact the LFB for support. The Juvenile Fire Setters Scheme was set up to help these parents by providing specialist advisors to speak to the young person about their behaviour and the consequences of playing with fire.

In addition to these services, the LFB regularly hold open days and show groups around the fire station. These groups include classes of schools children, young people on the Duke of Edinburgh award scheme, Beavers, Scouts, etc. In addition, as happens occasionally, if a sole individual arrives at a fire station and asks to look around, the officers are as accommodating as they can be.

Oasis Café

The Oasis Café at St Margaret's church in Uxbridge is the only community café operating in the town centre. The café opens for four hours each day from Monday to Friday and five hours on a Saturday. Because the Oasis attracts a huge breadth of people that visit the coffee shop and/or the community drop in centre, this sometimes causes tensions. Those using the drop in facility have a range of issues and include people with mental health issues, addictions, homelessness, ex-offenders, troubled families and individuals with learning difficulties.

The Café occasionally attracts individuals who loiter on the forecourt outside the church drinking, begging or generally behaving unacceptably. There was a recent incident where a fight broke out in the church entrance porch and the police were called and another incident where a member of staff administering the foodbank was assaulted and racially abused. To help deal with these anti social incidents, it has been suggested that Café staff might benefit from additional training on things like conflict management.

Although there are boundaries of acceptable behaviour, these incidents need to be balanced against the fact that the facility is providing help for these individuals to enable them to change.

Although the assistance provided by the MPS is praised by those who run the Café, since the adoption of the new policing model, there appeared to have been a reduction in the amount of police support available to the Oasis. However, because the support and facilitation that the service provides are deemed to be incredibly valuable, the MPS has provided an additional dedicated PCSO that recently started work in Uxbridge town centre. It is hoped that this visible presence / deterrent will provide the Café with the support that it needs.

Street Angels

The Street Angels was launched in October 2009 and provides support for individuals in Uxbridge on Friday nights (and on some Saturdays too). The Street Angels patrol in groups of 3-5 and provide a range of services including: help for those that have drunk too much alcohol; providing flip flops for anyone struggling to walk in heels; helping people to get home (by organising taxis); and providing support for those that are suicidal.

The Street Angels work closely with the CCTV operators and police and, in a recent incident, were called to check on two people who were seemingly unconscious on the street near the station. On investigation, it transpired that the two individuals were aged 13 and 15 and, because they didn't have enough money to get home, had decided to sleep on the street on an incredibly cold night. It was possible that, if they hadn't been found, they could have died from exposure to the cold.

A range of training is provided for Street Angels. This training includes training on mental health issues, risk assessments, conflict management and basic training in listening skills and first aid.

Hayes Town Centre

It is thought that ASB and the fear of crime are the two most prevalent issues of concern for Hayes residents. Although Hayes town centre is often seen as being a high crime area, this is not actually true, with Uxbridge town centre having a higher number of instances of alcohol fuelled crime.

It is recognised that ASB covers a huge range of issues and, to deal with these, Hillingdon has put robust systems in place. However, to facilitate a change in behaviour, it is acknowledged that there needs to be a balance between enforcement and education, and a more proactive approach with greater emphasis on prevention and problem-solving.

It has been suggested that the loss of the Safer Neighbourhoods Team has resulted in less work being undertaken in relation to ASB as residents no longer have a local contact to whom they can confidentially report a specific individual. That said, the MPS has provided additional police presence in Hayes, which is now starting to have an effect on the levels of ASB as well as reassuring residents and reducing the fear of crime.

There have been a number of successful initiatives that have reduced the impact of ASB such as Cleaner and Greener Hayes (which was originally instigated by the Hayes Town Partnership working with the Council's Health Promotion Team). However, further improvements could still be made. For example, consideration could be given to putting measures in place to prevent the dumping of rubbish by litter bins (this would save the Council money by not having to remove the waste and incur the associated costs).

With regard to the street drinkers in Hayes town centre, HAGAM has been brought in to engage with those individuals that want to be engaged. As a result, some of the street drinkers have received treatment and some have moved into hostels. Those that don't want to engage and continue to act disruptively could end up receiving an ASBO to prevent them from going into town centre.

Young People

Although there is no apparent gang related crime in the Borough, groups of young people do sometimes hang around together. These young people are not necessarily doing anything wrong but they are sometimes deemed to be intimidating when they hang around in groups. In the past, police engagement with young people has resulted in the creation of a kickabout area, which is still in place. It is thought that establishing a dialogue with those young people that hang around would be a positive step towards resolving any issues that arise.

With regard to the perception that the older generation have of young people (and vice versa), it has been suggested there would be benefit in facilitating communication between them to break down barriers. To this end, assisted shopping events are organised and go some way to improving these relations by getting young people to help older people with their shopping. It had proved to be a real "eye opener" for both groups. In addition, the Good Deed Day organised by students at Uxbridge College and Brunel University has been so successful that it will be replicated in Hayes.

WORKING IN PARTNERSHIP / FUTURE WORK

Training

The progress made by officers and managers in the ASBIT and the Community Safety Team has been significant, particularly in relation to developing their ability to deal with issues that had not previously fallen within their remit. It is important that managers continue to ensure that the skills, training and procedures used by officers are kept under regular review to maintain a high standard of service provision.

Included in the Council's general training and development offering is an e-learning programme which provides basic information on the causes of fire, crime and falls. This e-learning module is targeted at all staff that deal with people that receive health or social care services in their own homes. As it stands at the moment, this training package (*Be Safe At Home*) is thought to be too longwinded and unwieldy to be used effectively. To make the training more targeted and manageable, it is suggested that the package be broken down into more digestible modules.

As well as officers around the Council being able to complete the relevant individual modules, developing the package content further would enable the ASBI Team to use the training to keep their skills, knowledge and understanding up to date. The modules could include training on the identification and support available for vulnerable victims and the tools and powers available to deal with ASB, including new legislation expected in 2014.

ASBIT continuously tries to improve the service that it provides and, as such, officers will soon be embarking on refresher training in relation to the Police and Criminal Evidence Act 1984 (PACE) which ensures that investigations are undertaken lawfully.

3

That the Cabinet Members for Community, Commerce and Regeneration and Social Services, Health & Housing consider requesting that officers introduce a modular approach to training packages for the ASBI Team and other Council staff to maintain skills and increase knowledge and awareness of the issues that are dealt with by ASBI Team.

Legislative Changes

The Home Office is in the process of reviewing the use of tools and powers in relation to ASB. As a result, it is anticipated that, once the changes have been ratified by parliament, the number of formal powers held by the Council will reduce from 19 to 6 and the focus will move onto harm to victims rather than just categories of behaviour. Although these changes will result in the abolition of dispersal zones (DZs), those DZs that are already in place will remain active until their expiry date.

It is anticipated that the new powers will promote community empowerment by introducing a Community Trigger and a Community Remedy. A Community Trigger will have locally defined thresholds so that, if a victim reported X number of incidents in a specified period and did not believe that the issue had been adequately resolved, they

could request a case review. The Community Remedy would work along the same lines as a Restorative Justice and would provide out of court punishments for low level ASB that would need to be agreed by the police.

The Mayors Office for Policing and Crime (MOPAC) would be agreeing the menu of community remedies that would be available for use in London. Local authorities will then be expected to report back to MOPAC on the implementation of these at least once each year. Consideration will also need to be given to the menu of remedies agreed for the non-London areas that surround Hillingdon (e.g., Buckinghamshire) and how this might impact on the Borough.

Members Enquiries

Consideration will need to be given to how Members Enquiries (MEs) and the Council's petition process will fit in with Community Triggers and Community Remedies that are agreed by MOPAC. It has been suggested that the information generated by the current Members Enquiry system is not necessarily as useful as it could be and that further improvements could be made. For example, one ME could contain several reports of ASB. As such, the number of MEs in relation to a particular ward is not necessarily indicative of the number of instances of ASB in that area.

It is suggested that the Corporate Services and Partnerships POC be asked to consider whether or not it would be interested in undertaking a review of the ME system in the 2014/2015 municipal year to look at the possibility of including a new category of enquiry (distinct from enquiries about policy or process) which are "Member service requests" (actions raised on behalf of residents which require short term investigation and remedial action by an officer). These could then be tracked alongside service requests received direct from residents and thereby record the total volume of work dealt with by the service.

4

That the Cabinet Member for Community, Commerce and Regeneration consider whether to request that the Corporate Services and Partnerships POC undertake a review of the current Members' Enquiry system during the 2014/2015 municipal year to ensure information and intelligence generated by it provides added value to Councillors, relevant services and residents.

Mate Crime and Hate Crime

People with disabilities and other vulnerable people often become the victims of abuse which includes mate crime. Mate crime is when someone pretends to be a friend of someone with a learning disability and then uses them, their money or their belongings. This type of crime can result in reports of ASB, for example, if the perpetrator holds a noisy party in the victim's property.

Awareness of mate crime is being raised amongst front line Council officers and the police have signed up to the ten point pledge as part of Mencap's *Stand By Me* campaign to designate mate crime as a hate crime and not as ASB. To support the campaign, a DVD and leaflets have been produced to raise awareness generally about the issue of mate crime.

It has been suggested that consideration could be given to identifying the number of reports of harassment made to the Council and then breaking those figures down by type

(e.g., race related, sexual orientation related, disability related, etc) and by ward. Although race related crimes are often classed as hate crimes, disability related crimes (including hate crimes) are more often classed as ASB. As such, consideration could be given to identifying which crimes are being reported to the Council as hate crimes and which are being reported as ASB crimes.

Mobile Working

The ASBIT team moved over to mobile working some time ago and currently have laptops and dongles which enable officers to work out in the field. However, these have proven to be particularly unreliable. In an ideal world, the officers would like to be able to log an issue and take photos which can immediately be attached to the file and are instantly accessible to the Contact Centre if an enquiry came in whilst the officer was still out in the field.

It is suggested that the Council continues to investigate options to ensure that the ASBI Team is equipped with effective modern, mobile technology so that officers can spend the maximum amount of time in the community investigating issues and then taking remedial action.

5

That the Cabinet note the planned upgrades to current computer and mobile devices across the organisation and, in conjunction with the Leader and Cabinet Member for Finance, Property and Business Services, ensure that the ASBI Team is supplied with effective modern, mobile technology in order to spend the maximum amount of time in the community investigating issues and taking remedial action.

Residents' Feedback

The ASBI Team has a number of national performance indicators. One of these indicators requires that the Council surveys all of its tenants that have reported instances of ASB to establish their satisfaction levels with the way in which the local authority dealt with the issue. This is done through an annual ASB satisfaction survey that is conducted by the Council with a sample of all residents that have reported ASB – a small sub set of these are Council tenants.

It has been suggested that further improvements (and added value) could be made by increasing the number of Council tenants included in the sample that is surveyed. This would ensure that more comprehensive feedback is received from Council tenants to enable the authority to fully meet its obligations as landlord to consult its tenants about the service.

6

That the Cabinet request that officers investigate the possibility of increasing the number of Council tenants included in the annual ASB satisfaction survey.

Awareness Raising

Residents will often not report an incident of ASB as: they don't think that anything will be done about it; they don't know who they should report it to; or they wouldn't necessarily class the behaviour as ASB. This is further exacerbated by the MPS definition of ASB

being different to the Council's definition. To help with this and to raise public awareness, the Working Group believes that consideration needs to be given to how residents could be provided with this information. Although the MPS no longer has a dedicated communications officer, the Council's website does provide residents with a lot of information about ASB. It is suggested that there may be benefit in the Council producing something like a wallet sized information card with the 999/101/Council telephone numbers which identifies what each service deals with.

7

That the Cabinet Members for Central Services and Community, Commerce and Regeneration consider with the Head of Communications the possibility of additional publicity being given to what constitutes ASB and how residents can report it.

DRAFT

CONCLUSIONS

Although the levels of ASB in Hillingdon compare favourably with other London boroughs, it can sometimes feel like anti-social behaviour is a blight on our community with patches of graffiti appearing on walls and dog foul being left on pavements. ASB is often thought to be a victimless crime in that it is not necessarily aimed at an individual but this is simply not true. Even though it is often not directed at them, our residents are still being affected by ASB. None of this behaviour is pleasant or acceptable and it can have a significant impact on individual lives.

The Council and its partners have been working hard to reduce instances of ASB in the Borough, but it is clear that this deplorable behaviour will never go away. As such, a large part of the work already undertaken has been in relation to making it easier for residents and their Councillors to report ASB. To complement this work, the police mount regular operations to proactively tackle ASB.

Clearly, anti-social behaviour (ASB) is not something that will disappear. However, that does not mean that our residents should have to endure this kind of nuisance. In addition to the work that has been undertaken locally, it is anticipated that the legislative changes expected in 2014 will go some way to helping the Council and its partners to deal with ASB. It is important that Hillingdon maintains its efforts to stamp out ASB in the Borough.

BACKGROUND READING

To assist with the writing of this review, reference has been made to a wide-ranging selection of background information:

- *Preventing and Tackling Anti-Social Behaviour Beacon Update Report*; Report to the Community Safety Executive; Roy Goulding, Anti-Social Behaviour Unit Manager; Portsmouth City Council; 28 November 2007
- Definition of “anti-social behaviour”: http://en.wikipedia.org/wiki/Anti-Social_Behaviour
- *Junior Environmental Teams*: <https://www.hillingdon.gov.uk/article/19777/About-JETs>
- *Business case: Raising awareness and training for front line staff and residents around Hate Mate crime*; Social Care Briefing Note
- *The Future of Tackling Anti Social Behaviour*; Local Government Association; 5 July 2012
- *Report a crime or antisocial behaviour*: <https://www.gov.uk/report-crime-anti-social-behaviour>
- *What is anti-social behaviour?*: http://www.met.police.uk/anti_social_behaviour/
- *Anti Social Behaviour*: <http://www.hmic.gov.uk/programmes/anti-social-behaviour/>
- *Tackling Anti-Social Behaviour*; London Councils; June 2013
- *Anti-Social Behaviour, Crime and Policing Bill*; London Councils; June 2013
- *The Anti-Social Behaviour Bill*; London Councils; February 2013
- *New Arrangements for Funding Local Crime Prevention Services*; London Council February 2013
- *Local Crime Solutions, Borough/Project: Hillingdon Council Designing out subway crime*
- *Hate Crime and Mate Crime*; London Borough of Hillingdon; October 2013
- *Hillingdon Neighbourhood Watch Newsletter*; August 2013
- *Hillingdon Neighbourhood Watch Newsletter*; September 2013
- *Safer Hillingdon Partnership Board: Terms of Reference*; Ed Shaylor, Head of Community Safety; April 2013
- *Council Wins National Award for Preventing and Tackling ASB*: <http://www.boltonbsafe.org.uk/news-and-events/index.html>
- *Anti-Social Behaviour: Local Authority Responsibility and the Voice of the Victim*; The Cambridge Law Journal; Volume 62; Issue 02; July 2003; pp 305-334
- *Report of the Anti-social Behaviour Review*; London Borough of Camden; 24 January 2007

TERMS OF REFERENCE

Members of the Working Group are asked to consider the following Terms of Reference for the review:

1. To consider the existing relationship between the Council and its partners in the Safer Hillingdon Partnership (SHP) and make suggestions for any improvements that could be made to increase the effectiveness of partnership work in relation to ASB;
2. To consider internal and external arrangements in the Borough with regard to ASB, and any improvements that could be made;
3. To review whether ASB arrangements in the Borough are timely, effective and cost efficient;
4. To review the guidance and support that is currently available from the Council and partners to those who have been the victim of ASB;
5. To seek out views on ASB of residents and partner organisations, including the voluntary sector;
6. To examine best practice elsewhere through case studies, policy ideas, witness sessions and visits; and
7. After due consideration of the above, to bring forward cost conscious, innovative and practical recommendations to the Cabinet in relation to ASB arrangements in the Borough.

WITNESSES

Witness sessions for the review were held on 26 November 2013 and 12 December 2013 in which the Committee heard from the following expert witnesses:

Session 1

- Lynn Hawes – Service Manager, Youth Offending & Family Key Working Services, LBH
- Vicky Trott – Senior Policy Officer – Equalities & Diversity, LBH
- Liz Jones – Community Safety & CCTV Manager, LBH
- Bill Hickson – Anti Social Behaviour Investigations Team, LBH

Session 2

- Chief Inspector Rob Wilson – Metropolitan Police Service
- Inspector David George – Metropolitan Police Service
- Acting Borough Commander Martin Wilson – London Fire Brigade
- Reverend Dr June Hughman – Street Angels / Oasis Café, Uxbridge
- David Brough – Chairman, Hayes Town Partnership

In addition to the two witness sessions, Working Group Members met with a victim of cross border anti social behaviour on 7 January 2014 and visited the CCTV control room at the Civic Centre in Uxbridge on 10 January 2014.

CHILDREN'S SERVICES OFSTED INSPECTION AND COUNCIL RESPONSE

Cabinet Member(s)	Councillor David Simmonds
Cabinet Portfolio(s)	Education and Children's Services
Officer Contact(s)	Merlin Joseph, Director, Children and Young People's Services.
Papers with report	Appendix 1 – Ofsted Inspection Report

1. HEADLINE INFORMATION

Summary	Between 25 November 2013 and 18 December 2013 Ofsted undertook an inspection of services for children in need of help and protection, children looked after, care leavers and the Local Safeguarding Children Board (LSCB) in Hillingdon. The overall judgement from Ofsted was 'requires improvement' with adoption services receiving a 'good' judgement. There were no surprises for the Council and the inspection confirmed many strengths. Plans to bring about changes to services are ambitious and the Council has a strong track record in delivering a positive and sustainable difference to the lives of residents through the Council's Business Improvement Delivery (BID) Transformation programme. Action is underway to address the areas for further improvement highlighted in the inspection.
Contribution to our plans and strategies	The areas for further development highlighted by Ofsted align with the plan being implemented as part of the BID Children's Pathway Programme.
Financial Cost	There are no direct financial implications arising from this report.
Relevant Policy Overview Committee	Children, Young People and Learning
Ward(s) affected	All

2. RECOMMENDATION

That Cabinet:

1. Note the findings from the Ofsted inspection of services for children in need of help and protection, children looked after and care leavers and the Local Safeguarding Children Board (LSCB) in Hillingdon (Appendix 1) and;
2. Note that through the BID Children's Pathway Programme the areas highlighted by Ofsted for further action are already being addressed.

/cont...

- 3. Authorise the Director of Children and Young People's Services, in consultation with the Leader of the Council and the Deputy Leader of the Council, to agree the final statement from the Council to Ofsted in response to the findings of the inspection, noting that this statement is a requirement from Ofsted.**

Reasons for recommendation

To ensure that Cabinet are up-to-date with the findings from the Ofsted inspection of services in Hillingdon and the headline actions being taken. Agreement to the recommendations will also meet the requirement placed on the Council to publish a statement in response to the findings of the inspection.

Alternative options considered / risk management

None considered.

Policy Overview Committee comments

The Children, Young People and Learning Policy Overview Committee considered the Ofsted Inspection report on 19th February 2014. Its comments to Cabinet are set out below:

Whilst the Committee noted this report and the judgement of "requires improvement" with a degree of concern, it wished to place on record its belief that there were a number of qualifying factors that should be taken into consideration.

Firstly, the judgement was based on the current, rather than the emerging, service. The Committee wished to emphasise that Children's Services has been developing the Children's Pathway Programme for some time. Radical alterations and improvements are planned to the support provided to Hillingdon's vulnerable children (including children in care and children with disabilities) through a refreshing of the vision of how the Council delivers services across the tiers of need. Many of the areas raised by Ofsted had already been identified through the Programme and measures were being put in place to address these issues. Although Ofsted were not able to include the planned changes in their judgement, the Committee was reassured that plans to resolve the major issues facing the service were advanced and in the process of being implemented.

Secondly, one of the major areas highlighted for improvement by Ofsted was with the stability of staffing across the service. Again, plans to address this issue formed a large part of the Children's Pathway Programme through the development of new, more attractive ways of working. Furthermore, a recent review of pay for social workers has been undertaken resulting in an uplift in pay across the service. The uplift will bring pay in line with other London boroughs and is expected to help to address the issue of staff recruitment and retention. Although the Committee itself has, for some time, expressed its concern about the churn in social work staff and the implications that this has on Hillingdon's vulnerable children (including children in care and children with disabilities), it was satisfied that significant steps were being taken to increase retention.

Finally, the Committee considered that the judgement should be considered in the light of the changes made to the Ofsted framework. In the new regime, local authorities that would previously have been judged as "good" are now being judged as "requiring improvement". It is the Committee's aspiration to contribute to the development of a service that is outstanding in

all that it does but it is important to note that the service has not deteriorated since the last inspection took place.

The Committee affirmed its commitment to holding officers and partner agencies to account on the areas highlighted during the inspection and to monitoring the measures being put in place to address them. However, Members stressed that they were reassured that the above were mitigating factors that importantly placed the current judgement in the context of an improving service.

3. INFORMATION

Supporting Information

3.1 Between 25 November 2013 and 18 December 2013 Ofsted undertook an inspection of services for children in need of help and protection, children looked after and care leavers and the Local Safeguarding Children Board (LSCB) in Hillingdon. The overall judgement from Ofsted was 'requires improvement' with adoption services receiving a 'good' judgement. The inspection identified many strengths and confirmed that there are no serious or widespread failures:

"There are no widespread or serious failures that create or leave children being harmed or at risk of harm. The welfare of looked after children is safeguarded and promoted. However, the authority is not yet delivering good protection and help and/or care for children, young people and families."

3.2 The findings of the inspection have not come as a surprise as the Council has been reviewing how services have been working. Plans to bring about changes to services are ambitious and the Council has a strong track record in delivering a positive and sustainable difference to the lives of residents through the Council's Business Improvement Delivery (BID) Transformation Programme. The Leader of the Council both approved and launched, the Children's Pathway Programme, and monitors progress on a monthly basis.

3.3 Ofsted recognised many strengths such as the strong political and managerial leadership, highlighted the Council's focus on early intervention and prevention as the right approach and praised local partnership working with the police to ensure children are safe. Local Authority services to support families adopt children in care was judged to be 'good' and the strong commitment to help looked after children achieve the best outcomes in life and the effective support provided to care leavers was positively recognised by the inspectors. The feedback from Ofsted is a strong endorsement to the new ways of working being implemented as part of the Council-wide improvement programme.

3.4 Work is already underway to make further improvements including the need for consistent assessments, improving care plans, managers holding regular supervision sessions and achieving greater stability in the social care workforce. A draft action plan is in place in response to the findings of the inspection. Progress will be reported to the Leader of the Council and the Deputy Leader of the Council and Cabinet Member for Education and Children's Services. Updates to the plan are reported every two weeks to senior managers to ensure progress is delivered in line with the BID Children's Pathway Programme.

3.5 The new approach to this inspection undertaken by Ofsted unfortunately means it was not possible for the inspectors to take into account the positive changes the Council is introducing

for children and their families in Hillingdon. Ofsted felt it was too early to see how changes are benefitting children. This issue has been raised by the Council during the evaluation process for the inspection.

3.6 The Council is required to prepare and publish a written statement of the action it intends to take in response to the report. Ofsted confirmed on 3 March 2014 that there is not a prescribed format or content of information to be included in the statement from the local authority. The statement will not cover the work of the Local Safeguarding Children Board which is independent of the local authority. This report recommends to Cabinet to agree to delegate to the Director, Children and Young People's Services in full consultation with the Leader of the Council and the Deputy Leader of the Council and Cabinet Member for Education and Children's Services the final statement to be sent to Ofsted in response to the inspection findings.

Financial Implications

There are no direct financial implications arising from this report.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The recommendations will ensure the implementation of service changes to improve the outcomes for children, young people and their families in Hillingdon.

Consultation Carried Out or Required

None required.

5. CORPORATE IMPLICATIONS

Corporate Finance

There are no direct financial implications arising from this report.

Legal

The Cabinet is being asked to:

1. Note the findings from the Ofsted inspection of services for children in need of help and protection, children looked after and care leavers and the Local Safeguarding Children Board (LSCB) in Hillingdon (Appendix 1) and;
2. Note that through the BID Children's Pathway Programme the areas highlighted by Ofsted for further action are already being addressed.
3. Authorise the Director of Children and Young People's Services, in consultation with the Leader of the Council and the Deputy Leader of the Council, to agree the final statement from the Council to Ofsted in response to the findings of the inspection, noting that this statement is a requirement from Ofsted.

The 25 November - 18 December 2013 Ofsted inspection of the Council's Looked After Children (LAC) and care leavers was carried out pursuant to Section 136 of Education and Inspections Act 2006 (the 2006 Act). The inspection also included a review of the effectiveness of the Local Safeguarding Children Board (LSCB) under section 15A of the Children Act 2004 (the 2004 Act). Section 152 of the 2006 Act, confers upon Her Majesty's Chief Inspector the power to prepare combined reports.

Section 137 (of the 2006 Act) stipulates that on completion of an inspection under section 136 the Her Majesty's Chief Inspector must prepare a written report on the matters subject to the inspection. A copy of the report is to be provided to the Local Authority and the Secretary of State. On receipt of the report the Local Authority must prepare a written statement highlighting the action it proposes to take in response to the report and the period within which it proposes to take that action. Further, the Local Authority must publish the inspection report within 30 days of receipt and its statement within 70 working days of receiving the report (Regulation 2 & 3 of The Education and Inspections Act 2006 (Inspection of Local Authorities) Regulations 2007).

With regards to the LSCB, on receipt of the report the LSCB must, within 30 working days, arrange for the report to be published in such a manner the LSCB considers it appropriate (Regulation 3 of the Local Safeguarding Children Board Regulations 2013).

The outcome of the 25 November - 18 December 2013 Ofsted inspection is that the service 'requires improvement'. The inspection did not find any serious failures or widespread malpractices which would place Looked After Children and care leavers at risk of significant harm. The Council is therefore not in breach of any of its statutory duties towards assisting children within its area and safeguarding their welfare.

Under the Council's Constitution the Cabinet has the appropriate powers to agree the recommendation proposed at the outset of this report.

There are no other significant legal implications arising out of this report to bring to Cabinet's attention.

6. BACKGROUND PAPERS

The full inspection report for Hillingdon published is by Ofsted. A copy of the inspection report can be found attached at appendix 1.

<http://www.ofsted.gov.uk/local-authorities/hillingdon>

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London Borough of Hillingdon

Inspection of services for children in need of help and protection, children looked after and care leavers

and

Review of the effectiveness of the Local Safeguarding Children Board¹

Inspection date: 25 November 2013 – 18 December 2013

The overall judgement is **requires improvement**.

There are no widespread or serious failures that create or leave children being harmed or at risk of harm. The welfare of looked after children is safeguarded and promoted. However, the authority is not yet delivering good protection and help and/or care for children, young people and families.

1. Children who need help and protection		Requires improvement
2. Children looked after and achieving permanence		Requires improvement
	2.1 Adoption performance	Good
	2.2 Experiences and progress of care leavers	Requires improvement
3. Leadership, management and governance		Requires improvement

The effectiveness of the Local Safeguarding Children Board (LSCB) **requires improvement**.

The LSCB is not yet demonstrating the characteristics of good.

¹ Ofsted produces this report under its power to combine reports in accordance with section 152 of the Education and Inspections Act 2006. This report includes the report of the inspection of Local Authority functions carried out under section 136 of the Education and Inspection Act 2006 and the report of the review of the Local Safeguarding Children Board carried out under the Local Safeguarding Children Boards (Review) Regulations 2013.

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Section 1: the Local Authority

Summary of key findings

This Local Authority requires improvement and is not yet good because

- The right decisions about the type of help children and young people need are not always made by some social work managers. This means that a small number of children are being offered services as children in need of help, instead of as children at risk of harm. As a result, these children might not get the immediate help they need at the right time. Social workers and managers sometimes terminate the help they are offering to families too soon, which can result in a rapid referral for help again, for the same problems.
- When social workers undertake assessments for children who need help, important information from the past is not always included in assessments. This means that the help provided might not be at the right level.
- Officers who chair case conferences and review the plans for children, have too many different tasks to do, and are therefore, in some cases, not making sure that child protection planning is always good enough. When children need a plan to keep them safe, core groups of people who work with children often work well together, but this is not always evident in their written plans.
- Officers who review plans for looked after children have too many children to consider. They are therefore not making sure the written care plans they see are strong enough. This means that tasks are not done quickly enough.
- Social workers can often talk about plans for looked after children's care very well. However, written plans that explain what needs to get better, do not always reach the same standard.
- Sometimes, there are multiple changes of social workers. This particularly affects looked after children who need a stable figure in their lives to plan for their care. Because of this, some looked after children are not being visited often enough or seen on their own enough during visits. In addition, their views are not always recorded as well as they should be.
- Some looked after children do not do as well as they should at school, and the systems for monitoring this need to be improved.
- Young people who are ready to leave care do not have good enough written pathway plans. These plans should provide details about what sort of support they are going to get, and how and when this will happen. Too many young people who leave care do not go on to further education and are currently unemployed.
- Senior leaders do not yet have an effective plan in place to help them make sure services are constantly getting better for looked after children.
- The information that tells senior leaders, social workers and their managers what they are doing well and what they need to do better, is not clear enough. It does

not make sure they are informed well enough to consistently improve the services that keep children safe and well cared for.

The Local Authority has the following strengths

- When people who work with children inform social care services that they think children are being harmed, social workers and their partners, including the police, act quickly to investigate and make sure children are safe.
- The introduction of the Children's Pathway programme, to assist the child's journey through social care services, is driven by the Director of Children and Young People's Services (DCS) and has led to some services improving. This can be seen, for example, through the early help offer for children and families. A new early help structure and an early help assessment have been brought in to ensure that families get the support they need, such as parenting classes. As a result, the people who provide early help services now know exactly when they should tell social workers that families need specialist assistance.
- Overall, services to children are improving because the Children's Pathway programme is well understood by councillors, the people who run services for children in the council and their partners. These groups communicate with one another regularly to make sure they know what each other are doing.
- The plan for the council and its partners, to improve the way services are delivered, is presented in an innovative way, bringing together a number of action plans onto a single format and presenting it visually at meetings with people who run services. This shows them what is getting better for children and what still needs to be done.
- Some partnerships which keep children safe are strong. For example, social workers and the police work together with children who are at risk of sexual exploitation and with families who are experiencing domestic violence. Work with partners to help unaccompanied asylum seeking children coming into the country is a particular strength in Hillingdon.
- The majority of children in care live in places that support them well, and the council works hard to make sure that those places can be permanent.
- Therapeutic support is offered to all children in care, including those who live outside the borough. The council is highly committed to helping looked after young people to achieve stability where they live.
- Care leavers have good relationships with their social workers and personal advisers who know them well, and help them get ready to leave care.
- The Local Authority is good at placing looked after children for adoption when this is what they need, and then supporting the adoptive family before and after the court order is made.

What does the Local Authority need to improve?

Areas for improvement

- When families need plans to help their parenting improve, these plans need to be robustly audited and quality assured so that it is clear what families have to do to improve.
- When children and families need an assessment, the assessment needs to be very clear in identifying children's needs. When making decisions about what level of help is required historical information about the family should be taken into account.
- Managers of social work teams need to apply a consistent understanding of thresholds for services, so that children and families get the right help at the right time and that their cases are not closed too early before circumstances have improved.
- When children and young people need written plans in place to help improve their lives, the plans must be of a good quality so that they effectively drive the provision of high quality services to children.
- The independent reviewing service needs to be reviewed to ensure that it can meet its requirements to rigorously scrutinise and challenge the quality of child protection and care plans.
- Children and young people who need social work visits should always receive their statutory entitlement to these visits and they should be seen alone so that their views are always recorded, enabling them to influence plans for their protection and care.
- Looked after children's' educational outcomes need to improve, and the virtual school needs to systematically track progress and take action that closes the gap in attainment as rapidly as possible.
- Care leavers who wish to seek education, employment and training should be better supported to access these services, so that young people can choose the best option for them. This is particularly necessary for employment, through the provision of schemes such as work placements or vocational training.
- Improve the quality of audit and of performance reporting so that it drives an embedded culture of rigorous performance management which transforms the standards of social work practice.
- Improve corporate parenting responsibilities across the partnership to ensure services to looked after children improve and support children to achieve their aspirations.
- Maintain sustained efforts to recruit experienced staff and ensure that all staff receive regular supervision in line with the council's supervision policy.

Information about this inspection

Inspectors have looked closely at the experiences of children and young people who have needed or still need help and/or protection. This also includes children and young people who are looked after and young people who are leaving care and starting their lives as young adults.

Inspectors considered the quality of work and the difference adults make to the lives of children, young people and families. They read case files, watched how professional staff work with families and each other and discussed the effectiveness of help and care given to children and young people. Wherever possible, they talked to children, young people and their families. In addition the inspectors have tried to understand what the Local Authority knows about how well it is performing, how well it is doing and what difference it's making for the people who it is trying to help, protect and look after.

The inspection of the Local Authority was carried out under section 136 of the Education and Inspections Act 2006.

The review of the Local Safeguarding Children Board was carried out under section 15A of the Children Act 2004.

Ofsted produces this report of the inspection of Local Authority functions and the review of the local safeguarding children board under its power to combine reports in accordance with section 152 of the Education and Inspections Act 2006.

The inspection team consisted of seven of Her Majesty's Inspectors (HMI) from Ofsted.

The inspection team

Lead inspector: Ian Young

Team inspectors: Mary Candlin, Brenda McLaughlin, Pietro Battista, Tina Shepherd, Judith Nelson, Christine Davies.

Information about this Local Authority area²

Children living in this area

- Approximately 66,000 children and young people under the age of 18 years live in the London Borough of Hillingdon. This is 23.4% of the total population in the area (source: ONS Mid-Year Estimates 2012).
- 19% of school-age children are eligible for a free school meal. For children attending primary, secondary and special schools this breaks down as follows (source: Jan 2013 School Census):
 - in primary schools 19% of pupils (the national average is 18%)
 - in secondary schools 19% of pupils (the national average is 15%)
 - in special schools 38% of pupils (the national average is 37%).
- Children and young people from minority ethnic groups account for approximately 50% of all children living in the area, compared with 22% in the country as a whole (Census 2011).
- The largest minority ethnic group of children and young people in the Borough are "Asian or Asian British" at 26% (Census 2011)
- The proportion of children and young people with English as an additional language is as follows (source: Jan 2013 School Census):
 - in primary schools this is 44% (the national average is 18%)
 - in secondary schools this is 35% (the national average is 14%).

Child protection in this area

- At 31 March 2013, 1,954 children had been identified through assessment as being formally in need of a specialist children's service. This is a reduction from 2,622 at 31 March 2012.
- At 31 March 2013, 218 children and young people were the subject of a child protection plan. This is a reduction from 346 at 31 March 2012.
- At 31 March 2013, ten children lived in a privately arranged fostering placement. This is numerically unchanged from the ten children from 31 March 2012.

² The Local Authority was given the opportunity to review this section of the report and has updated it with local unvalidated data where this was available.

Children looked after in this area

- At 31 March 2013, 367 children are being looked after by the LA (a rate of 56 per 10,000 children). (For the purposes of published figures Ofsted round to the nearest '5' children looked after). This is a reduction from 375 (58 per 10,000 children) at 31 March 2012.
- Of the 367 children looked after at 31 March 2013:
 - 157 (43%) were placed out of borough
 - 87 (24%) were unaccompanied asylum seeking children
 - 45 (12%) were placed in residential children's homes, of which 12 (27%) were out of borough
 - 7 (2%) were placed in residential schools, all of whom were out of borough
 - 252 (69%) were placed in foster care, of whom 126 (50%) were out of borough, with 48 of these less than 20 miles from home, with a further 41 children looked after that arrived in Hillingdon via the airport. 37 local children (15%) were placed in foster care more than 20 miles from home
 - A small number of children were placed with parents – due to very low numbers the data has been suppressed in published returns
 - The remaining 61 children were placed in various types of placement including adoptive placements and independent living.
- In the 12 month to 31 March 2013:
 - there were 15 adoption orders
 - nine children became the subject of special guardianship orders
 - 198 children ceased to be looked after, of whom 14 (7%) subsequently returned to being looked after
 - 60 young people who ceased to be looked after, moved on to independent living.

Other Ofsted inspections

- The Local Authority operates three children's homes. These were judged to be good or outstanding in their most recent Ofsted inspection.
- The previous inspection of Hillingdon's services for looked after children was in December 2009. The Local Authority was judged to be good.
- The Local Authority's fostering and adoption services were both judged good in their most recent Ofsted inspection.

Other information about this area

- Details of leadership posts:
 - The Director of Children and Young People's Services has been in post since June 2013
 - The Chair of the Local Safeguarding Children Board has been in post since September 2009.

Inspection judgements about the Local Authority

The experiences and progress of children who need help and protection require improvement.

- When children, young people and families encounter difficulties in their lives, they can easily access practical help through a wide range of universally available early help services. Partners take account of the views of children, young people and their families and are effective in addressing concerns, which reduces referrals to social care or specialist support for most children. When families need additional support, plans are now better co-ordinated between schools, children's centres, youth projects and partner agencies, including health. These plans help to target work and reduce the likelihood of harm. Partners have worked well to re-model their early intervention strategy and this joint working is having a positive impact on the lives of families. Practitioners in these settings form strong relationships with families, to help them build resilience to deal with their problems, so that they do not get any worse.
- Early help practitioners share concerns well and offer coherent integrated help to families when concerns are first identified. For example, in the children's centres visited by inspectors, there is good knowledge of universal and targeted services available for families with young children, and plans for help give families good access to the wide range of services available. Inspectors found that the co-ordination of Team around the Family (TAF) arrangements and the use of local early help assessments effectively secure services for those in immediate need. However, the lack of an effective quality assurance and audit system for early help assessments means that the outcomes identified for children are not always clearly defined in TAF plans. As a result, it is difficult to measure what has changed for some children. Moreover, this makes it difficult for professionals to recognise and know what works so that they can repeat the success for other families.
- When a family's problems escalate, the council's Intensive Team within the Family Key Working Service provide a good level of support to prevent problems getting worse. Key workers from the team work well to improve children's wellbeing and diminish risks within families. Case examples show a real reduction of risk of harm to children. The support offered strengthens parenting skills, such as managing children's behaviour or establishing daily routines. This improves children's emotional wellbeing and reduces the need for families to be referred for further specialist services.
- All partner agencies understand the local authority's threshold for services and make appropriate referrals if harm to children and young people is suspected or likely. Most referrals to children's social care services are dealt with effectively by the recently reconfigured Triage and Multi Agency Safeguarding Hub team, in partnership with the police. Children requiring protection are identified by the Triage team and passed promptly to the assessment team, where immediate or significant risks are recognised, and swift action is taken to prevent further harm.

- Child protection enquiries are undertaken in a timely manner. They are led by qualified and suitably experienced social workers in conjunction, where appropriate, with the police, and supported by partner agencies so that most children are kept safe. However, there are inconsistencies in the application of thresholds by managers in the long term social work teams. In a small number of cases seen, the threshold for child protection was met, but children were being offered a service as children in need, which in some cases led to a delay in timely protective action.
- Assessments of children's needs by social workers are generally prompt and most assessments result in the delivery of appropriate services. Assessments of children and young people's cultural and ethnic needs have improved following changes to social work teams in line with the Children's Pathway programme. The assessments reviewed by inspectors included appropriately identified risks and the actions required to reduce those risks. Children are usually seen and seen alone. In most cases seen by inspectors, their views are fully considered and they influence the outcomes of assessments. However, this is not yet consistent and the voice of children and young people is not heard or recorded sufficiently in some cases.
- Assessments are not all of a good quality. Some assessments are not informed by historical information. The inconsistent quality of chronologies and recording means that key information is not always available to inform analysis, so that the right services can be promptly provided. This leads to recommendations in some plans that are overly optimistic about what can be achieved by some families. Written plans do not always identify clear, specific changes required within timescales. In some cases this leads to drift and premature closure of others as it is not initially clear what needs to change. Inspectors found that in some instances, this resulted either in re-referrals, or children becoming subject of a child protection plan for a second or subsequent time for the same problems. In a small number of cases tracked or sampled by inspectors, children and young people's plans had not been adapted in response to changes of circumstance or increased levels of risk. In these cases, management oversight was not robust and individual supervision sessions were not held as often as they should have been, so that social workers could be robustly challenged to improve their practice.
- For children with child protection plans, information sharing between agencies and professionals is timely and this helps to keep children safe by focussing clearly on the risks to their safety and what needs to be done to protect them. The Local Authority is in the process of implementing the signs of safety model, which is beginning to improve the quality of child protection plans, but still needs to be robustly embedded. Inspectors have seen evidence at core groups, of positive, active multi-agency intervention and support, which is reducing the risk of harm to children and improving outcomes. However, the staff who chair child protection meetings have a very wide remit and are not always effective in consistently identifying and challenging poor practice, specifically in terms of the quality of written assessments and reports presented at child protection

conferences. Quality assurance of case conference chairs' work by their managers is not of a good standard.

- When privately fostered children and young people are identified by the Local Authority, assessments are good and focussed on ensuring their safety. The Local Authority recognises that the number of children privately fostered is low and have acknowledged the need, identified by the Local Safeguarding Children Board, to raise awareness of these children across partner agencies, so that they are identified early and provided with a service to meet their needs.
- For children who go missing from home or care, the Child Sexual Exploitation (CSE) and Missing Children multi-agency operational meeting convenes regularly, is chaired by a senior social care manager, and focusses appropriately on the needs of individual young people. Inspectors reviewed a number of cases considered by the operations meeting and identified that for those young people, risks are being effectively managed. However, actions are not routinely recorded on their personal files to support individual plans for their protection.
- Monitoring by the Local Authority demonstrates that the numbers of children missing education is on an upward trajectory. The turnover is high because a large proportion of children missing education are of Gypsy, Roma and Traveller heritage. In the current academic year, 237 children were identified as missing from education and all were traced.
- In addition to the operations meeting, the Local Authority and its partners have other effective systems in place for identifying and routinely sharing information to protect children at risk of sexual exploitation. For example, 'Operation OWL' a partnership between police and social workers, has been successful in sharing intelligence, identifying individuals who pose a risk to young people and taking joint action to prevent concerns from escalating.
- Young people who need protection because they enter the country unaccompanied by adults, are kept safe, particularly where there is a risk of them going missing or being sexually exploited or trafficked. The Local Authority has a dedicated stand-by team in Heathrow Airport. Together with their partners in the UK Border Agency, the Local Authority is highly responsive to the needs of unaccompanied minors and trafficked children, resulting in timely risk assessment and positive outcomes for these vulnerable young people. Targeted support is promptly put in place, and comparatively high numbers of these young people enter care from age 14 onwards to keep them safe. Education services are promptly provided with effective provision that assists young people's integration. An active approach is taken to cultural issues and these young people make good progress in English, academic and practical subjects, and generally stay on in education.
- Children with disabilities and their families are offered help and protection when needs and concerns are first identified. A range of cases reviewed by inspectors, including children subject to child protection plans, demonstrated that their circumstances improved as a result of timely interventions. Young people with a disability, and their families, are involved in planning services at a local level. For

example, following consultation with a young person's champion and with parents, schools now provide respite services during holiday periods.

- When children and families need help outside of normal working hours, the Local Authority has a good service which responds to the needs of families. Robust communication with day services is effective in ensuring continuity in meeting children's needs at any time.
- Children and young people who are the subject of statutory plans have good access to and use the services of an independently commissioned advocacy service. The advocacy service ensures children and young people's voices are heard during meetings and sometimes in their written plans. When tracking and sampling cases, inspectors saw evidence of support being provided to young people to assist them in making their views known to professionals, or when making a complaint.
- The Local Authority Designated Officer (LADO) arrangements for managing and responding to allegations of abuse or mistreatment of children by professionals and carers is effective. Allegations are taken seriously and responded to appropriately.
- For children living in households where domestic violence is in evidence, Multi-Agency Risk Assessment Conferences (MARAC) are well established, with good representation and input from partner agencies. Inspectors saw evidence of appropriate communication between the police and children's social care services through the MARAC, and this is helping to protect children.

The experiences and progress of children looked after and achieving permanence require improvement.

- When problems escalate in families to the point that children and young people need to be looked after, professionals act swiftly. They hold family group conferences that are effective in supporting children and their families. When it is the right decision, these conferences succeed in preventing some children coming into care. When children and young people need to be in care, the Public Law Outline process is used effectively and the right decisions are taken to ensure that being looked after is in their best interests. When decisions are made that children and young people can return home, in most cases, assessments and plans are put in place to ensure this is achieved safely and sustainably.
- Good communication between the Independent Reviewing Officers and the Children and Family Court Advisory Service (CAFCAS) means that children's care planning is shared and agreed in most cases. For those young people who come into the country seeking asylum with no one holding parental responsibility for them, legal advice is consistently sought which means they are provided with protection straight away. Legal services within family proceedings are sufficiently resourced and include a dedicated representative who specialises in asylum and immigration.
- When the Local Authority needs to secure a child's care, they make good decisions to apply to the court for legal orders. The average length of care proceedings is improving and social workers are committed to the need to continue to improve timescales, so that children and young people can achieve the right permanence option at the earliest opportunity.
- Some looked after children and young people have had the same social worker over time and have built a positive relationship with them. Life story work is undertaken to help them to understand why they are in care and to explain the plans for their future. In some instances, visits from social workers to children and young people in care are not always timely and some looked after children are not always seen alone by their social workers. This means that some social workers are not fully aware of, or fully recording, the views of looked after children and allowing them to influence their plans. All looked after children have a plan that ensures they are cared for appropriately and address health and educational needs. However, the quality of written plans is not consistent although most are satisfactory. The good plans seen recognised the importance of contact between children and their families where this is in a child's best interests, and contact between brothers and sisters is given a high priority. The majority of social workers know children well and can articulate the plans for the child. However, this is not always reflected in written, individualised care plans. Some plans lack timescales for completing actions, detail about how objectives will be achieved and what progress has been made against the plan.
- Most children and young people looked after are placed within or very close to the borough, they receive visits and support from allocated social workers and are well supported in their health and educational needs. Cases tracked during the inspection included some young people who lived the furthest away from the

Local Authority area. They were visited by regulatory inspectors to gather their views. These visits demonstrated that good placement plans are in place. For example, a young man was in a specialist placement due to his highly complex needs and was being offered intensive support. Effective planning of a commissioned support package included a comprehensive assessment of his emotional wellbeing and the recruitment of a dedicated staff team to provide him with individualised care. This resulted in a marked improvement in his behaviour and functioning and significantly improved his life chances.

- Children and young people are encouraged and supported by the Local Authority to have an active and enthusiastic Children in Care Council. This is facilitated by a highly effective children's rights officer who offers a platform for children and young people to make complaints and raise issues that are important to them. Some children and young people are well involved in improvement projects, and inspectors saw evidence of the influence of these groups in service delivery and design. The majority of young people spoken to are aware of the advocacy service and how to access this to get help and support in ensuring their voice is heard.
- Educational attainment of looked after children and young people is below that of other looked after children nationally at all key stages. The attainment of those young people achieving GCSEs at A*- C is below the national average. The virtual school ensures pastoral support, tuition and practical help are in place to meet individual need. However, systems to track looked after children's progress through personal education plans are currently basic and underdeveloped, meaning the progress of a number of children from their starting point is slow. Funding provided for additional tuition and learning support through personal educational allowances or the Pupil Premium, is not measured for effectiveness. The Local Authority has good systems to monitor school attendance for looked after children, including those placed in schools outside the borough, and puts in place effective pastoral and practical support measures, such as transport. Overall absence levels, which were above the comparable national and London averages in 2012 at 6%, have reduced to 4.6% by the end July 2013.
- Reviews of looked after children's care plans are timely. Immediately prior to review meetings, most children are seen and spoken to by their Independent Reviewing Officer and their views are taken into account. Foster carers and children spoke positively of their Independent Reviewing Officer (IRO) who, in a number of cases, was the consistent professional in their lives. However, IRO caseloads are high and this impacts on their ability to meet with children early enough to gain their views on setting up the review, or the effectiveness of their care plan. In most cases, the review of care plans was satisfactory, although a few lacked robust challenge in addressing the progress of the plan. This was particularly the case in securing permanence, which leads to drift and delay in progressing plans for a number of children. Minutes of review meetings are given to children and young people but they are not provided in other languages to children whose first language is not English. This limits some young peoples' understanding of what is being written about and planned for them.

- The majority of children and young people benefit from a stable placement that provides for continuity of care and supports them in achieving their aspirations. Where there is a risk of placement breakdown, support for children, young people and their carers is provided via the fostering clinical psychology service, which helps maintain stability of placements. The fostering service ensures that carers offer placements that meet children's needs, with regular training and good support available to carers.
- There is a strong commitment to achieving permanency through legal routes for all children who are looked after. This is promoted by senior managers, well supported by elected members and is an improving picture that is resulting in greater numbers of children being able to remain in placements permanently. Long term financial and social work support is provided to encourage the take up of Special Guardianship by family members and foster carers, including Independent Fostering Agency carers. This is beginning to show an impact by increasing the numbers of children for whom this route to permanency is considered appropriate and in their best interests, and they can be assisted to remain in placement permanently.
- Ambition in seeking permanence for brothers and sisters means that most are placed together. Separation is very carefully considered and is based upon assessment of the children's individual needs. For young children where the plan is for adoption, permanence is progressed in parallel in a timely way. In some cases, where the plan for permanence is long term foster care, there is a delay in prioritising assessments of the suitability of foster carers, although this has been recognised and is being addressed by the Local Authority through the Children's Pathway programme.
- All permanence options are well considered for children by the Local Authority's combined adoption and permanence team. Progress in achieving children's permanency plans is tracked and overseen by regular placement planning meetings (PPMs) and in both statutory reviews and case supervision. However, when adoption or permanency plans need to change, because for example, a suitable family cannot be found to take all brothers and sisters together, there is a lack of clarity about how and by whom that decision should be taken. The Local Authority is aware of this issue and senior managers have appropriate expectations of what the process needs to be. Plans are in place to ensure expectations are consistently understood and followed by all social workers, managers and reviewing officers. For most children, this has not had a negative impact on their stability or permanence in placement as existing carers have come forward to be assessed as permanent carers.

The graded judgement for adoption performance is good.

- When it is not safe or appropriate for children and young people to return to the care of parents or birth family, the Local Authority has a strong commitment to ensure that adoption is considered as early as possible. In the year to date, 80% of children adopted were placed within 12 months of the approval to place for

adoption. There is an effective action plan in place to make further improvements to this figure. Making this a reality for more children is being put into operation by the specialised adoption and permanency team and the children's social work teams. Although the authority recognises that there is still work to do to improve the service further. For example, their aim is to ensure that all social workers in the children's social work teams routinely consider adoption at the earliest opportunity for every child, and make a referral to the adoption and permanency team, so that the search for a suitable family can begin in a timely manner.

- The review of the structure of the adoption and permanency team as part of the Children's Pathway programme has led to the creation of two sub teams; one with a focus on family finding and another with a focus on assessment of applicants, and this has sharpened the focus on both of these aspects. The improved and streamlined processes for recruitment, training and assessment of adopters, matching with children and effective support is having a positive impact for children. The choice of placements is increasing and the identification of potential placements happens quickly. As a result, more children are able to live with their permanent family sooner. The Local Authority's current data shows a considerable reduction in the time between a child becoming looked after and being placed for adoption, from an average of 704 days between 2009 to 2012, to 581 days in the year to date, which is better than comparators. Whilst the court process continues to cause delays in achieving permanence, and cases are not yet being concluded within the recommended 26 weeks, the average time from receiving the court's authority to place, to a child being placed for adoption is improving. It was 151 days in 2011/12 an improvement on the previous year and better than both the national average and statistical neighbours.
- Robust monitoring is in place to ensure delays are minimised. There are 22 children currently with an adoption plan for whom a match has not yet been identified and this number has reduced from 26 in April 2013. As a result of streamlining the recruitment process, there is a 40% increase in the number of adopters approved and more of those adopters are being approved within the required timescale. In 2012/13, 73% of new adopters were approved within eight months and the Local Authority's own information shows that 75% of approvals are now being completed within six months. Adopters spoken to by inspectors said that they had received prompt responses throughout the process, and frequent visiting from experienced social workers meant that their approvals progressed to consideration by the adoption panel in a timely way. All adopters approved at the panel are asked to consider fostering to adopt, and two children have so far been placed under this scheme, which will enable those children to remain with the same carers if the adoption plan is successful.
- Social workers undertake good quality, timely assessments and say that training is helping them to continually improve their analytical and assessment skills. Adopters said that they receive good training, and their assessing social worker encourages and enables them to think more widely about the range of children they could care for, for example older children and whether they could take brothers and sisters. This has both developed adopters and widened the resource available 'in house'.

- The combined adoption and permanency panel has an independent chair whose role promotes overview and consistency of approach. The fortnightly frequency of panels helps to minimise the potential for delay in achieving a child's adoption plan, by approving new carers and considering matches for children promptly. Rigorous scrutiny of assessment and potential matches for children is an effective quality assurance mechanism, providing valuable feedback about quality and identifying learning and development points for staff, so that practice can continually improve. As the agency decision maker, the DCS considers the panel's recommendations thoroughly and promptly, ensuring that there is no delay in making the right decisions about children's futures.
- Effective parallel adoption planning is increasingly in place which means that the search for potential adopters can begin while assessments of the birth family are taking place during legal proceedings. The progress of individual children's adoption plans are monitored effectively by regular Permanency Planning Meetings and at statutory reviews. Good use is made of case histories, so adopters of older siblings are routinely approached early in the process as a potential match and to explore whether they would consider a concurrent placement. A wide range of family finding strategies are used and tailored for each child. Any links are promptly and diligently pursued and there is effective liaison with the child's social worker.
- Overall, timescales for achieving adoption for children and young people are good and improving. However, some children continue to wait too long and timescales for the formal review of adoption plans are not yet fully in place. Children are helped while waiting, to understand their past, express feelings and be prepared for the future. They also benefit from careful assessment by social workers of how best to meet the individual needs of brothers and sisters, and time is taken to explore fully whether they can be placed together. As a result, placements are more likely to be suitable, stable and meet their needs. There have been no adoption disruptions since April 2010.
- A dedicated member of staff ensures a good range of in house support and effective signposting to a wide range of commissioned post-adoption support services. 'Letterbox' contact and direct contact arrangements are well organised. Adopters spoken to by inspectors were very positive about the service that they and their children had received from the adoption team from the point of placement, particularly the frequency and reliability of visits. They valued the continued access to social work advice and support after the order was granted and talked about the help they and their children receive to prepare for and to maintain direct contact with birth families, especially with brothers and sisters.

The graded judgement for the experiences and progress of care leavers is requires improvement.

- Care leavers were highly complimentary about the access they get to a broad range of services through the Young People's team, which has been formed as part of the Children's Pathway programme. Social workers and personal advisors build purposeful relationships and get to know young people well through frequent direct contact. Case files show that the team draws a wide range of

information from partners and works with each young person to assess their individual needs.

- Practitioners tailor their work to meet care leavers' immediate needs. Those with learning difficulties are supported well. However, this high quality level of support is not always consistently reflected in written pathway plans, the plans do not always identify who is responsible for delivering each task, or by when the task should be complete. Examples seen lacked detail in one or more areas so that progress of the plans cannot be measured and do not have contingency plans to cover potential changes in circumstances. Reviews take place regularly and incorporate young people's views, although the small number of young people who spoke to inspectors do not find the formal reviewing process or documentation helpful. Systems to support high quality pathway planning are not yet fully in place.
- Too many care leavers are not in education, training and employment by comparison with their local peers. This remains a key priority for the Local Authority. Information, advice and guidance are offered to those who go into employment, and young people have been successful in the small number of apprenticeships secured by the council. However, a comparatively high proportion of those not continuing in training or education are unemployed. Services leading to suitable work experience or vocational training are not well developed. However, a number of care leavers are given financial and practical support to achieve success in higher education which includes help with transport and accommodation.
- The great majority of care leavers are guided and supported well and are in safe, suitable housing, although a small number of young people make two or more moves on leaving care before they find settled housing. Young people have access to a good range of accommodation, including some options that include more intensive support. When their status is unclear, young asylum seekers are helped to secure legal advice services, so the right choices can be offered.
- The health needs of young people leaving care and care leavers are supported well. Health assessments take place before young people leave care and a clear action plan was in place in cases reviewed by inspectors. Social workers and personal advisors ensure that young people are aware of their entitlement to continuing health support, although the young peoples' views of what is important in their health is not always clearly recorded on pathway plans.
- Most young people who spoke to inspectors know about their rights and how to access services, although they said they would like more access to information in varied written and electronic formats. Young people are supported in making sensible choices about their health, lifestyles, well-being and managing finances, and this is informed by a well-publicised charter of their rights.

Leadership, management and governance requires improvement

- Strategic managers and the lead elected member demonstrate an appropriate understanding of strategic and operational priorities. The lines of accountability between the Chief Executive, Director of Children and Young People's Service

(DCS) and the lead member are strong. There are clear reporting arrangements across the Children's Pathway transformation programme to monitor and review key priorities, of which the DCS is the key driver. They are fully aware of challenges and weaknesses and use external scrutiny well, such as the recent safeguarding diagnostic undertaken by the Local Government Association, to drive improvement. This has led to the development of several key areas for improving safeguarding practice, such as reviewing child protection plans to make them more outcome focused, and these are promoted by the council's senior leaders through the monthly Safeguarding Review Board. Clear accountabilities exist between the Chief Executive and Hillingdon Safeguarding Children Board chair, who meet regularly to discuss safeguarding issues.

- Established arrangements are in place for the council, together with its partner agencies including health, to commission services for children and young people. For example, a needs assessment has been used to reshape and strengthen the early identification of need and early help pathways, which means that families can access support prior to assessment for targeted or specialist provision. As part of a commitment to placing looked after children locally and supporting the principles of achieving best value, the council are part of the West London Alliance Children's Services Efficiencies programme. This programme effectively underpins the sufficiency strategy, and has recently resulted in an increase in local foster care provision as part of the Children's Pathway Programme. Whilst the Local Authority recognises the need to continue increasing the number of in house foster care options, placement decisions are based on achieving high quality outcomes that are needs led, rather than cost based. The Local Authority also works in partnership with providers to secure a sufficient range of local housing options for care leavers.
- A key strength of the council is its commitment to the emotional support of young people by investing in the provision of specialised therapeutic support, which is offered to all looked after children, including those in out of borough placements. While the Local Authority is in the process of collating detailed placement and health performance information across the partnership, this has yet to be finalised. Consequently, the council does not yet fully capture or communicate details of looked after children and care leavers' health needs sufficiently. This includes CAMHS provision, which is under a comprehensive review.
- The recent rigorous review of the work of the corporate parenting board, undertaken by the Local Authority, has led to the strengthening of the board's structures. However, it is too early in the implementation phase to fully demonstrate impact. The Local Authority does not currently operate to an overarching strategic corporate parenting plan, and progress against its current work plan has not been swift or focussed enough to deliver its objectives.
- Members and officers have a clear commitment to corporate parenting and actively champion the needs of children and young people. This is evident from the support provided to the children in care council, where looked after children and care leavers are very well supported to have a voice and influence changes to their lives. Inspectors found recent evidence of young people's views and experiences influencing changes in the development and provision of services,

such as the increase in the care leavers grant and access to driving lessons to improve young people's employability. The council's commitment to celebrating children's aspirations and achievements is good, including the well attended, positive, annual 'Kids in Care Awards'. The Local Authority recognises that issues, such as closing the education gap between looked after children and their peers, improving the frequency and quality of social work visits to looked after children, remain key priorities.

- A wealth of performance information is used across strategic and operational forums to drive improvement and raise standards. However, inspectors found performance reports were sometimes overly technical and not as clear as they could be on what wasn't working well. This gave some middle managers an overly positive impression in some key areas of activity, negatively impacting on their ability to drive improvement. The council's electronic recording system could assist with this issue, however, it is not yet fully utilised to support performance management. Plans are in place to improve performance management and quality assurance arrangements through the innovative Performance Improvement Plan, which consolidates action planning across the partnership and supports effective joint monitoring and review of progress. The Local Authority and its partners recognise that this positive development needs to be further strengthened by a sharper focus on demonstrating outcomes for children from planned activity.
- The narratives that underpin audits, undertaken by social care managers to support this inspection, were evaluative, and aligned with inspection findings in most cases. The Local Authority has recognised that the ratings attributed to these cases, together with those in a random sample of routine audits, were not consistently robust and did not routinely provide an accurate picture of social work practice, or sufficiently inform learning.
- No children were identified as being left at immediate risk of significant harm during the inspection. However, in some cases the consistency of management oversight and decision making and the quality of social work practice was not sufficiently robust. During the inspection a small number of cases were therefore referred back to the Local Authority, and the DCS took appropriate, swift action in response to concerns raised.
- The Local Authority has made sustained efforts to prioritise additional resources, increasing the numbers of social work posts and securing some permanent staff as a result. Despite this, there remains a lack of stability brought about by the shortage of permanent and experienced workers across front line services. This poses a significant constraint to the delivery of the Children's Pathway transformation programme. It results in children not being allocated to a consistent professional who tenaciously drives plans forward. Also, a high number of posts across front line practice, including senior manager positions are interim, and this does not support stability or continuity in service provision.
- Workers were positive about their managers, including senior managers. They value the approach of grouping workers in PODs which provides for reflective discussion of cases and supports learning. As part of the Children's Pathway

programme, the Local Authority has invested in a training programme for front line managers in reflective supervision. However, the frequency of individual supervision sessions is not sufficiently regular to meet the council's own supervision policy, and a small number workers reported significant gaps. In addition, inspectors found the quality and frequency of some supervision records was inconsistent.

- The Local Authority demonstrates commitment to recruiting, investing in and training its workforce. Although personal development plans were not routinely completed, the Principal Social Worker (PSW) facilitates access to an online discussion forum to promote sharing of good practice. This role is effective and champions social workers' career paths by updating their knowledge and skills through research and training, which are disseminated well and are easily accessible. The PSW also produces briefings from lessons learned from serious case reviews nationally. Newly qualified social workers are supported well and developing a career pathway for all staff is a key priority. However, some staff report that capacity issues within their service negatively impacts on their ability to take up the training opportunities offered.
- Clear processes are in place to support children, young people and their families to make complaints, and feedback is used to inform learning. The approach adopted to responding to complaints reflects a learning culture and priority is given to this important area of work. Response to complaints has not historically been timely, but recent performance information shows significant improvement. Children and families making complaints and compliments have access to an independent advocacy and children's rights service and evidence of take up of these services was demonstrated.

What the inspection judgements mean: the local authority

An **outstanding** local authority leads highly effective services that contribute to significantly improved outcomes for children and young people who need help and protection and care. Their progress exceeds expectations and is sustained over time.

A **good** local authority leads effective services that help, protect and care for children and young people and those who are looked after and care leavers have their welfare safeguarded and promoted.

In a local authority that **requires improvement**, there are no widespread or serious failures that create or leave children being harmed or at risk of harm. The welfare of looked after children is safeguarded and promoted. Minimum requirements are in place, however, the authority is not yet delivering good protection, help and care for children, young people and families.

A local authority that is **inadequate** is providing services where there are widespread or serious failures that create or leave children being harmed or at risk of harm or result in children looked after or care leavers not having their welfare safeguarded and promoted.

Section 2: The effectiveness of the Local Safeguarding Children Board

The effectiveness of the Local Safeguarding Children Board (LSCB) requires improvement.

Areas for improvement

- Ensure that time allocated to LSCB meetings is sufficient for partners to effectively undertake its work.
- Improve the communication with other strategic bodies such as the Health and Wellbeing Board, to ensure strategies aiming to improve the lives of children and young people are effectively co-ordinated.
- Ensure that the LSCB effectively evaluates safeguarding performance through audit and performance monitoring of multi-agency activity, and makes sure the evaluation is used to improve services.
- Ensure that the LSCB provides effective challenge to partners and holds partners to account to improve safeguarding outcomes for children and young people.
- Ensure that children, families and the community are appropriately engaged in the work of the LSCB strategically and operationally, so that its work reflects their views.
- Ensure that partners are appropriately engaged in developing and delivering multi-agency aspects of the signs of safety approach to risk management, so that there is full multiagency engagement in identifying risks and strengths to keep children safe.
- Ensure that the impact and effectiveness of multi-agency safeguarding training is evaluated so that its effectiveness can be assessed and improved.

Key strengths and weaknesses of the LSCB

- The LSCB complies with its statutory responsibilities. The Annual Report has recently been produced and it provides a comprehensive review of the work of the Board, and demonstrates how the Board, through its partner agencies, co-ordinates work to safeguard children in the area. Clear priorities are set out in an achievable and measurable action plan. One priority, to engage children, families and the community, has not been sufficiently progressed at either strategic or operational levels. Therefore its work does not reflect children's views. This commitment has, however, been renewed, together with an undertaking to make effective use of the lay members appointed earlier this year in this regard.
- The terms of reference for the LSCB are clear but need to be refreshed to encompass its developing role. Governance arrangements are appropriately established between the LSCB, the Local Authority's Chief Executive, senior managers and the Children's Trust. However, protocols between the LSCB and other key partnerships such as the Health and Wellbeing Board and the Community Safety Partnership have yet to be formalised.

- The role of the LSCB Chair is sufficiently independent. The LSCB Chair also chairs the Adult Safeguarding Board (ASB), which benefits from communication across both boards and provides an opportunity for members to meet, as the boards sit on the same day. The LSCB has recognised the time allocated to both the LSCB and ASB components is insufficient to enable appropriate governance, and plans are in place to increase the time allocations for these respective meetings. The LSCB is at an early stage of developing oversight of, and involvement in, early intervention. It has influenced the development of the early help assessment and Team Around the Family plan replacing the Common Assessment Framework.
- Performance management and analysis are not sufficiently well developed within the Board. The LSCB monitors front-line practice by individual partner agencies through a range of individual agency audits and performance management information. Issues arising from these are routinely considered by the LSCB performance sub group and are reported on to the Board. However, monitoring and evaluation on a multi-agency basis is underdeveloped at this stage. The LSCB introduced multi-agency audits very recently and only eight cases have so far been reviewed with limited impact as yet on the safeguarding system. Prior to the implementation of the multi-agency audits, the LSCB carried out comprehensive management reviews on four specific cases in 2012/2013.
- Whilst the LSCB has reviewed some key areas of performance; others have not yet received sufficient analysis, in particular, the significant drop in children subject to child protection plans and the significant rise in the proportion of children subject to repeat plans. This lack of scrutiny has occurred in the context of the board acknowledging concerns about the smartness and effectiveness of child protection plans, staff turnover and the quality of assessments and management oversight.
- The LSCB has also not ensured that the multi-agency implications of the roll out of the signs of safety approach have been systematically addressed. This is particularly within child protection conferences, so that the whole partnership is engaged in this approach to recognising risks and strengths in families in keeping their children safe.
- The LSCB regularly receives updates from member agencies, which enable partners to have a clear understanding of issues affecting the delivery of safeguarding services across the local area. For example, updates detail any significant organisational and staffing changes, staffing shortages and the need to improve the quality of some aspects of child protection practice and management oversight. Whilst this is information sharing, there is little evidence that it results in effective challenge to partners, or holding partners to account, in a way that that improves the delivery of services or outcomes for vulnerable children.
- Safeguarding is a priority for all key partners. There is appropriate representation of partner agencies within the sub/working groups of the LSCB. However, the LSCB annual report demonstrates that over the last year, representation by some partners at the LSCB meetings has significantly decreased from the previous year. However, the LSCB chair has undertaken significant engagement with partner

agencies and through the London Safeguarding Board, to improve partners participation and attendance.

- The LSCB has established appropriate priorities based on local needs and is prompt to respond to emerging local and national issues. Safeguarding Audits under Section 11 of the Children Act 2004, were completed last year by partner agencies, confirming that all partners are appropriately prioritising safeguarding.
- Effective systems are established to ensure child sexual exploitation, trafficking, missing children and child deaths, are appropriately overseen by the Board. The LSCB is aware of the need for all partners to improve private fostering notifications. However, specific action to raise awareness and notification of children privately fostered in the local schools has not yet been successful and as a result, the number of notifications currently remains low.
- Whilst no local Serious Case Reviews (SCRs) have been recently undertaken, the LSCB has implemented learning from previous SCRs and national findings, alongside learning from individual agency reviews. Learning is incorporated well into the extensive LSCB training programme which is well established and is well attended by partner agencies. LSCB training is responsive to the Board's priorities and partner agency's needs. For example, it is now providing signs of safety training for partner agencies. However, the evaluation of the impact of training is at an early stage of development.

What the inspection judgments mean: the LSCB

An **outstanding** LSCB is highly influential in improving the care and protection of children. Their evaluation of performance is exceptional and helps the local authority and its partners to understand the difference that services make and where they need to improve. The LSCB creates and fosters an effective learning culture.

An LSCB that is **good** coordinates the activity of statutory partners and monitors the effectiveness of local arrangements. Multi-agency training in the protection and care of children is effective and evaluated regularly for impact. The LSCB provides robust and rigorous evaluation and analysis of local performance that identifies areas for improvement and influences the planning and delivery of high-quality services.

An LSCB **requires improvement** if it does not yet demonstrate the characteristics of good.

An LSCB that is **inadequate** does not demonstrate that it has effective arrangements in place and the required skills to discharge its statutory functions. It does not understand the experiences of children and young people locally and fails to identify where improvements can be made.

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CRC (CARBON REDUCTION COMMITMENT) ENERGY EFFICIENCY SCHEME PHASE II PURCHASE OF CARBON ALLOWANCES

Cabinet Member(s)	Councillor Jonathan Bianco
Cabinet Portfolio(s)	Finance, Property and Business Services
Officer Contact(s)	Richard Coomber, Residents Services
Papers with report	None

1. HEADLINE INFORMATION

Summary	Cabinet approval is sought on the strategy to purchase CRC carbon allowances in Phase II of the CRC Energy Efficiency Scheme (April 2014 to March 2019.)
Contribution to our plans and strategies	Fulfil the Council's statutory obligations under the CRC Energy Efficiency Scheme.
Financial Cost	£604,781 of CRC carbon allowances for 38,768 (tCO ²) April 2014 to March 2017 (Purchase June 2014)
Relevant Policy Overview Committee	Corporate Services & Partnerships
Ward(s) affected	All

2. RECOMMENDATION

That Cabinet:

- 1) Authorise officers to order £604,781 of CRC carbon allowances in the April 2014 forecast sale for the projected carbon emissions in the first three compliance years of the CRC Energy Efficiency Scheme Phase II (2014-2015 to 2016-2017). Payment for these allowances will be made in June 2014 and;
- 2) Note that officers will review the strategy and forecasts annually for purchasing CRC carbon allowances for the future compliance years of CRC Phase II (April 2017 - March 2019) in future allowance sale windows.

Reasons for recommendation

The price of carbon in the April 2014 forecast sale of £15.60 per tonne of carbon dioxide (tCO²) will be at its lowest point during Phase II of the CRC Energy Efficiency Scheme (April 2014 to March 2019.) In the 2012 Autumn Statement Government stated that the price of carbon would

rise in line with the RPI (Retail Price Index) from 2015-16 and in subsequent years of the scheme.¹

The recommendation will ensure compliance with the CRC Energy Efficiency Scheme Order 2013.

Alternative options considered / risk management

The Council could decide to purchase CRC allowances in the forecast sales in the April of each compliance year, but this approach would increase costs as the price of carbon is due to increase by RPI (Retail Price Index) from 2015-16.

The Council could decide to purchase CRC allowances retrospectively in the July following each compliance year in the buy to comply sale, but this approach would increase costs further due to the differential in the price of carbon compared to the forecast sale (80 pence per tCO² in 2014-15) and the impact of RPI (Retail Price Index) from 2015-16 onwards.

The risks associated with advanced purchasing are considered minimal as the CRC allowances for the future years of Phase II (2017-2019) will not be purchased in April 2014. Due to the Government's 2016 review of CRC, the 2014-17 period is being considered as part of this report.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

Supporting Information

As reported to Cabinet on 26th September 2013, the London Borough of Hillingdon is required to participate in Phase II of the CRC Energy Efficiency Scheme. Registration for Phase II of the scheme was fully completed on 25th November 2013. As in Phase I of the scheme participants are required to submit an Annual Report to the Environment Agency and purchase and surrender carbon allowances for their emissions (tonnes carbon dioxide tCO²) from DECC (Department of Energy and Climate Change).

The Government's simplification of the CRC Energy Efficiency Scheme introduced changes effective in Phase II (April 2014 to March 2019).

The most significant change from the commencement of Phase II of the scheme is the removal of state funded schools from CRC and the inclusion of all emissions from un-metered (UMS) street lighting supplies. A projection of annual emissions based on the revised rules for CRC Phase II is given in Table 1 below.

Table 1 Phase II Annual CRC Emissions (tCO²)

Annual Emissions CRC Phase II	15,507
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¹ HM Treasury Autumn Statement 5th December 2012 p71

Phase II of the CRC will also revise the process for the purchase of CRC allowances with a 'forecast sale' in the April of each compliance year, in addition to the retrospective 'buy to comply' sale in the July following each compliance year. The price of carbon will be lower in the forecast sale than the buy to comply sale to incentivise participants to forecast their carbon emissions. The 2013 Autumn Statement confirmed that for the compliance year April 2014 to March 2015 CRC allowances will be £15.60 per tonne of carbon dioxide in the forecast sale and £16.40 per tonne of carbon dioxide in the buy to comply sale.²

The April 2014 forecast sale presents the Council with an opportunity to purchase CRC allowances for future years of CRC Phase II (2014-2015 to 2016-2017) at the price of £15.60 per tonne of carbon dioxide. CRC allowances ordered in April 2014 will remain valid for all compliance years within Phase II (2014-2015 to 2018-2019). The price of carbon will rise in line with the RPI (Retail Price Index) from the 2015-16 compliance year onward. In April 2014 therefore the price of carbon will be at its lowest point during Phase II of the scheme (April 2014 to March 2019).

There is a planned Government review of the effectiveness of the CRC in 2016, therefore it is proposed to purchase two and a half years allowances based on current annual emissions, in the 2014 advance sale. This aligns with guidance of a prudent approach from the London Energy Project.

Table 2 below sets out the projected annual emissions and CRC allowance cost in Phase II and the proposed cost of a three year CRC allowance order made in April 2014. The allowance costs presented are based on the April 2014 forecast sale price of £15.60 per tonne of carbon dioxide.

Table 2 Phase II CRC Allowances

£ 'Forecast sale' Carbon Price (£/tCO²)	Annual Emissions (tCO²)	£ Annual CRC Allowances	Emissions tCO² (2014-2015 to 2016-2017)	£ CRC Allowances (2014-2015 to 2016-2017)
15.60	15,507	241,909	46,521	725,727
Two and a half years (based on current annual emissions) in April 2014			38,768	604,781

CRC allowances cannot be transferred between Phases of the scheme and therefore there is a risk of over purchasing allowances if emissions projections are not accurate. This risk is managed in the recommendation by only ordering CRC allowances in April 2014 for the first three years of CRC Phase II (2014-2015 to 2016-2017). Purchase of CRC allowances for the future years of Phase II (April 2017 - March 2019) can be reviewed and made at subsequent allowance sale windows and adjustments made for any reductions due to energy efficiency measures or changes to the property portfolio. This strategy allows for possible changes in the 2016 review to be considered, as more information becomes available and therefore takes a prudent approach to avoid over purchase of allowances.

Emissions are unlikely to vary dramatically between compliance years as the Civic Centre (4,540 tCO²) and street lighting (5,387 tCO²) combined account for 64% of overall emissions (or

² HM Treasury Autumn Statement 5th December 2013 p.93

£154,861 in allowances at the rate of £15.60 per tCO₂).³ Emissions from street lighting are expected to grow in the region of 1-1.5% per annum in spite of energy reduction measures due to the requirement to provide street lighting for new developments.

Financial Implications

The report above is proposing a procurement strategy for the purchase of carbon allowances for Phase II of the CRC Energy Efficiency Scheme which runs from April 2014 to March 2019.

The cost of purchasing 38,768 (tCO₂) CRC allowances in advance for the CRC compliance years 2014-2015 to 2016-2017 will be £604,781. This figure is based on the projected annual emissions outlined in Table 1 and the purchase being made in the April 2014 'forecast sale' window at the rate of £15.60 per tonne of carbon dioxide. Payment for these allowances must be made to DECC (Department of Energy and Climate Change) between 2nd June and 20th June 2014.

There would be a cash outflow in June 2014 with the purchase in advance. However, with low interest rates, the RPI increase and the benefit of the price differential between the 'advance' and 'buy to comply' price, by purchasing allowances for 38,768 tCO₂ for 2.5 years in advance the amount paid for CRC allowances would be reduced by £44,832 based on an assumed rate of RPI of 2.7%. The estimates for emissions will be reviewed for future advance purchases for the remainder of 2016/17 and future years to take advantage of the price differential where possible, however, there is anticipated to be an amount purchased at the 'buy to comply' price, at the end of the phase, to avoid over purchasing.

Table 3 below indicates the impact that 2.7% RPI increase would have on the purchase price of CRC allowances over the phase II period being considered. This illustrates that although the RPI rate is uncertain, ordering allowances in April 2014 will secure the lowest purchase price.

Table 3 Impact of RPI on £ CRC Allowances

	Apr-14	Apr-15	Apr-16	Apr-17	Apr-18
Buy in advance £ April	15.60	16.02	16.45	16.90	17.35
Buy to comply £ September	16.40	16.84	17.30	17.76	18.24

There is currently a budget of £1,146k in the Medium Term Financial Forecast for CRC allowances over the Phase II period. For the period 2014-15 to 2016-17 the budget is £704k. This includes an assumption of an annual reduction of 5% for energy efficiency. This assumption will be reviewed annually as part of the MTFF process to ensure that these savings are being achieved. The growth of developments in the Borough and therefore street lighting is mentioned in the report and the impact of this and other portfolio changes are the reason an annual review is part of this strategy.

By purchasing allowances for 38,768 tCO₂ for the first three CRC compliance years (2.5 years of current emissions) and annually reviewing the emissions for future purchase for future years, this procurement strategy is flexible to changes in energy saving measures and the property portfolio. It is not possible to transfer allowances between phases, however CRC allowances

³ 2012-13 CRC Annual Report data.

can be traded to other participants within the CRC Registry which helps to mitigate the risk of over purchasing.

Current accounting guidance requires that a provision is made in the accounts for the financial year they are incurred. The CRC allowances will be a pre purchase to be drawn upon once the Annual Report for CRC is submitted, after the financial year has ended and bills have been finalised for the period.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

In April 2014 the price of carbon will be at its lowest point during Phase II of the CRC scheme (April 2014 to March 2019). Purchasing CRC allowances in advance for the CRC compliance years 2014-2015 to 2016-2017 will help reduce the financial impact of the CRC on Council resources.

Consultation Carried Out or Required

None.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance have reviewed this report and concur that in the MTFF period, 2014/15 to 2018/19, there is a contingency provision of £1,146k set aside for CRC allowances, with £240k in 2014/15.

The proposal to purchase 2.5 years worth of allowances in advance at a cost of £605k would require expenditure of £365k in excess of the allocated budget within 2014/15. However, as detailed in the Treasury Management Strategy, agreed by Council on 20 February 2014, the Council has sufficient funding available to purchase these allowances without the need for borrowing. The Council's average rate of return on investments is currently around 0.5%, therefore the loss of interest foregone would be less than £3k over this period, compared to the £45k gain derived from the lower purchase price through buying in advance.

As there is uncertainty surrounding the 2016 review of the CRC scheme, the proposal to purchase 2.5 years in advance limits the level of this risk.

Legal

The Climate Change Act 2008 provides for the introduction of domestic emissions trading schemes through secondary legislation. The CRC Scheme was brought in by the CRC Energy Efficiency Scheme Order 2010 and Phase II (and all subsequent phases) is governed by the CRC Energy Efficiency Scheme Order 2013. Participation in the CRC is mandatory for all public sector bodies and large businesses who meet the qualifying energy usage criteria, which as stated in this report includes the Council for the purposes of Phase II.

The Council is required to measure and report its electricity and gas related carbon emissions annually, following a specific set of measurement rules. Following that measurement and reporting the Council is required to buy allowances for every tonne of carbon they emit (relating to electricity and gas), the purchase of those allowances for the years 2014-2015 to 2016-2017 being the subject of recommendation 1 of this report. Officers will review the strategy and forecasts annually for purchasing CRC carbon allowances for the final compliance years of CRC Phase II (April 2017 - March 2019), being the subject of recommendation 2 of this report. A reduction in the Council's consumption of electricity and gas could decrease the level of spending on the CRC in year 2018-2019 and in later phases.

As in Phase I of the scheme participants are required to submit an Annual Report to the Environment Agency and purchase and surrender carbon allowances for their emissions (tonnes carbon dioxide tCO²) from the Department of Energy and Climate Change (DECC). Payment for these allowances must be made to DECC between 2nd June and 20th June 2014. If the Council fails to meet the above requirements, a very significant financial penalty can be imposed on it pursuant to Article 77 of the CRC Energy Efficiency Scheme Order 2013.

Corporate Property and Construction

There are no property and construction implications resulting from the recommendations set out in this report

6. BACKGROUND PAPERS

NIL

PLANNING OBLIGATIONS - QUARTERLY FINANCIAL MONITORING REPORT

Cabinet Member(s)	Councillor Keith Burrows
Cabinet Portfolio(s)	Planning, Transportation and Recycling
Officer Contact(s)	Nicola Wyatt Residents Services
Papers with report	Appendix 1 - attached (larger A3 copies will be available for viewing in Party Group Offices)

1. HEADLINE INFORMATION

Summary	This report provides financial information on s106 and s278 agreements up to 31st December 2013 against respective portfolio areas.
Contribution to our plans and strategies	Planning obligations are an established delivery mechanism for mitigating the effect of development, making it acceptable in planning terms and achieving the aims of the Community Strategy and other strategic documents that make up the Local Development Framework.
Financial Cost	<p>The Council currently holds £18,865,851 relating to s106 and s278 agreements. Of this £8,699,069 is allocated/earmarked for projects and £3,704,338 relates to funds that the Council holds but is currently unable to spend directly, leaving a residual balance of funds that the Council holds of £6,462,444 that is currently spendable and not yet allocated/earmarked towards specific projects.</p> <p>In Quarter 3, the Council has received additional income of £1,693,524 and spent £265,830.</p>
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

2. RECOMMENDATION

That the Cabinet notes the updated financial information attached at appendix 1.

Reasons for recommendation

Circular 05/05 and the accompanying best practice guidance required local planning authorities to consider how they could inform members and the public of progress in the allocation,

provision and implementation of obligations whether they are provided by the developer in kind or through a financial contribution. Although Circular 05/05 has now been replaced by the National Planning Policy Framework (March 2012), this is still considered to be good practice. This report details the financial planning obligations held by the Council and what progress has and is being made in allocating and spending those funds.

Alternative options considered / risk management

The alternative is to not report to Cabinet. However, it is an obvious example of good practice to monitor income and expenditure against specific planning agreements and ensure that expenditure takes place in accordance with the parameters of those agreements.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

Supporting Information

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 30 September 2013 (which was subject of the report in December 2013) as well as up to 31 December 2013. Text that is highlighted in bold indicates key changes since the Cabinet report of 19 December 2013. Figures indicated in bold under the column headed 'Total income as at 31/12/13' indicate new income received. (Shaded cells indicate where funds are held in an interest bearing account) The table shows expenditure between 1 October and 31 December 2013 of £265,830 (compared to £974,301 during the previous quarter) and income of £1,693,524 (compared to £1,233,142 during the previous quarter) within the same period.

2. The balance of s278/106 funds that the Council held at 31 December 2013 is £18,865,851. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 31 December 2013 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 31 December 2013 also includes funds that relate to projects that are already underway or programmed, but where costs have not been drawn down against the relevant s106 (or s.278) cost centre.

3. In summary, of the 'total balance of funds' that the Council held at 31 December 2013 (£18,865,851) £3,704,338 relates to funds that the Council is unable to spend and £8,699,069 is allocated/earmarked for projects, leaving a residual balance of funds that the Council holds of £6,462,444 that is currently spendable and not yet earmarked/allocated towards specific projects.

Financial Implications

4. As at 31st December 2013 the s106/278 balance is £18,866k. This is inclusive of £3,704k which the council holds on behalf of its partners who are responsible for project delivery e.g. NHS Property Services (formerly PCT) and TFL. A further £8,700k has been earmarked to specific projects. The residual balance of £6,462k represents amounts yet to be allocated for any specific use although projects are being put in place to utilise this balance. Table 1 provides additional detail of the s106/278 contributions in accordance to service area.

In quarter 3 additional income received in s106/278 monies was £1,693k whilst expenditure totalling £265k was financed by the contributions.

Table 1 – s106/278 contributions by service area

Service Area	Balance b/f (30/09/13)	Income Received	Total	Spend	Balance c/f (31/12/13)	Earmarked Allocated Balances	Unallocated Balances
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
S278							
Planning & Transportation	1,429	5	1,434	(166)	1,268	1,268	0
S106							
Planning & Transportation	2,666	140	2,806	(62)	2,744	2,205	539
Community, Commerce & Regeneration (CSL)	600	45	645	(0)	645	425	220
Community, Commerce & Regeneration (PPR)	1,931	17	1,948	(31)	1,917	1,307	610
Sub-Total - CCR	2,531	62	2,593	(31)	2,562	1,732	830
Education & Children Services	8,370	1,067	9,437	(0)	9,437	4,843	4,594
Environment	1,107	72	1,179	(6)	1,173	674	499
Housing, Social Services & Health	1,335	347	1,682	(0)	1,682	1,682	0
Sub-Total (S278/106)	17,438	1,693	19,131	(265)	18,866	12,404	6,462
Less: Sums held on behalf of partners	3,715	347	4,062	(358)	3,704	3,704	0
Total LBH Balances	13,723	1,346	15,069	93	15,162	8,700	6,462

It is expected that the majority of the remaining unallocated Education & Children's Services balances of £4,594k will be utilised to support Phases 2 and 3 of the Primary School Expansions programme, thereby reducing the unallocated balance to £1,896K. Officers will

continue to review the applicability of unallocated balances within existing and proposed capital and revenue budgets in order to minimise the impact on the council's internal resources.

Contributions which are not spent within the designated time frame may need to be returned to the developer. As at quarter three it has been identified that £355k needs to be spent within twelve months, i.e. 31 December 2014, to prevent the risk of repayment, although £264k of this has been identified for use and is in the process of being formally allocated. In addition there are balances totalling £91k which are not able to be spent within the terms of the existing agreements and may therefore need to be returned.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

5. The recommendation ensures transparency and assures probity in the area of planning obligations, thereby promoting public confidence.

Consultation Carried Out or Required

6. There are no external consultations required on the contents of this report.

5. CORPORATE IMPLICATIONS

Corporate Finance

7. Corporate Finance has reviewed this report and notes that projects are in place to utilise the majority of the £6,462k unallocated contributions highlighted above – with a significant sum from education contributions to be applied to the on-going Primary School Capital Programme. The allocation of further substantial Section 106 contributions to this programme would be expected to reduce the requirement for Prudential Borrowing.

As noted above there remains approximately £91k of Section 106 contributions which may become repayable to developers during 2013/14.

Legal

8. There are no specific legal implications arising from the recommendation which asks the Cabinet to note the current status on the receipt and expenditure of S106 monies. The monies referred to in this report are held by the Council for the purposes specified in each of the relevant legal agreements. Such monies should only be spent in accordance with the terms of those agreements. Where monies are not spent within the time limits prescribed in those agreements, such monies should be returned to the payee. Where officers are unsure whether monies held pursuant to particular agreements can be used for particular purposes, Legal Services should be consulted for advice on a case by case basis

Corporate Property and Construction

9. Corporate Property and Construction is in support of the recommendation in this report.

6. BACKGROUND PAPERS

Previous Cabinet reports

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CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT278/48	Various	No Legal Agreement Various	AS AT 31/12/13 94,920.60	AS AT 30/09/13 89,920.60	AS AT 31/12/13 59,931.60	AS AT 30/09/13 59,931.60	To 31/12/13 2,500.00	AS AT 31/12/13 34,989.00	AS AT 31/12/13 0.00	No Legal Agreement - consultancy fees. £14,000 to be transferred to a PPR (08/09) for construction training secured from the s106 agreement for Budgens Site, South Ruislip. ECU fees claimed in relation to Bishop Ramsey school S278 works. £5,200 security deposit received for car park at Mount Vernon Hospital. Security deposit returned following completion of highway works at Mount Vernon Hospital. £5,000 received as fees associated with 278 highways works.
PT278/49/117 *23	Yeadling	Grand Union Village Southall 327/APP/2000/2106	77,331.55	77,331.55	55,222.89	55,222.89	0.00	22,108.66	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £52,363.10 for TfL costs for Broadmead Road Toucan Crossing proposed as part of works. Additional income is £1K of engineering fees. Detailed plans of works and design agreed. Consultation undertaken during February 2007 for traffic calming and toucan crossing. Officers chasing TfL for implementation. Following consultation Cabinet Member agreed to works to be carried out. Works completed Aug 09. Further £11,447 received for LBH fees. £43,775.89 paid towards TfL signal costs.
PT278/55/10A *14 (Formerly PT/31)	Uxbridge North	Land at Sanderson Site and Braybourn / 35347/APP/2000/1294 & 1296	166,939.82	166,491.05	166,939.82	463.10	166,476.72	0.00	0.00	Funds held (£140,070 plus interest) as a deposit sum - fully refundable subject to the due and proper execution of the Highways Works by developer (road widening, the provision of a mini-roundabout, two new bus stops, extension of a right hand turn lane on Oxford Rd into Sanderson Road, and removal of existing parking bays). Engineering fees were paid direct to HEC and did not pass through s106/278 accounts. Works complete, final certificate issued and deposit sum returned.
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	325,719.61	325,719.61	0.00	93,409.07	0.00	£188,737.70 (including £170,027.34 for Transport For London signals unit) for installation of two sets of traffic signals, one at the entrance to the site the other at Lavender Rise on Stockley Road and £190,686.91 received in respect of the Council's costs for supervision of the works (to be carried out by the owner). Works complete. Stage 3 road safety audit now agreed await completion of remedial works. Remedial works completed. Additional item of works being sought by officers who are chasing the developer for this. Council's costs of £205,686.71 claimed, TTS invoice for signals at Lavender Rise paid. Funding for additional items of works (removal of right turn lane) and BT cabling received. Design work and public consultation completed. Removal of right turn lane completed Sept 09. Scheme in maintenance period awaiting financial completion.
PT278/60/147A *42	West Drayton	Former DERA site, Kingston Lane West Drayton 45658/APP/2002/3012	1,568.98	1,568.98	1,568.98	1,568.98	0.00	0.00	0.00	£1,500 The Council's costs for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £15,000 held as security for the due and proper execution of the works. Await progress on site before commencement of these off-site highways works. Highway works started on site and were due to be substantially complete in September 2007. Maintenance period complete. Bond plus interest returned. Outstanding fees claimed by ECU.
PT278/60/147B	West Drayton	DERA Site, Kingston Lane, West Drayton - Highways 45658/APP/2002/3012	56,816.26	56,816.26	0.00	0.00	0.00	56,816.26	0.00	£55,000 was received towards the total cost of highway works for the purchase and installation of traffic signals at Station Road/ Porters Way Junction and any such other incidental work as identified by the Council to support the development. Funds not spent by February 2014 are to be refunded together with interest accrued. These works to be performed by developer of RAF Porters Way (see PT278/62/148A). Funds to be retained as a contingency for these works.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/278/62/149A *51	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	AS AT 31/12/13 7,000.00	AS AT 30/09/13 7,000.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 7,000.00	AS AT 31/12/13 0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT/278/63/175A *49	South Ruislip	BFPO, R.A.F Northolt 189/APP/2006/2091	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	£5k received as the security deposit for the due and proper implementation of junction works at the White House Gate entrance to the development. Signals complete and in operation. Currently within 12 month maintenance period. Date of final completion to be confirmed.
PT/278/64/173	Eastcote & East Ruislip	R.A.F. Eastcote 10189/APP/2004/1781	19,200.00	19,200.00	12,201.13	12,201.13	0.00	6,998.87	0.00	Engineers fees paid prior to the execution of an agreement to secure access works associated with this application. Waiting restriction in Lime Grove undertaken. Elm Ave/Lime Grove junction improvement pending. Elm Ave Pedestrian crossing technical approval pending (£5,500) design fees received plus further £6,700 for temporary footpath works carried out by LBH. £7,500 engineering fees claimed. Funds spent towards temporary footpath works. Further £5,000 security deposit for proper execution of highway works.
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm, 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs. Works complete, security to be refunded following maintenance period.
PT/278/72/231A *66	West Ruislip	R.A.F West Ruislip (Ickenham Park) Design check on S278 Designs 38402/APP/2007/1072	53,986.57	53,986.57	45,486.57	45,486.57	18,000.00	8,500.00	0.00	Fees received for design checks. Pelican crossing and signals on Long Lane. S278 agreement and technical approval pending. Further £18,000 returnable deposit received to ensure reinstatement of temporary crossover on Aylesham Drive. Further fees received towards inspection fees and traffic orders. Spend towards fees & inspection. Works completed. deposit returned.
PT/278/73	South Ruislip	R.A.F Northolt. South Ruislip Main Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74/209C	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/3744	120,300.26	120,300.26	117,300.26	117,300.26	0.00	3,000.00	0.00	Fees received for design checks for proposed junction works and carriageway widening at Trout Road. S278 agreement and technical approval pending. Further fees received & claimed for inspection works.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements S278 agreement.
PT/278/77/197 *62	Ruislip Manor	Windmill Hill Public House, Pembroke Road, Ruislip 11924/APP/2632	24,000.00	24,000.00	1,000.00	1,000.00	0.00	23,000.00	0.00	Fees received for design checks (£1,000). £23,000 received as a security deposit to ensure works are carried out to a satisfactory standard. £1,000 engineering fees claimed.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	14,782.00	14,782.00	0.00	5,000.00	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring (£14,752).
PT/278/79/265A *79	Heathrow Villages	Former Longford House, 420 Bath Road (Premier Inn), Longford 2985/APP/2010/2988	13,400.00	13,400.00	13,400.00	13,400.00	11,400.00	0.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements S278 agreement (£11,400). Further £2,000 fees received & claimed for design checks & inspections. Works complete, deposit returned.
PT/278/80/242E	West Drayton	Drayton Green Village (former NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	8,009.60	8,009.60	8,009.60	8,009.60	0.00	0.00	0.00	Fees received for design checks and monitoring & supervision of s278 highway works. Fees claimed for design checks & monitoring (£8,009.60). Further fees received & claimed for design checks (Mulberry parade).
PT/278/81/249E *84	Townfield	Fmr Glenister Hall, 119 Minet Drive, Hayes. 40169/APP/2011/243	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	Fees received for design checks and monitoring and supervision. £4,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring.
PT/278/82/273A *87	Uxbridge South	Autogild House (Lidl), 121 Cowley Rd. Uxbridge. 7008/APP/2010/2758	99,115.00	99,115.00	7,920.00	7,920.00	0.00	91,195.00	0.00	Fees received and claimed for design checks & monitoring of s278 works. £19,195 received towards upgrading of traffic lights at junction of Cowley Mill Road. £72,000 received as a security deposit to ensure highways works are carried out to a satisfactory standard. £5,920 received & claimed for design checks.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/278/83/283A *90	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge 585/APP/2009/2752	AS AT 31/12/13 72,500.00	AS AT 31/12/13 41,000.00	AS AT 30/09/13 41,000.00	To 31/12/13 0.00	AS AT 31/12/13 31,500.00	0.00	Fees received and claimed for design checks & monitoring of 278 highway works. £31,500 received as a security deposit to ensure highway works are carried out to a satisfactory standard.
PT/278/84/292	Pinkwell	Asda, Unit 3, Millington Road, Hayes 32157/APP/2011/872	5,000.00	5,000.00	5,000.00	0.00	0.00	0.00	Fees received and claimed for design checks & monitoring of 278 highway works.
PT/278/85 *93	Yiewsley	GSK Stockley Park, 5 Iron Bridge Road, 3057/APP/2012/2573	6,210.00	1,210.00	1,210.00	1,210.00	5,000.00	0.00	Fees received and claimed for design checks. £5,000 received as a security deposit to ensure highway works are carried out to an acceptable standard.
PT/278/86/237E	Eastcote & East Ruislip	Bishop Ramsey School (lower site), Eastcote Road, Ruislip - High Grove access 19731/APP/2006/1442	14,146.46	2,428.00	2,428.00	2,428.00	11,718.46	0.00	Funds received for the completion of remedial highway works and fees associated with the 278 agreements. £2,428 fees claimed.
		SECTION 278 SUB - TOTAL	2,469,183.84	1,202,566.52	1,036,089.80	202,014.72	1,266,617.32	0.00	
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING									
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	212,469.14	210,252.00	2,217.14	126,641.94	0.00	The balance is for improvements to public transport serving the south side of London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum sought in determining any scheme. No time limits. BAA proposal for upgrade of bus services to the south side of Heathrow. S106 funding (from this case and PT/05/4b) would be used to 'pump prime' these services. £210,000 allocated to enhancements to 350 and 423 bus services (Cabinet Member decision 21/10/09). Enhanced services commenced December 09. £70,084 payment to London Buses (bus service agreement 09/10). Year 2 & 3 payments to London Buses (£70,084). £23.5k allocated towards a pedestrian crossing facility on the A4 Colnbrook By-Pass (Cabinet Member Decision (29/03/2012). £2,217 paid towards upgrade of crossing facility on A4.
PT/05/04b *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	406,331.57	173,645.35	173,645.35	0.00	232,686.22	0.00	The balance is for improvements to public transport serving London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/24/55 (see E08) *28	Pinkwell	Former Arlington Hotel, Shepiston Lane, Harlington - Highway Works 382/BH/97/0714	23,639.34	6,052.54	6,052.54	0.00	17,586.80	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13, 141K). Excess funds are to be refunded to the developer following the date of the Final Account. Conflict between works specified in agreement and works required in association with application for Harlington Community School Sports Centre (see PT/278/51). Works (to right hand turn lane) have been carried out as part of the Harlington Community School development. Reasonable time for spend has elapsed. Owners permission obtained to complete any outstanding works as required under the agreement. Funds allocated (Cabinet Member decision 5/01/2011). External highway works completed 31/3/11.
PT/25/56 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/179/0684	37,425.09	0.00	0.00	0.00	37,425.09	0.00	Highway improvements adjacent to the site. Legal advice stated that because of time that has elapsed, it would not be reasonable to proceed without Sainsbury's agreement. Officers investigating the potential to utilise these funds for traffic congestion mitigation at that junction to complement current works that have been commissioned for that location. A portion of land owned by Sainsbury's would need to be dedicated as public highway for the scheme to be feasible. Traffic congestion mitigation scheme is fully funded. Officers investigating whether improvements could be tied into 114 bus route project. Excess funds are to be refunded to the developer following the date of the Final Account.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/37/40B-C *53 (see: PPR/29)	Botwell	Land at Thorn EMI Complex - Highways Works & Environmental Improvements 51588/APP/2000/366&1418	AS AT 31/12/13 560,281.91	AS AT 30/09/13 560,281.91	AS AT 31/12/13 372,015.36	AS AT 30/09/13 372,015.36	To 31/12/13 0.00	AS AT 31/12/13 188,266.55	AS AT 31/12/13 0.00	Project 40B- Environmental improvements in Blyth Road. Funds committed to highways works on Blyth Road and subway CCTV. Unspent funds at 6 months of occupation to be refunded. New agreement signed 19/04/13. Funds to be used towards public realm improvements in the vicinity of the site and Hayes Town Centre (see agreement for further details). No time limit for spend. £838.48 transferred from PT/37/40F.
PT/37/40E *47	Botwell	Land at Thorn EMI Complex - Parking 51588/APP/2000/366&1418	32,805.42	32,805.42	0.00	0.00	0.00	32,805.42	0.00	Project 40E - £30,000 received for controlled parking in Blyth Road area. New agreement signed 19/04/13. Funds held to be used towards controlled parking zones in the vicinity of the development or if not required, towards the same purpose as PT/37/40B above. No time limit for spend.
PT/37/40F	Botwell	Land at Thorn EMI Complex. 51588/APP/2000/366&1418	99,161.52	99,161.52	99,161.52	99,161.52	0.00	0.00	0.00	Funds received towards the funding of environmental improvements in Dawley Road (to include pedestrian safety). Unspent funds to be returned within 5 years of implementation (Jan 2013). Funds allocated towards scheme of improvements (Cabinet Member decision 19/2/10). Scheme completed Sept 2010. Final invoice received. Remaining balance transferred to PT/37/40B above.
PT/42/41	Heathrow Villages	Temp Stockpiling at Bedfont Court. 47853/SP/2003/113	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	£50,000 for landscape enhancement on specified land around the development. Unexpended funds at 19 June 2006 were to be repaid to the developer. Following consultations with BAA it has been agreed to spend the funds as part of the Colne Valley project. Deed of variation has been secured to remove time limits.
PT/44/03	Various	S278 Surplus	165,366.27	165,366.27	95,545.86	95,545.86	0.00	69,820.41	0.00	Income is from underspends on s278 projects where surplus funds do not have to be refunded. First priority for use of funds is to address otherwise irrecoverable deficits from overspent projects. A further £1,391.64 transferred to reconcile overspend on PT/27/8/26/127. £1,945.35 used towards zebra crossing scheme at PT/105/175B. Balance transferred from PT/21/39A (£2,165.41). Spend towards consultants for cycle scheme at PT/103/174A and footpath scheme at PT/88/140B. £500 spent towards Kingsend study at PT/120/241A.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/61/89B (see: E/35)	West Drayton	LHR Training Centre, Stockley Close / 51458/97/1337	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	£25,000 for improvements at the junction of Stockley Road & Stockley Close / Lavender Rise, West Drayton. Scheme provided using TIL funding. Further improvements to area have been implemented as part of the MOD development. Funds to be held as contingency for any works required to the junction arising out of the MOD development. No time constraints.
PT/65/74A (see EYL/40, E/20 & E/21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	18,893.88	17,871.38	17,871.38	0.00	1,022.50	0.00	Street lighting according to the agreement drawing. No time constraints. Expenditure due to commencement of project for street lighting on Redford Way at Johnson's Yard. Columns & luminaires installed and working. Unable to install column in footpath leading to the High Street. Last column installed. Connection by Southern Electric were programmed for July 07. Columns all connected but require painting. Officers chasing painting contractor to progress. Painting completed - final invoices paid. Final balance to be confirmed after closure of 08/09 financial year accounts.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/71/99	Uxbridge South	UB1 Vine Street Uxbridge 11005/AG/97/360	AS AT 31/12/13 250,000.00	AS AT 30/09/13 250,000.00	AS AT 31/12/13 250,000.00	AS AT 30/09/13 250,000.00	To 31/12/13 1,478.53	AS AT 31/12/13 0.00	AS AT 31/12/13 0.00	To facilitate enhancements of the Old Uxbridge Conservation Area and the Town Centre - committed to Windsor Street scheme. Consultations undertaken. High St works programmed to be implemented late 2006 - complete. Further consultations for Windsor Street, Granges Yard and Market Square completed and Cabinet Member approval received for scheme to include resurfacing, plaques, signage and parking. Works programmed for summer 09/10 financial year to spend this balance and the balance at PT/96/164. No time constraints. Scheme in progress: phase 1 completed November 09. Phase 2 completed March 2010. Works completed June 2013.
PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood/ 26900/L/99/1077	35,253.56	35,253.56	28,119.15	28,119.15	0.00	7,134.41	0.00	To provide a speed camera, anti-skid surface and associated road markings in Ducks Hill Road. Speed camera cannot be installed in this location, as the accident rate in this location is below the threshold established by TfL. Deed of variation not required site included in vehicle activated sign (VAS) forward programme. Officers looking into feasibility of "Driver Feedback Sign". Implementation due Spring 2007, subject to feasibility. Quotes being sought with the view to possible purchase of signs. Interest accrued. No time constraints. Utilities works completed Nov 08. Scheme programmed for implementation April/May 2010. Spend towards the provision of anti skid and electrical work. VAS signs installed, scheme complete, awaiting invoices.
PT/80/112 (formerly PT/278/05)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref: 1197 (various applications)	47,774.85	47,774.85	2,228.56	2,228.56	0.00	45,546.29	0.00	No time constraints. Officers looking into project for spend of balance at junction of Packet Boat Lane & Cowley High Street. Cabinet Member for P&T concerned with affect of proposal and blind road bend heading towards Uxbridge. Funds to be held until sight lines are resolved.
PT/82/114 (formerly PT/278/23)	Uxbridge South	Waterloo Road, Uxbridge - Highway Works / 332BD/99/2069	13,169.44	13,169.44	11,577.00	11,577.00	0.00	1,592.44	0.00	Highway Works for alternative traffic management on Waterloo Road. No time limits. Cabinet Member for Planning & Transportation has approved use of funds to extend the Uxbridge South Parking Management Scheme approved. Implementation occurred in the Autumn. £11k spend on Waterloo Road from the Parking Revenue Account to be recharged to this case for next quarter. Recharge completed.
PT/84/87B-D (Formerly part of PT/278/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	27,614.47	27,614.47	15,164.48	15,164.48	0.00	12,449.99	0.00	£3,000 + interest for monitoring of landscape management plan (87B), £10,000 + interest for monitoring of green travel and public transport obligations (87D), and £200 + interest initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at Hillingdon Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road. Footpath works complete, security deposit plus interest returned.
PT/88/140C '38	Pinkwell	MOD Records Office, Stockley Road, Hayes - Prologis Park 18399/APP/2004/2284	754,743.82	754,743.82	193,727.36	189,501.37	165,921.59	561,016.46	0.00	Funds received as first, second and third instalments of the public transport contribution to enhance the level of public transport to and from the area of the development site. TfL has been approached with regard to extending the U4 bus route. TfL has advised that if feasible a scheme could be implemented once development of the housing units are complete and estate roads are adopted Double yellow lines required for bus route through site. TMO approved TfL bus shelter installed on site. Spend towards implementation of yellow lines to allow bus to run. DOV now completed to extend time limit to spend funds to March 2017. Bus extension operational from end of Sept 2012. £24,756 paid towards the provision of bus stop on the Prologis site. Payment to TfL for first year of operation 12/13. £33,513 further TfL costs.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	AS AT 31/12/13 73,774.40	AS AT 30/09/13 73,774.40	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 73,774.40	AS AT 31/12/13 73,774.40	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads utilised within the residential part of the development. There are currently no plans to consult with residents of the area on a Parking Management Scheme. However, any resident objections to increases in commuter parking on residential roads generated by the MOD development may give reason to spend these funds. Officers continue to monitor the parking situation. Funds must be spent within 7 years following date of receipt i.e. Dec 2013.
PT/92/154	Pinkwell	5, 7, 7a & 10 Westlands Industrial Estate 1902/APP/2005/2370	41,527.00	41,527.00	41,527.00	3,979.00	41,527.00	0.00	0.00	Funds received for cycle network improvements. Cycleway and local safety scheme identified for the junction of Station Road and North Hyde Road Scheme to be funded by TfL. Funds allocated towards improved provision for cyclists using Dawley Road roundabout (Cabinet Member Decision 18/7/2013). Contribution must be spent within 7 years of receipt (Dec 2013). Phase 1 completed December 2013.
PT/93/147D	West Drayton	DERA Site, Kingston Lane, West Drayton - Cycle Network 45658/APP/2002/3012	33,056.72	33,056.72	33,056.72	33,056.72	12,860.85	0.00	0.00	To be applied towards the cycle improvements for the London Cycle Network including such works for the Heathrow to Hillingdon Hill cycle way adjacent to the Land. Officers are investigating options for spend within the terms of the legal agreement in combination with funds at PT/93/147C. Funds not spent by 19 February 2014 are to be refunded. Funds allocated towards improvements for cyclists in Kingston Lane as part of traffic calming scheme and upgrade of cycle path adjacent to the site (Cabinet Member decision 29/5/12). Scheme implemented July 2012.
PT/95/161A	West Drayton	Former Honeywell Site, Trout Road, West Drayton - Footpath 335/APP/2002/2754	18,155.95	18,155.95	8,043.60	8,043.60	8,043.60	10,112.35	0.00	To be applied towards the provision of a footpath from the site crossing over the Grand Union Canal along Trout Road to the High Street. Unexpended funds after 7 years of receipt (31 January 2014) are to be refunded. Funds allocated towards footpath improvements on Trout Road (Cabinet Member Decision 18/2/13). Scheme completed May 2013. Awaiting invoices.
PT/96/164	Uxbridge South	36-38 Windsor Street (Westcombe House), Uxbridge 13544/APP/2005/31	10,516.65	10,516.65	10,516.65	10,516.65	6,094.27	0.00	0.00	For environmental enhancement on Windsor Street and the surrounding area. Funds not spent by 1 April 2014 are to be refunded. See updates on PT/7/199. Spend towards purchase of benches and information boards. Further spend towards installation of historic plaques. Scheme completed June 2013.
PT/101/170A	Bolwell	11 - 21 Clayton Road, Hayes 56840/APP/2004/630	30,527.21	30,527.21	12,974.24	12,974.24	0.00	17,552.97	17,552.97	Funds received for parking management in the area. Funds held to be used in combination with those at case ref. PT/37/40E should any scheme be required. Funds not spent by 31 August 2014 are to be refunded. £13,000 from this contribution allocated towards the implementation of a parking management scheme in Blyth Road, Clarendon Road & Clayton Road (Cabinet Member Decision 16/03/2012). Scheme complete April 2012.
PT/102/161D	Yiewsley	Honeywell Site, Trout Road Yiewsley 335/APP/2002/2754	77,151.50	77,151.50	0.00	0.00	0.00	77,151.50	77,151.50	Funds received towards public transport and community facilities initiatives in the West Drayton area. Funds not spent by September 2014 are to be repaid.
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.00	Contribution received for the West Drayton to Heathrow Cycle Scheme. Funds not spent by 16 November 2015 are to be repaid. Funds allocated towards the implementation of a traffic calming scheme on Hatch Lane (which forms part of the route). Cabinet Member Decision 11/7/2013. Scheme completed July 2013, awaiting invoices.
PT/104/147H	West Drayton	DERA Site, Kingston Lane, West Drayton 45658/APP/2002/3012	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the installation and maintenance of CCTV cameras on the site as specified in the relevant planning permission. Cameras to be installed by the developer. Funds to be retained as security. No time constraints.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/106/149E	Botwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	AS AT 31/12/13 119,402.15	AS AT 30/09/13 119,402.15	AS AT 31/12/13 30,996.00	AS AT 30/09/13 25,000.00	To 31/12/13 5,996.00	AS AT 31/12/13 88,406.15	AS AT 31/12/13 67,082.15	Funds received towards enhancements to the London Cycle Network, route 88A or any other cycle route that is likely to be used by the occupiers of the development. Funds to be spent by Oct 2015. £25k allocated and spent towards cycle access to canal at Hayes Town Centre (Cabinet Member decision 22/7/2011). £27,320 allocated towards cycle improvements at Dawley Roundabout (Cabinet Member Decision 18/7/2013). Phase 1 complete, phase 2 programmed for 2014/15.
PT/108/155E	West Drayton	Former RAF Porters, West Drayton. 5107/APP/2005/2082	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00	Funds received to provide a local walking bus scheme. Funds to be spent within 3 years of receipt (Jan 2012). Funds allocated towards the development of a walking bus scheme in association with West Drayton Primary school (Cabinet Member decision 5/01/2011).
PT/109/194A	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	10,000.00	10,000.00	7,502.21	2,627.18	4,875.03	2,497.79	0.00	Funds received towards street lighting in the vicinity of the site. No time limits. Funds earmarked towards a lighting scheme for the public footpath which runs adjacent to the site. £5,300 allocated towards footpath scheme (Cabinet Member decision 5/01/2011). Scheme implemented 31/3/2011. Remaining balance allocated to upgrade lighting in Lancaster Road, Uxbridge. (Cabinet Member decision 31/7/2012). Scheme complete September 2013. awaiting invoices.
PT/110/198B *61	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge - Bond 3114/APP/2008/2497	14,240.00	14,240.00	0.00	0.00	0.00	14,240.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the travel plan. To be refunded after 10 years.
PT/111/204A *63	Uxbridge	106, Oxford Road, Uxbridge. 26198/APP/2008/2338	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel Plan Bond received to ensure compliance by the tenant of its monitoring and reporting obligations in accordance with the travel plan. Returnable.
PT/112/205A	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	7,502.15	7,502.15	7,502.15	550.00	6,952.15	0.00	0.00	Contribution towards improvements to the London cycle network within a radius of 1500m of the site. Funds to be spent by September 2013. - Funds allocated towards cycle improvements as part of Ruislip Manor Town Centre scheme. (Cabinet Member decision 31/7/12). Scheme complete September 2013. All invoices paid.
PT/113/198C	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge Public Transport 3114/APP/2008/2497	24,410.43	24,410.43	0.00	0.00	0.00	24,410.43	24,410.43	Contribution towards the provision of public transport improvements in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
PT/114/209A *67	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the Travel Plan. To be refunded five years following first occupation.
PT/115/209B	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	4,850.00	4,850.00	0.00	0.00	0.00	4,850.00	0.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2015). Allocated towards setting up Hertz car club in Trout Road (Cabinet Member Decision 7/02/2014)
PT/116/210A	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	30,140.58	30,140.58	0.00	0.00	0.00	30,140.58	0.00	Contribution received towards the cost of upgrading two bus shelters in the vicinity of the development. Funds to be spent within 5 years of receipt (March 2015). Further £104.58 received as indexation payment.
PT/117/231B	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	30,000.00	Funds received towards improvements to cycle route 89/network 83 as part of the London Cycle Network. Funds to be spent within 5 years of receipt (Nov 2015).
PT/119/209D	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	31,874.14	31,874.14	0.00	0.00	0.00	31,874.14	0.00	Funds received for the purpose of the provision of 3 upgraded or replacement bus shelters within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016). Further £874.14 received as indexation payment. £7,665 allocated towards bus stop improvements in Yiewsley High Road (Cabinet Member Decision 7/02/2014)
PT/120/241A	Ruislip	28 & 28a Kingsend, Ruislip. 5740/APP/2008/1214	2,500.00	2,500.00	2,500.00	2,500.00	0.00	0.00	0.00	Funds received towards the undertaking of a Transport Assessment (TA) to assess the cumulative traffic impact of flattened developments in Kingsend. Funds to be spent within 5 years of receipt (April 2016). Allocated towards TA (Cabinet member decision 31/7/12). TA received from consultants March 2013.
PT/121/242A	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	34,000.00	34,000.00	0.00	0.00	0.00	34,000.00	0.00	Funds received towards the cost of providing new and improved bus stops/shelters in the vicinity of the development. No time limit on spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/122/248A	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 38074/APP/2008/1418	AS AT 31/12/13 54,486.29	AS AT 30/09/13 54,486.29	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 54,486.29	AS AT 31/12/13 0.00	Contribution received towards street scene improvements within the vicinity of the land. Funds to be spent within 5 years of receipt (July 2016).
PT/123/219B	Yeadling	Land rear of 1-6 Sydney Court, Perth Avenue, Hayes. 6593/APP/2010/883	41,020.00	41,020.00	0.00	0.00	0.00	41,020.00	0.00	Funds transferred from EYL/131. Contribution received towards the cost of providing traffic calming measures for the direct benefit of Brookside primary School. No time limits. Funds allocated towards traffic calming scheme in Perth Avenue (Cabinet Member Decision 17/12/2013)
PT/124/261	West Drayton	Land at Stockley Close Estate, West Drayton. 56244/APP/2003/1437	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	60,000.00	Funds received towards providing accessibility improvements including public transport in the vicinity of the land. Funds to be spent within 3 years of receipt (Dec 2014).
PT/125/242C	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	210,000.00	70,000.00	0.00	0.00	0.00	210,000.00	70,000.00	Contribution received as the phase 2 payment towards improvements and additions to TfL bus services within vicinity of the development (see legal agreement for further details). No time limits for spend. Phase 3 payment received this quarter.
PT/126/242D *82	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel plan bond received to ensure compliance by the owner of its monitoring and reporting obligations. To be refunded after 10 years.
PT/127/238H	West Ruislip	Fmr Mill Works, Bury St, Ruislip. 6157/APP/2009/2069	34,603.50	34,603.50	0.00	0.00	0.00	34,603.50	0.00	Contribution received towards carbon reduction projects in the Ruislip area. Earmarked towards projects to reduce CO2 emissions at Ruislip Early Years Centre. Funds to be spent within 7 years of receipt (Apr 2019).
PT/128/276A	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	22,155.20	22,155.20	0.00	0.00	0.00	22,155.20	22,155.20	Contribution received towards the provision of public transport infrastructure in the vicinity of the site. Measures considered include upgrade to bus stops, improvements to bus services and cycle ways (see agreement for further details). Funds to be spent within 7 years of receipt (9/7/2019).
PT/129/277A	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	0.00	Funds received towards co-ordinating and monitoring the green travel plan associated with the site. No time limits for spend.
PT/130/277B	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	40,965.69	40,965.69	0.00	0.00	0.00	40,965.69	0.00	Contribution received towards off site highway works to the Clock House Roundabout, Heathrow. No time limits for spend.
PT/131/273B	Uxbridge South	Autogild House (Lidl), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as the Travel Plan bond to be used by the Council to cover the Council's expenses in monitoring compliance by the owner with the travel Plan for a ten year period. Balance to be refunded after 10 years (2022).
PT/132/149J *88	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	Travel Plan bond received to ensure the completion by the owner of 3 travel surveys. £5,000 to be returned on completion of each survey.
PT/133/149K	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	62,500.00	62,500.00	0.00	0.00	0.00	62,500.00	62,500.00	Contribution received towards the establishment of parking management areas within the area no further than 800m from the boundary of the site. Funds to be spent within 7 years of receipt (Nov 2019).
PT/134/149L	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.00	Contribution received towards the maintenance of the towpath directly opposite the site (as defined in the agreement). Funds to be spent within 7 years of receipt (Nov 2019).
PT/135/198E	Uxbridge South	Fmr Gas works, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Contribution received towards the implementation of directional signage on Cowley Mill Road and junction with St John's Road (see agreement for details). Funds to be spent within 7 years of receipt (March 2020).
PT/136/297A	Heathrow Villages	Fmr Technicolor Site, 276 Bath Rd, Sipson, West Drayton. 35293/APP/2009/1938	34,541.66	34,541.66	0.00	0.00	0.00	34,541.66	34,541.66	Contribution received towards the cost of upgrading the bus stops and the installation of drop kerbing/ tactile paving to enable pedestrian access over Bath Road in the vicinity of the site. Funds to be spent within 7 years of receipt (May 2020).
PT/137/300A	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received as the "TFL Feasibility Contribution" to be used towards the cost of a feasibility study of The Parkway and Bulls Bridge Roundabout. No time limits for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PT/139/300B	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	AS AT 31/12/13 20,000.00	AS AT 30/09/13 20,000.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 20,000.00	AS AT 31/12/13 0.00	Contribution received towards improvements to the junction at The Parkway and Bulls Bridge Roundabout. No time limits
PT/139/300C	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	Contribution received towards improvements to the grand Union Canal frontage within the vicinity of Bulls Bridge. No time limits.
		PLANNING TRANSPORTATION & RECYCLING SUB - TOTAL	4,376,552.85	4,236,552.85	1,632,196.27	1,570,381.96		2,744,356.58	539,168.31	
		PLANNING TRANSPORTATION & RECYCLING TOTAL	6,845,736.69	6,700,287.92	2,834,762.79	2,606,471.76		4,010,973.90	539,168.31	
PORTFOLIO: EDUCATION AND CHILDRENS SERVICES										
EYL/71/155B	West Drayton	Former RAF West Drayton, Porters Way, West Drayton. 5107/APP/2005/2082	467,808.00	467,808.00	467,808.00	467,808.00	307,224.43	0.00	0.00	Funds to be used for the purpose of funding additional places at Primary and Secondary schools within a 3 mile radius of the site. Unexpended funds after 3 years of receipt are to be refunded (December 2014). £467,808 allocated and spent towards expansion at West Drayton Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013).
EYL/76/163	West Drayton	18a Colham Ave, West Drayton 29679/APP/2006/1048	18,939.00	18,939.00	8,826.00	8,826.00	0.00	10,113.00	10,113.00	To be applied towards primary and secondary school places within 3 miles of the development. £10,113.43 is earmarked for West Drayton area primary expansion. No time limits. Remainder to be used at Uxbridge High School modernisation. £8,826 spent towards Uxbridge High School construction project. Balance earmarked towards Colham Manor school expansion, subject to formal approval (part of phase 1 of the school expansion programme).
EYL/104/194C	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	146,131.00	146,131.00	111,971.00	111,971.00	0.00	34,160.00	34,160.00	Funds received towards the cost of providing nursery school place (£34,160). Primary school places (£59,781). Secondary school places (£52,190) in the Borough of Hillingdon. No time limits. Secondary school contribution (£52,190) spent towards Abbotsfield School. (Cabinet Member decision 14/10/2010). Primary component allocated and spent towards phase 1 of the primary expansion at Whitehall school (Cabinet Member decision 6/12/2011).
EYL/107/201A	Barnhill	360, Uxbridge Road, Hayes. 7517/APP/2007/188	77,414.00	77,414.00	42,399.00	42,399.00	0.00	35,015.00	35,015.00	Funds received towards nursery places (£2,291), primary school places (£40,108), and secondary school places (£35,015) within a 3 mile radius of the development. Funds not spent by June 2016 must be returned. Primary and nursery contributions allocated and spent towards Grange Park primary expansion as part of phase 1 of the primary expansion programme (Cabinet Member decision 6/12/2011).
EYL/110/205C	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	3,755,319.11	3,755,319.11	1,945,788.54	1,945,788.54	496,497.96	1,809,530.57	708,917.62	Two instalments towards educational places or improvements to schools in the North Secondary Planning Area. Nursery (£421,026.76), primary (£750,525.95) and secondary (£658,996.39). Funds to be spent by September 2016. Secondary contribution spent towards expansion at Ruislip High school (Cabinet Member decision 21/10/2010). £342,000 from the Nursery contribution spent towards Deansfield Early Years Centre. (Cabinet Member decision 28/10/2010). Final instalment received. Nursery (£437,000), Primary (£779,000) and secondary (£684,000). £779,000 Primary contribution spent towards expansion of Harlyn and £165,939 to Field End Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/13). Further £20,551 received towards the same purpose. £1,100,612 allocated towards expansion at Field End Infant/Junior Schools (Cabinet Member Decision 24/01/2014).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
EYL/116/210B	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	AS AT 31/12/13 627,804.00	AS AT 30/09/13 627,804.00	AS AT 31/12/13 540,000.00	AS AT 30/09/13 540,000.00	To 31/12/13 0.00	AS AT 31/12/13 87,804.00	AS AT 31/12/13 0.00	£135,000 received as first instalment towards the provision of education facilities and places within a 2 mile radius of the development (see legal agreement for details). Funds to be spent within 5 years of receipt (March 2015). Second contribution of £135,000 received towards the same purpose. Funds to be spent by March 2015. Third and final contribution received towards the same purpose. Funds to be spent by Sept 2016. £270K allocated and spent towards primary expansion programme at Rosedale College as part of phase 1A of the school expansion programme (Cabinet Member decision 6/12/2011). Further £41,320 received as index linking payment. £270,000 allocated and spent towards expansion at Rosedale Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013). Balance allocated towards expansion at Wood End Park Academy (Cabinet Member Decision 24/01/2014).
EYL/118/214B	Uxbridge	Hillingdon House Farm. 2543/APP/2005/870	1,090,166.31	1,090,166.31	110,251.72	110,251.72	0.00	979,914.59	348,853.22	£256,399.34 received as first instalment towards the cost of providing nursery (£64,099), primary (£110,251.72) and secondary (£82,047) school places within the London Borough of Hillingdon. First contribution to be spent before April 2017. Primary contribution (£110,251.72) allocated and spent towards expansion at Whitehall School, (part of phase 1 of the school expansion programme). Cabinet Member decision 6/12/2011. Second instalment (£268,681.94) received. Second contribution to be spent before Oct 2018. Final instalment (£565,085) received this quarter. Final contribution to be spent before Jan 2019. £631,061 allocated to expansion at Hermitage Primary School (Cabinet Member Decision 24/01/2014).
EYL/119/216	Charville	119 to 137 Charville Lane, Hayes. 38290/APP/2006/2501	56,316.00	56,316.00	27,139.00	27,139.00	0.00	29,177.00	29,177.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary child yield arising from the development. No time limits. Primary and nursery components allocated and spent towards primary school expansion at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011). Funds received towards the provision of additional nursery and primary school places in the vicinity of the site. No time limits.
EYL/121/221	Ruislip Manor	2, Windmill Hill, Ruislip. 35595/APP/2008/2951	6,438.00	6,438.00	0.00	0.00	0.00	6,438.00	6,438.00	Funds to be used towards the costs of providing additional primary school facilities (£22,573) & secondary school facilities (£19,707) relating to the development. Funds to be spent within 7 years of receipt (October 2017). £22,573 allocated and spent towards expansion at The Hermitage Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013).
EYL/132/232	Hillingdon	23, Sweetcroft Lane, Hillingdon. 8816/APP/2004/3045	42,280.88	42,280.88	22,573.00	22,573.00	0.00	19,707.88	19,707.88	Funds received towards the costs of providing primary education places to primary schools in Primary Area 3. Funds to be spent by February 2016.
EYL/137/237B	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	426,346.97	426,346.97	0.00	0.00	0.00	426,346.97	426,346.97	Funds received as 50% of the education contribution towards the cost of providing nursery, primary and secondary facilities in the Borough (See legal agreement). Funds to be spent by February 2018. Further £261,446.35 received as remaining 50% education contribution. £112,742 allocated towards expansion at Ruislip Gardens Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013). Further £185,696 allocated towards expansion at Ruislip Gardens Primary School (Cabinet Member Decision 24/01/2014).
EYL/138/238C	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	512,742.69	512,742.69	62,801.47	62,801.47	0.00	449,941.22	214,304.00	Funds received towards the costs of providing educational improvements or facilities in the Borough. No time limits. Allocated towards expansion at Field End Infant & Primary School (Cabinet Member Decision 24/01/2014).
EYL/139/239B	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	64,920.00	64,920.00	0.00	0.00	0.00	64,920.00	0.00	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
EYL/140/209G	Yiewsley	Tesco, Trout Road, Yiewsley 60929/APP/2007/3744	AS AT 31/12/13 231,454.55	AS AT 30/09/13 231,454.55	AS AT 31/12/13 20,251.99	AS AT 30/09/13 20,251.99	To 31/12/13 0.00	AS AT 31/12/13 211,202.56	AS AT 31/12/13 209,530.65	£107,202 received as 50% of the education contribution towards the cost of providing secondary school places and improvement of existing facilities within a 3 mile radius of the site and primary school facilities and improvement of existing facilities within 2 miles of the site (see legal agreement for details). Primary school component of contribution allocated and spent towards Conham Manor primary expansion as part of phase 1 of the school expansion programme. (Cabinet Member decision 6/12/2011). Remaining 50% of contribution received (£124,086 including index linking). All contributions to be spent before March 2017. Further £1,671.91 allocated towards expansion at Rabbisfarm Primary School (Cabinet Member Decision 24/01/2014)
EYL/148/249C	Townfield	Fmr Glenister Hall, Minnet Drive, Hayes. 40169/APP/148/249C	469,246.00	469,246.00	269,246.00	269,246.00	0.00	200,000.00	0.00	Funds received towards the costs of providing education or educational improvements or facilities in the authorities area (see legal agreement for details). No time limits for spend. £269,246 allocated and spent towards expansion at Highfield Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013). Balance allocated towards expansion at Hillingdon Primary School (Cabinet Member Decision 24/01/2014).
EYL/149/252	South Uxbridge	Old Mill House Estate, Old Mill Lane, Cowley, 2819/APP/2004/2873	37,217.03	37,217.03	0.00	0.00	0.00	37,217.03	0.00	Contribution received towards the cost of providing additional nursery, primary and secondary school places in the Borough. Funds to be spent within 7 years of receipt (July 2018). Allocated towards expansion at Hillingdon Primary School (Cabinet Member Decision 24/01/2014).
EYL/157/260	Brunel	Garage site adjacent to 1 St.Helen Cross, Cowley. 56865/AP/2011/31	22,138.00	22,138.00	0.00	0.00	0.00	22,138.00	0.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend. Allocated towards expansion at Rabbisfarm Primary School (Cabinet Member Decision 24/01/2014).
EYL/158/242B	West Drayton	West Drayton Village (north site) off Porters Way, West Drayton. 5107/APP/2009/2348	3,000,000.00	2,000,000.00	0.00	0.00	0.00	3,000,000.00	1,500,000.00	Funds received as first and second instalments towards the costs of providing educational improvements in the Authority's area (see legal agreement for details). No time limit for spend. £1,500,000 allocated towards expansion at West Drayton Primary School (Cabinet Member Decision 24/01/2014).
EYL/159/262B	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	27,853.30	27,853.30	0.00	0.00	0.00	27,853.30	0.00	Funds received towards the costs of additional and or improved educational facilities within the London Borough of Hillingdon. No time limits. Allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/160/263B	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	12,704.43	12,704.43	0.00	0.00	0.00	12,704.43	0.00	Funds received towards the costs of additional and or improved educational facilities within the London Borough of Hillingdon. No time limits. Allocated towards expansion at Bourne Primary School (Cabinet Member Decision 24/01/2014).
EYL/162/268	Yeadon	Fmr Texaco Service Station, Yeadon Lane, Hayes 4647/APP/2004/3286	14,543.00	14,543.00	0.00	0.00	0.00	14,543.00	0.00	Contribution received towards the cost of providing educational places within the London Borough of Hillingdon. No time limits for spend. Allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/163/269	Botwell	41 & Land at rear of 29-39 Corwell Lane, Hillingdon 59697/APP/2004/2216	65,896.37	65,896.37	0.00	0.00	0.00	65,896.37	0.00	Contribution received towards the cost of providing educational places within the London Borough of Hillingdon. Funds to be spent within 7 years of receipt (Jan 2019). Allocated towards expansion at Wood End Park Primary School (Cabinet Member Decision 24/01/2014).
EYL/164/270	Eastcote & East Ruislip	103 Park Ave, Ruislip 49273/APP/2011/933	10,885.00	10,885.00	0.00	0.00	0.00	10,885.00	10,885.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/165/267B	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	60,915.00	60,915.00	20,156.00	20,156.00	0.00	40,759.00	40,759.00	Contribution received towards the provision of education facilities and places as detailed in the agreement. Funds to be split as follows: nursery £7,185; primary £20,156; secondary £33,574. No time limits for spend. £20,156 allocated and spent towards expansion at Wood End Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
EYL/166/274	Uxbridge North	231 Harefield Rd, Uxbridge 59140/APP/2011/1113	AS AT 31/12/13 16,416.76	AS AT 30/09/13 16,416.76	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 16,416.76	AS AT 31/12/13 0.00	Contribution received towards the provision of education facilities and places as detailed in the agreement. No time limits for spend. Allocated towards expansion at Heritage Primary School (Cabinet Member Decision 24/01/2014).
EYL/167/275	Eastcote & East Ruislip	Fmr Highgrove Day Nursery, Campbell Close, Ruislip 48552/APP/2009/234	7,102.00	7,102.00	0.00	0.00	0.00	7,102.00	7,102.00	Contribution received towards providing improvements to education facilities in the vicinity of the site arising from the development. No time limits for spend.
EYL/168/279	Northwood	Claremont, Kewferry Drive, Northwood. 62950/APP/2011/2961	2,545.00	2,545.00	0.00	0.00	0.00	2,545.00	0.00	Contribution received towards the provision of additional or improved educational facilities within a 3 mile radius of the site, to accommodate the child yield arising from the development. No time limits for spend. Allocated towards expansion at Harlyn Primary School (Cabinet Member Decision 24/01/2014).
EYL/169/276C	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	762,750.86	762,750.86	0.00	0.00	0.00	762,750.86	387,180.00	Contribution received as the first instalment of the education contribution towards the cost of providing education improvements or facilities to accommodate extra children in the Authority's area (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). Second instalment £387,180 received towards the same purpose (spend July 2020). £375,570 allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/170/280	South Ruislip	12 Walnut Way, Ruislip 68425/APP/2012/659	16,138.00	16,138.00	0.00	0.00	0.00	16,138.00	0.00	Contribution received towards the provision of additional or improved educational facilities within a 3 mile radius of the site, to accommodate the child yield arising from the development. No time limits for spend. Allocated towards expansion at Bourne Primary School (Cabinet Member Decision 24/01/2014).
EYL/171/281	Harefield	Fmr White Horse, Church Hill, Harefield. 38029/APP/2010/2743	13,510.00	13,510.00	0.00	0.00	0.00	13,510.00	0.00	Contribution received towards the provision of additional or improved educational facilities within a 3 mile radius of the site, to accommodate the child yield arising from the development. No time limits for spend. Allocated towards additional accommodation at Harefield Primary School (Cabinet Member Decision 24/01/2014).
EYL/172/28B	Botwell	6-12 Clayton Road, Hayes. 62528/APP/2009/2502	28,491.18	28,491.18	0.00	0.00	0.00	28,491.18	0.00	Contribution received towards the provision of educational improvements or facilities in the Authority's area (see agreement for details). No time limits for spend. Allocated towards expansion at Wood End Park Academy (Cabinet Member Decision 24/01/2014).
EYL/173/285	Botwell	Fmr Hayes Library, Golden Crescent, Hayes 6652/APP/2011/1989	20,474.13	20,474.13	0.00	0.00	0.00	20,474.13	0.00	Contribution received towards the provision of education or educational improvements or facilities to accommodate extra children in the Authority's area (see agreement for details). No time limit for spend. Allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/174/286	Pinkwell	Land adjacent to 33-34 Fairey Ave, Hayes 66668/APP/2011/1892	14,455.41	14,455.41	0.00	0.00	0.00	14,455.41	0.00	Contribution received towards the provision of education or educational improvements or facilities to accommodate extra children in the Authority's area (see agreement for details). No time limit for spend. Allocated towards expansion at Pinkwell Primary school (Cabinet Member decision 24/01/2014).
EYL/175/287	Yiewsley	The Moorcroft Complex, Harlington Rd, Hillingdon 3043/APP/2006/61	157,625.00	157,625.00	0.00	0.00	0.00	157,625.00	0.00	Contribution received towards the provision of educational facilities within the London Borough of Hillingdon. Funds to be spent within 7 years of receipt (Nov 2019). Allocated towards expansion at Hillingdon Primary School (Cabinet Member Decision 24/01/2014).
EYL/176/284A	Yiewsley	Fmr Honeywell site (live/work units), Trout Road, West Drayton 335/APP/2010/1615	23,299.17	23,299.17	0.00	0.00	0.00	23,299.17	0.00	Contribution received towards education or educational improvements or facilities in the Authority's area including but not limited to new school facilities, improvements to existing facilities to accommodate extra children, expansion of playground facilities. See agreement for details. No time limits. Allocated towards expansion at Rabbisfarm Primary School (Cabinet Member Decision 24/01/2014).
EYL/177/288A	Yiewsley	Versatile House, Benlinton Rd, Yiewsley 59436/APP/2010/721	27,450.00	27,450.00	0.00	0.00	0.00	27,450.00	0.00	Contribution received towards the provision of additional or improved education facilities within a 3 mile radius of the site to accommodate the child yield from the development. No time limits. Allocated towards expansion at Rabbisfarm Primary School (Cabinet Member Decision 24/01/2014).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
EYL/178/289	South Ruislip	30 Hardy Ave, Ruislip 49772/APP/2009/107	AS AT 31/12/13 8,953.00	AS AT 30/09/13 8,953.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 8,953.00	AS AT 31/12/13 0.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate the child yield from the development. No time limits. Allocated towards expansion at Bourne Primary School (Cabinet Member Decision 24/01/2014).
EYL/179/290	Charville	7 Park Lane, Hayes 47571/APP/2010/2850	20,856.00	20,856.00	0.00	0.00	0.00	20,856.00	0.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate the child yield from the development. No time limits. Allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/180/293B	Barnhill	Barnhill Methodist Church, Welbeck Avenue, Hayes 9024/APP/2006/280	31,049.10	31,049.10	0.00	0.00	0.00	31,049.10	0.00	Contribution towards the cost of providing education places in the Borough. No time limits. Allocated towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014).
EYL/181/282B	West Ruislip	Lyon Court, Pembroke Rd, Ruislip. 66895/APP/2011/3049	14,412.79	14,412.79	0.00	0.00	0.00	14,412.79	0.00	Contribution received towards education improvements or facilities including new school facilities. Improvements to existing school facilities to accommodate extra children or improvements to playgrounds (see agreement for details). Funds to be spent within 5 years of completion of the development (estimated to be 2019). Allocated towards expansion at Ruislip Gardens Primary School (Cabinet Member Decision 24/01/2014).
EYL/182/294	Northwood	Orenda, 68 Thimere Gardens, Northwood. 59962/APP/2011/2101	48,710.00	48,710.00	0.00	0.00	0.00	48,710.00	0.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary child yield from the development. No time limits. Allocated towards expansion at Harlyn Primary School (Cabinet Member Decision 24/01/2014).
EYL/183/295	South Ruislip	9 & 9a Great Central Avenue, Ruislip. 4795/APP/2012/1777	12,911.00	12,911.00	0.00	0.00	0.00	12,911.00	0.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary child yield from the development. No time limits. Allocated towards expansion at Bourne Primary School (Cabinet Member Decision 24/01/2014).
EYL/184/296	Harefield	Fmr Swan PH, Swan Rd, Breakspear Road North, Harefield. 18239/APP/2012/296	7,718.00	7,718.00	0.00	0.00	0.00	7,718.00	0.00	Contribution received towards education improvements or facilities including new school facilities. Improvements to existing school facilities to accommodate extra children or improvements to playgrounds (see agreement for details). No time limits. Allocated towards additional accommodation at Harefield Primary School (Cabinet Member Decision 24/01/2014).
EYL/185/298	Brunel	17 Peachey Lane, Cowley. 66644/APP/2009/2784	5,758.00	5,758.00	0.00	0.00	0.00	5,758.00	5,758.00	Contribution received towards additional or improved education facilities in vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/186/299A	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre) Ruislip. 66033/APP/2009/1060	51,098.24	51,098.24	0.00	0.00	0.00	51,098.24	51,098.24	Contribution received towards providing educational improvements or facilities in the authority's area to include new school facilities; improvements to school facilities to accommodate extra children (see agreement for further details). No time limits for spend.
EYL/187/301	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	130,618.06	130,618.06	0.00	0.00	0.00	130,618.06	130,618.06	Contribution received towards providing educational improvements or facilities in the authority's area to include new school facilities; improvements to school facilities to accommodate extra children (see agreement for further details). Funds to be spent within 5 years of receipt (July 2018).
EYL/188/302	Barnhill	35-43 Yeading Lane, Hayes 34799/APP/2009/2800	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Contribution received towards additional or improved education facilities in vicinity of the site arising from the needs of the development. No time limits for spend.
EYL/189	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	242,005.14	242,005.14	0.00	0.00	0.00	242,005.14	242,005.14	Contribution received towards providing educational improvements or facilities in the authority's area to include new school facilities; improvements to school facilities to accommodate extra children (see agreement for further details). No time limits.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
EYL/190/304A	Yeadling	Fmr Taaman House, 111 Maple Road, Hayes 38097/APP/2012/3168	AS AT 31/12/13 18,295.00	AS AT 30/09/13 18,295.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 18,295.00	AS AT 31/12/13 18,295.00	Contribution received towards providing educational improvements or facilities in the authority's area to include new school facilities: improvements to school facilities to accommodate extra children (see agreement for further details). Funds to be spent within 7 years of receipt (August 2020).
EYL/191/305A	Northwood	London School of Theology, Green Lane, Northwood 10112/APP/2012/2057	39,018.58	39,018.58	0.00	0.00	0.00	39,018.58	39,018.58	Contribution received towards providing educational improvements or facilities in the authority's area to include new school facilities: improvements to school facilities to accommodate extra children (see agreement for further details). No time limits.
EYL/192/306A	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	30,896.00	30,896.00	0.00	0.00	0.00	30,896.00	30,896.00	Contribution received towards the cost of providing education or educational improvements or facilities in the Authority's area towards nursery, primary and secondary provision. No time limits.
EYL/193/307	West Ruislip	3 South Drive, Ruislip 1305/APP/2012/211	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	6,000.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery, primary and secondary yield arising from the development. No time limits.
EYL/194/308	Manor	69-77 Park Way, Ruislip 885/APP/2010/340	14,231.00	0.00	0.00	0.00	0.00	14,231.00	14,231.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery, primary and secondary yield arising from the development. No time limits.
EYL/195/309A	Uxbridge South	Former Dagenham Motors, Junction of St Johns Rd & Cowley Mill Rd 188/APP/2008/3309	27,213.00	0.00	0.00	0.00	0.00	27,213.00	27,213.00	Contribution received towards the cost of providing nursery and primary school places within the school catchment area of the development. Funds to be spent within 7 years of receipt (Oct 2020)
EYL/196/310	Northwood	High Meadow, Farm Rd, Northwood 41596/APP/2013/310	12,796.00	0.00	0.00	0.00	0.00	12,796.00	12,796.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery, primary and secondary yield arising from the development. No time limits.
EYL/197/311	Yiewsley	86-90 High St, Yiewsley 64714/APP/2013/1371	5,000.00	0.00	0.00	0.00	0.00	5,000.00	5,000.00	Contribution received towards providing educational improvements or facilities in the Authority's area (see agreement for details). No time limits for spend.
EYL/198/312	Ickenham	25 Highfield Drive, Ickenham 2275/APP/2013/633	7,886.00	0.00	0.00	0.00	0.00	7,886.00	7,886.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery, primary and secondary yield arising from the development. No time limits.
		EDUCATION, YOUTH AND LEISURE SUB - TOTAL	13,086,161.06	12,019,035.06	3,649,211.72	3,649,211.72	803,722.39	9,436,949.34	4,594,304.36	
PORTFOLIO: CENTRAL SERVICES										
		CENTRAL SERVICES SUB - TOTAL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
PORTFOLIO: COMMUNITY, COMMERCE AND REGENERATION										
PPR/09/42	Townfield	Abbess Warehouse, Hayes / 49814B/98/110	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.00	Employment training support associated with the Hayes Opportunity Centre. No time limit. The Hayes Opportunity Centre did not materialise. Funds allocated towards provision of new plumbing workshop for the delivery of training courses at Uxbridge College (Cabinet Member Decision 22/11/2013). No time constraints.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PPR/36/153A	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 & 1437	AS AT 31/12/13 26,750.00	AS AT 30/09/13 26,750.00	AS AT 31/12/13 17,913.14	AS AT 30/09/13 17,913.14	To 31/12/13 0.00	AS AT 31/12/13 8,836.86	AS AT 31/12/13 0.00	For local employment training initiatives in the vicinity of the property. No time constraints. £3,250 spent towards a Brunel run training course at Hayes titled 'Business skills for self employed Women'. Second and final instalment (£13,500) received 21/10/08. Balance of £23,500 allocated towards the Council's Construction and Apprenticeship Training Programme. (Cabinet Member decision 27/10/2010). £14,663 spent towards Uxbridge College Construction Training Programme 12/13. Balance allocated towards provision of a new plumbing workshop for the delivery of training Courses at Uxbridge College (Cabinet Member Decision 22/1/2013).
PPR/47/26A (formerly P7/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Harlington Station Improvements and associated interchange initiatives. Project on-hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits.
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	350,000.00	350,000.00	210,900.00	210,900.00	0.00	139,100.00	12,000.00	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. Second instalment £100,000 received 17/12/09. £200,000 allocated to the delivery of the Strategy as outlined in Allocation report. (Cabinet Member decision 27/10/10). Third instalment of £100,000 received towards same purpose 31/3/11. £14,000 spent towards accelerate 50% match funding to support long term unemployed into work. £88,000 allocated and £42,900 spent towards support for Economic Development post within LBH 12/13 (Cabinet Member Decision 19/3/13). Final instalment (£50,000) received towards the Labour Strategy.
PPR/49/174D	Heathrow Villages	Terminal 2, Heathrow Airport. 62360/APP/2006/2942	531,426.00	531,426.00	355,500.00	324,000.00	94,500.00	175,926.00	0.00	Funds received towards the Local Labour Strategy, as defined in the agreement. No time limits. A total of £450,000 due to be received under this agreement has been allocated towards the Heathrow Academy Programme (Cabinet Member decision 19/11/12). Total of £261,000 paid towards Academy Programme 2012/13. Further £270,246 received towards the Programme. Further payment made towards the programme.
PPR/52/149G	Botwell	Former Hayes Goodyard site. 10057/APP/2005/2996&299	75,360.00	75,360.00	71,352.94	71,352.94	6,475.17	4,007.06	0.00	Funds received towards improvements to open space to the canal towpath opposite the site. Any remainder to be expended towards purchasing new equipment for the YMCA Youth Centre as necessitated as a result of the development. Funds not spent within 7 years (May 2016) to be returned. Funds allocated towards Western View canal side improvement scheme (Cabinet Member decision 22/7/2011). Scheme began on site Oct 2011 and now substantially complete. Remaining landscaping works completed March 2013.
PPR/53/149H	Botwell	Former Hayes Goodyard site. 10057/APP/2005/2996&299	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	£2,000 received towards the maintenance and operation by the Council of the station approach cameras. Funds spent towards operation of station cameras 09/10. Further £4,000 received as 2nd & 3rd annual instalments.
PPR/54/204B	Uxbridge	106, Oxford Road, Uxbridge. 26198/APP/2008/2339	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds received towards street scene improvements within the vicinity of the site. Funds to be spent by July 2014.
PPR/56/198D	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	12,205.22	12,205.22	0.00	0.00	0.00	12,205.22	12,205.22	Contribution towards the employment training initiatives promoted by the Council to encourage employment in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
PPR/57/238D	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	20,679.21	20,679.21	0.00	0.00	0.00	20,679.21	0.00	Contribution towards construction training initiatives within the Borough. Funds to be spent within 7 years of receipt (February 2018). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/58/238C	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	9,667.50	9,667.50	0.00	0.00	0.00	9,667.50	0.00	Contribution received towards construction training and the provision of a work place co-ordinator within the Borough. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PPR60/209E	Yiewsley	Tesco, Trout Road Yiewsley. 60929/APP/2007/3744	AS AT 31/12/13 37,186.49	AS AT 30/09/13 37,186.49	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 37,186.49	AS AT 31/12/13 0.00	Contribution received for the purposes of providing additional CCTV facilities and/or additional safety measures within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016). Further £2,186.49 received as indexation payment.
PPR61/247	Townfield	Former Hayes Sports and Social Club, 143 Church Road, Hayes. 65797/APP/2010/1176	7,663.99	7,663.99	0.00	0.00	0.00	7,663.99	0.00	Contribution received towards the cost of providing construction training courses delivered by the provision of a construction work place co-ordinator within the Authority's Area. Funds to be spent within 10 years of receipt (June 2021). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR62/231C	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	75,000.00	Funds received towards the installation of 3 CCTV cameras and associated infrastructure within the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2015). Funds transferred from PT/118/231C.
PPR63/248B	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge 3807/APP/2008/1418	21,794.51	21,794.51	0.00	0.00	0.00	21,794.51	0.00	Contribution received towards the purpose of providing construction training schemes for Hillingdon. Funds to be spent within 5 years of receipt (July 2016). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR64/262C	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	9,360.44	9,360.44	0.00	0.00	0.00	9,360.44	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR65/263C	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	9,782.64	9,782.64	0.00	0.00	0.00	9,782.64	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR66/265B	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	39,826.13	39,826.13	0.00	0.00	0.00	39,826.13	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. Funds to be spent within 5 years of receipt (Nov 2016). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR67/265C	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	9,236.85	9,236.85	0.00	0.00	0.00	9,236.85	9,236.85	Contribution received to be used for the provision of approved training schemes in the hospitality & leisure industry (see legal agreement for details). Funds to be spent within 5 years of receipt (Nov 2016).
PPR68/265D	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	53,289.47	53,289.47	0.00	0.00	0.00	53,289.47	53,289.47	Contribution to be used for public realm improvements within the vicinity of the site, in accordance with the Council's SPD. Funds to be spent within 5 years of receipt (Nov 2016).
PPR69/276D	Townfield	Fmr Hayes F.C. Church Road, Hayes 4327/APP/2009/2737	37,433.86	37,433.86	0.00	0.00	0.00	37,433.86	37,433.86	Contribution received as the first instalment towards improvements to local community facilities within the Authority's area. Funds to be spent within 7 years of receipt (July 2019). £16,322 received as second instalment towards the same purpose (spend July 2020). Earnmarked towards phase 2 of Townfield community centre.
PPR70/267C	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Funds to be used for the purpose of improving community facilities in the vicinity of the development. No time limits for spend.
PPR71/277C	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	20,579.41	Contribution received towards public realm improvements in the vicinity of the development including, CCTV, footpath safety, safer town centres, public transport interchange facilities (see agreement for details). Further contribution received towards the same purpose. No time limits for spend.
PPR72/277D	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	51,609.49	51,609.49	0.00	0.00	0.00	51,609.49	51,609.49	Contribution received towards training persons within the locality of the development for jobs of a nature to be carried out within the development. Further contribution received towards the same purpose. No time limits for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
PPR/7/3/278C	Botwell	6-12 Clayton Road, Hayes 50270/APP/2011/1422	AS AT 31/12/13 8,489.92	AS AT 30/09/13 8,489.92	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 8,489.92	AS AT 31/12/13 0.00	Contribution received towards construction courses delivered by recognised providers and the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend. Allocated towards the provision of a plumbing workshop for the delivery of training courses at Uxbridge College (Cabinet Member Decision 22/1/2013). Contribution received towards the cost of providing community facilities within the Borough. No time limits.
PPR/7/4/293A	Barnhill	Barnhill Methodist Church, Welbeck Avenue, Hayes. 9024/APP/206/280	6,938.47	6,938.47	0.00	0.00	0.00	6,938.47	6,938.47	
PPR/7/5/291A	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	13,699.22	13,699.22	0.00	0.00	0.00	13,699.22	13,699.22	Contribution to be used towards construction training courses delivered by recognised providers and the provision of a work place co-ordinator within the authority's area. No time limits.
PPR/7/6/282C	West Ruislip	Lyon Court 28-30 Pembroke Road, Ruislip . 66895/APP/2011/3049	47,950.86	47,950.86	0.00	0.00	0.00	47,950.86	47,950.86	Contribution to be used towards construction training courses delivered by recognised providers and the provision of a work place co-ordinator within the authority's area. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
PPR/7/7/282D	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip 66895/APP/2011/3049	25,330.03	25,330.03	0.00	0.00	0.00	25,330.03	25,330.03	Contribution received towards the provision of CCTV, lighting, safety improvements to public transport facilities and car parks or safer town centres (see agreement for details). Funds to be spent within 5 years of completion of the development (estimated to be 2019).
PPR/7/8/198F	Uxbridge	Fmr Gasworks Site, Cowley Mill Road (Kier Park), Uxbridge. 3114/AP/2012/2881	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Contribution received towards employment and training initiatives promoted by the Council in association with Uxbridge College or any other approved provider. Funds to be spent within 7 years of receipt (March 2020).
PPR/7/9/299E	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	16,353.04	16,353.04	0.00	0.00	0.00	16,353.04	16,353.04	Contribution received towards construction training courses delivered by recognised providers and the provision of a construction work place co-ordinator for Hillingdon Residents. No time limits for spend.
PPR/8/0/297B	Heathrow Villages	Fmr Technician Site, 276 Bath Rd, Sipson. 35293/APP/2009/1938	46,055.55	46,055.55	0.00	0.00	0.00	46,055.55	46,055.55	Funds received towards public realm improvement works to be delivered within the vicinity of the land. Funds to be spent within 7 years of receipt (May 2020).
PPR/8/1/81/297C	Heathrow Villages	Fmr Technician Site, 271 Bath Rd, Sipson. 35293/APP/1938	16,695.14	16,695.14	0.00	0.00	0.00	16,695.14	16,695.14	Contribution received towards the provision of training in the hospitality and leisure industry (see agreement for further details). Funds to be spent within 7 years of receipt (May 2020).
PPR/8/2/301B	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	22,192.63	22,192.63	0.00	0.00	0.00	22,192.63	22,192.63	Contribution received towards public realm improvements in the vicinity of the development including, CCTV, footpath safety, safer town centres, public transport interchange facilities in the locality of the site (see agreement for details). Funs to be spent within 5 years of receipt (July 2018)
PPR/8/3/301D	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	19,669.95	19,669.95	0.00	0.00	0.00	19,669.95	19,669.95	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. Funds to be spent within 5 years of receipt (July 2018).
PPR/8/4/303B	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	20,618.56	20,618.56	0.00	0.00	0.00	20,618.56	20,618.56	Contribution received towards community facilities to be provided for the local community. No time limits.
PPR/8/7/303C	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	7,731.96	7,731.96	0.00	0.00	0.00	7,731.96	7,731.96	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's Area. No time limits.
PPR/8/5/306B	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	7,875.62	7,875.62	0.00	0.00	0.00	7,875.62	7,875.62	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits.
PPR/8/6/309B	Uxbridge South	Former Dagenham Motors, Junction St Johns Rd & Cowley Mill Rd 188/APP/2008/3309	17,190.00	0.00	0.00	0.00	0.00	17,190.00	17,190.00	Contribution received towards the cost of providing construction training schemes in the Borough. Funds to be spent within 7 years of receipt (Oct 2020)

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
			AS AT 31/12/13 4,383,242.16	AS AT 30/09/13 4,366,052.16	AS AT 31/12/13 2,465,737.50	AS AT 30/09/13 2,434,237.50	To 31/12/13 100,975.17	AS AT 31/12/13 1,917,504.66	AS AT 31/12/13 609,655.33	
		COMMUNITY, COMMERCE & REGENERATION SUB - TOTAL								
PORTFOLIO: COMMUNITY, COMMERCE AND REGENERATION										
CSL/2/147E	West Drayton	DERA Site, Kingston Lane, West Drayton - Community Facility 45658/APP/2002/2012	94,015.15	94,015.15	94,015.15	93,882.37	7,698.58	0.00	0.00	To be applied towards communal facility improvements in the West Drayton area and which will benefit the occupiers of the Development. £151,786.77 transferred to EYL/7/147F as they were received for school places and were originally allocated to this case reference erroneously. Funds not spent by 19 February 2014 are to be refunded. Funds allocated to the "Skidz" project at West Drayton Young People's Centre (Cabinet Member decision 21/10/09). Phase 1 complete. Phases 2 & 3 deferred to 2011/12. Spend towards Phase 2 of "Skidz" project, to be completed in 2013/14.
CSL/6/189A	Ruislip	30 Kings End, Ruislip 46299/APP/2006/2165	7,674.48	7,674.48	0.00	0.00	0.00	7,674.48	0.00	Towards the provision of community facilities in the immediate vicinity of the land. No time limits. Earmarked towards Manor Farm Library. Subject to formal allocation of funding.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	0.00	0.00	0.00	9,338.43	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Earmarked towards Manor Farm Library. Subject to formal allocation of funding.
CSL/10/200B	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,200.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00	Funds received towards improvements to nearby community facilities. Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal allocation of funding.
CSL/11/205B	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	277,131.54	277,131.54	264,134.80	264,134.80	0.00	12,996.74	0.00	Contribution towards the provision or improvement of leisure, youth and/or cultural services within Eastcote and East Ruislip ward boundary. Funds to be spent by September 2014. £265K from this contribution has been allocated towards Highgrove pool improvement programme (Cabinet Member approval received 1/09/2011). Works began on site March 2012, scheme to be completed in 2012/13.
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend. Earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal allocation.
CSL/13/219A	Yeadon	Rear of Sney Court Perth Avenue, Hayes. 65936/APP/2010/683	414.00	414.00	0.00	0.00	0.00	414.00	414.00	Funds received towards the provision or improvement to library facilities and/or library books within the Borough. No time limits.
CSL/14/220	Townfield	Trescott House, Hayes. 36261/APP/2010/215	1,599.00	1,599.00	0.00	0.00	0.00	1,599.00	1,599.00	Funds received towards additional or improved library facilities in the vicinity of the site. No time limits.
CSL/15/231D	Ruislip	Former RAF Ruislip (Ickenham Park), High Road, Ickenham 38402/APP/2007/1072	269,750.00	269,750.00	0.00	0.00	0.00	269,750.00	0.00	Funds received towards the construction of a new facility or the extension of an existing facility to provide for improvement of leisure, elderly, youth and/or cultural services within the locality of the land. Funds to be spent by November 2015. Funds earmarked towards improvements to the Compass Theatre, subject to an eligible scheme and formal allocation.
CSL/16/161F	Yiewsley	Honeywell Site, Trout Road, Yiewsley. 335/APP/2002/2754	77,151.49	77,151.49	0.00	0.00	0.00	77,151.49	0.00	Funds received towards the provision of community facilities in the West Drayton area. Funds not spent by September 2014 are to be repaid. Earmarked towards the provision of a MUGA for dual school/community use at West Drayton Primary School, subject to formal approval.
CSL/17/238A	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	31,645.25	31,645.25	0.00	0.00	0.00	31,645.25	31,645.25	Funds received as 50% of the community facilities contribution towards community facilities schemes or measures within the Borough. Funds to be spent by February 2018. Further £16,135.84 received as remaining 50% of community facilities contribution. Funds earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal allocation.
CSL/18/238B	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	3,268.46	3,268.46	0.00	0.00	0.00	3,268.46	3,268.46	Funds received towards the provision of library facilities and/or library books within the Borough. Funds to be spent by February 2018.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
CSL/19/237A	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	AS AT 31/12/13 24,130.14	AS AT 30/09/13 24,130.14	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 24,130.14	AS AT 31/12/13 24,130.14	Funds received towards environmental improvements and community facilities within a 3 mile radius of the site. Funds to be spent by February 2016. Funds earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal approval.
CSL/21/209F	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	66,988.81	66,988.81	0.00	0.00	0.00	66,988.81	66,988.81	Contribution received for the purpose of improving existing community facilities within the Yiewsley area. Funds to be spent by March 2016. Further £3,938.81 received as index linking payment.
CSL/22/241B	Ruislip	28 & 29a Kingsend, Ruislip. 5740/APP/2008/1214	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	3,250.00	Funds received towards the expansion of local community facilities in the area of the development. Funds to be spent within 5 years of receipt (April 2016).
CSL/23/243A	South Ruislip	Former Tally Ho P.H. West End Road, Ruislip. 8418/APP/2006/913&914	14,300.00	14,300.00	0.00	0.00	0.00	14,300.00	0.00	Funds received towards the cost of providing community facilities in the vicinity of the development. Funds to be spent within 7 years of receipt (June 2018). Earmarked towards provision of cycling facilities at Field End School. Subject to formal approval.
CSL/24/244A	Townfield	505 to 509 Uxbridge Road, Hayes. 9912/APP/2009/1907	2,150.96	2,150.96	0.00	0.00	0.00	2,150.96	2,150.96	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. Funds to be spent by June 2018.
CSL/25/249A	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	4,167.60	4,167.60	0.00	0.00	0.00	4,167.60	4,167.60	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. No time limits.
CSL/26/249B	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the provision of necessary capacity enhancements at the Townfield Community Centre. No time limit for spend.
CSL/27/210D	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	13,813.07	13,813.07	12,664.00	12,664.00	12,664.00	1,149.07	1,149.07	Contribution received towards the provision of library facilities in the borough of Hillingdon. Funds to be spent within 5 years of receipt (Sept 2016). Further £1,328.07 received as index linking payment. £12,664 from this contribution allocated to scheme to provide air conditioning to meeting rooms at Botwell Library. (Cabinet Member Decision 16/8/13).
CSL/28/262A	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	555.53	555.53	0.00	0.00	0.00	555.53	555.53	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits
CSL/29/263A	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	356.03	356.03	0.00	0.00	0.00	356.03	356.03	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits
CSL/30/267A	Botwell	Fmr Ram PH Dawley Rd, Hayes 22769/APP/2010/1239	644.23	644.23	0.00	0.00	0.00	644.23	644.23	Contribution received towards the provision of library facilities in the borough of Hillingdon. No time limits.
CSL/31/276B	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	10,771.94	10,771.94	0.00	0.00	0.00	10,771.94	10,771.94	Contribution received towards the provision of library books and/or library books within the Authority's area. Funds to be spent by July 2019
CSL/32/278A	Botwell	6-12 Clayton Road, Hayes 62528/APP/2009/2502	528.08	528.08	0.00	0.00	0.00	528.08	528.08	Contribution received towards the provision of or improvement of library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/33/284B	Yiewsley	Former Honeywell site, Trout Road, West Drayton (live/work units). 335/APP/2010/1615	529.85	529.85	0.00	0.00	0.00	529.85	529.85	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/34/291B	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	575.00	575.00	0.00	0.00	0.00	575.00	575.00	Contribution received towards the provision of library facilities and/or library books within the authority's area. No time limits for spend.
CSL/35/282E	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip. 66895/APP/2011/3049	2,263.48	2,263.48	0.00	0.00	0.00	2,263.48	2,263.48	Contribution received towards the provision of library facilities and/or library books within the authority's area. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
CSL/36/299B	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	955.56	955.56	0.00	0.00	0.00	955.56	955.56	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/37/299C	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	11,028.95	11,028.95	0.00	0.00	0.00	11,028.95	11,028.95	Contribution received towards the provision of or improvement of community facilities within the Authority's area. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
CSL/38/301C	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	AS AT 31/12/13 1,375.61	AS AT 30/09/13 1,375.61	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 1,375.61	AS AT 31/12/13 1,375.61	Contribution received towards the provision of library facilities and/or library books serving the locality of the development. Funds to be spent within 5 year of receipt (July 2018).
CSL/39/303D	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	1,459.67	1,459.67	0.00	0.00	0.00	1,459.67	1,459.67	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/40/304B	Yeading	Fmr Taaman House, 111 Maple Road, Hayes 38097/APP/2012/3168	684.48	684.48	0.00	0.00	0.00	684.48	684.48	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. Funds to be spent within 7 years of receipt (August 2020).
CSL/41/306C	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	493.40	493.40	0.00	0.00	0.00	493.40	493.40	Contribution received towards the provision of library books within the authority's area. No time limits
CSL/42/309C	Uxbridge South	Former Dagenham Motors, Junction St Johns Rd & Cowley Mill Rd 188/APP/2008/3309	1,495.00	0.00	0.00	0.00	0.00	1,495.00	1,495.00	Contribution received towards the expansion of the library programme within the Borough as necessitated by the development. Funds to be spent within 7 years of receipt (Oct 2020).
CSL/43/313	South Ruislip	Queenswalk Resource Centre, Queens Walk, Ruislip 12059/APP/2012/2570	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.00	Funds received as a contribution towards sports and leisure facilities at Deansfield Primary School. Funds to be used towards sports items such as goal posts, rounders equipment, training kit and other sporting equipment (see agreement for details). No time limit for spend.
CSL/44/242F	West Drayton	Drayton Garden Village (fmr NATS Site) Porters Way, West Drayton 5107/APP/2009/2348	34,000.00	0.00	0.00	0.00	0.00	34,000.00	34,000.00	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits
		COMMUNITY, COMMERCE AND REGENERATION SUB - TOTAL	1,017,043.19	971,548.19	370,813.95	370,881.17	20,362.58	646,229.24	219,818.10	
		COMMUNITY, COMMERCE AND REGENERATION -TOTAL	5,400,285.35	5,337,600.35	2,836,551.45	2,804,918.67	121,337.75	2,563,733.90	829,473.43	
PORTFOLIO: FINANCE PROPERTY & BUSINESS SERVICES										
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	52,577.45	52,577.45	0.00	6,978.97	0.00	Revenue cost (12K) spent. The balance is required for the establishment and management of a nature reserve on nearby land. Works identified and now awaiting quotations from contractors. Officers have liaised with London Wildlife Trust and contractors with regards to phasing of the works (access and conservation improvements) required to improve the nature reserve. Works have now been scheduled by the area officer. Spend towards tree and footpath works. Further spend towards maintenance works. There are no time constraints upon the expenditure of the funds.
E/10/85 (see: PT/36)	Heathrow Villages	A4 Heathrow Corridor scheme - Match Funding for Heathrow Villages Chrysalis Projects	25,000.00	25,000.00	3,017.00	3,017.00	0.00	21,983.00	0.00	For Environmental Improvements on A4/M4 corridor. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/26/93. Trees are being scheduled for planting during the upcoming planting season. Officers chasing prices for other works. Spend reduced due to rectification of miscoding. No time constraints. A programme of works has been drawn up for this site. Formal allocation of funds to be sought.
E/17/26D (see: PT/56 & PPR/18)	Botwell	Trident Site, Phase 3 Stockley Park - Lake Farm & Botwell Green Play Area 37977/P/94/335	1,323,400.00	1,323,400.00	1,323,400.00	1,323,400.00	87,267.17	0.00	0.00	Balance for Lake Farm. Friends of Lake Farm now agreed scope of works. Engineering Consultancy have been commissioned to commence works to enhancing slope of BMX track. Botwell Green Play area complete. See Cabinet report 18 December 2003. Planning permission for skate park granted. No time limits for spend. Skate Park project completed July 2013.
E/24/62 (See also PT/60 & PPR/23)	Brunel	Land at Lyon Industrial Estate, High Rd, Cowley - Uxbridge Cowley Initiative (Employment Training, Air Quality & Highway Works) 51095/APP/2000/1004	14,368.39	14,368.39	12,937.46	12,937.46	0.00	1,430.93	0.00	Towards Uxbridge/Cowley Initiative. Allocated to Air Quality Action Plan projects. This is a portion of a £30k contribution to be applied towards all or some of 4 different project areas. £1K income transferred to PPR/23. Interest accrued. No time constraints. Spend towards operation of air quality monitoring stations in the borough.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
E/26/93 (Formerly PT/33)	Heathrow Villages	H.S.A Land, Bath Road 41687/S/98/16	AS AT 31/12/13 12,396.46	AS AT 30/09/13 12,396.46	AS AT 31/12/13 8,441.07	AS AT 30/09/13 8,441.07	To 31/12/13 0.00	AS AT 31/12/13 3,955.39	AS AT 31/12/13 0.00	Available for Environmental Improvements in Bath Rd area. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/10/85. See update at E/10/85. Interest accrued. No time constraints. Spend towards tree planting.
E/28/71 (Formerly PT/40)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43354/C/92/787	12,692.00	12,692.00	267.81	267.81	0.00	12,424.19	0.00	Landscaping works (12.69K). Limited to specific area of land. Delays caused by land being in Stockley Park Consortium ownership. Green Spaces team is looking into the potential for a scheme within the parameters of the legal agreement. Site overgrown preventing planting trees in preferred location. The trees officer has suggested two locations on the site where they could be planted. Instead, Officers currently considering feasibility. No time constraints.
E/32/01 (Formerly PT/43/01)	Townfield	Sainsbury Minel Site - Grapes Junction / 40601/H/91/1970	1,008,500.00	1,008,500.00	1,005,951.10	1,005,951.10	0.00	2,548.90	0.00	The balance has been included in s106 dated 10 May 2004 for Lombardy Retail Park, Coldharbour Lane for the Council to use the funds for the following specified improvements: (i) provision of CCTV coverage on the land (ii) provision of safety enhancements (iii) provision of environmental improvements to Uxbridge Rd (iv) provision of either CCTV within the wider area of the land, junction improvements at Springfield Road/Uxbridge Road, or installation of bollards and lighting along Springfield Road, or other similar schemes in the vicinity of the site to be agreed in writing by the developer. Sainsbury has given approval for a scheme in Lombardy Park. Playground works are complete. Spend towards design works to install lighting along main footpath. Unspent funds to be repaid by 12 January 2011. Scheme complete.
E/38/153B	Heathrow Villages	Polar Park, Bath Road, Hamonsworth 2964/APP/2002/1436 & 1437	10,000.00	10,000.00	7,764.09	7,764.09	0.00	2,235.91	0.00	Funds received towards Air Quality initiatives within the vicinity of the site. No time constraints. Funds allocated towards two monitoring stations in vicinity of the site. (Cabinet Member Decision 22/6/2010). £7,764.09 spent towards air quality monitoring.
E/42/140J	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	104,308.09	104,308.09	56,895.11	53,121.11	3,774.00	47,412.98	0.00	To be applied towards the provision and maintenance of open space and recreational facilities within the area of the site. £25,000 allocated to Bourne Park Playing Fields. Balance allocated to Pinkwell Park (Cabinet Member Decision 6/6/09). Drainage works to the Bourne Park Playing Fields are now complete. Funds not spent including interest within 7 years of receipt (January 2014) are to be repaid. Path works completed March 2013. New playground equipment installed and scheme now complete. Awaiting invoices.
E/44/174B	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	25,000.00	25,000.00	24,158.13	24,158.13	0.00	841.87	0.00	Funds received towards the implementation and monitoring of the Council's Air Quality Action Plan. Funds not spent by 16 November 2015 are to be repaid. Funds allocated towards two monitoring stations in the vicinity of the site. (Cabinet Member Decision 22/6/2010). Spend towards operation of air quality monitoring stations in the Borough.
E/46/176B	Northwood	Former True Lovers' Knot Public House, Rickmansworth Road, Northwood 27717/APP/2007/1440	21,195.00	21,195.00	3,075.54	3,048.04	27.50	18,119.46	0.00	Funds received towards the costs of providing environmental improvements at "The Gravel Pits" within the vicinity of the Development or other green space within the Borough. No time constraints. Funds allocated towards scheme of improvements at The Gravel Pits (Cabinet Member Decision 3/9/2010). £3,048 spent towards an interpretation board, further works programmed for 2013/14. Footpath works completed. Awaiting invoices.
E/47/177B	Manor	41-55, Windmill Hill, Ruslip planning ref 48283/APP/2006/2353	38,258.39	38,258.39	35,112.37	35,112.37	0.00	3,146.02	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park. Funds allocated towards a scheme of improvements at Warrender Park (Cabinet Member Decision 3/9/2010). Works complete Dec 12.
E/49/179B	Botwell	555-559 & r/o 51-553 Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	33,912.00	33,912.00	17,755.00	17,755.00	0.00	16,157.00	0.00	Funds received towards improvement to the open space facilities at Rosedale Park adjoining the land. No time limits. Spend towards improvements to Park Pavilion.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
E/51/186C	Yewsey	92-104, High St., Yewsey 59189/APP/2005/3476	AS AT 31/12/13 60,616.20	AS AT 30/09/13 60,616.20	AS AT 31/12/13 38,061.21	AS AT 30/09/13 38,061.21	To 31/12/13 0.00	AS AT 31/12/13 22,554.99	0.00	Funds received towards open space improvements at Yewsey Recreation Ground. Funds unspent at 20/04/2015 to be returned. Spend towards footpath works completed Dec 09. Remaining funds to be spent towards playbuilder scheme. Completed June 2010.
E/52/190B	Uxbridge	Armstrong House & The Pavilions 43742/APP/2006/252	104,000.00	104,000.00	103,122.16	103,122.16	22,095.61	877.84	0.00	Funds received towards improvements to open space /recreation facilities at Fasnidge Park and/or cycle links to the park. Funds unspent as at 29/7/2015 must be returned. Funds allocated towards a scheme of improvements at Fasnidge Park (Cabinet Member decision 21/10/09). Spend towards improvements to bowling green. £14,989 spent towards provision of the Adzone (opened March 2011). Spend towards path works, planting & skate park.
E/53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	20,913.64	11,271.70	11,271.70	0.00	9,641.94	0.00	Funds received towards provision of public open space in the locality of the site. Officers looking at a programme of improvements to Rockingham Recreation Ground. No time limits. Funds to be spent towards playbuilder scheme, due to commence spring 2010. Playbuilder scheme completed August 2010. Awaiting invoices.
E/54/194D	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	44,509.05	44,509.05	41,536.22	41,536.22	0.00	2,972.83	0.00	Funds received towards the provision of open space facilities within the Borough of Hillingdon. No time limits. Funds allocated to Hillingdon Court Park (reconstruction of the bowling green). Cabinet Member decision 20/7/09. Scheme completed October 09, awaiting financial completion.
E/57/205D	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	118,803.95	118,803.95	0.00	0.00	0.00	118,803.95	118,803.95	Contribution received towards the provision or improvement of outdoor sports and/or pitch facilities within a 300m radius of the land. Funds to be spent by September 2014.
E/59/155F	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	20,000.00	20,000.00	9,291.00	9,291.00	0.00	10,709.00	0.00	Funds received towards the maintenance of play facilities at Stockley Recreation Ground (Mulberry Parade). Funds to be spent by Dec 2012. £10,415 allocated towards costs incurred in maintaining the playground (Cabinet Member Decision 7/11/2012).
E/60/215C	Ruislip	5 - 11 Reservoir Road, Ruislip. 61134/APP/2006/260	28,994.76	28,994.76	0.00	0.00	0.00	28,994.76	0.00	Contribution received towards open space/recreation improvements or other green spaces in the locality. Funds allocated towards improving playground facilities at Ruislip Lido. Cabinet Member Decision (31/10/13). No time limits on spend.
E/61/217B	Harefield	34 High Street, Harefield. 259/APP/2009/2391	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	Funds received towards additional or improved recreation/open space facilities within a 3 mile radius of the site. No time limit. Funds allocated towards improvements to playground on Harefield Green (Cabinet Member Decision 24/01/2014).
E/62/231E	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham, 38402/APP/2007/1072	146,879.75	146,879.75	15,191.56	15,919.56	15,191.56	131,688.19	0.00	Funds received as a commuted sum towards the maintenance of the playing fields as part of the scheme for a period of 10 years. Spend subject to conditions as stipulated in the legal agreement. £44,063 allocated towards the annual cost of maintaining the playing fields provided at Ickenham Park development (Cabinet Member Decision 7/11/2012). Spend towards maintenance costs 2012/13. Cost adjustment made this quarter.
E/63/231F	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham, 38402/APP/2007/1072	30,000.00	30,000.00	30,000.00	27,271.17	30,000.00	0.00	0.00	Funds to be used for works to improve that part of the Hillingdon Trail which lies outside the boundaries of the development. Funds are to be spent within 5 years of receipt (November 2015). Funds allocated towards improvements to the Hillingdon Trail (Cabinet Member Decision 28/2/2013). Scheme completed Sept 2013. All invoices received.
E/64/238E	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	60,125.97	60,125.97	0.00	0.00	0.00	60,125.97	0.00	£29,467 received as 50% of the open space contribution towards the provision of open space or open space facilities in the vicinity of the land. First contribution to be spent by February 2018. Further £30,658.10 received as remaining 50% of open space contribution. Funds earmarked towards Ruislip Lido Enhancement Programme, subject to formal approval.
E/65/237C	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	80,431.31	80,431.31	0.00	0.00	0.00	80,431.31	0.00	Funds received towards the off site provision of formal recreational open space in the vicinity of the site. Funds to be spent by February 2016.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
E/66/239D	Eascole	Highgrove House, Eascole Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	AS AT 31/12/13 10,000.00	AS AT 30/09/13 10,000.00	AS AT 31/12/13 5,283.17	AS AT 30/09/13 5,178.88	To 31/12/13 404.29	AS AT 31/12/13 4,716.83	AS AT 31/12/13 0.00	Contribution received towards the cost of enhancement and/or nature conservation works at Highgrove Woods. No time limits. Funds allocated towards conservation works at Highgrove Woods Nature Reserve (Cabinet Member Decision 16/3/12). Works on going.
E/67/209H	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	35,742.27	35,742.27	0.00	0.00	0.00	35,742.27	0.00	Contribution received for the purposes of expanding the existing facilities at Yiewsley Recreation Ground. Funds to be spent by March 2016. Further £2,101.57 received as indexation payment.
E/68/241D	Ruislip	28 & 28a Kingsend, Ruislip. 5740/APP/2008/1214	8,478.00	8,478.00	0.00	0.00	0.00	8,478.00	0.00	Contribution received towards open space provision within the vicinity of the development. Funds to be spent within 5 years of receipt (April 2016). Funds earmarked towards the Ruislip Lido Enhancement Programme, subject to formal approval.
E/69/246B	Botwell	561& 563 Uxbridge Road, Hayes. 63060/APP/2007/1385	20,175.83	20,175.83	0.00	0.00	0.00	20,175.83	0.00	Contribution received towards the cost of improving Rosedale Park which adjoins the land. No time limit on spend.
E/70/243C	South Ruislip	Fmr Tally Ho PH, West End Road, Ruislip. 8418/APP/2006/913&914	28,967.00	28,967.00	0.00	0.00	0.00	28,967.00	28,967.00	Funds received towards open space and recreational open space in the vicinity of the development. Funds to be spent within 7 years of receipt (June 2018).
E/71/250	South Ruislip	Land adjacent to Downe Bams Farm, West End Road, Ruislip. 2292/APP/2006/2475	25,000.00	25,000.00	5,000.00	5,000.00	5,000.00	20,000.00	10,000.00	Funds received as maintenance instalments to assist with the management of Ten Acres Wood Nature Reserve including, staffing, tree & river Maintenance and volunteers' tools & equipment. Funds to be spent within 11 years of receipt (August 2021). £15,000 allocated towards ongoing management works at the reserve (Cabinet Member Decision 7/11/2012). Spend towards stock fencing at the reserve.
E/72/266	Heathrow Villages	BA East & West Maintenance Bases, Heathrow. 50462/APP/2011/342 & 62906/APP/2011/344	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Contribution received towards initiatives to improve air quality in the Authority's area (see legal agreement for details). No time limits
E/73/265E	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	26,644.74	26,644.74	0.00	0.00	0.00	26,644.74	0.00	Funds received for the monitoring and implementation of air quality management measures on the land on or in the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2016).
E/74/271	Townfield	Fmr Airlink House, Land to the north of Pump Lane, Hayes. 5505/APP/2010/2455	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	12,500.00	Funds received towards initiatives to improve air quality in the Authority's Area. See legal agreement for further details. No time limits for spend.
E/75/272	Heathrow Villages	White Hart PH, Bath Rd, Harlington. 4129/APP/2011/453	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	12,500.00	Funds received towards initiatives to improve air quality in the Authority's Area. See legal agreement for further details. No time limits for spend.
E/76/276E	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	131,481.94	131,481.94	0.00	0.00	0.00	131,481.94	131,481.94	Contribution received as the first instalment towards improvements to local recreation and sports facilities within the vicinity of the land. Funds to be spent within 7 years of receipt (July 2019). £66,741 received as the second instalment towards the same purpose (spend July 2020).
E/77/276F	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	17,793.03	17,793.03	0.00	0.00	0.00	17,793.03	17,793.03	Contribution received as the first instalment towards air quality improvements in the Authority's area including, measures to reduce emissions, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). £9,031 received as the second instalment towards the same purpose (spend by July 2020).
E/78/282A	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip. 66895/APP/2011/3049	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Contribution received as the first instalment towards the cost of providing a scheme to protect and enhance the off site nature conservation interest in the locality of the site. Estimated time limit for spend 2019 (see agreement for details). Funds allocated towards ecological improvements at Pinn Meadows (Cabinet Member Decision 31/10/13).
E/79/277E	Heathrow Villages	The Portal Scylla Rd, Heathrow Airport	25,804.75	25,804.75	0.00	0.00	0.00	25,804.75	25,804.75	Contribution received towards air quality improvements in the Authority's area including, measures to reduce emissions, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Further contribution towards the same purpose. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
E/80/249F	Townfield	Glenister Hall, 119 Minet Drive, Hayes 40169/APP/2011/243	AS AT 31/12/13 25,000.00	AS AT 30/09/13 25,000.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 25,000.00	AS AT 31/12/13 0.00	Contribution received towards the provision and maintenance of junior football pitches/ refurbishment of cricket wicket at Grassy meadows (see agreement for details). No time limits.
E/82/288B	Yiewsley	Versatile House, Bentinck Road, Yiewsley 59436/APP/2010/721	12,717.00	12,717.00	0.00	0.00	0.00	12,717.00	12,717.00	Contribution received towards improvements to open space facilities in the vicinity of the site. No time limits for spend.
E/83/198G	Uxbridge	Fmr Gasworks Site, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Contribution received towards undertaking an assessment of air quality within the vicinity of the site. Funds to be spent within 7 years of receipt (March 2020).
E/84/297D	Heathrow Villages	Fmr Technician Site, 271 Bath Rd, Sipson. 35293/APP/1938	17,270.83	17,270.83	0.00	0.00	0.00	17,270.83	17,270.83	Funds received to be used by Hillingdon Council towards initiatives to improve air quality within LBH. Funds to be spent within 7 years of receipt (May 2020).
E/85/300D	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Contribution received to be used towards reducing emissions, tree & other planting, vehicle restrictions, use of cleaner fuels, environmental management and air quality strategy (see legal agreement for details). No time limits.
E/86/305B	Northwood	London School of Theology, Green Lane, Northwood 10112/APP/2012/2057	30,609.90	30,609.90	0.00	0.00	0.00	30,609.90	0.00	Contribution received towards the provision of tennis courts within Northwood Recreation Ground. No time limits.
E/87/314A	Pinkwell	Building 5, Hyde Park Hayes, Millington Road, Hayes 45753/APP/2012/2029	12,500.00	0.00	0.00	0.00	0.00	12,500.00	12,500.00	Contribution towards initiatives to improve air quality in the Borough including: use of low fuel technology, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Dec 2018).
E/88/314B	Pinkwell	Building 5, Hyde Park Hayes, Millington Road, Hayes 45753/APP/2012/2029	59,160.00	0.00	0.00	0.00	0.00	59,160.00	59,160.00	Funds received as the "carbon offsetting contribution" to be used by the Council to ensure the shortfall of carbon dioxide savings generated on-site is met by allowing energy efficient measure (see agreement for details). Funds to be spent within 5 years of receipt (Dec 2018).
		FINANCE PROPERTY & BUSINESS SERVICES SUB -TOTAL	3,983,206.67	3,911,546.67	2,810,109.15	2,804,202.53	163,760.13	1,173,097.52	499,498.50	
PORTFOLIO: SOCIAL SERVICES, HEALTH AND HOUSING										
H/1/152C	Brunel	Middlesex Lodge, 189 Harlington Road, Hillingdon 12484/APP/2005/1791	8,903.60	8,903.60	0.00	0.00	0.00	8,903.60	0.00	Funds received to provide for healthcare facilities and places. The PCT has started work on moving a GP to a new site that will allow them to increase the provision of services. PCT to send details to allow a decision to be made as to whether allocation of these s106 funds is appropriate. Funds to be spent by July 2014. Funds earmarked towards proposed new Yiewsley Health Centre, subject to formal approval.
H/4/140H	Pinkwell	MOD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	53,495.95	53,495.95	0.00	0.00	0.00	53,495.95	0.00	To be applied towards the costs of providing primary health care facilities within the Borough. Funds not spent including interest within 7 years of receipt (January 2014) are to be repaid. Funds allocated towards the expansion of HESA health Centre (Cabinet Member Decision 6/4/2011). Scheme on site, funds transferred to NHS Property Services (Jan 14).
H/5/161C	Yiewsley	Former Honeywell Site, Trout Road, West Drayton 335/APP/2002/2754	51,117.73	51,117.73	0.00	0.00	0.00	51,117.73	0.00	Funds to be used towards the provision of new healthcare facilities within a radius of 2.5km of the development (DOV signed 30/11/2011). The PCT is working on a project to re-house 3 GP practices in the Yiewsley High Street area to allow for additional GP services to be provided and capacity expanded. New community nursing services will also be available. PCT to send details. Unexpended funds after 7 years of receipt (March 2014) are to be refunded including interest. Funds earmarked towards proposed new Yiewsley Health Centre, subject to formal approval.
H/6/170C	Botwell	11-21, Clayton Rd., Hayes 56840/APP/2004/630	30,527.21	30,527.21	0.00	0.00	0.00	30,527.21	0.00	To be applied towards the costs of providing primary health care facilities within the Borough. Funds not spent by August 2014 are to be repaid. Funds allocated towards the expansion of the HESA Health Centre (Cabinet Member Decision 6/4/2011). Scheme on site, funds transferred to NHS Property Services (Jan 14).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
H/7/149D *50	Botwell	Hayes Goods Yard 10057/APP/2004/2996 & 2999	AS AT 31/12/13 180,795.00	AS AT 30/09/13 180,795.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 180,795.00	AS AT 31/12/13 0.00	£2,953.08 received for primary health care facilities in the Borough as necessitated by the development. Unspent funds at November 2014 are to be repaid. Further £156,801.92 received (Oct 08) towards same purpose. Unspent funds as at Oct 2015 are to be repaid. Further additional funds received (Jun 09) towards the same purpose (£21,040). Unspent funds as at Jun 2016 are to be repaid. Funds allocated towards the expansion of the HESA Health Centre (Cabinet Member Decision 4/6/2011). Scheme on site, funds transferred to NHS Property Services (Jan 14).
H/8/186D *54	Yewslay	92-105, High St., Yewslay 59189/APP/2005/3476	15,549.05	15,549.05	0.00	0.00	0.00	15,549.05	0.00	Funds received towards the cost of providing additional primary health facilities in the Borough. Funds not spent by 20/04/2015 must be returned.
H/9/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 59816/APP/2006/2896	21,675.10	21,675.10	0.00	0.00	0.00	21,675.10	0.00	Funds received towards primary health care facilities within a 3 mile radius of the development. Funds not spent by 01/07/2015 must be returned to the developer. Allocated towards improvements at King Edwards Medical Centre, Ruislip (Cabinet Member Decision 6/12/2013).
H/10/190D *56	Uxbridge	Armstrong House & The Pavilions. 43742/APP/2006/252	43,395.00	43,395.00	0.00	0.00	0.00	43,395.00	0.00	Funds received towards primary health care facilities in the borough. Funds not spent by 29/7/2015 are to be returned to the developer.
H/11/195B *57	Ruislip	Highgrove House, Eascote Road, Ruislip. 10622/APP/2006/2494	3,156.00	3,156.00	0.00	0.00	0.00	3,156.00	0.00	Funds received towards the provision of local health care facilities in the vicinity of the site. No time limits.
H/12/197B *58	Ruislip	Windmill Public House, Pembroke Road, Ruislip. 11924/APP/2006/2632	11,440.00	11,440.00	0.00	0.00	0.00	11,440.00	0.00	Funds received for the provision of primary health care facilities in the Uxbridge area. Funds to be spent within 5 years of receipt (Feb 2014). Allocated towards improvements at King Edwards Medical Centre, Ruislip (Cabinet Member Decision 6/12/2013).
H/13/194E *59	Uxbridge	Frays Adult Education Centre, Harefield Road, Uxbridge. 18732/APP/2006/1217	12,426.75	12,426.75	0.00	0.00	0.00	12,426.75	0.00	Funds received towards the provision of healthcare facilities in the Borough. No time limits.
H/14/206C *64	Yewslay	111 to 117 High St, Yewslay, 6948/APP/2007/1326.	10,651.50	10,651.50	0.00	0.00	0.00	10,651.50	0.00	Funds received towards the provision of health care facilities in the borough. Funds to be spent by August 2014.
H/15/205F *65	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	185,968.23	185,968.23	0.00	0.00	0.00	185,968.23	0.00	Emarked toward the proposed new Yewslay Health Centre scheme, subject to formal approval.
H/16/210C *68	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	105,044.18	105,044.18	0.00	0.00	0.00	105,044.18	0.00	Funds received towards the cost of providing primary healthcare facilities within the Eastcote and East Ruislip ward boundary or any adjoining ward where it would be reasonable for residents of the development to attend. Funds to be spent by September 2014. Allocated towards extension at Southcote Clinic, Ruislip (Cabinet Member Decision 9/01/2014).
H/18/219C *70	Yeadon	Land rear of Sydney Court, Perth Avenue, Hayes. 6593/APP/2009/2629	3,902.00	3,902.00	0.00	0.00	0.00	3,902.00	0.00	£49,759 received as the first instalment of the healthcare contribution towards the cost of providing additional facilities to meet increased patient numbers in the local area (see legal agreement for full details). Funds to be spent by March 2015. Second & final instalment (£49,728) received towards the same purpose. Further £5,526.18 received as indexation payment for the contribution.
H/19/231G *71	Ruislip	Former RAF Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	193,305.00	193,305.00	0.00	0.00	0.00	193,305.00	0.00	Funds received towards the costs of providing primary health care facilities within a 3 mile radius of the development. Funds to be spent within 7 years of receipt. (November 2017). Allocated towards extension to GP Practice in Wallasey Crescent, Ickenham (Cabinet Member Decision 17/01/2014).
H/20/238F *72	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2089	31,441.99	31,441.99	0.00	0.00	0.00	31,441.99	0.00	£15,409 received as 50% of the health contribution towards providing health facilities in the Borough (see legal agreement for further details). First instalment to be spent by February 2018. £16,032 received as remaining 50% health contribution. Funds to be spent by June 2018.
H/21/237D *73	Eastcote	Bishop Ramsey School (lower site), Eascote Road, Ruislip. 19731/APP/2006/1442	22,455.88	22,455.88	0.00	0.00	0.00	22,455.88	0.00	Funds received towards the provision of primary health care facilities in the Uxbridge area. Funds to be spent by February 2016.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
H/22/239E *74	Eastcote	Highgrove House, Eascode Road, Ruislip. 10622/APP/2006/2494 & 10622/APP/2009/2504	AS AT 31/12/13 7,363.00	AS AT 30/09/13 7,363.00	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 7,363.00	AS AT 31/12/13 0.00	Funds received towards the cost of providing health facilities in the Borough (see legal agreement for further details). No time limits.
H/23/209K *75	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	37,723.04	37,723.04	0.00	0.00	0.00	37,723.04	0.00	Contribution received towards the provision of local health service infrastructure in the Yiewsley, West Drayton, Cowley area. Funds to be spent by March 2016. Further £2,218.04 received as indexation payment for the contribution.
H/24/184A	West Ruislip	31-46 Pembroke Road, Ruislip 59816/APP/2006/2896	49,601.53	49,601.53	0.00	0.00	0.00	49,601.53	0.00	Funds have been earmarked towards the dining centre for Northwood and Ruislip elderly persons association. Funds not spent by 1/07/2015 to be returned. Funds transferred to Social Services, Health & Housing Portfolio from CSL5/184A.
H/25/244C *77	Townfield	505-509 Uxbridge Road, Hayes. 9912/APP/2009/1907	20,269.97	20,269.97	0.00	0.00	0.00	20,269.97	0.00	Funds received towards the cost of providing health facilities in the Authority's area (see legal agreement for details). Funds to be spent within 7 years of receipt (June 2019).
H/26/249D *78	Townfield	Former Glenister Hall, 119 Minet Drive, Hayes. 40169/APP/2011/243	33,219.40	33,219.40	0.00	0.00	0.00	33,219.40	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.
H/27/262D *80	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	5,233.36	5,233.36	0.00	0.00	0.00	5,233.36	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.
H/28/263D *81	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	3,353.86	3,353.86	0.00	0.00	0.00	3,353.86	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). No time limit for spend.
H/29/267D *83	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	6,068.93	6,068.93	0.00	0.00	0.00	6,068.93	0.00	Funds received towards the cost of providing expansion of health premises to provide additional facilities and services to meet increased patient numbers or new health premises or services in the local area. No time limits for spend.
H/30/276G *85	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	68,698.26	68,698.26	0.00	0.00	0.00	68,698.26	0.00	Contribution received as the first instalment towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities, new health premises or services (see legal agreement for details). Funds to be spent within 7 years of receipt (July 2019). £34,871 received as the second instalment towards the same purpose (spend July 2020).
H/31/31278D *86	Botwell	6-12 Clayton Road, Hayes. 62528/APP/2009/2502	4,649.84	4,649.84	0.00	0.00	0.00	4,649.84	0.00	Funds received towards the cost of providing expansion of health premises to provide additional facilities and services to meet increased patient numbers or new health premises or services in the local area. No time limits for spend.
H/32/284C *89	Yiewsley	Former Honeywell site, Trout Road, West Drayton (live/work units). 335/APP/2010/1615	5,280.23	5,280.23	0.00	0.00	0.00	5,280.23	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/33/291C *91	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	5,416.75	5,416.75	0.00	0.00	0.00	5,416.75	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/34/285F *92	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip. 669895/APP/2011/3049	15,031.25	15,031.25	0.00	0.00	0.00	15,031.25	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of completion of the development (estimated to be 2019).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
H/35/282G	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip. 669895/APP/2011/3049	AS AT 31/12/13 40,528.05	AS AT 30/09/13 40,528.05	AS AT 31/12/13 0.00	AS AT 30/09/13 0.00	To 31/12/13 0.00	AS AT 31/12/13 40,528.05	AS AT 31/12/13 0.00	Funds received as the affordable housing contribution to be used by the Council to provide subsidised housing through a registered social landlord to persons who can't afford to rent or buy houses generally available on the open market. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
H/36/299D *94	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	9,001.79	9,001.79	0.00	0.00	0.00	9,001.79	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/37/301E *95	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	12,958.84	12,958.84	0.00	0.00	0.00	12,958.84	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of receipt (July 2018).
H/38/303E *96	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	13,750.73	13,750.73	0.00	0.00	0.00	13,750.73	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits
H/39/304C *97	Yeadon	Fmr Tasman House, 111 Maple Road, Hayes 38097/APP/2012/3168	6,448.10	6,448.10	0.00	0.00	0.00	6,448.10	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 7 years of receipt (August 2020).
H/40/306D *98	Hillindon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	4,645.60	4,645.60	0.00	0.00	0.00	4,645.60	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits
H/41/309D *99	Uxbridge South	Former Dagenham Motors, Junction of St Johns Rd & Cowley Mill Rd, Uxbridge 188/APP/2008/3309	12,030.11	0.00	0.00	0.00	0.00	12,030.11	0.00	Contribution received towards the cost of providing health care facilities within the London Borough of Hillingdon as necessitated by the development. Funds to be spent within 7 years of receipt (Oct 2020).
H/42/242G *100	West Drayton	West Drayton Garden Village (north site) off Porters Way, West Drayton. 5107/APP/2009/2348	334,574.00	0.00	0.00	0.00	0.00	334,574.00	0.00	Contribution received towards providing additional primary health care facilities in the West Drayton area including expansion of existing premises to provide additional facilities and services to meet increased patient numbers, new health premises on the land or in the local area (see agreement for details). No time limits
		SOCIAL SERVICES HEALTH & HOUSING SUB-TOTAL	1,681,096.81	1,334,492.70	0.00	0.00	0.00	1,681,096.81	0.00	
		SECTION 106 SUB - TOTAL	28,527,302.74	26,839,227.63	10,928,068.59	10,828,714.88	1,344,786.43	17,599,234.15	6,462,444.60	
		GRAND TOTAL ALL SCHEMES	30,996,486.58	29,302,962.70	12,130,635.11	11,864,804.68	1,546,801.15	18,865,851.47	6,462,444.60	
NOTES										
The balance of funds remaining must be spent on works as set out in each individual agreement.										
Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.										
Bold figures indicate changes in income and expenditure										
Income figures for schemes within shaded cells indicate where funds are held in interest bearing accounts.										
* Denotes funds the Council is unable to spend currently (totals £3,704,337.72)										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2013 / 2014 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid February 2014)
			AS AT 31/12/13	AS AT 30/09/13	AS AT 31/12/13	AS AT 30/09/13	To 31/12/13	AS AT 31/12/13	AS AT 31/12/13	
*2: PT05										
E291.713.30		is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.								
E597.666.67		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E194.910.65		includes a returnable security deposit for the highway works (to be later refunded) plus interest.								
E20.938.04		includes a returnable security deposit for the highway works (to be later refunded) plus interest.								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded)								
E22.088.66		includes a returnable security deposit for the highway works (to be later refunded) plus interest and funds for TfL costs.								
E37.425.09		reasonable period' for expenditure without owner's agreement has lapsed								
E17.386.80		reasonable period' for spend has elapsed. A Agreement with developer being sought								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E561.016.46		funds have been received to provide a specific bus service through TfL, therefore implementation is not within control of the Council.								
E8.903.60		funds have been received to provide Health Care services in the borough.								
E53.485.95		funds have been received to provide Primary Health Care services in the borough.								
E51.117.73		funds have been received to provide Health Care services in the borough.								
E73.774.40		there has not been any petitions for parking schemes in the area.								
E32.855.42		there has not been any petitions for parking schemes in the area.								
E30.327.21		funds have been received to provide Health Care services in the borough.								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E180.795.00		funds have been received to provide Primary Health Care services in the borough.								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E15.449.05		funds have been received to provide Primary Health Care facilities in the borough.								
E21.875.10		funds have been received to provide Primary Health Care facilities in the borough.								
E43.395.00		funds have been received to provide Primary Health Care facilities in the borough.								
E3.156.00		funds have been received to provide health care services in the borough.								
E11.440.00		funds have been received to provide Primary Health Care facilities in the borough.								
E12.626.75		funds have been received to provide health care services in the borough.								
E5.000.00		is to be held as a returnable security deposit for highway works (to be later refunded)								
E14.240.00		is to be held as a returnable security deposit for the implementation of the travel plan (to be later refunded)								
E23.000.00		held as security for the due and proper execution of the works.								
E20.000.00		is to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
E10.851.50		funds have been received to provide health care services in the borough.								
E184.653.23		funds have been received to provide Primary Health Care facilities in the borough.								
E25.000.00		funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
E105.044.18		funds have been received to provide Health Care services in the borough.								
E3.802.00		funds have been received to provide Health Care services in the borough.								
E193.355.00		funds have been received to provide Primary Health Care facilities in the borough.								
E31.441.99		funds have been received to provide Health Care services in the borough.								
E22.455.88		funds have been received to provide Primary Health Care facilities in the borough.								
E7.383.00		funds have been received to provide Health Care services in the borough.								
E37.723.04		funds have been received to provide Health Care services in the borough.								
E5.000.00		is to be held as a returnable security deposit for the highway works (to be later refunded).								
E20.289.97		funds have been received to provide Health Care services in the borough.								
E33.219.40		funds have been received to provide Health Care services in the borough.								
E5.233.36		funds have been received to provide Health Care services in the borough.								
E3.353.86		funds have been received to provide Health Care services in the borough.								
E20.000.00		funds to be held as a returnable deposit for the implementation of the travel plan (later to be refunded)								
E5.688.93		funds have been received to provide Health Care services in the borough.								
E4.000.00		funds received as a security deposit to ensure proper execution of works (to be refunded)								
E68.688.26		funds received to provide health care facilities in the borough.								
E4.649.84		funds received to provide health care facilities in the borough.								
E72.000.00		funds received as a security deposit to ensure proper execution of works (to be refunded)								
E15.000.00		funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)								
E5.280.23		funds received to provide health care facilities in the borough.								
E31.800.00		funds to be held as a returnable deposit for highways works (to be later refunded).								
E5.416.75		funds received to provide health care facilities in the borough.								
E15.031.25		funds received to provide health care facilities in the borough.								
E5.000.00		funds to be held as a returnable deposit for highways works (to be later refunded).								
E9.001.79		funds received to provide health care facilities in the borough.								
E12.568.84		funds received to provide health care facilities in the borough.								
E13.750.73		funds received to provide health care facilities in the borough.								
E6.448.10		funds received to provide health care facilities in the borough.								
E4.845.60		funds received to provide health care facilities in the borough.								
E12.030.11		funds received to provide health care facilities in the borough.								
E334.574.00		funds received to provide health care facilities in the borough.								
E3,704.337.72										

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COUNCIL BUDGET - MONTH 10 2013/14 REVENUE AND CAPITAL MONITORING

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
Report Author	Paul Whaymand, Corporate Director of Finance
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>This report provides an update on the Council's latest financial position and performance against the 2013/14 revenue budget and current capital programme, as forecast at the end of January 2014 (Month 10).</p> <p>A net in-year underspend of £4,652k is forecast against 2013/14 General Fund revenue budgets, an improvement of £80k on the position reported at Month 9.</p> <p>The latest positions on other funds and the capital programme are detailed within the body of this report.</p>
Contribution to our plans and strategies	Achieving value for money is an important element of the Council's medium term financial plan.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS

That the Cabinet:

1. Note the forecast budget position for revenue and capital as at Month 10.
2. Note the treasury management update for Month10 at Appendix E.
3. Continue the delegated authority up until the 24 April 2014 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 13 February and 20 March 2014 Cabinet meetings, detailed at Appendix F.
4. That Cabinet agrees that the special delegated procurement approval for the HRA Works to Stock Programme during 2013/14, as approved by Cabinet on 26 September 2013, remains in effect for the 2014/15 financial year.

5. That Cabinet agrees to increase the First Time Buyers Initiative maximum purchase price from £210k to £250k.
6. Approves the virement of £165.7k from the Housing Revenue Account to Street Scene Maintenance to fund and undertake repairs to areas of the un-adopted housing network for the 2014/15 financial year.
7. Approve an award of contract to Sanctuary Personnel Ltd (trading as Skylakes) under a single process to undertake up to 1,400 community care reviews and 400 occupational therapy assessments up to a cost of £529k, as set out in Appendix G.
8. Approve payment of a grant of £25k to William Byrd Pool Trust from the 2013/14 Voluntary Sector Grants budget.
9. Ratify an Emergency Contract Decision made on 6 March 2014 by the Chief Executive and the Leader of the Council to award the contract for the construction of a cycle track at Pield Heath School to Blakedown on the basis of the most economically advantageous tender at a total maximum cost of £174,716.66; acknowledge and approve the capital release of the £50,000 grant award from the London Marathon Trust (LMT) as funding towards the total project cost of the cycle track at Pield Heath School; and re-allocate the underspend of £79,896 Transport for London (LIP) funding within the existing capital release already approved for projects in 2013/14, to support the full project costs.

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives, providing Cabinet with an update on performance to date against budgets approved by Council on 28 February 2013 and management actions to deliver outturn within that approved budget.
2. Appendix E provides an update to Cabinet on Treasury Management performance during the previous month.
3. In respect of progressing the HRA Works to Stock Programme, Cabinet on 26 September 2013 delegated special procurement authority to the Leader of the Council, Cabinet Member for Finance, Property and Business Services and the Deputy Chief Executive and Corporate Director of Residents Services. The effect of this was to streamline decision-making so various projects to the Council's housing stock could be progressed expediently. Cabinet is asked to continue the same process during the 2014/15 financial year.
4. Recommendation 5 seeks approval to increase the First Time Buyers Initiative maximum purchase price from £210k to £250k. The maximum purchase price was set when the scheme was first introduced in 2007 and has not increased since. House prices have continued to rise over this period and recent application experience is showing that it is increasingly difficult for families to find properties at the current maximum price.
5. Recommendation 6 seeks authority for a virement of £165.7k from the Housing Revenue Account to Street Scene Maintenance to fund and undertake repairs to areas of the unadopted housing network. This represents the continuation of the service provision and related budget virement that was approved by Cabinet for the 2013/14

financial year in February 2013. As a result of this recommendation the council's in-house Street Scene Maintenance service will continue to undertake both inspections and repairs to the network of roads and footways that make up the Borough's housing assets during 2014/15. As in 2013/14 the sum is made up from the cost of 4 operatives, two lorries and road repair equipment to continue with the provision of 2 road repair teams and the associated supervision costs.

6. Recommendation 7 seeks approval to award a contract to reduce the backlogs in Home Care assessments and this is fully explained in Appendix G.
7. Recommendation 8 seeks authority to award a grant of £25k from the remaining uncommitted core grants budget, part of the Council's Voluntary Sector Grants budget to William Byrd Pool Trust to fund an exceptional pressure.
8. Recommendation 9 relates to an emergency contract decision that was authorised by the Chief Executive and the Leader of the Council under the power vested to them in the Constitution. This decision would have ordinarily have been reserved to Cabinet Members to make formally. To provide for continued public transparency in the decisions the Council makes, all emergency decisions are reported to a subsequent Cabinet meeting for ratification.
9. This decision enabled the contract to be awarded and the work to be completed ahead of the school Easter holidays in April 2014.

Alternative options considered

10. There are no other options proposed for consideration.

SUMMARY

REVENUE

11. As at Month 10, the forecast outturn position on in-year activities is a net underspend of £4,652k, representing an improvement of £80k on the position reported at Month 9. This position consists of a net underspend of £1,881k on directorate budgets, an underspend on capital financing costs of £2,500k and a net underspend of £271k on development and risk contingency.
12. Within this reported position significant pressures are reported on a number of demand-led budgets; including Homelessness, Social Care Placements and SEN Transport. The Council's £17,111k programme of savings for 2013/14 remains broadly on-track for delivery with 82% currently either banked or on track. Further information on the savings position and reported pressures, are contained throughout this report.
13. Unallocated General Fund balances are forecast to reach £36,252k by 31 March 2014, before taking account of any sums remaining uncommitted from the residual £194k general contingency, £230k priority growth funds, £432k unallocated Environmental & Recreational Initiatives funds and £164k unallocated HIP budgets.
14. There are no significant movements to report on other funds from Month 9 which impact upon the General Fund or the Housing Revenue Account.

CAPITAL

15. As at at Month 10 an under spend of £23,533k is reported on the 2013/14 capital programme budget from a revised budget of £107,433k, a downward movement of £123k on forecast expenditure at Month 9. Forecast outturn on the General Fund Programme for 2013/14 to 2015/16 is now an under spend of £19,914k, a reduction of £2,143k from Month 9. This movement relates largely to additional Highways programme spend of £1,500k and Special Resources Provision within Schools of £1,000k, offset by further under spends on some schemes.
16. General Fund capital receipts of £12,023k are forecast for 2013/14, £2,999k in excess of revised budget, with forecast receipts over the period to 2017/18 expected to reach £25,902k.

FURTHER INFORMATION

General Fund Revenue Budget

17. The headline position at Month 10 is a £4,652k underspend on normal activities, which includes a net underspend on Directorate Operating Budgets of £1,881k, a £2,500k underspend on capital financing costs and a £271k underspend on Development and Risk Contingency. As previously reported, there are a number of specific pressures in relation to Homelessness, Social Care Placements and SEN Transport which are being managed within the overall position.
18. The above position includes scope to support a further £194k of calls on contingency and £230k new initiatives funded from Priority Growth, in addition assuming that £432k of as yet committed Environmental & Recreational Initiatives funding and £164k HIP monies will be utilised in the current financial year.
19. An improvement of £80k has been reported on General Fund forecasts since Month 9, with an improvement on Directorate Operating budgets of £112k, primarily related to an increase in salary underspends across the Council off-set by a marginal £32k adverse movement on contingency mainly relating to Asylum funding.
20. There remains a £1,350k windfall prior year exceptional item in relation to the improved prospects for recovery of the Council's impaired Icelandic Investments, which brings forecast unallocated General Fund balances to £36,252k by 31 March 2014.

Table 1: General Fund Overview

Original Budget	Budget Changes		Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month10)	Variance (As at Month 9)	Movement from Month 9
£'000	£'000		£'000	£'000		£'000	£'000	£'000
165,738	4,378	Directorate Operating Budgets	170,116	168,235	-1%	(1,881)	(1,769)	(112)
20,738	95	Corporate Operating Budgets	20,833	18,333	-12%	(2,500)	(2,500)	0
22,883	(3,714)	Development & Risk Contingency	19,169	18,898	-1%	(271)	(303)	32
1,800	(270)	Priority Growth	1,530	1,530	0%	0	0	0
211,159	489	Sub-total Normal Activities	211,648	206,996	-2%	(4,652)	(4,572)	(80)
		Exceptional items: Reversal of Icelandic Impairment		(1,350)		(1,350)	(1,350)	0
211,159	489	Total Net Expenditure	211,648	205,646	-3%	(6,002)	(5,922)	(80)
(211,159)	(489)	Budget Requirement	(211,648)	(211,648)		0	0	0
0	0	Net Total	0	(6,002)		(6,002)	(5,922)	(80)
(30,250)	0	Balances b/fwd 01/04/13	(30,250)	(30,250)		0	0	0
(30,250)	0	Balances c/fwd 01/14/13	(30,250)	(36,252)		(6,002)	(5,922)	(80)

Directorate Operating Budgets (£1,881k underspend / £112k improvement)

21. Table 2 below provides an overview of forecast outturn on directorate operating budgets, excluding those items managed through contingency. Further detail on group positions is set out in Appendix A to this report.

Table 2: Directorate Operating Budgets

Original Budget £'000	Budget Changes £'000	Directorate		Month10		% Var	Variance (+ adv / - fav)		
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month10) £'000	Variance (As at Month9) £'000	Movement from Month 9 £'000
197,598	(21,445)	Admin. & Finance	Expenditure	176,153	175,243	-1%	(910)	(884)	(26)
(174,923)	22,178		Income	(152,745)	(152,831)	0%	(86)	(81)	(5)
22,675	733		Sub-Total	23,408	22,412	-4%	(996)	(965)	(31)
136,349	(3,169)	Residents Services	Expenditure	133,180	136,374	2%	3,194	3,225	(31)
(72,023)	4,024		Income	(67,999)	(71,889)	6%	(3,890)	(3,875)	(15)
64,326	855		Sub-Total	65,181	64,485	-1%	(696)	(650)	(46)
31,100	1,021	Childrens Social Care	Expenditure	32,121	33,483	4%	1,362	1,385	(23)
(7,856)	(893)		Income	(8,749)	(10,155)	16%	(1,406)	(1,429)	23
23,244	128		Sub-Total	23,372	23,328	0%	(44)	(44)	0
72,393	994	Adult Social Care	Expenditure	73,387	73,945	1%	558	594	(36)
(16,900)	1,668		Income	(15,232)	(15,935)	5%	(703)	(704)	1
55,493	2,662		Sub-Total	58,155	58,010	0%	(145)	(110)	(35)
165,738	4,378	Total Directorate Operating Budgets		170,116	168,235	-1%	(1,881)	(1,769)	(112)

22. Administration and Finance are reporting a combined underspend of £996k, which results from a significant number of posts being held vacant across the directorates and the impact of integrating existing Council services into new Public Health responsibilities. A minor improvement of £31k has been reported on this position from Month 9.

23. A net underspend of £696k is reported on Residents Services, with an exceptional £1,985k demand-led pressure on Homelessness being off-set by early delivery of 2014/15 savings - primarily within the Education service and from appropriation of commercial properties to the General Fund. The improvement of £46k from Month 9 relates to underspends in ICT Highways and Business Services due to mild winter weather and minor movements in other budgets.

24. No movement is reported within Children & Young People's Services, with a pressure caused by the increase in the cost of placements being off-set through underspends on establishment budgets since Month 9.

25. Adult Social Care are reporting an underspend of £145k, with substantial underspends across establishment budgets and increased client contributions off-setting a pressure of £2,115k on care placements costs, a minor improvement of £35k from Month 9.

Progress on Savings

26. An update on the 2013/14 savings programme is set out in table 3 below. In cases where slippage is reported in delivery of savings, the impact upon directorate budgets has been included in the forecast outturn position in table 2.

Table 3: Month 10 RAG Status for 2013/14 Savings

	Admin. & Finance £'000	Residents Services £'000	Children & Families £'000	Social Care £'000	Cross Cutting £'000	Total 2013/14 Savings	
						£'000	%
Banked	(1,051)	(5,395)	(1,174)	(3,979)	0	(11,599)	68%
On track for delivery	0	(701)	(325)	(643)	(648)	(2,317)	14%
Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	(6)	0	(97)	(2,352)	(2,455)	14%
Serious problems in the delivery of the saving	0	0	(445)	(295)	0	(740)	4%
Total 2013/14 Savings	(1,051)	(6,102)	(1,944)	(5,014)	(3,000)	(17,111)	100%

27. Favourable progress is reported in delivery of the £17,111k programme of savings for 2013/14 with 82% badged as banked or on track for delivery in full by 31 March 2014 and sufficient compensatory savings in place to manage any shortfall within individual Directorate savings programmes. There remains £740k savings reported as being undeliverable in 2013/14, which consists of £445K of initiatives within Children's and Young People's Services and £295k savings within Adult Social Care which have been delayed by the Judicial Review into day care reconfiguration that will therefore be delivered in full from 2014/15.

28. The £3,000k cross cutting savings required in 2013/14 are to be identified through a bid review of staffing and other budgets through the restructuring of the Social Care Group. To date savings of £648k have been identified and include Children's Pathway of £300k, Support Services Hub £35k, Adults Pathway £37k, £46k in this year from the deletion of the post of the Corporate Director of Social Care and Health and £230k from surplus Children's Centre and Youth budgets. A contingency of £1,500k is held against the potential shortfall of savings and the monitoring assumption is that this will be applied in full. The remaining in-year net savings requirement is therefore £852k. Short term savings in staffing budgets in services subject to BID reviews are expected to cover this remaining saving in-year. The full year impact of BID restructures in Social Care, agreed to date, are expected to deliver savings of £1,005k in 2014/15. The contingency of £1,500k is being kept in the budget in 2014/15. The current net risk against the £3,000k savings target is therefore £495k in 2014/15. Further BID work is continuing and it is expected that this gap can be bridged during 2014/15.

29. In addition there remained £1,979k savings from prior year programmes which were unachieved as at 31 March 2013, £1,690k of which are now been delivered in full, with the remaining £289k linked to day care reconfiguration which are expected to be fully achievable once new service provision is in place. The status of these prior year savings are shown in Table 4 below.

Table 4: Month 10 RAG Status for b/fwd 2012/13 Savings

	Admin. & Finance £'000	Residents Services £'000	Children & Families £'000	Social Care £'000	Total B/fwd Savings	
	£'000	£'000	£'000	£'000	£'000	%
Banked	(300)	(137)	0	(22)	(449)	23%
On track for delivery	0	(270)	(255)	(706)	(1,241)	62%
Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	0	0	0	0	0%
Serious problems in the delivery of the saving	0	0	0	(289)	(289)	15%
Total B/fwd Savings	(300)	(407)	(255)	(1,017)	(1,979)	100%

Corporate Operating Budgets (£2,500k underspend / no movement)

30. Table 5 below provides an overview of forecast outturn on corporately managed budgets as at Month 10. These budgets fund the costs of financing the Council's capital programme and the externally set levies, over which the Council has limited control.

Table 5: Corporate Operating Budgets

Original Budget £'000	Budget Changes £'000		Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Movem ent from Month 9 £'000
11,456	0	Interest & Investment Income	11,456	8,956	-22%	(2,500)	(2,500)	0
9,282	95	Levies & Other Corporate Budgets	9,377	9,377	0%	0	0	0
20,738	95	Total Corporate Operating Budgets	20,833	18,333	-12%	(2,500)	(2,500)	0

31. There remains a forecast underspend of £2,500k on capital financing costs due to the continuing deferral of borrowing in support of the Primary School Capital Programme, however as previously noted this amount will be required in full as the existing tranche of projects is completed over the next eighteen months. This position excludes the impact of the one-off exceptional item relating to Icelandic Investments.

32. There are no material variances reported on Levies & Other Corporate Budgets.

Development & Risk Contingency (£271k underspend / £32k adverse movement)

33. The Council set aside £23,372k to manage volatile and uncertain budgets within the Development & Risk Contingency, which includes £21,883k for specific risks and £1,489k as General Contingency. Following the approval to release a number of contingency items to Directorate Operating budgets in December 2013 totalling £4,203k, the Development & Risk Contingency now totals £19,169k.

34. Table 6 below sets out the latest forecast call on these contingency budgets, with further detail provided at a directorate level in Appendix A to this report.

Table 6: Development & Risk Contingency

Original Budget	Budget Changes			Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
						Variance (As at Month 10)	Variance (As at Month 9)	Movement from Month 9
£'000	£'000	Current Commitments		£'000	£'000	£'000	£'000	£'000
1,000	(71)	Corporate	General Contingency	929	194	(735)	(735)	0
500	0		BID Pump Priming Fund	500	500	0	0	0
660	(660)		Pensions Auto-enrolment	0	0	0	0	0
0	500		Abbotsfield School	500	500	0	0	0
400	0	A&F	Uninsured Claims	400	400	0	0	0
402	0	Residents Services	Carbon Reduction Commitment	402	375	(27)	(27)	0
217	(217)		Outsourced Leisure Income Streams	0	0	0	0	0
200	0		HS2 Challenge	200	200	0	0	0
200	0		Heathrow Expansion Challenge	200	200	0	0	0
737	(737)		Impact of Welfare Reform on Homelessness	0	0	0	0	0
30	0		Hillingdon Local Plan	30	30	0	0	0
760	0		SEN Transport	760	1,339	579	575	4
2,010	0		Waste Disposal Levy	2,010	2,444	434	429	5
0	0		Licensing Appeal Costs	0	37	37	37	0
0	60		Storm Damage	60	60	0	0	0
1,995	0	CSC	Reduction in UKBA Asylum Funding	1,995	1,436	(559)	(582)	23
781	0		Looked After Children (Demographic)	781	781	0	0	0
3,814	(2,589)	Adult Social Care	Transitional Children (Demographic)	1,225	1,225	0	0	0
1,500	0		BID Staffing Structure Review	1,500	1,500	0	0	0
3,997	0		Older People's Services (Demographic)	3,997	4,492	495	495	0

1,226	0	Physical Disability (Demographic)	1,226	1,059	(167)	(167)	0
896	0	Learning Disability Service (Demographic)	896	692	(204)	(204)	0
1,558	0	Mental Health Service (Demographic)	1,558	1,434	(124)	(124)	0
22,883	(3,714)	Total Development & Risk Contingency	19,169	18,898	(271)	(303)	32

35. There has been limited movement on Development and Risk Contingency items from Month 9, as year end approaches and the scope for in-year volatility decreases. The above position continues to retain £194k for as yet unforeseen calls on contingency, however, the likelihood of this sum being required will reduce throughout the remainder of the year.

36. A minor adverse movement has been identified on the West London Waste Levy in relation to higher than forecast waste tonnages being reported at Quarter 3, the on-going implications of which have been factored into the Council's medium term projections and reflecting within the draft budget being presented to this Cabinet.

37. An adverse movement of £23k has been reported on the net cost of supporting Asylum seekers due to a number of clients being removed from the grant income calculations as they are being age assessed and funding is not allowable until their age is confirmed.

Priority Growth

38. The 2013/14 General Fund Revenue Budget approved by Council on 28 February 2013 set aside £1,000k within the unallocated Priority Growth budget, in addition to £800k in the HIP Initiatives budget. On 24 October 2013 Cabinet approved the creation of a new specific fund for Environmental & Recreational Initiatives to be met from the £1,000k unallocated sum. Table 7 summarises the position with regard to each of these elements.

Table 7: Priority Growth

	Budget	Approved Allocations	Unallocated Growth
	£'000	£'000	£'000
<u>Specific Budgets</u>			
HIP Initiatives Budgets	800	636	164
Environmental & Recreational Initiatives	500	68	432
Sub-Total Specific Budgets	1,300	704	596
<u>Non-Specific Priority Growth</u>			
Original Budget	1,000		
Registrars Suite	(70)		
Environmental & Recreational Initiatives	(500)		
Highways Investment	(200)		
			230
Sub-Total Non-Specific Priority Growth Budget	230		230
Total Priority Growth	1,530	704	826

39. HIP Steering Group has approved release of £636k from the HIP Initiatives Budget to fund a range of projects during 2013/14, leaving £164k unallocated. The reported position assumes that this sum will be utilised in full by 31 March 2014.
40. Within the new Environmental & Recreational Initiatives Fund a sum of £68k has been allocated for sign cleaning, leaving a balance of £432k to support further new initiatives.
41. Following release of funds to support a number of initiatives, £230k remains within the unallocated Priority Growth fund to support new initiatives.

Schools Budget, Parking Revenue Account and Collection Fund

42. Latest forecasts on other funds, except the Parking Revenue Account, indicate favourable positions at year end and therefore will not adversely impact upon the General Fund. There is scope to improve the position within the PRA, which would enable the fund to break even in 2013/14 and avoid any adverse impact on the General Fund.
43. There has been no movement since period 9 in the significant underspends in the Schools Budget 2013/14 in relation to the level of take up on the two year old free entitlement and joint funded placements.
44. A small improvement is forecast on the Parking Revenue Account from Month 9, with a reduction in the previously reported in year deficit by £8k leaving £152k pressure still to be mitigated. This pressure relates to the continuing shortfall in Penalty Charge Notice income, which may limit resources available to support future Parking Management Schemes.
45. There has been no movement since month 9 on the in-year surplus being forecast on Collection Fund at Month 10. Combined with the carried forward surplus from 2012/13, it is expected that £3,610k will be released to the General Fund in 2014/15.
46. As a result of a number of sites being removed from the rating base, there is a risk that the Business Rate element of the Collection Fund may experience a deficit of up to £900k by 31 March 2014. It is expected the compensatory adjustments to the rating list will prevent this from impacting upon the General Fund.
47. On both Council Tax and Business Rates, the sums to be transferred into the General Fund during 2014/15 are now fixed at the Month 9 position and approved in the Council's budget for 2014/15.

Housing Revenue Account Budget

48. There has been no movement from month 9 in the underspend reported on in year activities within the Housing Revenue Account, of £4,822k. An underspend of £4,660k relates to rephasing of planned major works into 2014/15 with the balance from underspends within management and contingency budgets are broadly off-set by the continuing pressure on rental income arising from the higher level of Right to Buy sales and appropriations of commercial properties.

Future Revenue Implications of Capital Programme

49. The latest reported position on the Council's 2013/14-15/16 Capital Programme is detailed in Appendix D. A net underspend of £23,533k is reported on the General Fund

Programme assuming full drawdown on contingency and £1,379k pressure on HRA Projects.

50. The significant underspend currently reported primarily relates to favourable forecast on Primary School Expansions, which are reporting a £10,378k underspend due to tendered costs of the programme being significantly lower than previously anticipated. Significant further investment in schools is likely to be required in the longer term to meet further demographic growth and the transition of the current pupils to the secondary sector, it is expected that further borrowing will be required in future. As such necessary levels of provision for within revenue budgets for capital financing are not expected to reduce as a result of this underspend.

Appendix A – Detailed Group Forecasts (General Fund)

Administration & Finance (£996k underspend, £31k improvement)

1. The combined position for the Administration and Finance Groups at month 10 is an underspend of £996k. This is as a result of holding vacant posts in both Groups, revisions to forecasts for training in Legal and Human Resources, although these have been net down following a revision to income forecasts in these service areas.

Table 1: Administration & Finance Summary

Original Budget £'000	Budget Changes £'000			Month 10		% Var	Variance (+ adv / - fav)	Variance (As at Month 9) £'000	Movement from Month 9 £'000
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000		
8,749	417	Admin. Directorate	Salaries	9,166	8,820	-4%	(346)	(326)	(20)
5,052	132		Non-Sal Exp	5,184	4,786	-8%	(398)	(406)	8
(2,744)	(187)		Income	(2,931)	(3,063)	4%	(132)	(128)	(4)
11,057	362		Sub-Total	11,419	10,543	-8%	(876)	(860)	(16)
11,558	6	Finance Directorate	Salaries	11,564	11,449	-1%	(115)	(103)	(12)
172,239	(22,000)		Non-Sal Exp	150,240	150,188	0%	(51)	(49)	(2)
(172,180)	22,365		Income	(149,815)	(149,769)	0%	46	47	(1)
11,618	371		Sub-Total	11,989	11,869	-1%	(120)	(105)	(15)
20,307	423		Salaries	20,730	20,269	-2%	(461)	(429)	(32)
177,291	(21,868)		Non-Sal Exp	155,423	154,974	0%	(449)	(455)	6
(174,923)	22,178		Income	(152,745)	(152,831)	0%	(86)	(81)	(5)
22,675	733		Total	23,408	22,412	-4%	(996)	(965)	(31)

2. As a result of holding open vacant posts longer across the Administration Group, particularly in Performance, Occupational Health and Legal Services teams the Group is showing a significant salaries' underspend in Month 10.
3. Revisions of non salary forecasts continue to be undertaken and at month 10 decreased expenses forecasts within Policy, Performance & Partnerships have netted down potential increases for the cost of printing in Electoral Services.
4. A slight increase in income forecasts has been projected in Human Resources from First Aid courses; however this has been netted down by the slight pressure against Hillingdon People income in Corporate Communications.

Table 2: Administration Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 10		% Var	Variance (+ adv / - fav) Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Movement from Month 9 £'000
				Revised Budget £'000	Forecast Outturn £'000				
442	26	Directorate	Salaries	468	459	-2%	(9)	(9)	0
6	(0)		Non-Sal Exp	6	2	-	(4)	(3)	(0)
(56)	(0)		Income	(56)	(56)	0%	0	0	0
392	26		Sub-Total	417	404	-3%	(13)	(13)	(0)
676	15	Corporate Comms	Salaries	691	739	7%	47	48	(1)
187	(0)		Non-Sal Exp	187	156	-	(31)	(30)	(0)
(103)	1		Income	(103)	(100)	-3%	3	0	2
760	16		Sub-Total	776	795	2%	19	18	1
1,425	18	Democratic Services	Salaries	1,443	1,459	1%	16	27	(10)
1,895	70		Non-Sal Exp	1,965	1,914	-3%	(51)	(60)	9
(849)	0		Income	(849)	(892)	5%	(43)	(43)	0
2,471	88		Sub-Total	2,559	2,481	-3%	(78)	(76)	(2)
2,347	40	Human Resources	Salaries	2,387	2,312	-3%	(75)	(73)	(2)
467	(15)		Non-Sal Exp	452	557	23%	105	102	2
(591)	15		Income	(576)	(602)	4%	(26)	(20)	(5)
2,223	40		Sub-Total	2,263	2,267	0%	4	9	(5)
1,924	8	Legal Services	Salaries	1,932	1,870	-3%	(62)	(53)	(9)
98	0		Non-Sal Exp	98	114	17%	16	12	4
(575)	(0)		Income	(575)	(629)	9%	(54)	(53)	(1)
1,447	8		Sub-Total	1,455	1,356	-7%	(100)	(94)	(6)
1,935	310	Policy & Perf.	Salaries	2,245	1,981	-	(264)	(267)	3
2,399	77		Non-Sal Exp	2,476	2,043	-	(433)	(426)	(6)
(570)	(202)		Income	(772)	(784)	2%	(12)	(12)	0
3,764	185		Sub-Total	3,949	3,241	-	(709)	(705)	(4)
8,749	417		Salaries	9,166	8,820	-4%	(346)	(326)	(20)
5,052	132		Non-Sal Exp	5,184	4,786	-8%	(398)	(406)	8
(2,744)	(187)		Income	(2,931)	(3,063)	4%	(132)	(128)	(4)
11,057	362		Total	11,419	10,543	-8%	(876)	(860)	(16)

- The Finance Group is showing an improvement of £15k in Month 10. This is primarily as a result of revising staffing forecasts to account for leaving dates and a later return from maternity leave within Procurement, Strategic and Operational Finance.
- Revisions continue to be made to non-salaries forecasts as part of monthly monitoring and tight controls are in place on spending to help to mitigate the increased pressure on salaries and recharge budgets. A review of recharges as part of the restructure within Procurement has highlighted a pressure on recharges to Health, as a result of the introduction of Public Health budgets and previous charges no longer being applicable. However, this pressure on recharge budgets has been mitigated after reviewing charges

to other funds, as well as an increase in income from schools in Operational Finance and an improvement in the Housing Benefit subsidy projection.

8. In April 2013, Council Tax Benefit was abolished and replaced with a local Council Tax Reduction Scheme and administration funding for the scheme was reduced. Workload increased as a result of the changes and from having numerous vacant posts, so the contract with Liberata to use their capacity grid to deal with queries received has been extended. This contract is being monitored closely to ensure best value and that service levels are maintained at a high standard. Any additional expenditure through this contract is being funded through the implementation grants which have been received from Central Government.

Table 3: Finance Operating Budgets

Original Budget	Budget Changes	Service		Month 10		% Var	Variance (+ adv / - fav)		
				Revised Budget	Forecast Outturn		Variance (As at Month 10)	Variance (As at Month 9)	Movement from Month 9
				£'000	£'000		£'000	£'000	£'000
547	3	Internal Audit	Salaries	550	543	-1%	(7)	(6)	(1)
50	0		Non-Sal Exp	50	44	-	(6)	(7)	1
0	0		Income	0	0	0%	0	0	0
597	3		Sub-Total	600	587	-2%	(13)	(13)	0
3,353	65	Operational Finance	Salaries	3,418	3,482	2%	64	68	(4)
687	351		Non-Sal Exp	1,038	1,056	2%	19	19	0
(963)	(0)		Income	(963)	(991)	3%	-29	(29)	0
3,077	416		Sub-Total	3,493	3,547	2%	54	58	(4)
2,115	382	Procurement	Salaries	2,497	2,522	1%	25	28	(3)
188	(38)		Non-Sal Exp	150	117	-	(33)	(29)	(5)
(344)	(274)		Income	(618)	(581)	-6%	37	37	0
1,959	69		Sub-Total	2,028	2,058	1%	30	36	(6)
4,350	(533)	Revenues & Benefits	Salaries	3,817	3,668	-4%	(149)	(149)	0
170,659	(22,313)		Non-Sal Exp	148,346	148,279	0%	(67)	(68)	1
(170,727)	22,641		Income	(148,086)	(148,050)	0%	36	38	(2)
4,282	(205)		Sub-Total	4,077	3,961	-4%	(180)	(179)	(1)
1,193	89	Strategic Finance	Salaries	1,282	1,234	-4%	(48)	(45)	(3)
655	0		Non-Sal Exp	655	692	6%	37	37	0
(146)	0		Income	(146)	(146)	0%	0	0	0
1,703	89		Sub-Total	1,792	1,781	-1%	(11)	(7)	(3)
11,558	6		Salaries	11,564	11,449	-1%	(115)	(103)	(12)
172,239	(22,000)		Non-Sal Exp	150,240	150,188	0%	(51)	(49)	(2)
(172,180)	22,365		Income	(149,814)	(149,768)	0%	46	47	(1)
11,618	371		Total	11,989	11,869	-1%	(120)	(105)	(15)

Residents Services (£696k underspend; £46k improvement)

9. Residents Services has a projected outturn position of a £696k underspend, excluding pressure areas that have identified contingency provisions. This includes the exceptional demand-led pressures being experienced on housing needs, in addition to demographic pressures on special needs transport budgets impacting on the corporate contingency. All other divisions of service are managing within budget.

Table 1: Residents Services Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 10		% Var	Variance (+ adv / - fav)		
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
1,940	111	Asset Management	Salaries	2,051	2,055	0%	4	21	(17)
7,803	200		Non-Sal Exp	8,003	8,407	5%	404	387	17
(3,344)	(152)		Income	(3,496)	(4,262)	22%	(766)	(766)	0
6,399	159		Sub-Total	6,558	6,200	-5%	(358)	(358)	0
9,849	(1,210)	Education (GF)	Salaries	8,639	8,094	-6%	(545)	(545)	0
12,133	(457)		Non-Sal Exp	11,676	11,116	-5%	(560)	(560)	0
(10,421)	1,315		Income	(9,106)	(9,187)	1%	(81)	(81)	0
11,561	(352)		Sub-Total	11,209	10,023	11%	(1,186)	(1,186)	0
1,544	(6)	Environmental Policy & Community Engagement	Salaries	1,538	1,515	-1%	(23)	(23)	0
997	3		Non-Sal Exp	1,000	1,000	0%	0	0	0
(7,000)	684		Income	(6,316)	(6,369)	1%	(53)	(53)	0
(4,459)	681		Sub-Total	(3,778)	(3,854)	2%	(76)	(76)	0
3,852	(321)	Housing (GF)	Salaries	3,531	3,531	0%	0	0	0
11,098	(4,404)		Non-Sal Exp	6,694	10,821	62%	4,127	4,127	0
(11,123)	5,333		Income	(5,790)	(7,932)	37%	(2,142)	(2,142)	0
3,827	608		Sub-Total	4,435	6,420	45%	1,985	1,985	0
15,351	905	ICT Highways & Business Services	Salaries	16,256	16,087	-1%	(169)	(140)	(29)
15,200	(4,923)		Non-Sal Exp	10,277	10,219	-1%	(58)	(40)	(18)
(10,118)	4,029		Income	(6,088)	(6,288)	3%	(200)	(200)	0
20,433	11		Sub-Total	20,445	20,018	-2%	(427)	(380)	(47)
4,154	3,521	Planning Green Spaces & Culture	Salaries	7,675	7,627	-1%	(48)	(73)	25
4,569	1,656		Non-Sal Exp	6,225	6,374	2%	149	122	27
(4,957)	(4,712)		Income	(9,669)	(10,311)	7%	(642)	(581)	(61)
3,766	465		Sub-Total	4,231	3,690	13%	(541)	(532)	(9)
439	0	Public Health	Salaries	439	325	26%	(114)	(114)	0
14,868	0		Non-Sal Exp	14,868	14,982	1%	114	114	0
(15,307)	0		Income	(15,307)	(15,307)	0%	0	0	0
0	(0)		Sub-Total	(0)	(0)	0%	0	0	0
14,918	(1,859)	Public Safety	Salaries	13,059	13,059	0%	0	0	0
17,634	3,615		Non-Sal Exp	21,249	21,162	0%	(87)	(51)	(36)
(9,753)	(2,473)		Income	(12,226)	(12,233)	0%	(7)	(52)	45
22,799	(717)		Sub-Total	22,082	21,988	0%	(94)	(103)	9
52,047	1,141	Residents Services	Salaries	53,188	52,293	-2%	(895)	(874)	(21)
84,302	(4,310)		Non-Sal Exp	79,992	84,081	5%	4,089	4,099	(10)
(72,023)	4,024		Income	(67,999)	(71,889)	6%	(3,890)	(3,875)	(15)
64,325	855		Total	65,181	64,485	-1%	(696)	(650)	(46)

10. The Council's 2013/14 contingency budget contains provision for areas of expenditure or income within Residents Services for which there is a greater degree of uncertainty. The position against these contingency items is shown in Table 2 below.

Table 2: Residents Services Contingency Items

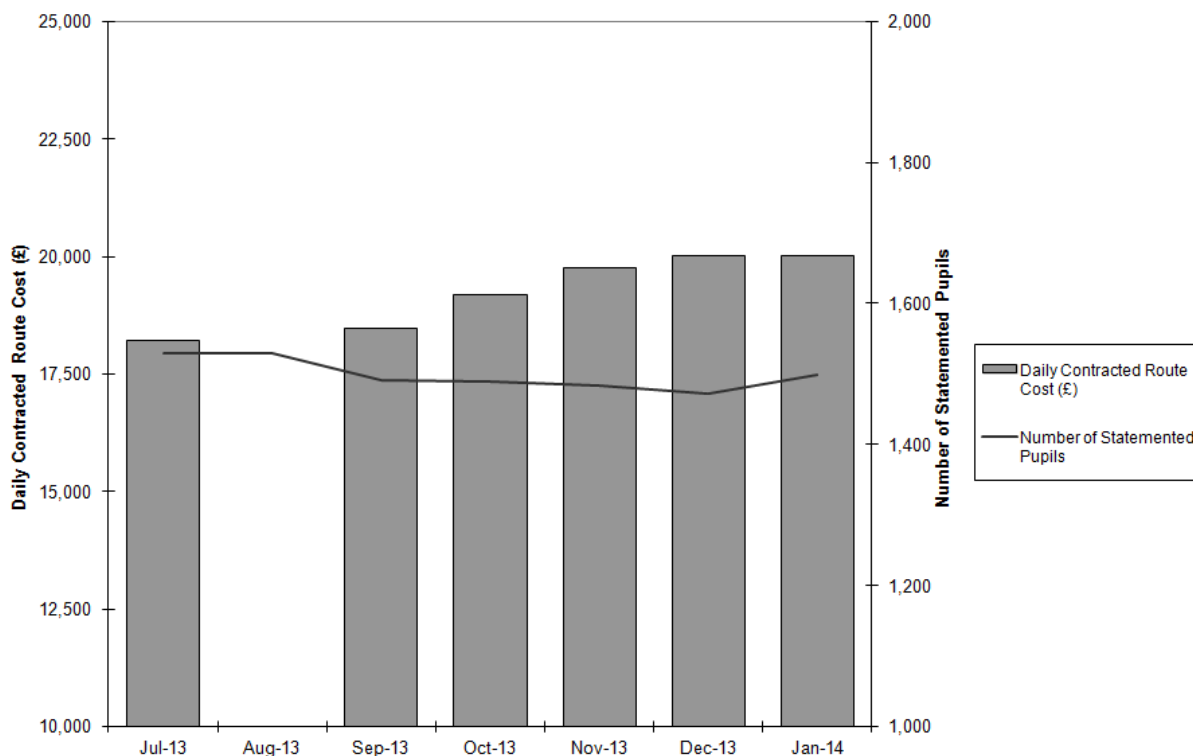
Original Budget	Budget Changes	Current Commitments	Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
					Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
2,010	0	Waste Disposal Levy (Demand-led Tonnage Increases)	2,010	2,444	434	429	5
760	0	SEN Transport	760	1,339	579	575	4
737	(737)	Impact of Welfare Reform on Homelessness	0	0	0	0	0
402	0	Carbon Reduction Commitment	402	375	(27)	(27)	0
217	(217)	Outsourced Leisure Income Streams	0	0	0	0	0
200	0	HS2 Challenge Contingency	200	200	0	0	0
200	0	Heathrow Expansion Challenge Contingency	200	200	0	0	0
30	0	Hillingdon Local Plan	30	30	0	0	0
0	60	Parks Storm Damage	60	60	0	0	0
0	0	Licensing Appeal Legal Costs	0	37	37	37	0
4,556	(894)		3,662	4,685	1,023	1,014	9

11. The contingency allocation reflects the budgeted projection set by the West London Waste Authority (WLWA) for the impact of the 'Pay as You Throw' (PAYT) scheme. The increase in tonnages has been generally lower than assumed when the levy was set, but recent months have seen some variations in the usual seasonal trends. There is a projected underspend against the full contingency of £21k, an adverse movement of £5k compared to Month 9. In addition, Hillingdon's share of the portion of the increase in the Fixed Cost Levy from WLWA due to a correcting base budget adjustment by WLWA of £2.6 million is £455k, which is treated as a call on the general contingency of £489k brought forward from 2012/13.

12. Special Educational Needs (SEN) Transport is an area that has seen significant pressure in the last financial year. The forecast pressure on this budget is now £1,339k, which exceeds the budgeted contingency allocation of £760k by £579k, an adverse movement of £4k compared to Month 9. The overall pressure mainly reflects the increased costs of delivering home to school transport for out-of-borough placements and children with more complex needs. There is an increase in the number of contracted routes operated of 5 routes (2%) compared to January 2013. However, the cost of delivering the current route requirements has increased by 8% over the same period. This reflects the increased need to provide transport on routes to out-of-borough placements requiring greater distances travelled, as well as an increased number of children requiring individual transport due to more complex needs, that could not appropriately be provided on existing routes.

13. The pressure beyond the budgeted contingency allocation of £579k reflects that mitigating actions through policy changes and controls that in the budget were assumed to reduce overall costs by £250k are serving mainly to slow the overall rate of growth in the demographic pressure. There are also additional costs reflecting the transport needs of statemented children that commenced since budget setting for the current financial year of £346k, an adverse movement of £4k compared to Month 9. However, there is a one-off underspend on inter-authority recoupment of £17k, no change compared to Month 9.

14. Chart 1 below illustrates the recent trends in SEN transport contracted route costs compared to the overall numbers of statemented pupils that Hillingdon supports.



15. The contingency to cover the impact of changes in Housing Benefit on temporary accommodation was released to the Residents Services operating budget following approval by Cabinet in December 2013.

16. The Carbon Reduction Commitment contingency is for the estimated costs for the requirement to purchase allowances for each tonne of carbon produced by the Council. The actual requirement to purchase allowances under the Carbon Reduction Commitment energy efficiency scheme for 2012/13 was reported to Cabinet in September 2013. An underspend against the contingency of £27k is expected mainly due to the exemption for un-metered supplies continuing in 2013/14, no change compared to Month 9. The contingency requirement also includes the £250k budget for allowances for schools that has been provided for in the schools budget.

17. The remaining Outsourced Leisure Contingency pressure is now included in the base budget position for Planning Green Spaces & Culture following the release of contingency approved by Cabinet in December 2013.

18. The HS2 and Heathrow expansion challenge contingencies provide resources to enable the Council to respond flexibly and effectively to the continuing threat that these infrastructure projects pose to residents. It is currently assumed that these resources will be fully utilised however this will be kept under close review over the remainder of the financial year.
19. The examination in public of Part 2 of the Hillingdon Local Plan is forecast to take place during 2014/15, however it is expected that this contingency will be fully utilised.
20. Cabinet in December 2013 approved the release of £60k from the general contingency to cover the costs of necessary works to manage damage from storms during November and December within the borough's parks and open spaces.
21. The Council has appealed against a challenge to a licensing decision incurring costs of £37k.

Asset Management (£358k underspend; no change)

22. Cabinet approved the transfer of the non-dwelling shop and garage assets from the Housing Revenue Account (HRA) in September and October 2013 respectively, which provides a forecast net income stream to the General Fund of £675k over the remainder of the current year, no change compared to Month 9.
23. There is a forecast pressure of £280k on maintenance budgets for day to day repairs for both the Civic Centre and outstations around the borough, no change compared to Month 9. In addition, there is a pressure of £37k on the income targets for the Civic Centre due to changes in third party occupation of the Civic Centre estate, no change compared to Month 9.
24. The service is also managing financial risks around the achievement of capital receipts and the delivery of the capital programme, particularly the Primary School Capital Programme. At this stage it is forecast that these risks can be contained within existing budgets.

Education (£1,186k underspend; no change)

25. The education service has savings items totalling £1,369k included in the 2013/14 budget, which includes savings from the children's pathway project, and are all on track to be delivered.
26. The service continues to experience high staff turnover and vacancies resulting in forecast staffing underspends in the youth service (£220k), the school improvement service (£125k), education welfare (£45k), parent support (£55k), educational psychology (£90k) and the early years' team (£40k), no change compared to Month 9. Many of these posts have been held vacant pending the full implementation of the children's pathway.
27. There is a forecast underspend of £170k on Children's Centres due to the combined impact of a more corporate approach to commissioning services from the centres, and continued underspends on staffing and running costs identified in the previous financial year, no change compared to Month 9.
28. There is also a forecast underspend of £100k on training for early years providers, continuing the position identified last year, no change compared to Month 9. There is an

underspend of £50k on bought-in support for the School Improvement Service, and an underspend of £230k from the ongoing review of discretionary and central budgets for the service, no change compared to Month 9.

29. In addition, there is a forecast underspend on schools redundancy costs of £60k, as schools are continuing to maintain staffing levels despite the freeze in the funding unit, and the Council has applied strict criteria to the funding of redundancy claims.

30. There is an over-achievement of £81k on income due to additional buy back from schools, no change compared to Month 9.

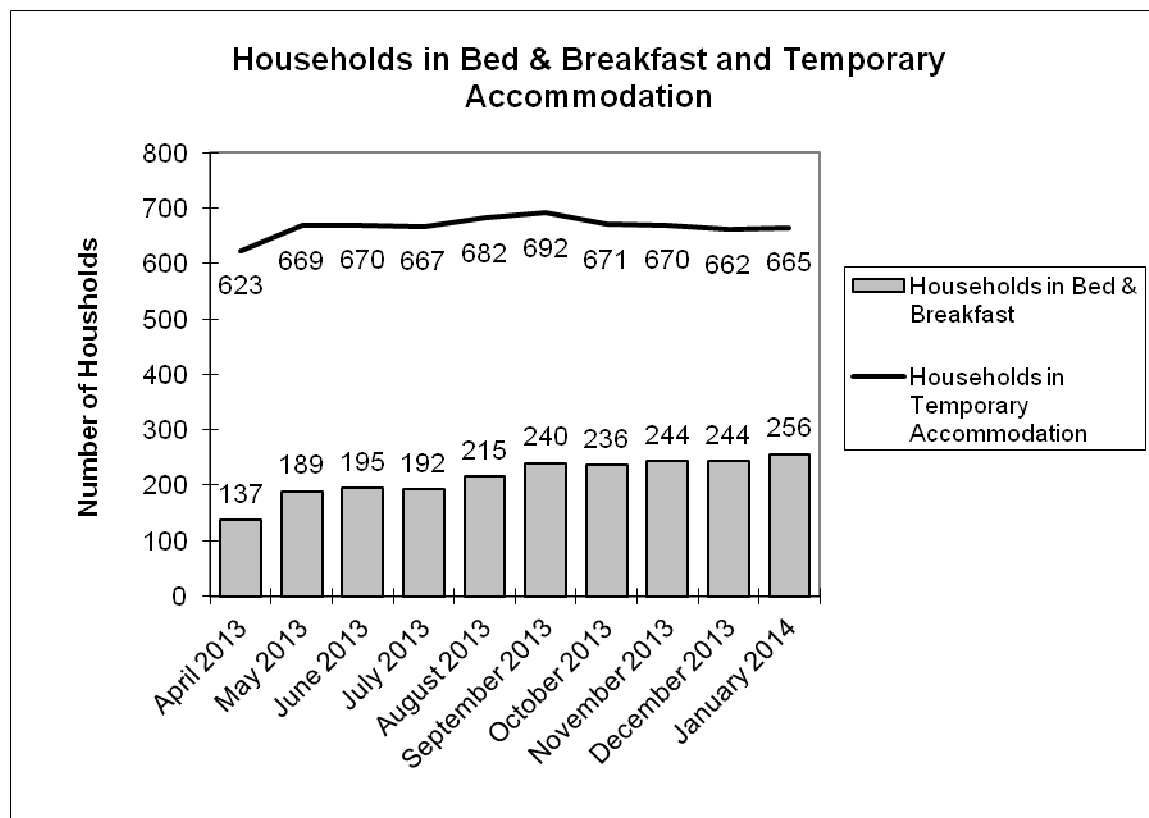
Environmental Policy & Community Engagement (£76k underspend; no change)

31. The forecast underspend results from the impact of vacant posts within the planning specialist team (£23k), no change compared to Month 9, the matching of external grant to budgeted expenditure on town centres (£41k), and the final allocation of the New Homes Bonus adjustment grant for 2013/14 being £12k greater than assumed at the time of budget setting.

Housing (£1,985k pressure; no change)

32. The Housing Needs budget is under considerable pressure as a result of increased demand for temporary accommodation and reductions in the supply of low-cost private rented sector accommodation. As a result the Housing Needs budget is projecting an overspend of £1,985k, no change compared to Month 9.

33. Increased use of bed and breakfast (B&B) accommodation accounts for £1,730k of the forecast overspend, no change compared to Month 9. The number of households in B&B was 256 at the end of January, an increase of 12 households compared to December 2013. The Month 10 projection assumes that B&B numbers will increase to 304 by the end of the financial year, no change from Month 9. The trend in B&B households and total households in temporary accommodation over the year is shown in Chart 2 below:



34. There are 665 homeless households in temporary accommodation which is an increase of 3 households compared to December and an increase of 34 households compared to March 2013. The risk that the number of households in temporary accommodation could increase further by the end of the financial year is still present and being closely monitored as the winter period traditionally increases demand for accommodation and there continues to be fall off in PSL numbers. At this time it is still relatively early to accurately forecast the effects of welfare reform but this could also exert an upward pressure particularly from under-occupiers.
35. Rent arrears continue to be a concern and the forecast B&B overspend includes a provision for increased bad debt of £294k, no change compared to Month 9. All arrears are being examined to ensure Housing Benefit is awarded and paid for all appropriate claimants. The use of Discretionary Housing Payments (DHP) is also being monitored particularly in respect of cases where welfare reform is moving responsibility for payment of rent to the claimant.
36. There is a landlord incentive estimated spend of £522k is included in the year end forecast which may be committed but not spent by the end of the year. As these incentives assist in the acquisition of Leased properties which will have a beneficial effect on the cost of service going forward into 2014/15 any unspent budget could be put forward as an earmarked reserve request at the end of the financial year, subject to the wider financial position.
37. A recharge of £250k to the HRA based on voids impacts dating back to the start of the calendar year will be actioned at the end of the year, no change compared to Month 9.

ICT Highways & Business Services (£427k underspend; £47k improvement)

38. There is a forecast staffing underspend of £140k in Technical Administration and Business Support, due to the impact of vacant posts that have been held open during the restructuring process for this service. This service area has also delivered a savings target of £169k included in the 2013/14 budget.
39. There is also an underspend of £40k on Ordnance Survey mapping charges which are being covered directly by the Government, no change compared to Month 9.
40. Income from the London Common Permit Scheme is forecast to exceed the target set by £200k, no change compared to Month 9. The outturn variance for 2012/13 was £369k, however a cautious approach continues to be taken as there is no guarantee that this income stream will be sustained at the current level throughout the year.
41. Due to the absence of adverse winter weather there is also a forecast underspend on winter maintenance of £47k due to reduced standby pay (£29k) and salt usage (£18k), an improvement of £47k compared to Month 9.

Planning Green Spaces & Culture (£541k underspend; £9k improvement)

42. The overall deficit on Golf courses is forecast at £335k, of which £117k was released from contingency following the approval of Cabinet in December 2013, leaving a residual pressure of £218k, no change compared to Month 9. In overall terms this represents an improvement of £124k compared to last year's outturn. There are forecast shortfalls on membership income of £73k and on pay and play and associated income of £86k, no change compared to Month 9, and a forecast overspend on course management costs of £111k, offset by a projected underspend on staffing costs of £52k due to a lower than anticipated call on casual staff.
43. Significant synergies between existing Council services and Public Health, particularly around sports and leisure provision, have been identified and funding realigned to produce a saving of £555k, no change compared to Month 9.
44. The forecast pressure on building control is £90k, no change compared to Month 9, driven by the budgeted over-recovery of fee income compared to the costs of processing building control applications under the cost recovery model, which is ringfenced to the service.
45. The management agreement with the operator of the Hillingdon Sports & Leisure Centre has now been completed, releasing an ongoing annual contribution for contract monitoring of £30k which is additional income to the service and can be released in the current year, no change compared to Month 9.
46. There is additional income of £55k due to the impact of the rent escalator for Stockley Park golf course, £10k from other leisure rents, and a minor staffing underspend of £23k due to a vacant post in the Events team, an improvement of £2k compared to Month 9.
47. There is a forecast underspend of £20k on gold bursaries to talented athletes which will now be awarded in the next financial year, no change compared to Month 9.
48. Development control income is running ahead of the profiled income target, and a net underspend of £156k is now forecast, an improvement of £7k compared to Month 9. This includes a pressure on the costs of the external contract for processing planning

applications of £58k due to increased numbers of applications, an increase of £27k compared to Month 9, and a pressure on staffing budgets of £27k due to additional agency staff recruited to meet the increase in major applications.

Public Health (nil variance; no change)

49. The responsibility for Public Health transferred into Residents Services in May 2013, and since then an exercise has been undertaken linked to a BID project to review all of the budget assumptions underpinning the allocation of the ringfenced Public Health grant. Within this there are two vacant posts in the Specialist Health Promotion team, producing the staffing underspend of £114k, no change compared to Month 9, and increasing the grant available for allocation by the same amount.

Public Safety (£94k underspend; £9k adverse)

50. There is a projected shortfall of £150k on off-street parking income, no change compared to Month 9, which is attributable to Cedars and Grainges multi-storey car parks in Uxbridge town centre, reflecting the continuation of pressures reported last financial year.

51. There is a forecast overspend of £26k on the imported food service, an adverse movement of £9k compared to Month 9. Income targets for this service are on track to be exceeded by £76k, mainly due to continued strong imports of seasonal fruit and vegetables, an adverse movement of £45k compared to Month 9. However the cost of testing these products increased significantly at the end of last year due to changes in the sampling requirements specified by the European Union for these products, and is forecast to overspend by £102k, an improvement of £36k compared to Month 9. This position assumes there are no further changes to the list of 'high risk' products and their sampling frequencies, which are re-issued quarterly, over the remainder of the financial year.

52. New powers to issue licences for scrap metal dealers in the borough approved by Cabinet in November 2013 are forecast to raise £18k in licence fees this year, no change compared to Month 9.

53. The fleet management service has been in a transitional position as the vehicle replacement programme takes effect, and the benefits of this programme are now feeding through. A net underspend of £106k is now reported, as the service is actively managing down maintenance costs as older vehicles are replaced, producing an underspend of £231k, no change compared to Month 9. However in this interim period there remain pressures on contract hire and leases of £125k due to short-term arrangements being put in place while replacement vehicles are procured, no change compared to Month 9. The service is also closely monitoring insurance claims, where there is a greater risk around accidental damage under self-insurance arrangements.

54. Waste Services is currently forecast at a £106k underspend, no change compared to Month 9. This is due to a forecast underspend on graffiti removal of £43k and additional recycling income of £63k.

55. There is also a forecast underspend on the funding provided to the Metropolitan Police to cover the costs of the Police Partnership Tasking Team of £40k due to vacancies within the Police service, no change compared to Month 9.

Children's and Young Peoples Services

Revenue (General Fund): £44k underspend (no change)

56. The Children's and Young Peoples Service is projecting an underspend of £44k as at Month 10, no change on the month 9 projections. This consists of an underspend of £355k on Salaries, an improvement of £159k on the month 9 projections, an overspend of £629k on non-staffing budgets, an adverse movement of £236k on the month 9 projections, due to an increase in the cost of placements and a projected surplus of £317k on income streams, an improvement of £76k on the month 9 projections. The projected variances at Month 10 are summarised in the following table, with more detail provided in the paragraphs below:

Original Budget £'000	Budget Changes £'000	Service		Month 10		% Var	Variance (+ adv / - fav)		
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
521	(0)	Adoption	Salaries	521	644	24%	123	65	58
1,064	0		Non-Sal Exp	1,064	1,312	23%	248	241	7
(20)	0		Income	(20)	(426)	2030%	(406)	(376)	(30)
1,565	0		Sub-Total	1,565	1,530	2077%	(35)	(70)	35
1,296	(1)	Children's Homes	Salaries	1,296	1,506	16%	211	220	(10)
2,599	0		Non-Sal Exp	2,599	2,817	35%	218	238	(20)
(912)	0		Income	(912)	(652)	-29%	260	302	(42)
2,983	(0)		Sub-Total	2,983	3,671	23%	688	760	(72)
1,149	67	Family Support	Salaries	1,216	1,048	-14%	(168)	(150)	(18)
1,269	22		Non-Sal Exp	1,291	1,302	13%	11	(2)	13
(127)	(56)		Income	(183)	(204)	-6%	(21)	(14)	(7)
2,291	33		Sub-Total	2,324	2,146	-7%	(178)	(166)	(12)
1,420	1	Fostering	Salaries	1,421	1,240	-13%	(181)	(126)	(55)
5,200	197		Non-Sal Exp	5,397	5,726	14%	329	173	156
(271)	0		Income	(271)	(199)	19%	72	71	1
6,349	198		Sub-Total	6,547	6,767	20%	220	118	102
1,347	(61)	Other Care	Salaries	1,286	1,382	7%	96	106	(10)
2,216	59		Non-Sal Exp	2,275	1,826	2%	(449)	(500)	51
(518)	57		Income	(461)	(485)	5%	(24)	(25)	1
3,045	55		Sub-Total	3,100	2,723	14%	(377)	(419)	42
5,755	49	Support Services	Salaries	5,804	5,402	-4%	(402)	(291)	(111)
471	(4)		Non-Sal Exp	467	691	52%	224	197	27
(304)	0		Income	(304)	(455)	50%	(151)	(152)	1
5,922	45		Sub-Total	5,967	5,638	98%	(329)	(246)	(83)
1,342	(2)	Youth Offending	Salaries	1,340	1,306	-3%	(34)	(20)	(14)
43	(3)		Non-Sal Exp	40	88	120%	48	46	2
(494)	0		Income	(494)	(541)	10%	(47)	(47)	0
891	(5)		Sub-Total	886	853	127%	(33)	(21)	(12)
12,830	53	Children's And Families	Salaries	12,883	12,528	-3%	(355)	(196)	(159)
12,862	272		Non-Sal Exp	13,134	13,762	24%	628	393	235
(2,646)	1		Income	(2,645)	(2,962)	1%	(317)	(241)	(76)
23,046	326		Sub-Total	23,372	23,328	0%	(44)	(44)	0

Adoption Service: £35k underspend (£35k adverse)

57. The Adoption service is projecting an underspend of £35k, an adverse movement of £35k on the month 9 projections, due to an increase in staffing costs relating to the improvements being developed across the service to recruit more adopters. In total, the additional cost of Adoption and Special Guardianship Order placements is causing a pressure of £248k, additionally there is an overspend of £123k on staffing costs. This is netted down by the receipt of additional income of £406k, part of which relates to income received from other local authorities for adopters that the Council have recruited, which are being used by another local authority.

Children's Homes (Residential Placements): £688k overspend (£72k improvement)

58. This service is projecting an overspend of £688k, an improvement of £72k on the month 9 projections, due to an improvement on the agreed funding that will be received from the Dedicated Schools Grant.

59. The main reasons for the overspend relates to a number of factors:

- The first is due to the Government grant funded initiative, the Multidimensional Treatment Foster Care (MTFC) programme, where the eligibility criteria set within the grant conditions made it very difficult to convert children to the point where no children have been converted under this programme (this is a national issue). As a result, this has directly impacted on the ability of the service to deliver the £300k saving that it was envisaged would be delivered through this programme. Based on this, it has been agreed that this grant funded programme will cease in its current set up and be replaced with a similar support mechanism which is not constrained by the conditions of the grant. This will be fully operational from 1 April 2014, and will be well placed to deliver the £300k saving target that is in the 2013/14 MTFF proposals in the 2014/15 financial year. The DfE have confirmed that no clawback will be applied in 2013/14 and have agreed that the scheme will end on 31 March 2014. There will therefore be no grant income in 2014/15, which was the last year of the MTFC programme.
- The service continues to see a rise in the number of Looked After Children being placed in residential accommodation, where there appears to be a recent surge of activity, some of which relates to a number of adolescents requiring more secure accommodation for their safety.

60. Additionally, there is a projected shortfall of £260k in income, which is due to a reduced contribution that will be received from the Dedicated Schools Grant, as the majority of the residential placements that have been converted to more local provision, no longer require a contribution from education.

Family Support: £178k underspend (£12k improvement)

61. The Family Support service is projecting an underspend of £178k, an improvement of £12k on the month 9 projections, due to a decrease in staffing costs, where a further review has indicated that the need to appoint agency staff is less than originally assumed. The underspend is due primarily to the high level of staff vacancies across this service.

Fostering: £220k overspend (£102k adverse)

62. The Fostering service is projecting an overspend of £220k, an adverse movement of £102k on the month 9 projections, due to an increase in the cost of placements, where there has been a recent increase in the numbers. The main reason for the overspend is due to a difference in the actual number of placements when compared to the MTFF projections, where it was assumed that children would be moved from Independent Fostering Agencies to In House foster care placements.

63. Evidence indicates that there has been some success in converting foster carers (a net conversion rate of 13 children over the last two years), however, the MTFF did not take into account that a number of foster care placements are “Long Term Matched” and cannot be moved, leaving a smaller cohort to consider than the MTFF projections were based on. This has resulted in a projected overspend of £266k on the placements budget. This is netted down by an underspend on staffing budgets.

Other Care Services: £377k underspend (£42k adverse)

64. This service is projecting an underspend of £377k, an adverse movement of £42k on the month 9 projections, due to an increase in legal costs. The underspend is due primarily to the alignment of the Public Health responsibilities, where £468k has been identified and minor reductions in client costs, netted down by an overspend on staffing due to high levels of agency staff being employed and a £106k overspend on legal costs.

Social Workers: £329k underspend (£83k improvement)

65. This service is projecting an underspend of £329k, an improvement of £83k on the month 9 projections, due to a decrease in staffing costs, where a further review of the costs of agency staff has identified a lower cost than previously assumed. The reason for the underspend is due to the transfer back in house of the Social Work Practice Ltd (SWP) contract, where it was anticipated that the service would need to create a new support structure, which has resulted in an underspend in the salary budgets, as the funds have not been realigned. This has been resolved as part of the Children’s Pathway, where the resources available have been taken into account. It is also anticipated that the service will receive additional grant funding of £127k for Social Worker Development training, which has resulted in a planned increase in the expenditure on the delivery of training to the relevant staff.

Youth Offending Service: £33k underspend (£12k improvement)

66. The Youth Offending Service is projecting an underspend of £33k, an improvement of £12k on the month 9 projections, due to a decrease in staffing costs. The underspend relates to the carry forward of unspent balances from 2012/13, which are allowed as part of the conditions of grant, netted down by a similar increase in non staffing costs.

Analysis of Placements

67. The following table sets out the number of current placements as at 1 February 2014, and compares the total with the data presented in month 7 based on the October data. The costs identified are based on the current placements and have been annualised based on the weekly rate. For completeness, a further table includes data on Adoption and Special Guardianship Orders Allowances, as well as other provision:

February 2014 Projections	Projected 13/14 Numbers	%	Annualised Cost £000	Cost %	2013/14 Projected £000	2013/14 Budget £000
Secure/Remand Accommodation	3		204	2%	210	111
Residential – Out of Borough	17	7%	2,592	28%	1,854	1,142
Residential – Joint Funded						479
Residential – Children with Disabilities					705	355
Semi Independent Living	31	13%	685	8%	782	537
Fostering Private – Long Term Matched Panel	23	10%	953	10%		
Fostering Private – Long Term Matched Court Order	3	1%	107	1%		
Fostering Private – Children with Disabilities					91	68
Fostering Private	66	28%	2,619	29%	3,522	2,827
In House – Long Term Matched	11	5%	235	3%		
In House	84	35%	1,715	19%	1,900	1,950
Total February 2014	238	100%	9,110	100%	9,064	7,469
October 2013 Reported Position	216		8,497		8,910	
Movement Between October and February	22		613		154	

68. To complete the picture the following table provides the age profile of the current placements, based primarily on the school age range definition. The table also includes the figures reported in month 7 as a comparison (it should be noted that the secure accommodation numbers are not included in this table as the placements are very short term in nature):

Placement	Age Range					Total
	0-2	2-5	5-11	11-16	16+	
Private Residential - Out Borough	0	0	1	12	4	17
Semi Independent	0	0	0	0	31	31
IFA Matched LT-Matched	0	0	2	14	7	23
IFA Not Matched	4	2	23	28	12	69
In House	14	16	34	19	12	95
Total	18	18	60	73	66	235
Percentage Distribution	8%	8%	26%	31%	28%	100%
October 2013 Reported Position	13	18	57	64	62	
Movement Between October and February	5	0	3	9	4	235

69. The analysis of the Adoption Allowances is set out below:

	Projected 13/14 Numbers	2013/14 Projected £000	2013/14 Budget £000
Adoption Allowances		244	239
Post Adoption Support		168	153
Residence Order Allowances	53	237	270
Special Guardianship Orders Allowances	60	521	289
Other Payments		30	21
Total		1,200	972

Asylum Service: £1,436k overspend (£23k adverse)

70. The Asylum Service is projecting an overspend of £1,436k, an adverse movement of £23k on the month 9 projections, due to a number of clients being removed from the grant income calculations as they are being age assessed, and funding is not generated until their age is known, netted down by a reduction in planned placement costs, where officers are ensuring that new Asylum Seekers are found the most adequate placement at the best price.

71. The overspend of £1,436k reflects the true running costs of the service in providing support for asylum seeking children, for which the Home Office will provide grant funding of £5,400k to cover the direct costs based on a unit rate for different age children. The following table sets out the position as at month 10:

Original Budget £'000	Budget Changes £'000	Service		Month 10		% Var	Variance (+ adv / - fav)		
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10 £'000)	Variance (As at Month 9 £'000)	Change from Month 8 £'000
2,965	(332)	Asylum	Salaries	3,297	3,053	-7%	(244)	(211)	(33)
2,443	(364)		Non-Sal Exp	2,807	4,140	47%	1,333	1,399	(66)
(5,210)	894		Income	(6,104)	(5,757)	-6%	347	225	122
198	198		Sub-Total	0	1,436	0	1,436	1,413	23

72. The majority of the costs incurred which are not covered by the Home Office grant relate to support that is provided to children over 18 years of age. Additionally the grant does not pay for the first 25 eligible children. The cost of supporting these children net of any grant, results in the overspend of £1,436k being reported, for which a sum of £1,995k has been set aside in the Corporate Risk Contingency.

73. The following tables provide an analysis of the cost of placements for Asylum Seekers and the age profile:

Cost of Placements – Asylum Seekers

Placement Type	Budget	Projected Actual	Variance	Age Profile - Actual			
				Under 16	16 - 18	18 - 21	Over 21
	£	£	£	£	£	£	£
Placement							
Accommodation Rent	922,200	1,517,385	595,185	4,211	374,428	914,567	224,178
In House Fostering	256,300	480,707	224,407	264,313	206,073	10,321	0
Independent Fostering	526,900	789,258	262,358	219,098	523,548	46,612	0
In House Provisions	0	109,200	109,200	0	109,200	0	0
Clients with no placement							
Total Placement Costs	1,705,400	2,896,550	1,191,150	487,622	1,213,249	971,500	224,178
Other Related Costs							
Subsistence and Travel		192,356	192,356		28,590	110,629	53,137
Other		24,203	24,203	1,394	1,646	5,199	15,964
Total Other Related Costs	0	216,559	216,559	1,394	30,236	115,828	69,101

74. The table above indicates that the cost of placements is projected to be £2,897k, which funds 311 clients as noted in the following table, of these, 81 are non grant claimable clients. Additionally the Council has to provide subsistence and travel allowances to 130 clients.

Placement Type	Age Profile - Numbers					Total	Number of Claimable Clients				
	Under 16	16 - 18	18 - 21	Over 21			Under 16	16 - 18	18 - 21	Over 21	Total
Placement											
Accommodation Rent	0	22	107	29	158			19	84	16	119
In House Fostering	9	11	1	0	21		8	11	1		20
Independent Fostering	5	10	1		16		3	9	1		13
In House Provisions	3	35			38		3	30			33
Clients with no placement	4	13	25	36	78		2	2	17	24	45
Total Placement Costs	21	91	134	65	311		16	71	103	40	230
Other Related Costs											
Subsistence and Travel	0	15	68	21	104						
Other	3	5	8	10	26						
Total Other Related Costs	3	20	76	31	130						

75. The table below provides an analysis of the non grant claimable clients and the current cost incurred in providing support to them:

	Under 16	Costs £	16 - 18	Costs £	18 - 21	Costs £	Over 21	Costs £	Total Clients	Total Cost £
Naturalised	1	30,788	0		4	24,186	7	28,424	12	83,398
EAA					14	128,875	7	59,446	21	188,321
EAA/Other					1	10,272			1	10,272
Other			7	63,889	10	40,948	5	30,356	22	135,193
Heathrow Child	4	44,682	1	906					5	45,588
Any Other Reason			12	7,565	2	0	6	144	20	7,709
Non Claimable	5	75,470	20	72,360	31	204,281	25	118,370	81	470,481

76. The definition for each category is set out below:

- Naturalised - this relates to children that have become British Citizens and no longer are treated or funded as Asylum Seekers. For all intents and purposes they would be treated as any other Looked After Child.
- Exhausted All Appeals - These are not Asylum Seekers, but in order to be able to return them to their place of origin, the Council will need to undertake a Human Rights Assessment.
- Heathrow Child - This relates to children that on entry to the UK are accompanied by an adult, but soon after the adult is no longer traceable or able to support the child.
- Any Other Reason - This relates to a range of circumstances; Age Assessed Children where on entry to the UK, it is unclear what age they are and children that are placed with a relative soon after entry to the UK.

Risk Contingency

77. The Corporate Risk Contingency holds two budgets; one relating to growth in Looked After Children placement numbers (£781,000) and the other relating to a provision for the shortfall in grant funding for the Asylum service (£1,995,000). The following table sets out the estimated draw down of these:

Original Budget £'000	Budget Changes £'000	Current Commitments	Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
781	0	Social Care Demographic Growth Pressure	781	781	0%	0	0	0
1,995	0	Asylum Funding Shortfall	1,995	1,436	28%	(559)	(582)	23
2,776	0	Sub-Total	2,776	2,217	20%	(559)	(582)	23

Adult Social Care (£145k underspend, £35k favourable variance)

The Month 10 revenue budget forecast for 2013/14 shows a projected underspend of £145k against budget, representing a £32k favourable movement from the Month 9 position and reflecting some winter placement pressures being offset by further vacancy savings arising from slippage in recruiting to posts. The salaries position is after the contribution of £102k to the BID savings at Month 9. Within this position is a pressure of £328k is due to slippage in the day centre reconfiguration as a result of the judicial review.

Table 1: Adult Social Care Operating Budgets

Original Budget £'000	Budget Changes £'000	Service		Month 10		% Var	Variance (+ adv / - fav)		
				Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
6,431	(14)	Older People	Salaries	6,417	5,809	-9.5%	(608)	(492)	(116)
23,572	453		Non-Sal Exp	24,025	25,689	6.9%	1,664	1,498	166
(8,977)	0		Income	(8,977)	(10,227)	13.9%	(1,250)	(1,223)	(27)
21,026	439		Sub-Total	21,465	21,271	-0.9%	(194)	(217)	23
1,612	42	Physical & Sensory Disability	Salaries	1,654	1,464	-11.5%	(190)	(185)	(5)
6,726	190		Non-Sal Exp	6,916	7,010	1.4%	94	118	(23)
(592)	(0)		Income	(592)	(598)	1.0%	(6)	(14)	8
7,746	232		Sub-Total	7,978	7,876	-1.3%	(102)	(81)	(21)
5,882	(358)	Learning Disability	Salaries	5,524	5,135	-7.0%	(389)	(384)	(5)
21,157	1,753		Non-Sal Exp	22,910	23,869	4.2%	960	926	33
(6,281)	1,018		Income	(5,263)	(4,667)	-11.3%	596	583	13
20,758	2,413		Sub-Total	23,171	24,338	5.0%	1,167	1,125	42
1,526	31	Mental Health	Salaries	1,557	1,368	-12.2%	(189)	(148)	(41)
4,889	0		Non-Sal Exp	4,889	5,116	4.6%	227	243	(16)
(400)	0		Income	(400)	(434)	8.6%	(34)	(42)	7
6,015	32		Sub-Total	6,047	6,050	0.1%	3	54	(51)
2,322	(516)	Social Care Directorate	Salaries	1,806	1,626	-10.0%	(180)	(167)	(13)
(1,724)	(588)		Non-Sal Exp	(2,312)	(3,142)	35.9%	(830)	(815)	(15)
(650)	650		Income	0	(9)		(9)	(9)	0
(52)	(454)		Sub-Total	(506)	(1,525)	201.4%	(1,019)	(991)	(28)
17,773	(814)	Adult Social Care	Salaries	16,959	15,403	-9.2%	(1,556)	(1,376)	(180)
54,620	1,808		Non-Sal Exp	56,428	58,542	3.7%	2,114	1,970	144
(16,900)	1,668		Income	(15,232)	(15,935)	4.6%	(703)	(704)	1
55,493	2,662		Total	58,155	58,010	-0.2%	(145)	(110)	(35)

78. The disaggregation of the contingency for Adult Social Care clients this year provides a more transparent view of the demographic pressures on different client groups. The Month 10 forecast for each client group shows a number of variances from the budgeted contingency, however the net effect is that the forecast assumes the full use of contingency available to the department as shown in table 2 below.

79. The drawdown of £2,589k in respect of transitional children contingency for clients that have transferred prior to April 2013, approved at December Cabinet, is reflected in the table 2 below. As explained at Month 9 the budget has been allocated £233k to Physical Disabilities and £2,356k to Learning Disabilities.

Table 2: Adult Social Care Contingency

Original Budget	Budget Changes	Current Commitments	Revised Budget	Forecast as Needed	Variance (+ adv / - fav)		
					Variance (As at Month 10)	Variance (As at Month 9)	Movement from Month 9
£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
3,814	(2,589)	Transitional Children (Demographic)	1,225	1,225	0	0	0
1,500	0	BID Staffing Structure Review	1,500	1,500	0	0	0
3,997	0	Older People's Services (Demographic)	3,997	4,492	495	495	0
1,226	0	Physical Disability (Demographic)	1,226	1,059	(167)	(167)	0
896	0	Learning Disability Service (Demographic)	896	692	(204)	(204)	0
1,558	0	Mental Health Service (Demographic)	1,558	1,434	(124)	(124)	0
12,991	(2,589)		10,402	10,402	0	0	0

80. There has been some increased pressure to support older people living in the community in Month 10 which is the impact of winter pressures flowing through the care system. This will continue be kept under close review through the remainder of this financial year.

81. For the Physical and Sensory Disability Service there has been a small improvement (£23k) in forecast in respect of non- staffing budgets due to reduce demand for community services.

82. For Learning Disability Services there has been an adverse change of £33k on non- staffing budgets. This adverse variance relates to additional respite and transport charges that have not been anticipated partially offset by a correction to forecast placement costs for the remainder of the year. The adverse variance of income has arisen as a consequence of reviewing the forecast income based on the trend for the year to date.

83. In Mental Health services there has been an overall improvement of £50k attributable mainly to an increase in the projected staffing under spend as vacancies have not been successfully filled at the level anticipated.

84. Social Care Directorate shows a small increase in the forecast underspend on staffing as a consequence of delayed recruitment and a small favourable variance on non- salaries budget as a result of reviewing outstanding commitments.

85. For all services the pressure on services to clients continues to be partially offset by increased client contributions, although the income expectation has been slightly moderated at Month 10 and underspends on staffing costs.
86. As previously reported, the delay that resulted from the Judicial Review challenge to the council's decision to close Day Centres at Parkview and Woodside has impacted on the delivery of £328k savings from both the closure and associated client transport costs. The new resource centre at Queenswalk is now expected to become available from August 2014.
87. Efficiency savings from aligning Public health responsibilities and objectives with all aspects of Council services and activities that benefit health produce in year savings of £776k within Adult Social Care, as previously reported.

Appendix B – Other Funds

Schools Budget

1. The Schools Budget is ringfenced and funded from the Dedicated Schools Grant (DSG), and covers a range of services directly linked to schools. The majority of the DSG is delegated to maintained schools (£115.8 million), with the remainder (£30.0 million) being retained by the Council. The rules applying to the DSG allow for any surplus and deficit balances to be carried forward into the next financial year, for both schools delegated budgets and the centrally retained DSG element (decisions on how this is used lie with the Schools Forum). It should be noted that the Schools Budget is completely separate to the General Fund and no interaction between these two funds is allowable.
2. The forecast movement on the DSG central reserve carried forward for 2013/14 is summarised in the following table:

Original Budget £'000	Budget Changes £'000		Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget £'000	Forecast Outturn £'000		Variance (As at Month 10) £'000	Variance (As at Month 9) £'000	Change from Month 9 £'000
(171,267)	25,415	DSG Income	(145,852)	(145,852)	0%	0	0	0
171,283	(55,463)	Delegated to Schools	115,820	114,666	-1%	(1,154)	(1,154)	0
(16)	2,455	Early Years	2,439	1,452	-40%	(987)	(987)	0
	5,032	Schools (Retained)	5,032	4,544	-10%	(488)	(488)	0
	22,561	SEN	22,561	22,096	-2%	(465)	(465)	0
0	0	Total Schools Budget	0	(3,094)		(3,094)	(3,094)	0
(709)	0	Balances b/fwd 01/04/13	(709)	(709)		0	0	0
(709)	0	Balances c/fwd 31/03/14	(709)	(3,803)		(3,094)	(3,094)	0

3. The underspend of £3,094k is due primarily to an underspend of £2,091k on the two year old free entitlement offer, where the take up is less than the number of places on offer, no change compared to Month 9. This is considered to represent a reasonable projection for the year-end position on these budgets given the expected level of take-up.
4. There is an underspend on joint funded placements of £555k, no change compared to Month 9, where action taken by the local authority to place children nearer to home has resulted in a significant decrease in the numbers placed in residential placements, where to date, there are only 8 pupils being funded. There is a further underspend of £237k on staffing, no change compared to Month 9.
5. The other major variances across the budget are net underspends of £187k on fees at independent schools, no change compared to Month 9 and an overspend of £69k on Education Other Than at School, no change compared to Month 9.

6. In year over or underspends are allowed to be carried forward within the DSG central reserve. At the end of the 2012/13 financial year, the DSG central reserve had a surplus balance of £709k. This is forecast to be increased by the in-year underspend of £3,094k, to a projected reserve level of £3,803k as at 31 March 2014, no change compared to Month 9.

Parking Revenue Account

7. The Parking Revenue Account is established to govern the use of income from Penalty Charges Notices (PCNs), together with other on-street parking income streams, in accordance with Section 55 of the Road Traffic Regulation Act 1984.

Original Budget	Budget Changes		Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
£'000	£'000		£'000	£'000		£'000	£'000	£'000
(4,387)	0	Income	(4,387)	(3,795)	-13%	592	572	20
4,295	0	Expenditure	4,295	3,947	-8%	(348)	(320)	(28)
(92)	0	In year Surplus / Deficit	(92)	152	-265%	244	252	(8)
(76)	0	Unallocated Balances b/fwd 01/04/13	(76)	(76)		0	0	0
(168)	0	Unallocated Balances c/fwd 31/03/14	(168)	76		244	252	(8)

8. An in-year deficit of £152k is forecast for the 2013/14 financial year, an improvement of £8k compared to Month 9. There is a total forecast shortfall of income of £592k, mainly reflecting the continued lower level of Penalty Charge Notice (PCN) income relative to the historic income target. This includes a one-off shortfall of £233k as the new parking enforcement contractor in place from August 2013 has not been able to immediately maintain PCN income at the levels achieved by the previous contractor, an adverse movement of £20k compared to Month 9 due to continued lower performance. The income pressure is offset by compensating savings totalling £440k, from the enforcement contract (£220k), an improvement of £10k compared to Month 9, and various staffing and non-pay budgets (£128k), an improvement of £18k compared to Month 9, as well as the budgeted surplus of £92k.

Collection Fund

9. The collection of local taxes is managed through the Council's Collection Fund, in order to avoid short-term volatility in income impacting on provision of services. The latest forecast surplus has been factored into budget setting for 2014/15, with £3,610k to be released to the General Fund in 2014/15. Any further movement in the Collection Fund position will impact upon the 2015/16 revenue budget.

Original Budget	Budget Changes		Month 10		Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn	Variance (As at Month 10)	Variance (As at Month 9)	Movement from Month 9
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(112,926)	0	Gross Council Tax Income	(112,926)	(114,126)	(1,200)	(1,200)	0
15,605	0	Council Tax Reduction Scheme	15,605	15,605	0	0	0
(480)	0	Balance b/fwd	(480)	(2,890)	(2,410)	(2,410)	0
(97,801)	0	Net Council Tax Income	(97,801)	(101,211)	(3,610)	(3,610)	0
(99,398)	0	Gross NNDR Income	(99,398)	(99,398)	0	0	0
58,027	0	Less: Tariff	58,027	58,027	0	0	0
(60)	0	Less: Levy	(60)	(60)	0	0	0
(41,431)	0	Net NNDR Income	(41,431)	(41,431)	0	0	0

10. Taking account of new developments coming on stream within the Borough, the year end reported surplus on gross Council Tax income is expected to reach £1,200k, with no movement declared from the position at Month 9. The cost of reliefs being awarded under the Council Tax Reduction Scheme remains consistent with budget assumptions, and there has been no adverse movement on collection rates from Month 9.
11. In addition to this in-year surplus, a surplus of £2,410k was reported for 2012/13 due to limited volatility around exemptions during the fourth quarter of the year and lower than anticipated requirement for bad debt provision. This sum can be added to the in-year position to release £3,610k to the General Fund in 2014/15.
12. While a breakeven position continues to be reported on NNDR income for 2013/14, a number of properties have been removed from the ratings list resulting in a backdated loss of income which could result in a deficit of up to £900k being reported at outturn. The majority of these movements relate to Heathrow Airport and it is expected that compensatory movements will be actioned by the Valuation Office Agency in the short-term, thus off-setting the pressure.

Appendix C – Housing Revenue Account

1. The Housing Revenue Account (HRA) is forecast to generate an in-year operating surplus (before capital contributions which will be determined at the end of the financial year) of £4,870k, no change compared to Month 9. The surplus is mainly due to a reduction in the major works programme (£4,660k), lower management costs (£934k) and a reduced forecast call on contingency (£557k), offset by a reduction in rent income (£1,329k).

Table 1: HRA Overview 2013/14

Original Budget	Budget Changes		Month 10		% Var	Variance (+ adv / - fav)		
			Revised Budget	Forecast Outturn		Variance (As at Month 10)	Variance (As at Month 9)	Change from Month 9
£'000	£'000		£'000	£'000		£'000	£'000	£'000
10,537	1,260	Housing Management	11,797	10,915	-7%	(882)	(882)	0
12,341	(1,033)	Repairs & Maintenance	11,308	11,308	0%	0	0	0
17,838	(162)	Major Works	17,676	13,016	-26%	(4,660)	(4,660)	0
1,357	0	Development & Risk Contingency	1,357	800	-41%	(557)	(557)	0
15,307	(65)	Interest & Investment Income	15,242	15,190	0%	(52)	(52)	0
57,380	0	Sub-total Normal Activities	57,380	51,229	-11%	(6,151)	(6,151)	0
		<u>Exceptional items:</u>						
	0		0	0		0	0	0
57,380	0	Total Net Expenditure	57,380	51,229	-11%	(6,151)	(6,151)	0
(57,428)	0	Rental Income	(57,428)	(56,099)		1,329	1,329	0
(48)	0	Net Total	(48)	(4,870)		(4,822)	(4,822)	0
(20,213)	0	Balances b/fwd 01/04/13	(20,213)	(20,213)		0	0	0
(20,261)	0	Balances c/fwd 31/03/14	(20,261)	(25,083)		(4,822)	(4,822)	0

2. The Housing Management budget is showing an underspend of £882k, no change compared to Month 9. There are underspends of £231k due to staffing savings from vacant posts pending restructuring proposals, £275k from savings on the costs of the Hayes Area Office, additional income on chargeable items totalling £323k and other minor savings of £53k.
3. The Repairs and Maintenance budget is projected to break even, no change compared to Month 9. An overspend of £146k has been identified within day-to-day and voids repairs budgets following a review of activity, together with a £99k increase in compensation awards to tenants, which will be offset by utilising an earmarked reserve for void repairs of £245k. A management contract has been agreed with Mears Limited in respect of this service and discussions on the use of various systems to manage the finances of the overall process are in progress with ICT and Mears.

4. The Major Works budget is projected to underspend by £4,660k, no change compared to Month 9. The current estimate reflects the cost of the overall Works to Stock programme for 2013/14 and includes cost reductions identified in a review of the programme. Slippage is likely to occur this year with a balance to be carried forward in the Major Repairs Reserve to finance the position which will be agreed at year end. Additional revenue contributions are likely this financial year in respect of the planned affordable housing programme contained in the 2014/15 budget. The effects of a reduced programme of major works are currently being evaluated but initial estimates show an under recovery of capital recharge fees for asset management of approximately £611k due to the lower levels of activity in the revised programme.
5. The HRA contingency was set to include provision against the transformation savings target of £480k and an increased provision for doubtful debts of £877k. The transformation target savings will be over delivered in 2013/14 and the contingency is no longer deemed necessary. However, there remains only limited information on the effects of welfare reform and the contingency forecast includes £200k for under-occupancy tenants where pressure is being experienced. The existing rent system controls continue to be examined and the provision for doubtful debts policy is also being revised to bring it into line with the policy in use elsewhere in the Council.
6. Rental income is showing an overspend of £1,329k against a target of £57.4 million, no change compared to Month 9. The shortfall is mainly due to the loss of income of £826k from commercial shop properties and garages that have transferred to community assets, £295k from lost dwelling rents due to increased right-to-buy (RTB) sales, from 45 dwellings assumed in the budget to a latest forecast of 100 dwellings, and £208k from void properties due to a backlog in repairs. Void properties are being released from repairs under an agreed plan and total Void charges for the year continue to be re-assessed to ensure any processing backlog has been correctly reported.
7. Short life properties are being examined and target dwellings identified in long term and standard voids which have been either earmarked for development or are hard to let. In addition flats above shops are being attached to the scheme when they become available and the Home Release incentive programme for under-occupancy is being targeted towards Temporary Accommodation needs wherever possible. There are currently 47 units in the scheme and approximately 40 additional units to date have been approved for future use.

Appendix D – Capital Programme

General Fund Capital Programme

1. Table 1 sets out the latest forecast outturn on the current General Fund capital programme. Forecasts for future years include live capital projects and programmes of works as included in the draft programmes for 2013/14 to 2015/16 reported to Cabinet and Council in February 2013.
2. Year to date General Fund Capital Expenditure has reached £59,465k, representing 71% of forecast outturn. A significant proportion of the capital programme is for school expansions, in particular Phase 2 which is now in the construction stage and hence is increasing its monthly expenditure profile. The forecast spend on School Expansions and New Builds is £47,402k for 2013/14 which represents 56% of the total spend.

Table 1 – General Fund Capital Programme

	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Original Budget Total GF capital programme	130,779	63,141	17,803	211,723	211,723
Revised Budget excluding contingency (main prog.)	107,433	102,355	22,372	232,159	232,097
Actual Expenditure Year to Date	59,465	0	0	59,465	53,032
Forecast Outturn	83,900	105,900	22,446	212,245	210,041
	-23,533	3,545	74	-19,914	-22,057
<i>Variance By Service:</i>					
Asset Management (Table 2)	-3,972	-2,157	0	-6,129	-5,886
Education (Schools Expansions – Table 3)	-11,746	1,294	74	-10,378	-12,878
Education (Other – Table 4)	-579	469	0	-110	-110
Environmental Policy & Community Engagement (Table 5)	-969	954	0	-15	-16
Housing General Fund (Table 6)	-1,859	818	0	-1,041	-1,251
ICT Highways and Business Services (Table 7)	-3,728	1,406	0	-2,322	-2,040
Planning, Green Spaces & Culture (Table 8)	-342	222	0	-119	-119
Public Safety (Table 9)	-338	539	0	201	243
Adult Social Care Services	0	0	0	0	0
Total Main Programme Variance	-23,533	3,545	74	-19,914	-22,057
Analysis of Main Programme Variance:					
Cost Variance	-17,759	-2,229	74	-19,914	-22,057
Projected Re-phasing	-5,774	5,774	0	0	0
	-23,533	3,545	74	-19,914	-22,057
Financing Variance:					
Council Resourced Variance	-21,654	467	1,273	-19,914	-22,057
External Grants & Contributions Variance	-1,879	3,078	-1,199	0	0
Total Main Programme Variance	-23,533	3,545	74	-19,914	-22,057
Contingency Variance (Council Resourced):	-937	-1,500	-1,500	-3,937	-3,937
Total Capital Programme Variance	-24,470	2,045	-1,426	-23,851	-25,992
Total Month 9	-24,278	-288	-1,426	-25,992	

3. The revised budget for 2013/14 has increased by £62k from Month 9 due mainly to an adjustment to the capital / revenue split of the overall Transport for London programme reflecting re-allocations of funding between individual schemes within the programme.

4. The main internally funded programme shows a net favourable variance of £19,914k. Details of cost variances by scheme for each service are shown below. In addition there is £3,937k remaining in unallocated contingency funds over three years.
5. The forecast outturn for 2013/14 has reduced by £123k from Month 9. There is no further slippage reported on the Schools Expansions Programme which remains on target to deliver new school places within planned timescales.
6. There is an identified need to increase the number of roads covered by the Highways Structural Works programme which requires a further £1,500k capital investment. Works are in progress to resurface an increased number of roads throughout the borough on schedule however it is likely that an estimated £1,300k of this additional expenditure will be reflected early in the following financial year.
7. Funding has been transferred to Highways from the Schools Expansions Programme under spend and has no impact on delivery of the Schools Programme. There is an identified need of £1,000k for special resources provision in 2014/15. These factors reduce the forecast under spend on Schools to £10,378k.
8. Details of the capital programme performance by service are provided in the following paragraphs.

Asset Management

9. Table 2 below sets out the current position of the capital programme for Asset Management:

Table 2

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Asset Management:					
Revised Budget	5,740	4,085	600	10,426	10,426
Actual Expenditure Year to Date	400	0	0	400	281
Forecast Outturn	1,768	1,929	600	4,297	4,540
Forecast Variance	-3,972	-2,157	0	-6,129	-5,886
Analysis of Variance by Scheme					
South Ruislip Development - Plot B	-1,206	-2,500	0	-3,706	-3,706
Civic Centre CHP & Energy Savings Projects	-1,621	0	0	-1,621	-1,621
Property Works Programme	-536	0	0	-536	-343
South Ruislip Development - Plot A	-225	0	0	-225	-175
HRD Health & Safety Works	-40	0	0	-40	-40
Total Cost Variances	-3,629	-2,500	0	-6,129	-5,886
Projected Re-phasing	-344	344	0	0	0
Total Variance	-3,972	-2,157	0	-6,129	-5,886
Month 9 Variance	-3,386	-2,500	0	-5,886	

10. Property Works Programme – an under spend of £536k is forecast which is a movement of £193k from Month 9 as two schemes in development are not expected to

be on site until the new financial year. The funding will require to be met from the 2014/15 Property Works Programme budget.

11. South Ruislip Development Plot A – the forecast under spend has increased by £50k after agreement of the final accounts.
12. Queenswalk Development - there is a further forecast slippage of £315k into next financial year as the contractor is behind the initial planned cash flow profile. The site was expected to be transferred to the service in July 2014 and become operational shortly thereafter, however there is now a risk that completion will be delayed by another two weeks. This has an adverse impact on revenue savings to be achieved in 2014/15.

Education (Schools Expansions Programme)

13. Table 3 below sets out the current position of the capital programme for the Schools Expansions & New Build programme:

Table 3

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Education (Schools Expansions Programme):					
Revised Budget	59,148	60,893	6,069	126,110	127,610
Actual Expenditure Year to Date	35,916	0	0	35,916	31,966
Forecast Outturn	47,402	62,187	6,143	115,732	114,732
Forecast Variance	-11,746	1,294	74	-10,378	-12,878
<u>Analysis of Variance by Scheme</u>					
Primary Schools Expansions Phase 1	10	1,000	0	1,010	1,010
Primary Schools Expansions Phase 1A Temporary	-493	0	0	-493	-493
Primary Schools Expansions Phase 2	-6,963	-1,314	0	-8,277	-9,777
Primary Schools Expansions Phase 2A Temporary	44	0	0	44	44
Primary Schools Expansions Phase 3	0	-74	74	0	0
Primary Schools Expansions New Build	-2,224	-437	0	-2,661	-3,661
Primary Schools - Special Resources Provision	0	0	0	0	0
Total Cost Variances	-9,627	-825	74	-10,378	-12,878
Projected Re-phasing	-2,119	2,119	0	0	0
Total Variance	-11,746	1,294	74	-10,378	-12,878
Month 9 Variance	-13,246	294	74	-12,878	

14. Primary Schools Expansions – Phase 1. There is a forecast £1,010k over spend due to increased costs for Whitehall Infants & Junior Schools.
15. The infant school is complete however, the junior school is now expected to be complete by June 2014 this however, will not impact on delivery of school places for September 2014. Officers remain in negotiation with the contractor with the view to bring costs down.

16. Primary Schools Expansions – Phase 2A temporary. Due to the poor performance of the contractor on these projects the contract was terminated and new contractors employed. The likely over spend is estimated to be £44k.
17. Primary Schools Expansions – Phase 1A temporary. The current forecast is an under spend of £493k after final accounts have been agreed. This is largely to do with identified savings on Rosedale school.
18. Primary Schools Expansions – Phase 2. The largest element of the under spend variance is the Expansion programme Phase 2 which could have a potential surplus against budget of up to £8,277k. This is due to the contract awards achieving a lower price than originally anticipated during the feasibility and design stage of the projects. Constructors are now on site and works are progressing, however at this stage there may still be unforeseen issues that could reduce this favourable position moving forward.
19. The most significant risks in terms of delivery are at Pinkwell School where there are concerns that the completion date will slip. However mitigation measures are in place to use mobile classrooms temporarily if the works are not completed in time. Rosedale School has a target completion date towards end of August which is a tight deadline for the September 2014 intake. Temporary classrooms may be required but this will depend on the progress of works over the next two months.
20. Primary Schools Expansions – Phase 3. There is a forecast under spend on the New Build element (Phase 3) of the Schools programme, which is mainly due to a £3,000k budget which was intended to provide capacity to expand the phase by a further Form of Entry. There is now an identified need for special resource provision by September 2014 at Hedgewood and Meadow special schools and Cherry Lane school estimated at £1,000k in 2014/15 which has been funded from this Phase 3 under spend.
21. The tender returns for the RAF Uxbridge site and Lake Farm developments are £661k below budget. Works commenced on site in October and are in progress for completion on schedule by September 2014.
22. Although over the life of the programme the forecast is an overall under spend of £10,378k, this includes £2,119k further re-phasing to reflect the latest cash flow projections on Phase 2 projects.
23. More detailed information on the progress of the Primary Schools Capital Programme can be found in the Schools Update report included in these Cabinet papers.

Education (Other)

24. Table 4 below sets out the current position on Education services excluding the Schools Expansion programme:

Table 4

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Education (Other Schemes):					
Revised Budget	4,208	4,460	1,535	10,203	10,203
Actual Expenditure Year to Date	2,620	0	0	2,620	2,582
Forecast Outturn	3,629	4,929	1,535	10,093	10,093
Forecast Variance	-579	469	0	-110	-110
<u>Analysis of Variance by Scheme</u>					
Ruislip High School Expansion	-95	0	0	-95	-95
Children's Centres - Phase 3	-15	0	0	-15	-15
Total Cost Variances	-110	0	0	-110	-110
Projected Re-phasing	-469	469	0	0	0
Total Variance	-579	469	0	-110	-110
Month 9 Variance	-551	441	0	-110	

25. There is no movement from the previous month. Final accounts have been agreed for Ruislip High School Expansion resulting in a forecast under spend of £95k and under spend of £15k has arisen on completion of sites under Phase 3 Children Centre sites.
26. Urgent Building Condition Projects – there has been further slippage of £28k on the Building Conditions programme. Officers are reviewing projected costs of this programme which will be reflected in future forecasts for 2014/15.

Environmental Policy & Community Engagement

27. Table 5 sets out the current position on the Environmental Policy & Community Engagement programme:

Table 5

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Environmental Policy & Community Engagement:					
Revised Budget	9,655	7,353	4,573	21,581	21,513
Actual Expenditure Year to Date	5,556	0	0	5,556	4,829
Forecast Outturn	8,685	8,307	4,573	21,565	21,497
Forecast Variance	-969	954	0	-15	-15
<u>Analysis of Variance by Scheme</u>					
Chrysalis Programme	-500	500	0	0	0
Road Safety	-15	0	0	-15	-15
Total Cost Variances	-515	500	0	-15	-15
Projected Re-phasing	-454	454	0	-0	0
Total Variance	-969	954	0	-15	-15
Month 9 Variance	-969	954	0	-15	

28. Road Safety - an under spend of £15k is forecast from savings on several small schemes.
29. The Transport for London Local Implementation Plan for 2013/14 is in progress, however, a an amount of £414k is forecast to slip into next year as the annual programme will not be complete by financial year end. This is in addition to £800k previously re-phased to next year. It is expected that the TfL grant will be fully utilised because works will be completed by the claim deadline in 2014/15.
30. The other £40k projected re-phasing relates to the Hayes town centre initiatives project which is in early stages.

Housing General Fund

31. Table 6 sets out the current position on the Housing General Fund capital programme:

Table 6

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Housing General Fund:					
Revised Budget	3,879	3,584	3,262	10,725	10,730
Actual Expenditure Year to Date	1,203	0	0	1,203	971
Forecast Outturn	2,020	4,402	3,262	9,684	9,990
Forecast Variance	-1,859	818	0	-1,041	-740
<u>Analysis of Variance by Scheme</u>					
GF Supported Housing Programme	-530	0	0	-530	-740
Disabled Facilities Grants	-876	365	0	-511	-511
Private Sector Renewal Grants	-353	353	0	0	0
Property Adaptations for Adopted Children	-100	100	0	0	0
Total Cost Variances	-1,859	818	0	-1,041	-1,251
Projected Re-phasing	0	0	0	0	0
Total Variance	-1,859	818	0	-1,041	-1,251
Month 9 Variance	-2,350	1,099	0	-1,251	

32. General Fund Supported Housing – there is a legal commitment to make a £210k grant payment to a Registered Provider to develop 14 supported housing units at Tasman House which has previously been approved by Cabinet. The housing association is developing the works on site. Further proposals for Registered Provider sites are in development and will require a business case for approval.
33. Disabled Facilities Grants (DFG) and Private Sector Renewal Grants (PSRG) – a number of existing DFG cases totalling £511k are no longer required by clients. New cases continue to be assessed and a total of £281k grants have been approved in Month 10.
34. Property Adaptations for Adopted Children - a budget of £200k has been allocated for this of which £100k has been released for identified jobs.

35. The HCA/GLA Empty Homes Consortium Contract was signed by GLA in November, however the funding (£634k in total) will be claimed on completion of relevant works to individual properties in 2014/15.

ICT, Highways & Business Services

36. Table 7 sets out the current position on ICT, Highways & Business Services programme:

Table 7

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
ICT, Highways & Business Services:					
Revised Budget	12,702	4,549	2,888	20,139	18,639
Actual Expenditure Year to Date	6,685	0	0	6,685	5,709
Forecast Outturn	8,974	5,955	2,888	17,817	16,599
Forecast Variance	-3,728	1,406	0	-2,322	-2,040
<u>Analysis of Variance by Scheme</u>					
Civic Centre Works Programme	-1,819	0	0	-1,819	-1,747
ICT Single Development Plan	-379	0	0	-379	-179
Street Lighting	-125	0	0	-125	-115
Total Cost Variances	-2,322	0	0	-2,322	-2,041
Projected Re-phasing	-1,406	1,406	0	0	0
Total Variance	-3,728	1,406	0	-2,322	-2,041
Month 9 Variance	-2,146	106	0	-2,041	

37. Civic Centre Works Programme – it is forecast that there will be a significant under utilisation of the current year budget based on current activity resulting in a further revision downwards of £72k. The level of commitments against this budget will be reviewed at the end of the financial year.
38. ICT Single Development Plan – a number of smaller projects are yet to commence resulting in a current year under spend and will require to be funded from the 2014/15 allocation. There is an increased risk of slippage reflected in a movement of £200k downwards from Month 9.
39. Street Lighting – planned works for the remainder of the financial year will not fully utilise this year's budget resulting in an under spend of £125k.
40. Highways Programme – works are now well underway on numerous roads including micro-surfacing. The original programme is forecast to complete by the end of the financial year within budget. Works are in progress to utilise the additional budget of £1,500k approved last month, however the likely timing of spend is to overlap financial years with £1,300k included in the projected re-phasing.
41. Purchase of Vehicles programme – there is a forecast pressure of £90k on the current year programme based on recent tender prices received on a number of vehicles, however this will be managed from re-prioritising next year's programme to remain within overall budget.

Planning, Green Spaces & Culture

42. Table 8 below sets out the current position on the Planning, Green Spaces & Culture programme.

Table 8

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Planning, Green Spaces & Culture:					
Revised Budget	1,739	13,708	0	15,446	15,446
Actual Expenditure Year to Date	624	0	0	624	600
Forecast Outturn	1,397	13,930	0	15,327	15,327
Forecast Variance	-342	222	0	-119	-119
<u>Analysis of Variance by Scheme</u>					
Hillingdon Sports & Leisure Centre	75	0	0	75	75
Sport & Cultural Projects	-154	0	0	-154	-154
Highgrove Pool Phase II	-20	0	0	-20	-20
Car Park Resurfacing	0	-20	0	-20	-20
Total Cost Variances	-99	-20	0	-119	-119
Projected Re-phasing	-242	242	0	0	0
Total Variance	-342	222	0	-119	-119
Month 9 Variance	-185	66	0	-119	

43. Highgrove Pool Phase II – additional works are required on the lift reducing the under spend.
44. Sport & Cultural Projects – funding of £154k currently remains unallocated, however this may be required to fund potential new projects.
45. Car Park resurfacing – costings for works at Kingsend and Cedars car parks indicate that the works will be completed with a £20k under spend.
46. Hillingdon Sports & Leisure Centre – negotiations are ongoing with the contractor over the completion of remedial works. These issues are resulting in a forecast over spend of £75k. There is an increasing risk that Sport England funding of £75k will be lost because the Making Good Certificate is required in March in order to claim the grant.
47. Yiewsley Pool Development – this scheme is in initial design stages. An amount of £134k from the current year budget of £250k is now forecast to slip into next financial year as the tender process is not yet complete to appoint external consultants.
48. West Drayton Cemetery Expansion - the scheme aims to increase the number of burial plots available at the cemetery. The current year funding of £66k is forecast to slip into next year as the Environment Agency is being consulted and planning permission will be required.

Public Safety

49. Table 9 sets out the current position on the Public Safety capital programme:

Table 9

Service Area Cost Variance Analysis	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
Public Safety:					
Revised Budget	10,063	3,522	3,245	16,830	16,830
Actual Expenditure Year to Date	6,375	0	0	6,375	5,889
Forecast Outturn	9,725	4,061	3,245	17,031	17,073
Forecast Variance	-338	539	0	201	243
<u>Analysis of Variance by Scheme</u>					
Hayes End Library Development	158	80	0	238	280
Libraries Refurbishment	22	0	0	22	22
New Years Green Lane Civic Amenity Site	-302	249	0	-53	-53
Manor Farm Stables Development	-6	0	0	-6	-6
Total Cost Variances	-128	329	0	201	243
Projected Rephasing	-210	210	0	-0	0
Total Variance	-338	539	0	201	243
Month 9 Variance	198	20	0	218	

50. Hayes End Library Development – The project is forecasting an increased overspend of £318k due to the extension of time and associated financial claim from the current contractor along with further works that are required to complete the development. However a review of the additional works required indicates that around £80k will require to be treated as revenue costs as these items will not meet capitalisation criteria.
51. Libraries Refurbishment – additional costs of £22k have arisen relating to external fees for asbestos works at Oak Farm library and extra fit out costs at Yeading Library.
52. News Year Green Lane Civic Amenity Site – latest estimates are that there will be an under spend of £53k which will materialise next year on completion.
53. Central Library Refurbishment – the refurbishment of Uxbridge Central Library remains on target for completion by March 2014.
54. Environmental Assets - the current year forecast has been increased by £189k to reflect accelerated progress on existing projects within the programme.

General Contingency

55. There are £3,937k funds remaining that are reserved to deal with cost pressures arising on projects in the main capital programme over the next three years to 2015/16.

Capital Financing

56. Table 10 sets out the latest capital receipts forecast.

Table 10

Capital Receipts	2013/14	2014/15	2015/16	2016/17- 2017/18	Total Month (10)	Total Month (09)
	£'000	£'000	£'000	£'000	£'000	£'000
Revised Budget	9,024	17,057	9,173	5,464	40,718	40,718
Forecast Capital Receipts from Disposals	12,023	7,310	5,519	1,050	25,902	25,910
Variance	-2,999	9,747	3,654	4,414	14,816	14,808

57. Forecast General Fund capital receipts are £12,023k for 2013/14 which is an increase of £341k from last month due to a revision upwards on the expected receipt for a major sale that is close to completion. The sale of two of the fifteen flats at Hayes End Library development will not be completed until next financial year after fire glazing works are finished. The forecast overall receipt for the development has been reduced by £116k as the sales price has been lowered to achieve the sales. One site previously valued at £300k has been withdrawn from the programme for 2014/15.

58. Year to date sales total £7,269k including the sale of Hayes Pool site, Tasman House and all of the ten flats at Elizabeth Court. There was no movement in actual General Fund capital receipts received in Month 10 but progress is being made to achieve the remaining four significant completions required to reach the forecast.

59. There is an element of risk around the certainty of these receipts being fully realised which has been reflected in the disposals forecast.

60. The total forecast is £14,816k lower than the budgeted level which will have the effect of increasing borrowing levels. However overall borrowing levels are offset by a reduction of £23,321k from under spends on council resourced schemes. The revised forecast Council resourced requirement split between capital receipts and borrowing is reflected in Table 11 below.

Table 11

Prudential Borrowing Forecast	2013/14	2014/15	2015/16	2016/17- 2017/18	Total Month (10)	Total Month (09)
	£'000	£'000	£'000	£'000	£'000	£'000
Forecast Council Resource Requirement	27,229	48,538	11,958	7,735	95,459	93,321
Forecast Capital Receipts	-12,023	-7,310	-5,519	-1,050	-25,902	-25,910
Forecast Borrowing	15,205	41,228	6,439	6,685	69,557	67,411

61. The movement in forecast borrowing levels from Month 9 has risen due mainly to the increased Highways programme and Specialist Resource Provision within the Schools programme.

Housing Revenue Account (HRA) Capital Programme

62. The Works to Stock programme consists of capital and revenue and is reported in Appendix C.

63. The current position on the HRA New Build programme is shown in Table 12 below:

Table 12

	2013/14 £'000	2014/15 £'000	2015/16 £'000	Total Month (10) £'000	Total Month (09) £'000
HRA New Build Programme:					
Revised Budget	357	0	0	357	357
Actual Expenditure Year to Date	242	0	0	242	213
Forecast Outturn	516	1,209	0	1,725	1,736
Forecast Variance	159	1,209	0	1,368	1,379
<u>Analysis of Variance by Scheme</u>					
New Build – Extra Care Sites Phase 1	-100	1,209	0	1,109	1,109
New Build – HRA Pipeline Sites Phase 1	25	0	0	25	25
New Build – Learning Disability Sites Phase 1	146	0	0	146	124
New Build – HRA Pipeline Sites Phase 2	88	0	0	88	121
Total Cost Variances	159	1,209	0	1,368	1,379
Projected Rephasing	0	0	0	0	0
Total Variance	159	1,209	0	1,368	1,379
Month 9 Variance	270	1,109	0	1,379	

64. New Build HRA Extra Care Sites Phase 1: Triscott House – contractual issues leading to a forecast over spend of £1,109k have yet to be resolved with the main contractor. The over spend has been revised upwards to the latest estimate of the median outcome. The final over spend will depend on the outcome of legal proceedings and is subject to some uncertainty at the moment. The Council has entered into arbitration with the contractor and an arbitrator has been appointed. Due to the lengthy time that this will take to be resolved the forecast over spend is reported in 2014/15 financial year.

65. Additional completion works have been identified which will potentially increase the total over spend further. This will be reflected in future reporting once the final outcome becomes more certain. It is expected that these works will not take place until next financial year which has been reflected in the phasing of the forecast.

66. The New Build HRA Learning Disability Sites scheme is currently expected to overspend by £146k. The project is now complete, however there are additional costs to be incurred on final account around external landscaping and flooring costs at Horton Road and drainage and utility connection works at Ascott Court.

67. New Build HRA Pipeline Sites Phase 2 is forecasting an overspend of £88k on final account for the Gilbert Road site due to extra demolition costs, pre-construction fees and additional highways works.

HRA Capital Receipts

68. There have been 78 Right to Buy sales of council dwellings achieved for the year as at end of January 2014 for a value of £7,806k and a total of up to 100 sales are forecast totalling £9,835k in 2013/14. The forecast is based on a prudent view of sales that are likely to be completed by the end of this financial year.
69. The Council has signed an agreement with Department for Communities & Local Government to re-invest the proceeds in housing stock regeneration. This enables the Council to retain a higher level of receipts because of reduced pooling, however the terms of the agreement stipulate that receipts must be spent or committed within three years or otherwise are returned to government. Proposals are being developed by officers to develop an Affordable Housing programme to utilise these receipts within allowed timescales.
70. Table 13 below sets out the time limits for the retention of Right to Buy receipts since the commencement of the agreement. An amount of £3,169k retained receipts generated in the last quarter of 2012/13 require to be spent or committed by March 2016 and a further forecast £7,166k in respect of this year's sales, after pooling and other adjustments, have time limits up to March 2017.

Table 13

Period	Number of Sales	Retained Right to Buy Receipt (£'000)	Deadline for Commitment of Retained Right to Buy Receipt
2012/13 Quarter 4 Actual	33	3,169	March 2016
Total Retained Receipts 2012/13	33	3,169	
2013/14 Quarter 1 Actual	13	833	June 2016
2013/14 Quarter 2 Actual	35	2,666	September 2016
2013/14 Quarter 3 Actual	24	1,730	December 2016
2013/14 Quarter 4 Forecast	28	1,937	March 2017
Total Retained Receipts 2013/14	100	7,166	

Appendix E – Treasury Management Report as at 31 January 2014

Outstanding Deposits - Average Rate of Return on Deposits: 0.48%

	Actual £m	Actual %	Bench-mark %
Up to 1 Month	84.1	75	75
1-2 Months	19.2	17	15
2-3 Months	3.0	3	5
3-6 Months	5.0	4	5
6-9 Months	0.0	0.0	0
9-12 Months	0.0	0.0	0
12-18 Months	0.0	0.0	0
Subtotal	111.3	99	100
Unpaid Maturities	0.8	1	0
Total	112.1	100	100

- Deposits are held with UK institutions, which hold at a minimum, a Fitch or lowest equivalent of A- long-term credit rating. Deposits are currently held with the following institutions; Bank of Scotland, Black Rock MMF, Goldman Sachs MMF, Insight MMF, Ignis MMF, PSDF MMF, Royal Bank of Scotland, HSBC Bank, Nationwide Building Society, Barclays Bank, Kingston-upon-Hull City Council, Lancashire County Council and Blaenau Gwent CC. The Council also currently hold one Certificate of Deposit with Standard Chartered. During January fixed-term deposits continued to mature in line with cashflow requirements. Any surplus funds were either placed in instant access accounts or a short fixed term deposits.

Outstanding Debt - Average Interest Rate on Debt: 2.99%

	Actual £m	Actual %
General Fund		
PWLB	72.41	21.38
Long-Term Market	15.00	4.43
HRA		
PWLB	218.32	64.45
Long-Term Market	33.00	9.74
Total	338.73	100.00

- There were no early debt repayment opportunities or rescheduling activities during January and no breaches of the prudential indicators or non-compliance with the treasury management policy and practices.
- To maintain liquidity for day-to-day business operations, short-term balances will be placed in short term deposits of up to six months, as these are generally yielding a higher rate of interest than those offered in instant access accounts. When cash flow allows, long term deposits will be placed to help increase the average rate of return achieved.
- On the 30th January the Council successfully sold its claim against Landsbanki by auction, reducing the value of outstanding Icelandic deposits from £3.2m to £0.8m. There has been no impact in the management accounts resulting from this sale and the resulting revision to Icelandic recovery assumptions.

Appendix F – Consultancy and agency assignments over £50k approved under delegated authority

1. The following Agency staff costing over £50k have been approved under delegated powers by the Chief Executive in consultation with the Leader and are reported here for information.

Post Title	Start Date	Proposed End Date	Previously Approved £'000	Approved £'000	Total Spend £'000
Public Health					
Consultant in Public Health	20-Aug-13	23-May-14	38	63	101
Asset Management					
Programme Co-Ordinator, General Construction	12-Nov-12	21-Feb-14	71	7	78
Planning Green Spaces & Culture					
Planning Enforcement Officer	20-May-13	05-Sep-14	35	33	68
Special Projects					
Building Surveying Project Manager	21-Apr-13	02-Jan-15	26	44	70
Technical Administration					
Pod Co-ordinator	01-Apr-10	28-Mar-14	98	2	100
Pod Co-ordinator	01-Apr-10	28-Mar-14	85	2	87
Pod Co-ordinator	01-Apr-10	28-Mar-14	62	2	64
Pod Co-ordinator	01-Apr-10	28-Mar-14	48	2	50
Administration Assistant	01-Apr-10	28-Mar-14	48	2	50
Operational Finance					
Operational Finance Manager	03-Mar-14	23-May-14	75	19	94
Operational Finance Manager	03-Mar-14	23-May-14	35	33	68
Adult Social Care					
Social Worker (Care Manager - Access team)	03-Mar-14	30-Mar-14	91	4	95
Floating Support Worker - Disability Provider Services - Floating Support South	03-Mar-14	30-Mar-14	55	2	57
Residential Care Worker - Disability Providers Services - Hatton Grove	03-Mar-14	30-Mar-14	79	2	81
Residential Care Worker - Disability Providers Services - Hatton Grove	03-Mar-14	30-Mar-14	79	2	81

Post Title	Start Date	Proposed End Date	Previously Approved £'000	Approved £'000	Total Spend £'000
Day Centre Officer - Woodside Day Centre	03-Mar-14	30-Mar-14	75	1	76
Occupational Therapist - Disability Services	03-Mar-14	30-Mar-14	73	4	77
Project Manager ICP Adults Transformation Older Peoples services	03-Mar-14	30-Mar-14	140	4	144
Residential Care Worker - Disability Providers Services - Hatton Grove	03-Mar-14	30-Mar-14	49	2	51
Children & Young People's Services					
Administration Assistant	03-Mar-14	04-Apr-14	48	2	50
Residential Staff (Charville Lane)	03-Mar-14	30-Mar-14	83	2	85
Placements Manager (Children's Resources)	03-Mar-14	30-Mar-14	46	7	53
Social Worker Triage (MASH) (Children's Social Work Team)	03-Mar-14	30-Mar-14	77	4	81
Senior Residential Worker (Merrifield)	03-Mar-14	30-Mar-14	76	2	78
Waking Night Residential Care Worker (Merrifield)	03-Mar-14	30-Mar-14	58	1	59
Waking Night Residential Care Worker (Merrifield)	03-Mar-14	30-Mar-14	78	1	79
Residential Care Worker (Mulberry)	03-Mar-14	30-Mar-14	67	1	68
Waking Night Residential Care Worker (Mulberry)	03-Mar-14	30-Mar-14	74	1	75
MASH Operation Manager	24-Mar-14	29-Jun-14	20	33	53
Service Manager (Children's Social Work Team)	03-Mar-14	01-Jun-14	34	33	67
Senior Social Worker (LAC Service)	03-Mar-14	01-Jun-14	49	16	65

Adult Social Care: Home Care Backlog Funding Proposal

Background

1. As at 5th March 2014 there were 1,401 people in receipt of care who required a review and 400 people awaiting an assessment by an occupational therapist (OT).
2. It is essential that these backlogs are addressed in order to:
 - improve outcomes for adult residents by ensuring that people who are eligible for Council funded social care support receive packages of care appropriate to their needs and in so doing help to maximise their independence;
 - ensure that the level of service provision is appropriate to need and thus reduce unnecessary expenditure;
 - enable the service to move to new ways of working that will also improve outcomes for residents. For example, the contact centre picks up 800+ calls per week associated with people awaiting a service response, this reduces the capacity of the contact centre to be more robust in the assessments they undertake.
3. The financial impact of the delays is most significantly seen in the increase of people receiving funded care due to not being reviewed after 6 weeks and 3 months and the corresponding increase in domiciliary care spend.

Addressing the Backlogs

4. It has been negotiated with Hillingdon Clinical Commissioning Group (CCG) that section 256 monies can be utilised for clearing outstanding work, in order that the forthcoming integration work will not be compromised by backlogs in the whole system. This has been agreed as achievable with the Corporate Director of Finance.
5. This funding has no impact on the projected outturn position and if these funds were not used then agreement with the CCG is required for its alternative use, in line with the national conditions.
6. It is proposed to engage Sanctuary Personnel Ltd (trading as Skylakes) to complete the backlog work. Based on a cost of £286 per care assessment and £320 per OT assessment, the total cost of clearing the backlogs would be £528.6k. The following approach will be taken:
 - Skylakes' activity will be focussed on the newest cases requiring reviews, which is where the most reductions in care are likely to occur and work back from this point.
 - In parallel 2 or 3 workers in the localities will be identified to focus on reviewing those people who have been waiting the longest for a review and then work forwards.
7. A similar approach will be taken with the OT assessment backlog.
8. Recruitment to some of the vacant posts will assist in preventing re-emergence of the backlogs.

Pilot Project

9. A pilot project of involving 50 reviews earlier in the year identified a saving of approximately £1.1k per week.

Corporate Finance Comment

10. In 2013/14 the impact of the backlog of outstanding care reviews has led to increased financial pressure on the Home Care budgets within Adult Social Care. This has been reported in the regular monthly budget monitoring reports and whilst the budget pressure is being mitigated by underspends elsewhere within the service, clearing the backlog causing the pressure is important to reduce expenditure in 2014/15.
11. The cost of the backlog proposal is up to an estimated value of £529k in 2014/15. Funding of £480k has been identified from underspends and slippage within the section 256 agreement with Hillingdon CCG, who has agreed that this can be used to fund this backlog project.
12. As the pilot project referred to in paragraph 9 produced a reduction in expenditure of £1,136 per week, the full project proposed in this report should produce significant expenditure reductions from the outstanding 1,400 reviews of care costs and this should more than fund the remaining balance of £49k of the total estimated cost of the backlog project.

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SCHOOL CAPITAL PROGRAMME - UPDATE (PART 1)

Cabinet Members	Councillor Jonathan Bianco Councillor David Simmonds
Cabinet Portfolios	Finance, Property & Business Services Deputy Leader of the Council / Education & Children's Services
Officer Contact	David Murnaghan Residents Services
Papers with report	Appendix 1: Summary of Phase 2 works
Access to Information	This report detailing progress on the school capital programme is public. However, any commercially sensitive information will be included in the private part of the agenda.

HEADLINE INFORMATION

Summary	This report provides an update on the Primary School Expansion Programme Phases 1, 2 and 3, the School Condition Programme and other potential school capital works.
Contribution to our plans and strategies	Investment in schools to adequately address the impact of the population increase within the London Borough of Hillingdon on existing school places. This project also forms part of the Hillingdon Improvement Programme.
Financial Cost	The current forecast of the Schools Capital Programme is £147,513k compared to a budget of £157,891k. This shows a funding surplus of £10,378k. This is due to favorable tender returns and uncommitted sum on a one extra form of entry. It should be noted that there are cost risks within the overall programme, so the figure may change as the construction phases begin.
Relevant Policy Overview Committee	Children, Young People and Learning
Ward(s) affected	All wards.

RECOMMENDATIONS

That Cabinet:

- 1. Note the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme and the School Conditions Programme.**
- 2. Agree for officers to commence feasibility studies of selected Secondary School sites to identify those that could be considered suitable for expansion, and to delegate the decision on which sites to be studied to the Deputy Chief Executive and Corporate Director of Residents Services in consultation with the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services.**
- 3. Delegate authority to the Leader of the Council and Cabinet Member for Finance, Property and Business Services, in consultation with Deputy Chief Executive and Director of Residents Services for the appointment of consultancies required to carry out the feasibility studies on the selected Secondary Schools.**
- 4. Note the expenditure of £125,000 to carry out feasibility studies on the selected Secondary Schools, which will be subject to the usual capital release approval.**

INFORMATION

School Places Forecast

The demand for school places in Hillingdon has been rising and is forecast to continue to rise in line with national and London-wide predictions. Demand for reception places at primary school level is being driven by rising birth rates, new house building and families moving into the Borough. This demand is forecast to move into secondary schools. Officers are also working on proposals for consideration to increase the provision of child care places for disadvantaged two-year olds from September 2014 onwards.

Special Educational Needs (SEN) - Bulge Classes for September 2014

Analysis of future demand of school places for children with special educational needs has previously been reported to Cabinet. The analysis shows the need in Hillingdon is rising, in line with the growing number of children in the Borough. From recent discussions with some schools, there are opportunities to provide additional local pupil places for September 2014. Officers are progressing arrangements for these additional places and will seek approval from the Leader of the Council (as agreed at the January Cabinet meeting) to agree which schools will be taking the accommodation and the final scope of the works, prior to implementation.

Universal School Meals

From September 2014, schools are required to offer infant school children (from reception to year 2 inclusive) with a universal school meal. Officers are collating information from Hillingdon infant schools about their current arrangements for school meals and their provision of kitchen and dining facilities, to assess the ability of schools to meet this new requirement.

The information received from the schools will provide a basis to consider options to address any gaps in the current arrangements. As agreed at the February Cabinet meeting, officers are preparing a proposal for consideration by the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services.

Two Year Old Funded Child Care Places

Local Authorities are required to ensure the provision of sufficient child care places to meet the needs of the most disadvantaged two year olds in their area. From September 2014, the Local Authority is expected to provide an extra 677 part-time child care places for disadvantaged two year olds in Hillingdon. Officers have reviewed options to meet this expectation. As agreed at the February Cabinet meeting, officers are preparing a proposal for consideration by the Leader of the Council and Cabinet Members for Education and Children's Services & Finance, Property and Business Services to agree the action required.

Secondary Schools

The forecast of future demand for secondary school places predicts a shortfall in places commencing from 2016/2017. Permission from Cabinet is therefore sought to undertake feasibility studies of selected secondary school sites to identify those that could be considered suitable for expansion. Cabinet is asked to delegate the decision on which school sites are to be studied to the Deputy Chief Executive and Corporate Director of Residents Services in consultation with the Leader of the Council Cabinet Members for Education and Children's Services & Finance, Property and Business Services.

Following the selection of the schools, consultants will need to be appointed carry out the feasibility studies which will include site investigation surveys. The estimated cost of the feasibility studies is £120,000 with an additional £5,000 for internal fees. Recommendation 2 seeks delegated approval to appoint the consultancies and recommendation 3 notes the proposed spend of £125,000 to achieve this.

Phase 1 - Permanent Expansions

Phase 1 of the Primary School Expansion Programme (PSEP) consists of the expansion of 8 schools. The main expansion works have been completed at 7 schools.

Whitehall Juniors

Whitehall Juniors, the final school in this phase of works has experienced some programme slippage with the revised completion date expected to be in May. The additional accommodation will not be required until 2015 when the additional pupils move up from the Infant School.

Grange Park Infant and Junior Remedial Works

Some fundamental outstanding remedial works, including addressing ventilation issues in the Nursery and heating in the Infants school staircase were addressed during the February half term holiday by the contractor. Other works such as play ground resurfacing and bike sheds works which were not completed during the half term break will now be carried out during the school's Easter holiday break.

Cranford Park Drainage Remedial Works

The school has experienced foul water drainage problems, which occurred after remodelling and repairing the existing system. To resolve this, a pumped main was successfully installed before Christmas at no cost to the council. Since that time a new foul water drainage problem has occurred, with the failure of one of two pumps installed during the school expansion programme in 2012. The main contractor has rectified the matter. Following some new, very recent roof leaks some internal damage is to be made good. The roof has been assessed by a roofing sub contractor and additional roof works were completed in early March.

Phase 2 - Permanent Expansions

Phase 2 of the Primary School Expansion Programme will permanently expand 18 schools and add a bulge year to 1 further school. To date construction works have been completed at 6 schools. The remaining 13 schools are scheduled to be completed in 2014. Appendix 1 provides a brief summary of the works being carried out for each scheme as well the current status.

With the exception of Rosedale and Pinkwell and Wood End Park, the phase 2 expansion construction works are progressing without any major delays or issues which could affect the September 2014 pupil intake. However a number of Extension of Time (EoTs) have been received from due to the exceptional levels of rainfall over recent months. Options for mitigating the delays at Rosedale, Pinkwell and Wood End are being put in place.

Phase 3 - New Schools

Phase 3 of the Primary School Expansion Programme comprises of the construction of Primary Schools on Lake Farm and the St Andrew's Park (former RAF Uxbridge) sites, as well as a further new school in the West Drayton/Yiewsley area. The names of the new schools will be agreed with the Council.

Lake Farm site and former RAF Uxbridge site

Other than the minor delays reported by the contractor (Farrans), works on both Lake Farm and St Andrew's Park schemes are progressing well. The contractor has now commenced construction of the floors and roofs on both site.

New Primary School in West Drayton

In December 2013, the Department for Education agreed to appoint the LDBS Frays Academy Trust to run the new 3 form entry primary school in West Drayton. Discussions have taken place with the Trust to expedite arrangements to commence the site survey and design stages.

As agreed at the Cabinet meeting in January 2014, arrangements to progress a feasibility exercise for the new school on the chosen site in West Drayton are progressing. The site investigation surveys required for the feasibility exercise such as topographical, ecology and transport assessments are underway.

The consultant design team (Hunters) appointed through the Scape Framework has now commenced work on options appraisal for the new school.

Schools Conditions Programme

The School Condition Programme is a programme of work to improve the condition of the current schools estate. This includes replacing or carrying out remedial works on items such as boilers, roofs and drainage.

Feasibility reports have been prepared for the works identified as being priority in the 2013/14 programme. Using the delegated authority from the June 2013 School Condition Programme of Works Cabinet Report, a briefing paper is being prepared for approval to proceed with an updated programme of works with revised costs.

Financial Implications

Financial overview of Primary School Expansions Programme

The cost of £125k feasibility studies as mentioned in recommendations 2, 3 & 4 would be met from the 2014/15 Secondary Schools Expansion budget.

Actions described within part 2 of this report relating to council managed schemes, are not expected at this stage to incur a financial cost beyond existing budgets.

As shown in table 2 below, the current overall forecast surplus is £10,378k (previous month £12,878k). It should be noted that there are cost risks within the overall programme so the £10,378k may change as the construction phase continues. There is a decrease of £2,500k on previous month; £1,500k has been transferred to Highways, and £1,000k to fund the Special Resource Provision (SRP) projects.

Phase 1: The current forecast is £23.57m as advised in the Cabinet Report in October 2013, against a budget of £22.56m. The increase of £1.01m is due to increased costs for Whitehall Infants and Juniors Schools. (No change on previous month).

Phase 1A: Temporary and Rosedale Temporary - This project was completed in September 2011. The budget carried forward contains the retention which will be released this year when defects are rectified. Following a review of the forecast figure and the final accounts, there is now an expected under spend of £493k (£242k). £271k is on Phase 1A. £222k is on Rosedale, where savings have been made in the contract costs. Part of the work is now being contained in the Phase 2 Rosedale extension. (No change on previous month)

Phase 2: There is a current forecast surplus of £8,278k. The decrease of £1,500k is due to virement of the same amount to Highways to fund road works which was approved by Special Urgency on 28 January 2014.

Phase 2A: There is forecasted pressure of £44k (no change). This is as a result of terminating the original contract to ensure the accommodation was completed in time for the September 2012 pupil intake. There are two accounts remaining that need to be closed out, Ryebriidge (the contractor for Ryefield and Hillingdon Primary Schools) and T&B (the contractor for Charville Primary).

Phase 3: There is a forecast under spend on the New Build element (Phase 3) of the schools programme, mainly due to a £2m budget (previous month £3m) which is as yet uncommitted and was intended to provide capacity to expand the phase by a further Form of Entry. Currently this

may not be required, although it will link into the ongoing analysis of pupil place needs being undertaken. In addition, the tender returns for the RAF Uxbridge and Lake Farm developments are £661k below budget.

The decrease of £1m in the under spend figure on previous month is due to the funding of Specialist Resource Provision (SRP) and bulge year classes in a Primary and Secondary Special School as agreed by Special Urgency on 30 January 2014.

The Primary School Expansion Programme is funded from EFA grants, £99,040k, S106 £20,420k, and council resources of £38,431k.

Table 2: Primary Schools Capital Programme – Budget vs Forecast

Primary School Capital Programme	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	Total	Forecast	Variance
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Minor Works	559	158	166	271	0		1,154	1,154	0
Phase 1	1,080	8,106	7,101	5,739	535		22,561	23,571	1,010
Phase 1A (incl. Rosedale)	10	1,993	61	544	0		2,608	2,115	-493
Phase 2	0	1,027	7,740	44,907	35,447	3,225	92,346	84,068	-8,278
Phase 2A	0	42	2,840	0	0		2,882	2,926	44
Phase 3	0	157	743	6,980	21,016	2,844	31,740	29,079	-2,661
Special Resources Provision	0	0	0	0	1,000	0	1,000	1,000	0
Phase 3A	0	0	0	705	2,895	0	3,600	3,600	0
Total Expenditure	1,649	11,483	18,651	59,146	60,893	6,069	157,891	147,513	-10,378
Resources:									
DfE Grant	1,649	9,055	16,505	19,450	10,674	2,386	59,719	59,719	0
TBNP	0	0	0	17,639	21,682	0	39,321	39,321	0
Section 106	0	2,428	2,146	5,505	9,145	1,196	20,420	20,420	0
Council Resources	0	0	0	16,552	19,392	2,487	38,431	28,053	-10,378

Schools Condition Programme

The Schools Condition budget is currently at £3,897k. The budget is fully committed. A framework for schools to contribute (schools contribution) towards their project costs has been developed and implemented. The range is between 50% and 75% of costs but capped at 20% of the school reserves. Schools contributions would be additional to the budget and would reduce the budget pressure from any increase in programme.

Comments of Policy Overview Committee(s)

None at this stage.

EFFECT ON RESIDENTS, SERVICE USERS AND COMMUNITIES

Completion of both the temporary and permanent phases of the programme will result in additional school places needed for local children, which the Council has a statutory duty to provide.

Consultation Carried Out or Required

In September 2012, Cabinet approved the statutory proposals to enlarge the premises at Harlyn, Glebe, Field End Infant and Junior, Ruislip Gardens, Hermitage Primary, Highfield, Hillingdon, Ryefield, Rabbsfarm, Pinkwell, Heathrow, Cherry Lane and West Drayton Schools. This approval was conditional on the planning permission for the individual sites being granted by 31 July 2013, which has now been met. The Council cannot take school organisation decisions regarding Academies; therefore as Wood End Park was in the process of conversion it was not included in the statutory notice.

Consultation is also needed as part of the process of establishing new schools. A Cabinet Member Report on this process was approved in May 2013 and the process was started in August 2013.

CORPORATE IMPLICATIONS

Corporate Property and Construction

Corporate Property and Construction authored this report.

Corporate Finance

Corporate Finance has reviewed the report and confirms the budgetary position set out above noting that the current school expansion programme is supported through significant use of prudential borrowing. Specific provision has been made within the Council's general Fund budgets to cover the on-going revenue financing costs associated with this investment.

The report seeks authority to commence feasibility studies of selected secondary school sites to identify those that could be considered suitable for expansion of £125k which will be charged to the Secondary Schools Expansion Budget.

Legal

The Borough Solicitor confirms that there are no specific Legal Implications arising from this report. Appropriate legal advice is provided in relation to individual cases to ensure that the Council's position is protected at all times.

BACKGROUND PAPERS

NIL

Appendix 1

Summary of Phase 2 works and status

School Name	Summary of Works	Status
Harefield Infants	Single storey extension to a Year 2 classroom and replacement of windows and external walls in the reception, together with associated works.	All works complete
Harefield Junior	Construction of a single-storey classroom to accommodate two classrooms and associated facilities	All works complete
Field End Infants	1 FE Expansion: Construction of new single storey building and associated facilities.	All works complete
Field End Junior	1 FE Expansion: Construction of single storey building and associated facilities.	All works complete
Bourne Primary	(Bulge Year) Single storey extension to existing school to provide two new classrooms with associated facilities.	All works complete
Highfield Primary	1 FE Expansion: Construction of a two storey building and associated facilities.	All works complete
Harlyn Primary	1 FE Expansion: Construction of part two storey/part single storey extension to existing school and a stand alone two storey classroom block.	Expansion works will be completed in 2014
Glebe Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	Expansion works will be completed in 2014
Ruislip Gardens	1 FE Expansion: Construction of a new two storey extension and associated facilities.	Expansion works will be completed in 2014
Hermitage Primary	1 FE Expansion: Demolition of existing school and construction of a new 2 FE school including nursery.	Expansion works will be completed in 2014
Hillingdon Primary	1 FE Expansion: Part demolition of existing school and construction of a new two storey classroom block and associated facilities.	Expansion works will be completed in 2014
Rabbsfarm Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	Expansion works will be completed in 2014
Rosedale Primary	Demolition of school sports hall/gymnasium and construction of a new 2 FE school including nursery.	Expansion works will be completed in 2014
Wood End Primary	1 FE Expansion: Construction of 2 stand alone buildings and associated facilities.	Expansion works will be completed in 2014
Heathrow Primary	0.5 FE Expansion: Part demolition of the existing building, construction of a two storey extension and associated facilities	Expansion works will be completed in 2014
Cherry Lane Primary	1 FE Expansion: Construction of a two storey building and associated facilities	Expansion works will be completed in 2014
West Drayton Primary	1 FE Expansion: Construction of two storey building and associated facilities.	Expansion works will be completed in 2014
Pinkwell Primary	1 FE Expansion: Construction of a stand alone classroom block and associated facilities.	Expansion works will be completed in 2014
Ryefield Primary	1 FE Expansion: Construction of a single storey building, a two storey block and associated facilities.	Expansion works will be completed in 2014

Note: A Form of Entry (FE) is a group of 30 pupils. Expanding a school by 1 FE will add accommodation sufficient for 30 additional pupils for every year group.

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