



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 24 MAY 2012

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

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Councillors in the Cabinet:

Ray Puddifoot (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

Henry Higgins
Culture, Sport & Leisure

Douglas Mills
Improvement, Partnerships & Community Safety

Scott Seaman-Digby
Co-ordination & Central Services

Published: Wednesday, 16 May 2012

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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 - 16
- 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 Review of Support for Music Tuition in Hillingdon: Final Report of the Working Group (Cllr Simmonds) 17 - 22
- 6 The National Planning Policy Framework and its implications for Hillingdon (Cllr Burrows) 23 - 36
- 7 Update on Town Centre Regeneration in Hillingdon (Cllr Mills) 37 - 48
- 8 Gift Funding for Planning Applications: former National Air Traffic Service site in West Drayton (Cllr Burrows) 49 - 54
- 9 Gift Funding for Planning Applications: RAF Uxbridge (Cllr Burrows) 55 - 60

Cabinet Reports - Part 2 (Private and Not for Publication)

10	Primary School Capital Programme (Cllrs Simmonds & Bianco)	61 - 86
11	Botwell Green Sports and Leisure Centre (Cllr Bianco)	87 - 140
12	Library Refurbishment Programme: South Ruislip and Hayes End Libraries (Cllrs Bianco and Seaman-Digby)	141 - 164
13	New Years Green Lane (Cllr Bianco)	165 - 168

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.

- 14** Any other items the Chairman agrees are relevant or urgent

Minutes

Cabinet

Thursday, 26 April 2012

Meeting held at Committee Room 4 - Civic Centre,
High Street, Uxbridge, UB8 1UW



HILLINGDON
LONDON

Published on: 27 April 2012

Come into effect on: 4 May 2012

Cabinet Members Present:

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

Members also Present:

Michael Markham
John Riley
George Cooper
Judith Cooper
Brian Crowe
Paul Harmsworth
Peter Kemp
Mo Khursheed
Richard Lewis
Brian Stead
Michael White

523. APOLOGIES FOR ABSENCE

All Cabinet Members were present.

524. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Douglas Mills declared a personal interest in Item 11 (minute 533) as a family member was an employee of Abbotsfield School and remained in the room during the discussion on the item.

Councillor George Cooper declared a personal interest in Item 7 (minute 529) as Majority Lead Member of the Audit Committee and remained in the room during the discussion on the item.

Councillor George Cooper declared a personal interest in Item 8 (minute 530) as a Trustee of the Groundwork Trust and remained in the room during the discussion on the item.

525. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 29 March 2012 were confirmed as a correct record.

526. 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.

527. POLICY OVERVIEW COMMITTEE REVIEW: MITIGATING THE ENVIRONMENTAL EFFECTS OF TELECOMMUNICATION MASTS AND CABINETS IN HILLINGDON AND BEYOND

The Chairman of the Residents & Environmental Services Policy Overview Committee, Cllr Michael Markham, presented the Committee's major review report to Cabinet, which was warmly welcomed.

RESOLVED:

That Cabinet welcome the report from the Residents' and Environmental Services Policy Overview Committee and agree the local and national recommendations to help Hillingdon mitigate the environmental effects of telecommunication masts and cabinets.

Reasons for decision

Cabinet gave its full endorsement to a comprehensive and groundbreaking report from the Residents' & Environmental Services Policy Overview Committee's on mitigating the environmental effects of telecommunication masts and cabinets in Hillingdon and beyond.

It was noted that although the demand for mobile and wireless products and services was increasing as technology developed and consumer demand increased, Hillingdon residents were increasingly concerned as to the escalating number of planning applications received for larger masts and ancillary equipment and the effect these were having on the environment and landscape. The constructive and far-reaching proposals in the Committee's report would be actively pursued with the mobile phone industry, OFCOM and Central Government to ensure a better balance of regulation and control of such equipment within local environments.

Alternative options considered and rejected

Cabinet could have decided to reject or amend the Committee's recommendations.

Officers to action:

Natasha Dogra / Nadia Williams, Central Services

528. MAJOR SCRUTINY REVIEW: DEMENTIA

The Chairman of the External Services Scrutiny Committee, Cllr Michael White, presented the Dementia Working Group's review, which was warmly welcomed.

RESOLVED:

That Cabinet:

- 1. Welcomes the announcement by the Prime Minister on 26 March 2012 that Government funding for dementia research will double to £66m by 2015 and believes this funding will be vital in increasing public awareness and understanding of the disease;**
- 2. Welcomes the report of the Dementia Working Group accepts the recommendations of the Working Group report.**

Reasons for decision

Cabinet received the Dementia Working Group's report providing proposals for improvements to the way in which dementia services were currently provided in the Borough. These built upon the work currently undertaken by the Council and partner agencies in relation to the provision of services in the Borough for people with dementia and their carers and families.

The Chairman of the Working Group, Cllr Kemp, and Working Group Members were thanked by Cabinet for a positive report which would be taken forward by the Shadow Health and Well-Being Board's work. Cabinet also welcomed the recent Government announcement to double funding for dementia research.

Alternative options considered and rejected

Cabinet could have decided to reject or amend the Committee's recommendations.

Officers to action:

Nikki O'Halloran, Central Services

529. POLICY OVERVIEW & SCRUTINY REVIEW: EFFECTIVENESS OF THE AUDIT COMMITTEE AND ITS TERMS OF REFERENCE

The Chairman of the Corporate Services & Partnerships Policy Overview Committee, Cllr Richard Lewis, presented the Committee's review into the effectiveness of the Audit Committee and its Terms of Reference, which was warmly welcomed.

RESOLVED:

That Cabinet:

- 1. Welcomes the report from the Corporate Services & Partnerships Policy Overview Committee on the review into the Effectiveness of the Audit Committee and its Terms of Reference and;**
- 2. Notes that the Leader of the Council and Cabinet Member for Finance, Property and Business Services will fully consider the recommendations of the Policy Overview Committee and, where appropriate, present proposals to a future meeting of Council for approval.**

Reasons for decision

Cabinet welcomed the follow-up review into the effectiveness of the Audit Committee, which executes its role independently from the Cabinet and other Committees of the Council. It was noted that this was an opportune time to review the Committee's role in relation to governance, financial reporting and audit issues given the recent proposals issued by the Department for Communities and Local Government on the future of local public audit.

Cabinet indicated that it would give full consideration to the proposals and, where appropriate, the Leader of the Council and Cabinet Member for Finance, Property and Business Services would bring forward constitutional proposals to a future meeting of full Council.

Alternative options considered and rejected

Cabinet could have decided to reject or amend the Committee's recommendations.

Officers to action:

Khalid Ahmed, Central Services

530. MAJOR SCRUTINY REVIEW: RE-OFFENDING

The Chairman of the External Services Scrutiny Committee, Cllr Michael White, presented the Re-offending Working Group's review, which was warmly welcomed.

RESOLVED:

That the Cabinet welcomes the report of the Re-offending Working Group and accepts the recommendations of the Working Group report.

Reasons for decision

Cabinet received the report of the Re-offending Working Group, which had presented proposals aimed at building upon the work currently undertaken by the Council and partner agencies in relation to re-offenders and the services offered to them. The proposals also sought to ensure that residents were protected as much as possible from crime, anti-social behaviour, drugs and alcohol misuse and behaviour harmful to the environment.

The Chairman of the Working Group and Working Group Members were thanked by Cabinet for a positive report which would be taken forward by the Hillingdon Safer Working Group's work.

Alternative options considered and rejected

Cabinet could have decided to reject or amend the Committee's recommendations.

Officers to action:

Nav Johal, Central Services

531. POLICY OVERVIEW COMMITTEE REVIEW: PERSONALISATION AND DISABILITIES WITH REFERENCE TO THE TRANSITION

The Chairman of the Social Services, Health and Housing Policy Overview Committee, Cllr Judith Cooper, presented the Committee's review of 'Personalisation and Disabilities with reference to Transition', which was warmly welcomed.

RESOLVED:

That Cabinet:

- 1. Welcomes the report from the Social Services, Health and Housing Policy Overview Committee and notes the general consensus it found in favour of the steps currently being taken to provide self directed support; and**
- 2. Accepts the recommendations of the Policy Overview Committee report, noting the officer comments on their implementation.**

Reasons for decision

Cabinet fully endorsed the Social Services, Health & Housing Policy Overview Committee's report, which presented proposals aimed at enhancing Hillingdon's approach to providing personal budgets.

It was noted that personalised budgets would have a significant impact on the delivery of all elements of social care and beyond. By taking forward the Committee's proposals to enhance the delivery of personalised budgets, Cabinet

welcomed the contribution this would make to both more informed life choices for Hillingdon residents and also support plans specifically tailored to their needs.

Cabinet expressed its thanks to the Committee and its close working with Officers to help shape the transformation of Adult Social Care in this respect.

Alternative options considered and rejected

Cabinet could have decided to reject or amend the Committee's recommendations.

Officers to action:

Charles Francis, Central Services

532. MONTH 11 2011/12 REVENUE AND CAPITAL MONITORING REPORT

RESOLVED:

That Cabinet:

- 1. Note the forecast budget position for revenue and capital as at Month 11;**
- 2. In relation to growth bids received to request additional grant funding be added to budgets –**
 - a. Approve that the additional Disabled Facilities Grant of £128k be added to general capital contingency;**
 - b. Approve that the Troubled Families Programme award of £100k per annum for the next three years be used to fund staffing for the new Hillingdon Families Service;**
 - c. Approve that the HCA 2012-15 Empty Properties Grant be accepted and added to the capital programme to be applied to bringing empty properties back into use.**
- 3. Note the treasury Month 11 update at Appendix B;**
- 4. Approve the retaining of agency staff as detailed in Appendix C;**
- 5. Note the proposed social care transport grants for 2012/13 as detailed in Appendix D and delegate authority to approve these grants to the Leader of the Council, in consultation with the Corporate Director of Social Care, Health & Housing, following receipt of further information.**

Reasons for decision

Cabinet received an update on the Council's strong financial health and in particular, noted the ability to easily absorb contingent liabilities arising from 1993/1994 following a recent Supreme Court judgment into Mesothelioma claims, which many other local authorities were also facing.

Cabinet also approved the receipt of recent external grants received, noted the updated Treasury position and made decisions in respect of agency staff appointments and small transport grants.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Central Services

533. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Agree the appointment of Mace as the multi-disciplinary consultants to carry out the feasibility study at Meadow School, for £21,750 as outlined in this report.**
- 2. Agree the traffic calming measures at Colham Manor primary school for £20,000 as outlined in this report.**
- 3. Delegates authority to the Deputy Chief Executive, Corporate Director of Planning, Environment, Education and Community Services in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services to take all necessary steps and agree any consultancy services, enabling works, surveys and reports necessary for the Abbotsfield Sixth form project, as outlined in this report.**
- 4. Delegates authority to the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services to place the main contractor building contract, follow satisfactory tender submission and review, for a current estimated value as set out in the report;**
- 5. Agree that a detailed feasibility study at an estimated cost of £194,000 is carried out for a proposed new build 6FE and 8FE Secondary school, at the existing Abbotsfield Secondary school site.**
- 6. Agree that additional agency staff resources at a cost of £84,000 are procured to carry out the proposed Abbotsfield Secondary school feasibility study, as identified in this report.**
- 7. Approve capital release of £845,619 from 2012/13 Schools Urgent Building Condition Works budget to support works at Meadow, Colham Manor and Abbotsfield schools detailed in this report.**

Reasons for decision

Cabinet received an update on the school capital programme and made a number of decisions to progress works at Abbotsfield, Meadow and Colham Manor Schools.

Alternative options considered and rejected

Cabinet could have decided to delay or not progress aspects of the building programme, which would have impacted upon both the Council's and schools' abilities to provide sufficient school places.

Officers to action:

Boe Williams-Obasi and Norman Benn - Planning, Environment, Education and Community 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.

534. AWARD OF CONTRACT: MINET DRIVE CARE AND SUPPORT SERVICE FOR PEOPLE WITH LEARNING DISABILITIES

RESOLVED:

That Cabinet:

- 1. Approves the award of a three year contract to Look Ahead Housing and Care from the summer 2012 for a new care and support service for people with learning disabilities (with an option to renew for two further periods of one year) for the sum of up to £970k (£323k in each of the three years).**
- 2. Approve that the start date of the contract is agreed by the Corporate Director for Social Care Health & Housing, in consultation with the Leader of the Council and the Cabinet Members for Social Services, Health & Housing and Finance, Property and Business Services.**

Reasons for decision

Cabinet agreed to award a contract for a care and support service to people with learning disabilities living within a 12 flat supported housing scheme at Minet Drive.

Cabinet welcomed this decision as part of the Council's major programme of developing supported housing as an alternative to residential accommodation.

Alternative options considered and rejected

Cabinet considered no alternative options as the recommendation put forward was integral to the delivery of the Disabilities Commissioning Plan, previously approved by Cabinet in January 2012.

Officer to action:

Paul Feven, Social Care, Health and Housing

Exempt Information

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535. AWARD OF CONTRACT: PROCUREMENT OF SMALL SWEEPER MACHINES

RESOLVED:

That Cabinet approves both the acceptance of a tender for the supply of 10 Small Sweepers from Johnston Sweepers Limited and a fixed cost maintenance contract for a period of 5 years. The costs of the maintenance contract to be met from existing revenue budgets at an overall fixed cost of £204,590 for the ten vehicles across the five year contract period.

Reasons for decision

Cabinet gave its approval to award the most economically advantageous contract for the supply of 10 Street Sweepers to replace the existing machines operated by Waste Services which were close to the end of their useful life.

Alternative options considered and rejected

Cabinet could have decided not to replace the existing machines, but this would have incurred significant maintenance costs on the existing ones.

Officer to action:

Steve Palmer – Planning, Environment, Education and Community Services

Exempt Information

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536. AWARD OF CONTRACT: SOCIAL CARE AGENCY

RESOLVED:

That Cabinet approve the award of a new two year contract to Pulse Staffing, with the option for a permitted extension of up to a further two years subject to approval, for the provision of Social Care (unqualified), Childcare and Early Years temporary agency workers.

Reasons for decision

Cabinet gave its approval to the award of a contract for the provision of temporary agency workers for Social Care Services, Childcare and Early Years Services from 1st September 2012, based upon the outcome of a tender process to establish the most competitive market rates available, which also delivered substantial savings.

Alternative options considered and rejected

Cabinet could have considered an alternative framework agreement, but this would not have offered the cost benefit or service standards required by the Council.

Officer to action:

Mike Talbot, Central Services

Exempt Information

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537. AWARD OF CONTRACT: REFURBISHMENT OF YEADING LIBRARY

RESOLVED:

That Cabinet agrees to the appointment of Shaylor Group Plc to undertake refurbishment works at Yeading Library in the sum of £335,558 which form part of the Council's Phase IV Libraries modernisation agenda.

Reasons for decision

Cabinet agreed the most economically advantageous tender in order to progress the 'roll out' of the Council's Phase IV Libraries Refurbishment, Enhancement and New Build programme.

Alternative options considered and rejected

Cabinet could have decided not to progress the refurbishment programme.

Officer to action:

Mohamed Bhimani –
Planning, Environment, Education & Community Services

Exempt Information

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538. AWARD OF CONTRACT: SUPPLY OF PLUMBING MATERIALS TO HILLINGDON HOUSING REPAIRS SERVICE

RESOLVED:

That Cabinet accept the tender from Jewson Ltd (trading as Graham Group) for the supply of plumbing materials to the housing repairs operation and award a contract for four years. The total value of the contract is dependent on demand but will not exceed the budget available.

Reasons for decision

Following a mini-competition, Cabinet agreed to accept a tender for the supply of plumbing materials and to award the contract for four years. Cabinet noted that it would support the day-to-day repair and maintenance of the housing stock and the provision of a responsive and quality service to tenants and leaseholders.

Alternative options considered and rejected

Cabinet could have undertaken a further procurement exercise or not accepted the contract for such repairs.

Officer to action:

Grant Walker – Social Care, Health and Housing

Exempt Information

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539. DISPOSAL OF THE FORMER BELMORE ALLOTMENT (PLOT B), BURNS CLOSE, HAYES

RESOLVED:

That the Cabinet:

- 1) Agrees to dispose of the site to Housing Association A, at the price set out in the report as bid by Bidder A.**
- 2) Agrees to delegate all subsequent and further decisions on the sale of this site to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services, in conjunction with the Deputy Chief Executive & Corporate Director for Planning, Environment, Education and Community Services.**

Reasons for decision

Following a previous decision by Cabinet on the matter, further authority was granted by Cabinet in order to progress the property transaction to completion, which would provide for additional affordable housing.

Alternative options considered and rejected

Cabinet could have decided not to complete the transaction, which would have not provided the affordable housing required.

Officer to action:

Boe Williams-Obasi - Planning, Environment, Education & Community Services

Exempt Information

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540. LAND AT THE GRANGE - PINE PLACE - HAYES

RESOLVED:

That Cabinet:

- 1. Accept the offer from the highest bidder, as set out in the report, for the transfer of the land at the Grange, by way of a development agreement, with a condition to build a new community centre on the site, with no subsequent costs to the Council. Following the construction of the community centre, the Freehold of the land subject to residential development will be transferred to the developer, so they can sell-on long leases of the units.**
- 2. Agree that if the highest bidder does not complete, it is not recommended the Council proceed with a sale to next bidder, because it would then have a funding deficit for the community centre of more than £350,000.**

Reasons for decision

Cabinet gave its authority to transfer land surrounding The Grange for a residential development, in exchange for a new community centre to replace the former youth centre. Cabinet welcomed this decision, which would provide for a new centre for the Skylark Community Association and local residents.

Cabinet noted the significant consultation that had taken place with the Skylark Community Association and residents over a number of years in relation to the vacant site, which had finally culminated in this decision.

Alternative options considered and rejected

Cabinet could have decided to sell the whole site for residential development and not provide community centre, but it felt that this would not be in the interests of either the Council or local residents concerned.

Officer to action:

Boe Williams-Obasi - Planning, Environment, Education & Community Services

Exempt Information

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541. VOLUNTARY SECTOR LEASING UPDATE

RESOLVED:

That Cabinet agreed the rents in the report, which were subject to negotiation with the voluntary sector organisations concerned, and instructed the Deputy Chief Executive and Corporate Director of Planning, Environment, Education and Community Services to commission the Borough Solicitor to complete the appropriate rent review memorandum and lease documentation.

Reasons for decision

Cabinet considered applications from voluntary organisations and agreed to let/rent the properties concerned at less than the full market value in accordance with the Council's Voluntary Sector Leasing Policy.

Alternative options considered and rejected

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

Officer to action:

Greg Morrison -
Planning, Environment, Education and Community Services

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

No additional items were considered by the Cabinet.

The meeting closed at 7.36pm

IMPORTANT INFORMATION

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny fully endorsed all of Cabinet's decisions. These decisions will therefore come into effect from 5pm, Friday 4th May 2012.

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REVIEW OF SUPPORT FOR MUSIC

TUITION IN HILLINGDON: *FINAL REPORT OF THE WORKING GROUP*

Cabinet Member	Councillor David Simmonds
Cabinet Portfolio	Education and Children's Services
Report Authors	Cross-Council working – Working Group Members, Tricia Collis, Chris Norman, Mark Braddock, Charles Francis and other officers.
Papers with report	Circulated separately from the main agenda - Final Report of the Working Group (including appendices 1-8)

HEADLINE INFORMATION

Purpose of report	To receive the final report of the Member Working Group chaired by Councillor Judy Kelly, set up to review the delivery of music tuition in Hillingdon and recommend a sustainable way forward for the continuity of high quality music tuition, whilst also putting the Hillingdon Music Service on an even firmer financial footing.
Contribution to our plans and strategies	Putting our residents and their children first Financial Management
Financial Cost	Phase 2 of the review of support for music tuition in Hillingdon and the submission of the BID to the arts Council has been supported by an internal officer team at no external cost to the Council.
Relevant Policy Overview Committee	Education and Children's Services
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. **Thanks all those involved in the review for their efforts and welcomes the fact that one year on, the Hillingdon Music Service is operating with a robust business model and is effective in using the resources available to widen the musical experiences for all children in Hillingdon;**
2. **Supports the report's conclusions and approves all 14 recommendations in the Final Report from the Member Working Group and;**
3. **Endorses Hillingdon's new Music Education Hub status and accepts the award from the Arts Council England of £928,198 over the next three years to deliver high quality music education to the children in the Borough, against the 7 Core priorities of the National Music Plan.**

INFORMATION

On 17th February 2011 Hillingdon's Cabinet considered the Council's budget proposals for 2011/12 and beyond. One of the savings proposals included a reduction of spend and change to the way the Hillingdon Music Service operated. During the preparation of the Council's budget, it was not possible to obtain a reliable breakdown of the current subsidy for the Music Service and so on 24th February 2011, the Council took the positive step of establishing a Working Group to be led by Councillor Judy Kelly, to review support for music tuition in Hillingdon in two distinct phases.

The first phase reviewed the operation and value for money of the Hillingdon Music Service, bringing forward interim proposals to Cabinet in May 2011. These proposals were considered by Cabinet in May 2011 and adopted and quickly put the service on a firmer financial and operational footing.

The second phase was to develop longer-term proposals. This was undertaken in earnest over the summer and autumn of 2011. The Working Group looked thoroughly at alternative options of music provision and met with a wide range of stakeholders to see how music services could be provided in the widest and most sustainable way.

At the same time, the Henley Review and the National Plan for Musical Education were published. These national changes, in addition to changes to funding for music, were taken into consideration by the Working Group and steered the later part of the review.

Cabinet will be pleased to note that Hillingdon is to be one of the 122 new Music Education Hubs following the Arts Council England recent announcement and has been awarded £928,198 over the next three years to deliver high quality music education to the children in the Borough, against the 7 Core priorities of the National Music Plan.

The Working Group's activity

The Working Group met on eight occasions to deliver its final Terms of Reference:

To review alternative methods of delivering music tuition in Hillingdon and produce a second report to Cabinet with options / recommendations as to how good quality music tuition can be delivered on a cost effective, sustainable basis.

The Working Group structured its review into 8 different themes as set out below:

- 1 Update on Phase 1 implementation & agreeing the structure for Phase 2
- 2 Information gathering – what data do we need?
- 3 Possible alternative means of music provision and approaches taken in other areas
- 4 Engaging with local stakeholders
- 5 Update on the national picture
- 6 Widening access to music & linking music tuition with Hillingdon's wider performing arts and cultural offer
- 7 Widening access to music & linking music tuition with Hillingdon's wider performing arts and cultural offer - second meeting
- 8 Finalising the Working Group's proposals

The Working Group received information reports and sought valuable evidence from external witnesses, music experts and partner organisations involved in the delivery of Music Services

within and outside the Borough. The information gathered was also referenced against the seven core priorities that the Hillingdon Music Service will be required to deliver against the national Grant received.

This enabled the Working Group to ensure that any recommendations contained in their report were robust and provided the Music Service with firm foundations for the future.

The Working Group is now in a position to report to Cabinet and their final report and appendices are summarised below and attached for information.

Working Group Conclusions

Members of the Working Group concluded that:

1. Now one year on, the Music Service is operating to a robust Business model and is effective in using the resources available to widening musical experiences for all children in Hillingdon.
2. Retaining an in-house model of provision was the preferred option at least in the next three years and the life of the current NPME grant
3. The National Plan for Music Education has identified the Local Authority as the lead partner for the Hillingdon Music Education Hub. It will be essential for the Council to establish and develop partnerships going forward
4. New Governance Arrangements, stakeholders, the Friends and partners have a key role to play in supporting the Music Advisory Group (task and finish groups) and fund raising which will have a role in the music hub.
5. Widening access is a complex task with a broad horizon. To do this effectively the Council will need to look at a variety of socio-economic and ethnic data as well as acknowledge the opportunities afforded by a wide spectrum of musical styles and genres.
6. The Music Service will need to continue seeking opportunities to be supported by the Council through more efficient and flexible use of council accommodation and a further review of overhead costs.

Working Group Recommendations

Members agreed to put forward the following 14 recommendations to Cabinet:

Operation

1. That Cabinet be asked to retain the management of the provision of music offered by the council in-house, within the education division to ensure that the service has effective strategic and operational management which enables it to deliver council priorities and the National Plan for Musical Education (NPME)
2. That Cabinet be requested to ask Officers to develop and lead the Hillingdon Music Education Hub, engaging a wide range of partners as required by the NPME.

3. That Cabinet be requested to instruct officers to deliver the seven core priorities as set out in the NPME, resourced through the acquisition of the associated grant to ensure the provision of a wide range of progressive and diverse musical experiences for all of Hillingdon's children and young people.
4. That officers be requested to develop an effective and efficient management and staffing structure that supports and develops all the core priorities and is flexible to meet the developments of the Hillingdon Music Education Hub and the widening of the community and partner performing opportunities for all children in Hillingdon.
5. That Cabinet be requested to instruct Officers to complete the installation of a new data system to ensure that the required quality monitoring and reporting of activity against the NPME Grant is robust and achieved. In addition, providing easy access and on-line communication for parents, maximising the use of google.

Governance

6. That officers implement the governance model as agreed by the Leader in early 2012, developing it to meet the needs of the Hillingdon Music Education Hub as it develops over the next 3 years

Value for Money

7. That Cabinet be requested to instruct officers to seek opportunities where possible with the Council for suitable accommodation and financial resources
8. That Cabinet be asked to agree a bursary system to support children to engage and progress in musical experiences even when family income is limited.
9. That Cabinet be requested to agree to apply an out of borough fee for children not living or attending a Hillingdon school, in line with the Council's 'Hillingdon First' Policy, reporting back on the proposed fees to the next budget monitoring report to cabinet
10. That Cabinet be asked to hold the current fees for 2012-13, following the 20% rise in 2011/12, which brings Hillingdon fees in line with other councils including the concessionary rate and then review these in line with the Council's priorities in 2012/13.
11. That Officers be requested to review the resources held by the Music Service and expand the Rental scheme for instruments to include rent to buy in line and the core priority of the NPME
12. That Officers be requested to review the procurement and maintenance of musical instruments, in addition to maintaining a current log of all musical instruments, music and associated equipment held by the Council.

Marketing and Publicity

13. That Cabinet instructs the Head of Corporate Communications to ensure marketing and publicity are fully embedded within the Council's communications strategy.

Widening Access

14. To promote full opportunities for all, that Officers be requested to identify suitable venues and musical opportunities throughout the Borough in order to maximise and support access for all children.

Implementation

Officers in the Planning, Environment, Education and Community Services will be charged with implementing the Working Group's recommendations swiftly upon Cabinet approval.

Financial Implications

The actions taken to implement the structures and improvements identified through Phase 1 of the review continue to ensure that the savings required of the music service through the Medium Term Financial Forecast (MTFF) remain on track to be delivered in full. These savings can be sustained through the development of local music education hub status in line with the approach and funding set out in the National Plan for Music Education.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

To provide for the final arrangements of the Working Group for the Hillingdon Music Service, providing greater assurances to pupils, parents and families that currently receive music tuition.

Consultation Carried Out or Required

The Working Group received oral and written evidence from a variety of Officers and external partners and stakeholders involved in music provision as detailed in the review report.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate finance can confirm the financial implications are in line with the MTFF strategy.

Legal

By sections 455 and 456 of the Education Act 1996, the Council is permitted to charge for the provision of extra-curricular music tuition, provided that the charges levied do not exceed the cost to the Council of providing the service. There is, however, no obligation on the Council to provide such music tuition or to subsidise the cost of the Service.

Under the Council's Constitution the Cabinet has the appropriate powers to agree the recommendations proposed at the outset of this report. There are no other significant legal implications arising out of this report to bring to Cabinet's

BACKGROUND PAPERS

A significant amount of oral and written evidence, including background papers, is set out in the appendices of the Final Report.

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THE NATIONAL PLANNING POLICY FRAMEWORK AND ITS IMPLICATIONS FOR HILLINGDON

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Jales Tippell
Papers with report	Appendix One: Summary of Main Policies in the National Planning Policy Framework

HEADLINE INFORMATION

Summary	This report summarises the National Planning Policy Framework published by the Department for Communities and Local Government on 27 th March 2012 and notes its main implications for Hillingdon.
Contribution to our plans and strategies	The National Planning Policy Framework consolidates previous sets of national planning policy statements, guidance notes and circulars into a single document. It directly affects the preparation and implementation of Hillingdon's planning policies, including the existing Unitary Development Plan Saved Policies and those in the emerging Local Development Framework.
Financial Cost	No financial implications arise directly from this report
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

RECOMMENDATION

That the Cabinet:

Notes the publication of the National Planning Policy Framework and its policies as summarised in this report, and also its implications for Hillingdon.

INFORMATION

Reasons for recommendation

On 27th March 2012 the Department for Communities and Local Government published the National Planning Policy Framework (NPPF). It consolidated previous sets of national planning policy statements, guidance notes and circulars into a single document and came into

immediate effect. Members should be aware that the Framework now sets the strategic context for drafting new local planning policies in the emerging Local Development Framework and the implementation of existing local policies when determining planning applications. This report summarises the main implications for Hillingdon of the publication of the final Framework.

Alternative options considered / risk management

The Cabinet may wish to:

1. note the implications of the publication of the final National Planning Policy Framework without further comment ; or
2. make any further representations to central Government that they consider appropriate.

This second option is unlikely to influence the Government's implementation of the NPPF.

Policy Overview Committee comments

None at this stage.

Supporting Information

Background

1. In September 2011 the Cabinet considered the Government's draft National Planning Policy Framework, which had been published for consultation purposes. At that time the Cabinet agreed to submit a response to the consultation, expressing a number of concerns. On 27th March the Government published its revised National Planning Policy Framework.
2. The Framework is divided into sections dealing with:
 - a) Achieving sustainable development
 - b) Plan making
 - c) Decision taking
3. The Framework also includes a set of annexes which detail how the NPPF is to be implemented; define various terms used; and list previous national planning policy statements, guidance notes and circulars which have been immediately replaced.
4. The NPPF is a radical departure from previous national planning policy. It replaces all previous Planning Policy Statements and Planning Policy Guidance with a single, 59 page document (including annexes). The key message from the outset is that the purpose of planning is to promote sustainable development. A 'golden thread' running through the NPPF is its 'presumption in favour of sustainable development'. It states that proposed development which is sustainable should be supported by the planning system and go ahead without delay in the interests of national economic growth. Amongst its policy proposals the Framework states that:
 - a) Local plans continue to prevail in the planning process when considering any development proposal, providing they are sound, have been adopted and are consistent with the NPPF. Planning will remain plan-led with the local plan (the Local Development Framework) at the heart of the planning system. It is a legal requirement to make decisions in line with the local plan.

- b) The NPPF took immediate effect on its publication on 27 March 2012. However, for the next 12 months planning authorities can give weight to relevant policies adopted since 2004 even when there may be a limited degree of conflict with the NPPF.
- c) The NPPF contains a balanced definition of sustainable development, which is something which Hillingdon requested in its response last year to the draft NPPF. The Government has taken a definition already used in the UK Sustainable Development Strategy *Securing the Future* (also known as the Bruntland definition). There are five guiding principles: living within the planet's environmental limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly.
- d) The NPPF also identifies three dimensions to sustainable development: economic, social and environmental. Members will recall that the previous draft NPPF gave little weight to social and environmental matters.
- e) There is now a general presumption in favour of granting planning permission, provided the development is sustainable, in cases where local planning policies are either out of date or absent, silent or indeterminate about a particular type of development.
- f) Local plans should meet objectively assessed development needs, with sufficient flexibility to adapt to rapid change, unless this would significantly and demonstrably outweigh the benefits when assessed against the NPPF policies as a whole or a specific policy in the NPPF indicates that development should be restricted (e.g. development proposed on Green Belt land, Sites of Special Scientific Interest, National Parks and other protected sites).
- g) Local Plans must contain a housing trajectory to show how they intend to provide housing over the plan period covered and describe how they will maintain a five-year land supply for housing to help meet their housing target.
- h) Office development is now included as a main town centre use, unlike the 2011 draft NPPF. Proposals for offices and other main town centre uses outside a town centre require sequential site assessments and impact assessments, taking account of their transport implications, etc. There is a requirement for applicants and planning authorities to demonstrate 'flexibility' on issues such as format and scale when applying the sequential approach.
- i) Councils should prioritise the use of previously developed land ('brownfield land') provided that it is not of high environmental value. The national target of developing 60% of all new homes on "brownfield" land has been removed. It will now be for Councils to identify suitable development sites based on local circumstances.
- j) Councils are also free to set their own (non-residential) car parking standards based on local considerations. They no longer need to keep to the maximum national standards set out in PPG 13.
- k) Councils are asked to consider the availability and viability of local community facilities as part of the plan making process and to develop policies to prevent their unnecessary loss.
- l) Councils can set their own building sustainability requirements providing these comply with the Government's zero carbon buildings policy and adopt nationally described standards.

m) Whilst the NPPF has significantly streamlined the policies in the existing Planning Policy Statement 5 on the Historic Environment, greater detail has been included than was the case with the 2011 draft NPPF and officers believe this is beneficial.

5. The Framework is intended to make overarching national planning policy priorities simpler and more easily understood by the public and other planning service users. It aims to make it easier for all stakeholders to understand how the Council's local planning policies put into effect those national priorities in order to achieve objectives such as more sustainable development, better design and economic growth.

6. Alongside publication of the National Planning Policy Framework, the Government also published a Technical Guidance note setting out detailed guidance from the previous Planning Policy Statement 25 on flood risk assessments and from previous mineral planning policy statements and guidance notes intended to supplement the strategic guidance given in the NPPF. It wishes to retain this guidance, "...as an interim measure pending a wider review of guidance to support planning policy...". The note sets out detailed requirements for flood risk assessments and notes important criteria which should particularly be taken into account with proposals for mineral workings, e.g. dust and noise emissions, stability of workings, restoration and aftercare of sites.

Key Implications for Hillingdon

i) Sustainable Development

7. As with the 2011 draft NPPF, the final Framework continues to give great emphasis to economic growth that can be sustained. It now makes clear that this will not be acceptable at all costs; quality growth is to be the objective and development should be judged against the policies contained in the NPPF as a whole. The need for sustainable development has been reported in the press as a key feature of the NPPF. However, it is something which can be traced back through a long-standing series of planning acts. What is new and uncertain with the NPPF is the balance which will be struck in future planning decisions and appeals between economic development needs and other social and community objectives.

ii) Housing Development

8. The borough already has a clear five-year supply of housing land maintained in its Annual Monitoring Reports and a housing trajectory in the draft Core Strategy in line with the requirements of the NPPF. It has also undertaken cross-boundary planning of future housing capacity by its involvement in the preparation of the West London Strategic Housing Land Availability Assessment that is required for preparation of the London Plan. Detailed housing needs and the provision of affordable housing will be key aspects of the preparation of later parts of the Local Development Framework (LDF), the Site Allocations and Proposals Map development plan documents. The NPPF also notes at paragraph 51 that "...councils should normally approve planning applications for changes to residential use from commercial buildings...where there is an identified need for additional housing in that area, provided that there are not strong economic reasons why such development would be inappropriate.". This is primarily aimed at encouraging changes of use of unused floors above shops in town centres to bring them into residential use. In Hillingdon work on the preparation of a Development Management development plan document will include a review of town centre boundaries. This will be an opportunity to identify areas in the borough where the Council will not permit changes

to residential use from commercial buildings. This will be in the interests of maintaining the vitality and viability of a centre, in order to maintain a mix of commercial accommodation to allow other uses such as small service office uses to remain located there.

iii) Natural and Historic Environment

9. Greater significance is now given to maintaining and enhancing the natural and historic environment. Officers consider that the Framework does provide a better national planning policy base than the 2011 draft with which to protect the historic environment, which is considered important in Hillingdon for regeneration, sustainability, leisure and tourism. Whilst the Government has made clear that it will be reviewing past detailed planning guidance, it remains to be seen what further detailed policies will be published on natural and historic heritage matters to further support the NPPF. At present officers remain concerned that as with the 2011 draft NPPF, the policies in these areas remain insufficient to support effective conservation work.

iv) Car Parking Standards

10. Officers welcome the removal of the minimum parking standards from the NPPF, which were previously included in Planning Policy Guidance Note 13. This will allow the Council to set a range of different standards for different types of uses across the borough, depending upon the availability of good public transport and the character of the local area when it drafts a Development Management Policies Development Plan Document as a later part of the LDF. However, in London it will remain the case that individual boroughs are not completely free to set their own standards according to local circumstances, because their standards will still need to generally conform to those in the London Plan.

v) Cross-Boundary Co-Operation

11. The NPPF concentrates on planning policies rather than wider regional spatial planning objectives. It remains unclear how London-wide planning policies will inter-relate with those of the wider surrounding South East region, e.g. regarding the priority to be given to infrastructure provision, and the ramifications that this might have for local planning policies, especially in boroughs like Hillingdon which border a neighbouring region. The Framework simply expects local councils to co-operate on matters of mutual cross-boundary planning interest.

vi) Hillingdon's Core Strategy

12. The NPPF states that Local Plans should be:
- a) Prepared positively - based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;
 - b) Justified – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
 - c) Effective – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
 - d) Consistent with national policy – the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.

13. Officers are of the view that Hillingdon's draft Core Strategy is consistent with the policies in the final NPPF, taking forward the development strategy objectives of the London Plan and it is based on an objective assessment of its future development needs with a wide-ranging evidence base. What the NPPF has done is to re-iterate previous advice in planning policy statements that councils need to maintain relevant, up-to-date evidence base information for their areas in order to draw up development plans and make properly informed planning decisions.

14. Members will be aware that a first stage of the Examination in Public for the Core Strategy was held between 13-15 March, 2012. Following publication by the Government of two policy statements: Planning Policy for Traveller Sites (26th March) and the National Planning Policy Framework (27th March), the Inspector has amended the Examination Programme. This is to ensure that the Council and representors have a sufficient period of time to consider whether the policies and proposals in the Core Strategy are now consistent with these statements. The Inspector has deferred further hearing sessions until 30 and 31 May, 2012. These will discuss the Retail Capacity Study and any other matters arising from further representations on the Government's policy statements.

15. Officers anticipate that unless there is the need for further hearing sessions, the Inspector will then prepare his report and recommendations on the Core Strategy and release this to the Council during early July. The Council will need to consider whether any further consultation is required on proposed modifications to the Core Strategy and hold this as soon as possible for a six-week period. Provided no further issues arise, the Council will then be able to formally adopt the Core Strategy in the autumn.

vii) Neighbourhood Plans

16. The Government's proposals for Neighbourhood Plans have a stated objective to encourage residents and businesses to set the planning agenda for their immediate local areas. However the NPPF also states at paragraph 184 that Neighbourhood Plans must conform with the strategic needs and policies of the wider local area and must be in general conformity with the strategic policies of the Local Plan. For this reason it stresses the importance of bringing forward local plans as quickly as possible.

17. It goes on to say that neighbourhoods will have the power to promote more development than is set out in the strategic policies of the Local Plan. Paragraph 185 states that once a neighbourhood plan is made and is in general conformity with the Local Plan, the policies it contains take precedence over existing policies in the Local Plan for that neighbourhood, where they are in conflict.

18. The implications of this for Hillingdon are that it will be particularly important for the Council to bring forward other supporting parts of its Local Development Framework once a Core Strategy is adopted in order to have a firm basis for local planning objectives. The Site Allocations, Proposals Map and the Development Management Development Plan Documents will help set out clear local strategic objectives for the borough as a whole, on which later neighbourhood plans can come forward and set out any detailed local emphasis on particular issues.

19. In January 2012 the Cabinet considered the Government's consultation on the draft Neighbourhood Planning Regulations and agreed a consultation response for submission. It

also instructed officers to facilitate four workshops across the borough after the regulations come into force. The Neighbourhood Planning Regulations came into force on 6th April 2012 and they set out the procedures by which groups can apply for designation of a neighbourhood area and a neighbourhood forum, as well as proposing neighbourhood development plans. They also include the rules for preparing neighbourhood development plans and neighbourhood development orders. Given the high priority required to get the Site Allocations, Proposals Map and the Development Management Development Plan Documents in place, officers would suggest that the workshops be held in the autumn/winter of 2012.

viii) Supplementary Planning Guidance

20. The Framework notes at paragraph 153 that Supplementary Planning Guidance should be used where it can help applicants make successful applications or aid infrastructure delivery. It should not be used to add unnecessarily to the financial burdens on development. In Hillingdon, supplementary guidance such as that covering detailed local building design and access issues have proven to be particularly useful. When using this guidance and when considering bringing forward future guidance in support of the LDF, the Council will need to ensure it meets with the NPPF requirements and does not imply an unnecessary burden on developers.

Conclusions

21. Officers remain concerned about the ambiguity of the wording used throughout the Framework and its lack of practical advice to developers, communities and local authorities. The language is often highly subjective, with paragraph 63 providing a good example. This requires Local Authorities to give 'great weight to outstanding or innovative design'. This type of imprecise language is used throughout the document. It will invoke much subjectivity and differing opinions in interpretation, and may result in a return to 'planning by appeal', given the absence of more detailed planning policy requirements and standards.

22. After 27th March 2013 the NPPF states that existing plans will be given weight according to their degree of consistency with the NPPF. In the meantime, there will continue to be full weight given to policies adopted since 2004, even when there may be a limited degree of conflict with the NPPF. The implications of this in Hillingdon are that it will be particularly important for the Council to bring forward its Site Allocations, Proposals Map and the Development Management Development Plan Documents in order to have a firm basis for local planning objectives. These documents are essential to provide a firm basis for neighbourhood plans to come forward and set out any detailed local emphasis on particular issues.

23. Whilst the Government appears to have listened to some of the key concerns of Hillingdon and others and it has incorporated a clearer definition of sustainable development and recognised the value of the natural and built environment, the overriding message in the NPPF is to attach much significance to economic growth and housing issues. The NPPF therefore has a rather split personality because on the one hand it promotes the involvement of local communities in preparing neighbourhood plans in order to 'shape' the development in their areas and on the other hand, it actively encourages growth and economic development. For local councils, this is likely to generate a conflict between attempting to deliver sustainable development with local community support, and delivering economic and housing growth.

24. It is still unclear how the Framework is intended to relate to other national policy statements, e.g. the forthcoming Aviation Framework Document. The Framework purports to be the keystone for national planning policy, and yet it does not state how much growth is to be delivered nationally, where and how, including developments of inter-regional/national importance. Nor does it include policies on items of major infrastructure, such as transport, health and education to guide national infrastructure investment, i.e. to inform investment and spending across Government. Without such spatial strategic policies and guidance, the Framework lacks a clear long term vision.

Financial implications

No direct financial implications arise from the recommendations of this report. As the impact of the framework becomes clearer any emerging financial issues will be tracked through the Council's Medium Term Financial Forecast (MTFF) process.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The introduction of the new Framework (with the accompanying deletion of existing national planning policies and guidance) forms the overarching national planning context within which Londonwide and borough planning policies operate. It is highly significant for future development in the borough in that it sets the strategic context for drafting future local planning policies and for implementation of existing local policies when determining planning applications.

Consultation Carried Out or Required

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

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications as stated.

Legal

The National Planning Policy Framework ("NPPF") was published and came into effect on the 27 March 2012. It replaces all previous Planning Policy Statements and Planning Policy Guidance documents which are now consolidated into one document, the NPPF.

The NPPF is a material planning consideration and will need to be taken into account when determining all planning applications within the Borough. The London Borough of Hillingdon's emerging Local Plan will also need to conform to the requirements of the NPPF.

Corporate Property & Construction

The Corporate Landlord has reviewed this report and confirms that there are no direct asset or property implications for the Council arising from this recommendation.

BACKGROUND PAPERS

Draft National Planning Policy Framework published by DCLG, 25th July 2011

Cabinet report on 29 September, 2011 - Draft National Planning Policy Framework: Response to the Department of Communities & Local Government

National Planning Policy Framework published by DCLG, 27th March 2012

Technical Guidance to the National Planning Policy Framework published by DCLG, 27th March 2012

APPENDIX ONE – Summary of Main Policies in the National Planning Policy Framework

Section	Paragraphs	Notes
Introduction	2, 3, 4, 5	Planning law requirements, EU obligations and statutory requirements; travellers sites; waste applications
Achieving Sustainable Development	Blue box below 5, 6, 7,10	Bruntland definition of sustainable development used five guiding principles plus three dimensions to sustainable development: economic, social and environmental; taking local circumstances into account
Presumption in favour of sustainable development	11, 12, 13, 14	<p>Presumption in favour of sustainable development (unless material considerations indicate otherwise) for decision-taking means:</p> <ul style="list-style-type: none"> • approving development proposals that accord with the development plan without delay; and • where the development plan is absent, silent or relevant policies are out of date, granting permission unless: <ul style="list-style-type: none"> - any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole; or - specific policies in the Framework indicate development should be restricted (e.g. Green Belt land)
Core planning principles	17	Core principles include: high quality design and amenity; protect Green Belts; encourage use of renewable resources; conserve heritage assets; promote vitality of urban areas; prioritise use of brownfield land; promote mixed use development and sustainable transport
Ensuring the vitality of town centres	24, 25, 26, 27	Sequential test for retail, leisure and office proposals outside town centres. Default threshold for impact assessment is 2,500 sq

Section	Paragraphs	Notes
		ms. Glossary gives definitions of 'Town Centre', 'Edge of Centre', 'Out of Centre', 'Main Town Centre Uses', 'Primary shopping area' and 'Primary and secondary frontages'
Promoting sustainable transport	32, 34, 35, 36	Para 36 notes the importance of Travel Plans
Supporting high quality communications infrastructure	43, 44, 45, 46	Telecommunications guidance now relies on this short section
Delivering a wide choice of high quality homes	49, 50, 51, 52	Covers mix of housing, size, type, tenure and affordable housing, off-site housing provision and changes of use of former commercial premises to residential use
Requiring good design	58, 60, 61,62, 63, 64, 65, 66, 67, 68	Outdoor advertisements: 67 Area of Special Control Order: 68
Promoting healthy communities	69, 70, 74	Wide-ranging short section covering community/social facilities, safety and access, public realm
Protecting Green Belt land	87, 88, 89, 90, 91	No change from previous policies. Carries through from PPG2
Meeting the challenge of climate change, flooding and coastal change	95, 96, 98, 99, 100, 101, 102, 103, 104	Flood risk assessment, Sequential and Exception Tests for proposals in flood risk zones. See also Technical Guidance to the National Planning Policy Framework, March 2012 which provides additional guidance on development in areas at risk from flooding and in relation to mineral extraction. The guidance retains key elements of PPS 25 as

Section	Paragraphs	Notes
		an interim measure
Conserving and enhancing the natural environment	109, 111, 118, 119, 120, 121, 122, 123, 124, 125	Brownfield land first policy: 111; conserve/enhance biodiversity: 118; development requiring Birds or Habitats Directives assessment: 119; pollution and land instability: 120; noise: 123; air quality: 124; light pollution: 125
Conserving and enhancing the historic environment	128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 140, 141	Covers conservation areas, listed buildings, 'heritage assets'
Facilitating the sustainable use of minerals	144, 148, 149	The accompanying technical guidance note issued on flood risk and minerals also needs to be referred to
Local Plans	150	Planning decisions must accord with the development plan – Section 38(6) of the Planning and Compulsory Purchase Act 2004
Using a proportionate evidence base	173	Ensuring viability and deliverability – the economic value of schemes
Decision – taking	186, 187	Again puts emphasis on granting permission where possible, negotiating with applicants to achieve sustainable schemes
Pre-application engagement and front loading	188, 189, 191, 192, 193, 194, 195	Re-iterates need for pre-application discussions plus considering use of planning performance agreements
Determining applications	196, 197, 198	Paragraph 197 re-iterates the presumption in favour of sustainable development

Section	Paragraphs	Notes
Tailoring planning controls to local circumstances	200, 201	Covers Article 4 directions
Planning conditions and obligations	203, 204, 205, 206	Takes forward three of the five original tests for planning obligations
Implementation (Annex 1)	208, 210, 211, 212, 214, 215, 216, 219	The NPPF takes effect from 27 March 2012. This section gives councils 12 months to update their plans and existing policies to be consistent with the NPPF, during which time 'full weight' may be given to relevant policies adopted since 2004, even if there is a limited degree of conflict with the NPPF.

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UPDATE ON TOWN CENTRE REGENERATION IN HILLINGDON

Cabinet Member(s)	Councillor Douglas Mills
Cabinet Portfolio(s)	Improvement, Partnerships and Community Safety
Officer Contact(s)	Jales Tippell, Head of Transportation, Planning Policy and Community Engagement
Papers with report	None

1. HEADLINE INFORMATION

Summary	<p>This report provides an update on town centre regeneration within Hillingdon and in particular, progress on improvements within the three town centres which are the focus for regeneration, namely Hayes, Ruislip Manor and Northwood Hills.</p> <p>Cabinet approval is being sought for delegated authority to approve the grant agreement with the Greater London Authority in order to deliver the programme of improvements for Ruislip Manor and Northwood Hills town centres, following a successful £2.7m grant award to Hillingdon.</p>
Contribution to our plans and strategies	Sustainable Community Strategy Sustain, Renew & Prosper: The Hillingdon approach to regeneration 2011-2016
Financial Cost	The Greater London Authority grant award of £2.7m during financial years 2012/13 and 2013/14 is to be matched by capital and revenue funding from Council and other sources estimated at £1.16m
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	Botwell and Townfield (Hayes Town Centre) Manor (Ruislip Manor Town Centre) Northwood Hills

2. RECOMMENDATION

That the Cabinet:

- 1) **Notes the progress on the 'Total Approach' to town centre regeneration, endorsed by Cabinet June 2011**
- 2) **Welcomes the announcement of a grant award of £2.7m from the Greater London Authority (GLA) for the implementation of specific regeneration proposals for Ruislip Manor and Northwood Hills town centres.**
- 3) **Grants delegated authority to the Director of Planning, Education, Environment and Community Services to agree, in conjunction with the Cabinet Member for Improvement, Partnerships and Community Safety, to approve the grant agreement with the Greater London Authority in order to deliver the programme of improvements for Ruislip Manor and Northwood Hills town centres.**

Reasons for recommendation

The Council has been successful in being awarded funding by the GLA to carry out town centre improvements in Hayes, Ruislip Manor and Northwood Hills town centres. Improvements have been delivered in Hayes with the benefit of the Mayor's funds and approval is now required to enter into a formal agreement with the GLA to deliver the programme of improvements for Ruislip Manor and Northwood Hills town centres.

Alternative options considered / risk management

The Cabinet could decide not to accept the £2.7m grant award from the Greater London Authority but this would be a missed opportunity to bring significant investment into two of Hillingdon's smaller district centres, Ruislip Manor and Northwood Hills, at a time when town centres generally are struggling.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

Supporting Information

Hillingdon's 'Total Approach' to town centre regeneration

- 3.1 Sustain, Renew, and Prosper' the Hillingdon approach to regeneration 2011-2016 was endorsed by Cabinet in June 2011. This aimed to encourage a total approach to appropriate growth, viability and regeneration of town and neighbourhood centres in Hillingdon.
- 3.2 The 'Total Approach' is intended to support independent traders by bringing together all the elements of a successful town centre such as:
 - A raised profile and an improved public image;
 - Wider use and increased spending within local centres;
 - Lower crime and anti-social behaviour;

- A more successful mixed-use economy with a range of goods and services;
- Easy access to parking, especially short-stay such as Stop and Shop.

3.3 There are four key elements to the 'Total Approach' which are:-

- investment in the public realm, which may include new parking measures, and/or improvements to footpaths and streets, street signage, street lighting and landscaping;
- improvements to shop fronts (by means of grant assistance to independent traders). This has been successfully piloted in Hayes town centre and will be rolled out to Ruislip Manor and Northwood Hills town centres;
- providing commercial expertise to independent traders, such as on visual merchandising and customer service through the council's partnership with International Visual who are specialists in this area, and
- providing a retail apprenticeship scheme for traders through the Uxbridge College Employer services unit.

3.4 The 'Total Approach' to town centres was also intended to ensure a co-ordinated approach to maximising the value of Council and external investment to deliver improvements to our town centres.

3.5 A dedicated town centre information and news webpage has been set-up on the Council's website at www.hillingdon.gov.uk/towncentres to provide updates on how the 'Total Approach' is progressing across Hillingdon's town centres. This includes updates for the three town centres of Hayes, Ruislip Manor and Northwood Hills which are the key focus for activities in 2012/13 and 2013/14, and also Yiewsley and West Drayton, where major works are underway.

The Mayor of London's Outer London Fund

3.6 The Mayor of London launched Round One of his Outer London Fund (OLF) on 13th June 2011, allocating £10m on initiatives to improve the character, quality and vitality of high streets focussing on the often overlooked suburbs and particularly areas of London benefiting least from investment in Crossrail and/or the Olympic development. Hillingdon officers worked with key local stakeholders to submit an application for Hayes town centre to meet the GLA deadline of 18th July 2011. In August 2011 the Mayor announced that Hayes town centre was successful in securing £240,000 (£200K capital and £40K revenue) from the OLF, and these funds have been invested primarily in shopfront improvements and upgrading the shop forecourts.

3.7 Round Two of the OLF was announced by the Mayor of London in July 2011. The objective of the fund is to strengthen the vibrancy and growth of high streets and their environs through capital initiatives. By working in partnership with key local stakeholders, Hillingdon officers submitted two separate bids, (i.e. for Ruislip Manor and Northwood Hills) to meet the GLA deadline of 14th November 2011. Whilst these two bids were unsuccessful through the OLF process, the Council successfully secured a 2-year grant award totalling £2,735,731 (£2,599,231 capital and £136,500 revenue) from the GLA's regeneration funds to deliver a range of visible and lasting improvements to Ruislip Manor and Northwood Hills town centres, in particular public realm works, improvements to shop fronts and uses for empty shops, and town centre branding and signage. The award of this grant was noted at the full Council meeting on 23rd February

2012. The award is subject to a formal grant agreement, which is to be executed as a deed. A draft agreement is expected from the GLA soon.

The Mary Portas Review

- 3.8 In May 2011 the Department for Communities and Local Government (DCLG) appointed Mary Portas to undertake a review of English high streets. Portas published her report in December 2011 and in March 2012, the Government published its response to her recommendations within their 'Portas-Plus' plan.
- 3.9 The Portas review helped to identify what Government, local authorities, businesses and communities can do collectively to create prosperous and sustainable town centres. The review included recommendations for easier parking, bringing empty shops back into use, markets and events and improved town centre branding and promotion. Many of these initiatives and activities are already planned or underway within Ruislip Manor, Northwood Hills and Hayes town centres.
- 3.10 The DCLG invited applications by 30th March 2012 for town centres to become 'Portas Town Team Pilots' to test the proposals within the Portas review. Funding of up to £100K is available to support twelve national pilots with the successful bids being announced in early June. Following considerable interest in the initiative, the Government launched a second round on 30th March 2012 for a further twelve Portas pilots, with a deadline for submissions by the end of June.
- 3.11 Hillingdon officers worked in partnership with key local stakeholders to prepare an application and a Portas Pilot application titled 'Made in Hayes' was submitted at the end of March on behalf of the Hayes Town Partnership. This application focussed on the street markets recommendations within the Portas review. The application was supported by key partners such as the Greater London Authority, Hayes Town Business Forum and Uxbridge College in addition to significant commercial investors such as the Cathedral Group, owners of the 18-acre former EMI site. An announcement regarding the successful bids is expected in May 2012.

The Government's High Street Innovation Fund award to Hillingdon

- 3.12 The Government's response to the Portas review on 30th March 2012 included an announcement of a £10m funding package for one hundred local authorities across the country, each receiving £100,000 (including Hillingdon). Whilst the Government wants local authorities to focus this funding on supporting empty properties on local high streets and to support areas affected by the August 2011 riots, it has not ring fenced the funds for this specific purpose.

Progress in Hayes Town Centre

- 3.13 The Outer London Fund award for Hayes has been invested in;
- shopfront improvements
 - upgrading shop forecourts and
 - undertaking a study of transport options in the town centre.
- 3.14 In addition to the OLF award, the Hayes shop front improvements scheme has been supported by the Council's capital funds. When applications for the Hayes shop front

grant programme closed on 31st March 2012, 41 enquiries had been received of which 36 (34 shop fronts and 2 upper floor frontages) were progressed to grant offers. At the completion of all works on 30th April 2012, the value of grants awarded totalled £166,738 of which £100,042 was funded directly from the Outer London Fund grant to Hayes and £66,696 funded through the town centre capital budget. The retailers themselves contributed just under £67,000 towards the total cost of the shop front improvements.

- 3.15 Feedback on the shopfront initiative has been very favourable from the independent traders within Coldharbour Lane and Station Road. The impact of these improvements has also been reported favourable in the local media. Local businesses have requested a second round shopfront grant programme using the Council's town centre capital funding and the feasibility of this is currently being looked at.
- 3.16 The OLF funds have also been used to resurface approximately 968 sq m of private shop forecourts in Coldharbour Lane, including the provision of new drainage channels and improved accessibility to and from the shops and along the pavement areas. The improvements include an iconic shop number design, so that every property can be easily identified.
- 3.17 The OLF award was also used to fund an Urban Design Study, which primarily looked at parking and traffic management issues in the town centre, including the option of opening up the town centre for through traffic. This work was considered necessary to support a future Step 1 Major Scheme submission to Transport for London (TfL) to secure funding for the design development and consultation required to progress a Major Schemes bid for Hayes Town Centre in the summer 2012.
- 3.18 This Major Schemes bid is likely to be in excess of £4m. It will encompass a wide range of public realm improvements, which will include reconfiguration of the existing highway, landscaping and street lighting, together with the associated detailed design and consultation on the preferred options for parking and traffic management. The criteria for acceptance by the Mayor of London includes the use of high quality materials in line with the objective of creating a revitalised town centre.
- 3.19 The TfL Major Schemes programme is a separate budget from the Local Implementation Plan programme, and comprises a sum of around £24M per annum across Greater London. Bids for funding follow a special dedicated process of in-principle agreement and stepped approval 'gateways', and announcements on the successful bids are made by the Mayor of London every December. In order for the Council to be able to considered for scheme development funding in the coming round, this will necessitate the submission of a bid by September this year.
- 3.20 There is an ideal opportunity to integrate these Major Scheme improvements with the complementary proposals associated with the redevelopment of Hayes and Harlington station through the Crossrail project. Officers have already begun in-principle discussions with TfL management to facilitate the development and submission of a Major Scheme bid, which if supported will be subjected to appropriate member reviews and approvals prior to formal submission.
- 3.21 If the 'Made in Hayes' Portas Pilot application is successful, officers will work with local businesses and other partners to deliver a programme of street markets and events in

Hayes. In the event that the application is unsuccessful, officers will continue to investigate other opportunities to secure improvements in Hayes town centre.

Progress in Ruislip Manor

3.22 Ruislip Manor was awarded £1,402,284 from the GLA's Regeneration Funds in order to build on the Manor's Metro-land heritage with a vision to transform the area to attract more people to make full use of the shops and facilities on their doorstep, spending more time in the Manor. The proposals include structural improvements to reinstate and emphasise the 1930s shop front architecture, which is a Manor feature, making the most of the Manor's broad pavements by allowing for festival and event space, complementing new parking arrangements with space for café and restaurant outdoor seating, as well as new trees with surrounding seating, and feature planting.

3.23 The project is to formally commence in May 2012 with the signing of the grant agreement with the GLA and it will complete at the end of March 2014. In awarding the funding offer, as with all other boroughs that were successful in being awarded OLF Round 2 funds, the GLA sought at least 30% match funding from the borough. The following table shows the GLA contribution of £1,402,284 (70%), for a total project amounting to £1,995,684.

	Capital	Revenue	Total funds
GLA contribution	£1,324,284 (72%)	£78,000 (53%)	£1,402,284 (70%)
Other contributions	£524,800 (28%)	£68,600 (47%)	£593,400 (30%)
Total	£1,849,084 (100%)	£146,600 (100%)	£1,995,684 (100%)

3.24 The match funding for the GLA contributions is expected to be as follows:

Council capital	£307,500* - Public Realm works/relocation of post office £62,700 - Shopfront Improvements *note that this figure may be reduced if TfL funding is available
Transport for London	£115,000 - Public Realm works
Local businesses	£39,600 - Shopfront Improvements
Council revenue	£35,000 - staffing
Other revenue	£33,600 - Visual Merchandising (Local Area Agreement)

3.25 The aspiration is to deliver high street and public realm improvements in Ruislip Manor that will:

- establish a strong, special local identity and brand for Ruislip Manor; and
- restore the town centre as a more attractive and sociable environment, with locally distinctive characteristics that build on its heritage, and
- create a centre that is safe, accessible and easy to get to and move through.

3.26 The proposals include:

- Creating a strong visual identity and brand for Ruislip Manor by providing an upgraded high quality public realm, with new street furniture and lighting; new street trees and planting; and town centre signage which reflects its local character. This is

to include an attractive artistic 'Manor' sign for the Metropolitan railway bridge over the high street.

- Shop front grants to create attractive fascias, awnings and other upgrades.
- Public realm improvements to improve traffic flow for cars and buses, allow time-limited free parking and make the Manor easier to use by pedestrians and cyclists.
- Pop-up shops in connection with existing education and art organisations; an enterprise hub and work club to complement existing courses at the local library and community centre; and apprenticeships enabling local businesses to secure training for staff and new recruits.
- Relocating the Manor's Post Office from its current 'out of sight, out of mind' location to larger, more central premises, making banking facilities more central.
- A boost for sport and leisure with promotion of the outdoor gym in Shenley Park in addition to considering future plans to open up a new access route into the park.
- A home grown market built up over time, regular events including the Olympics and the Metropolitan Line anniversary building on established twice yearly fun-days.

3.27 A Ruislip Manor Town Centre Group has been set up to steer the development and implementation of the proposals. It consists of the local Manor Ward Councillors and representatives from Ruislip Manor Chamber of Commerce, local independent traders, Uxbridge College and the Metropolitan Police. Given the ongoing scrutiny of the project by the GLA, representatives from Design for London are also invited to attend.

Progress in Northwood Hills

3.28 Northwood Hills was awarded £1,333,447 from the GLA's Regeneration Funds in order to deliver vital public realm improvements including installing new signage, street furniture, better street lighting and the planting of new trees, as well as a shop front grant programme to improve the overall look and feel of Northwood Hills town centre. These improvements are aimed to restore the town centre as a more attractive and sociable environment, with locally distinctive characteristics that build on its heritage, and to integrate it with the neighbourhood and community that it serves, including the associated local facilities, open spaces and other assets.

3.29 The project, as in Ruislip Manor, is to formally commence in May 2012 with the signing of the grant agreement with the GLA and it will complete at the end of March 2014. The GLA requirement for at least 30% match funding from the borough, means that the total funding for the project amounts to £1,903,547, of which the GLA contribution is £1,333,447 (70%) as follows:

	Capital	Revenue	Total funds
GLA contribution	£1,274,947 (72%)	£58,500 (46%)	£1,333,447 (70%)
Other contributions	£500,100 (28%)	£70,000 (54%)	£570,100 (30%)
Total	£1,775,047 (100%)	£128,500 (100%)	£1,903,547 (100%)

3.30 The match funding for the GLA contributions is expected to be as follows:

Council capital	£250,000 - Public Realm works/walks/visual connections £39,900- Shopfront Improvements
Transport for London	£185,000 - Public Realm works
Local businesses	£25,200 - Shopfront Improvements
Council revenue	£40,000 - staffing
Other revenue	£26,400 - Visual Merchandising (Local Area Agreement) £3,600 – Northwood Hills Residents

3.31 The aspiration is to deliver high street and public realm improvements in Northwood Hills that will:

- a) establish a strong, special local identity and brand for Northwood Hills; and
- b) restore the town centre as a more attractive and sociable environment, with locally distinctive characteristics that build on its heritage, and
- c) integrate it with the neighbourhood and community that it serves including the associated local facilities, open spaces and other assets; and
- d) create a centre that is safe, accessible and easy to get to and move through.

3.32 The proposals for Northwood Hills include:

- Creating a contemporary high quality public realm, which reflects its character and musical connections, with a landmark feature outside Northwood Hills Station. This is to include new parking arrangements; traffic and road safety improvements; new paving, street furniture, signage, lighting and planting which will unify and define the identity of Northwood Hills.
- Supporting local businesses through a shop front grant scheme, providing expertise on visual merchandising and customer service, providing pop-up shops and an enterprise hub with networking opportunities, offering retail apprenticeships and work experience and promoting a 'shop locally' scheme.
- Promoting a number of walks, including metro-land rambling, which will link up the town centre to its wider heritage, countryside and community facilities.
- Promoting activities based on the theme of the 'Good Life' such as community gardening, regular farmers markets in the town centre, and an annual Garden in Bloom competition.
- Enriching community spirit by promoting initiatives whereby people can come together to enjoy social activities e.g. creating outdoor seating areas within the town centre; providing a mobile climbing wall; and supporting local events including a Queen's Jubilee event and seasonal festivities. This is to include events that build on the area's strong musical connections and support developing local talent in connection with specialist independent retailers, schools and venues.

3.33 A Northwood Hills Town Centre Group has been set up to steer the development and implementation of the proposals. It consists of the local Northwood Hills Ward Councillors and representatives from Northwood Hills Chamber of Commerce, local independent traders, representatives from Northwood Hills Residents Association, Uxbridge College and the Metropolitan Police. Given the ongoing scrutiny of the project by the GLA, representatives from Design for London are also invited to attend.

Progress on the 'Visual Merchandising' programme

- 3.34 Cabinet approved a tender award in September 2011 for the delivery of a 2-year visual merchandising programme up until summer 2013 across the three town centres of Hayes, Ruislip Manor and Northwood Hills.
- 3.35 The Council has teamed up with retail specialists 'International Visual' to offer small independent retailers a rolling programme of visual merchandising support. The training, which is tailored to meet the needs of a particular area, includes in-store coaching on how to improve the look and feel of individual shops and ultimately to help businesses to increase their sales particularly by encouraging more residents to shop locally. The programme includes a best shop-front display competition for each town centre. As of 31st April 2012, the first round delivery has been completed within Hayes and Ruislip Manor Town Centres.
- 3.36 The first phase of the delivery in Hayes was from October to December 2011. A total of 27 businesses participated in the training, and nineteen entered in the Christmas window dressing competition. Of the 17 businesses which completed feedback forms, 88% rated the training as excellent. Additional shop display support was also provided in mid April for those retailers who have recently improved their shop fronts. The rolling programme will return to Hayes in the summer to support Hayes Carnival and the London 2012 town centre promotions.
- 3.37 The first phase of the delivery in Ruislip Manor was completed in March 2012 with 29 stores participating in the training, of which 14 entered the window dressing competition with a Mother's Day theme. Of the 21 who completed feedback forms, 100% said that they would recommend the training. This is backed up by the written feedback received, which was very complimentary. The programme was launched in Northwood Hills in mid April to complement the Jubilee celebrations. To date, 23 stores within Northwood Hills have participated in training and the best dressed windows will be judged in June.
- 3.38 A key element of the visual merchandising programme is the partnership with Uxbridge College and the promotion of High Street apprenticeships. This is especially important following the disturbances last summer and a real opportunity to put young people back in touch with their High Street. The programme is beginning to deliver successes with six apprenticeship positions advertised within Ruislip Manor businesses and a further six enquiries being followed up. One shop in Ruislip Manor had reported a 20% increase in turnover since the new stop and shop scheme was introduced in February and this upturn in his business was a contributing factor in the feasibility of creating an apprenticeship opportunity.

Financial Implications

The table below summarises the funding sources for the 2 town centre projects, the total call on council capital resources for the 2 projects is £660,100 and is contained within the current approved capital programme for Town Centres. The Council revenue funding of £135,000 is contained within the PEECS Group town centre budgets. The Transport for London funding is contained within the existing agreed TFL Local Implementation Plan (LIP), under the Improving the Public Realm scheme.

The delivery of the projects is over a 2 year timeline and the Council capital, revenue and TfL grant resources will be spread over the same timeframe.

	Ruislip Manor	Northwood Hills	Total
GLA Funding Capital	1,324,284	1,274,947	2,599,231
GLA Funding Revenue	78,000	58,500	136,500
Council Capital	370,200	289,900	660,100
Council Revenue	68,600	66,400	135,000
Transport for London (TfL)	115,000	185,000	300,000
Business contribution (capital)	39,600	25,200	64,800
Residents association (revenue)		3,600	3,600
TOTAL	£1,995,684	£1,903,547	£3,899,231

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

- 4.1 An impact assessment was completed May 2011 to inform the 'total approach to town centre' development. This demonstrates the positive effect of this initiative for Hillingdon residents. The vitality of local town centres is important to the quality of life for those residents without access to a car, including people with disabilities, the elderly and disadvantaged.
- 4.2 Access improvements recommended through delivery of the programme are likely to benefit a wide range of resident groups including:
- Disabled people and friends and families accompanying them;
 - Residents with children;
 - Some older residents who may not consider themselves disabled but who do appreciate easier access.
- 4.3 In terms of employment, the small, independent retail sector has traditionally been one of the most accessible sectors for entrepreneurs. The 'Total Approach' programme supports the safeguarding of jobs as well as job creation within the retail sector.

Consultation Carried Out or Required

- 4.4 Initial engagement has been undertaken with the independent traders through local Chambers of Commerce to test-out demand and interest. Consultation included distribution of a flyer through relevant chambers and/or business forums to gauge interest and take-up in specific initiatives such as the visual merchandising support and shopfront grant scheme.
- 4.5 Across town centres traders share concerns that footfall is down at the moment and that it is a very difficult time for all small independent traders. As customers become more concerned about the economic outlook, they are becoming more selective in their purchasing habits. With rising living costs, disposable incomes are being squeezed, and as a result customers are shopping around more to find the best possible value. From that perspective support to help increase customer awareness, footfall and sales is welcomed by the traders.

- 4.6 Town centre steering groups have been set up within Hayes, Northwood Hills and Ruislip Manor town centres, which include representatives from local businesses and chambers of commerce and ward councillors.
- 4.7 Elements of the overall town centre improvements such as public realm and town centre branding and design expertise require specific consultation and local research within each town centre to find out more about what local residents and traders think of the area, and to initiate a branding which is 'owned' by local people. The requirement for consultation has been incorporated into tender specifications where necessary and individual projects will each be subject to relevant public consultation as appropriate.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed the content of this report and confirms that the amounts shown within the finance table are contained within the budget approved by Council on 23 February 2012 and also the proposed capital programme for 2013/14. The two schemes require £660.1k of Council resourced capital, however prudential borrowing would not be suitable to finance this as investments are being made to third party assets and so would not be able to be capitalised on the Council's balance sheet. Hence, it is imperative that the Council achieve sufficient capital receipts to fund these initiatives.

It is noted that these schemes are anticipated to attract considerable funding from other sources with the council contributing approximately 20% of the total investment.

Legal

The Borough Solicitor confirms that there are no legal impediments to Cabinet delegating the authority to agree the Grant agreement with the Greater London Authority. Should any legal issues arise in relation to the agreement, further legal advice will be provided as necessary.

Corporate Property and Construction

None at this stage

Relevant Service Groups

None at this stage

6. BACKGROUND PAPERS

1. 'Sustain Renew and Prosper' Hillingdon Approach to Regeneration 2011-2016, focussing on what works.
2. High streets at the heart of our communities: the Government's Response to the Mary Portas Review published 30th March 2012 and which can be found at: www.communities.gov.uk/publications/regeneration/portasreviewresponse.

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GIFT FUNDING FOR PLANNING FUNCTIONS

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Matthew Duigan / James Rodger – Planning, Environment, Education and Community Services
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>This report considers the offer of a gift from Inland Homes in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972 and the Council's power to charge for the provision of discretionary services.</p> <p>The gift is required to assist in meeting the Council's reasonable and justifiable costs associated with providing design advice and the discharge of its planning function, in providing a high quality planning application service assessing and the reserved matters and pre-commencement condition discharge applications for a part of the second phase of the redevelopment of the former National Air Traffic Services (NATS) site, Porters Way, West Drayton, specifically relating to the development of 42 new dwellings and associated landscaping.</p> <p>This will ensure additional resources are dedicated to provide the discretionary service, consistent with the importance of this project to the local community and the wider area.</p>
Contribution to our plans and strategies	The recommendations will assist the planning process to realise the objectives of the Sustainable Community Strategy.
Financial Cost	The costs arising from the discretionary service will be paid for by Inland Homes who have made an offer of £12,000 in gift funding and will cover the costs providing pre-application advice as well as assessing and determining reserved matter applications in relation to 42 new dwellings and associated pre-commencement conditions applications. This will provide additional resources to the Council to enable it to carry out its statutory planning functions.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	West Drayton and the surrounding wards.

RECOMMENDATION

That Cabinet accepts the offer of a gift of £12,000 from Inland Homes in accordance with the provisions of Section 93 of the Local Government Act 2003 and authorise officers to provide the discretionary services to Inland Homes.

INFORMATION

Reasons for recommendation

The former National Air Traffic Services (NATS) site is a large site in the area of 12.72ha that is available for re-development. Inland Homes have obtained outline planning permission for a residential led redevelopment.

This portion of the development involves 42 new dwellings and an open space area (which will be known as the Village Green). The developer (Inland Homes) now needs reserved matters and pre-commencement condition applications determined to implement the construction of this portion of the development. The applicant is seeking from the Council a dedicated project officer who can provide urban design advice and process the planning applications. By accepting the gift funding, the Council is charging for the provisions of the discretionary service (which is entirely appropriate under the provisions of Section 93 of the Local Government Act 2003) it will greatly assist the Council in meeting the costs incurred in the provision of such services.

As part of fulfilling the requirements of assessment and determination, there will be the need for on-going meetings, and the provision of consistent and timely advice throughout the process. In the case of the reserved matters application, there is an additional requirement for public consultation and finally, to report the matter to Central and South Planning Committee for a decision. It is considered essential to have a dedicated officer for the project, and additional resources are needed to support that function. It is therefore considered appropriate that the Council should provide discretionary services to Inland Homes in exchange for payment of the Council's reasonable and justifiable costs of carrying out such services.

Alternative options considered / risk management

- I. Refuse to offer the discretionary services and not accept the £12,000 gift funding. It should be noted that should this be refused the costs would need to be met by the budget and would result in a negative impact to the planning department.
- II. Request a greater amount of funding for the discretionary services. Inland Homes are unlikely to increase their offer.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

Former NATS site

1. The former NATS site is a large site of 12.72ha at Porters Way, West Drayton. The site has the potential to provide 773 dwellings, and to significantly improve the aesthetic

appeal of the site and the immediate area, and contribute to improving services and facilities in the local area, particularly if the planning process is managed effectively. The Council therefore considered it necessary to prepare supplementary planning guidance for the site. A Supplementary Planning Document (SPD) was adopted by Cabinet at its meeting in September 2009.

2. Outline planning permission for the development was issued on 1st October 2010 (LBH application Ref: 5107/APP/2009/2348). Subsequently reserved matters permission has been granted in relation to the first phase of the scheme, and most of the second phase.
3. The current situation is that the reserved matters approval has been given for the most of the second phase of development, further reserved matters approval is now being sought for another part of the second phase of the development. .
4. The applicant has requested that the Council enter into a Planning Delivery Agreement for the provision of pre-application advice and then the subsequent determination of the reserved matters application for the new dwellings as well as the discharge of pre-commencement conditions associated with the same. The sum of £12,000 from Inland Homes would cover costs associated with this work. This would meet the costs of a temporary project officer.
5. In order to meet the reasonable and justifiable costs to Council, and to ensure that dedicated resources are provided to ensure the best outcomes for the project, it is considered appropriate that the Council should accept the sum of £12,000 from Inland Homes. The sum would be strictly ring-fenced to ensure that it is used in accordance with the planning functions associated with the former NATS site.
6. Whilst the acceptance of this sum cannot in any way influence the outcome of the reserved matters and pre-commencement conditions applications, it can provide an adequate staffing resource to enable the development proposals to be afforded a higher level of priority than may otherwise be possible, particularly given the complexity and importance of this project. In this regard, a temporary dedicated project officer would enable the resolution of issues and help realise the expectations of the Council through the planning process, to inform any application at the earliest possible stage, and also to provide a central contact for the community and key stakeholders.
7. The Council has previously agreed funding in relation to various planning delivery agreements, and planning initiatives, including the reserved matters and discharge of conditions relating to the first phase of the NATS redevelopment and part of the second phase.
8. The alternative, to refuse the sum, would involve meeting the costs of the assessment through the existing planning budget, which is not likely to achieve the same objectives, given the current constraints on that budget and the competing priorities of other work streams.
9. The acceptance of the sum would facilitate the dedication of additional resources to provide planning assessment and to offer an important customer service to the community, as the dedicated officer would take a proactive approach to engaging with the community and various key stakeholders, ensuring the best possible planning outcomes through the reserved matters application process. .

10. The Cabinet is recommended to authorise officers to provide the discretionary services to be paid for by Inland Homes in the sum of £12,000. If funding is not provided externally by Inland Homes then these on-going costs will need to be met from existing Council resources.

Financial Implications

The sum of £12,000 from Inland Homes will cover the costs of providing pre-application advice and assessing and determining reserved matters and pre-commencement conditions discharge applications for the last part of the second phase of the redevelopment of the former National Air Traffic Services (NATS) site, Porters Way, West Drayton.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

In terms of service user outputs the sum of £12,000 offers the opportunity to provide a higher standard of service than may otherwise be possible. A dedicated project officer would be proactive in engaging with various stakeholders, a central point of contact for enquiries and add value to the overall process. The project officer would facilitate the sharing of information, coordinating responses from Council to Inland Homes and other stakeholders and ensure a consistent approach to deliver the best outcomes for redevelopment of the site. Such an approach is consistent with the latest guidance from government, and is in the best interests of achieving Councils objectives, as set out in the Sustainable Community Strategy.

Consultation Carried Out or Required

None

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and is satisfied with the financial implications as stated. The offer of £12,000 from Inland Homes will provide additional resources for the Council to carry out its statutory planning functions

Legal

Section 139 of the Local Government Act 1972 empowers the Council to accept gifts for the purpose of discharging any of their functions. This would include accepting a gift to enable the Council to discharge its planning functions. However, the nature of the transaction in this case is more akin to a payment for the provision of services and therefore Section 139 of the 1972 Act should not be relied upon.

Section 93 of the Local Government Act 2003 provides a general power to local authorities to charge for discretionary services. Discretionary Services are those services that an authority has the power, but is not obliged, to provide. This power aims to encourage local authorities to provide wider ranging and new and innovative services for their communities. The Council may utilise this power if:

1. the Council already has the power to provide the service, but is not mandated or has a duty to provide; and

2. the recipient of the discretionary service has agreed to its provision and to pay for it.

Charges may be set differentially, so that different people are charged different amounts. The Council is not required to charge for discretionary services. They may provide them for free if they have the resources to do so. However, by virtue of Section 93 (3) & (4) of the LGA 2003 there are limitations to the cost of recovery in that for “each kind of service” the income from charges for that service does not exceed the costs of provision. Each Council can decide the method they wish to adopt for assessing the costs.

In planning terms, the effect of the above legislation is that the Council can provide extensions to statutory services including a range of advisory services linked to planning and development control. These are not a statutory requirement, but can make an important contribution to the operation of the statutory services. The Council are entitled to receive income for provision of the discretionary services so long as it does not exceed the cost of providing the service.

The Council’s constitution states that Cabinet shall be responsible for fixing of fees and charges for Council services which would include the one-off bespoke services that are described in this report.

In order to conform to government guidance the Planning Performance Agreements ought to be negotiated by officers and properly formalised. In terms of member involvement, Members and officers should have regard to the helpful guidance on Members pre-application involvement set out in the Department of Communities and Local Government “Member Involvement in Planning Decisions”.

Relevant Service Groups

No other service groups are directly impacted by the recommendation.

BACKGROUND PAPERS

Planning Policy Statement 1 – Delivery Sustainable Development

Department of Communities and Local Government Guidance Circular 03/09 – Costs awards in Appeals and other Planning Procedures.

Department of Communities and Local Government Guidance - *Constructive talk - Investing in pre-application discussions*.

Department of Communities and Local Government - Guidance Note on Implementing Planning Performance Agreements 2007.

Department of Communities and Local Government “Member Involvement in Planning Decisions”, published in January 2007.

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GIFT FUNDING FOR PLANNING FUNCTIONS

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Matthew Duigan / James Rodger
Papers with report	None

HEADLINE INFORMATION

Purpose of report	<p>This report considers the offer of a gift from VSM Estates (the developer associated with the redevelopment of the former RAF Uxbridge site) in accordance with the provisions of Section 93 of the Local Government Act 2003 and Section 139 of the Local Government Act 1972 and the Council's power to charge for the provision of discretionary services.</p> <p>The gift is required to assist in meeting the Council's reasonable and justifiable costs associated with providing dedicated urban design and highways officers (the discretionary service) to deliver a high quality service including pre-application advice and the subsequent processing of the reserved matters and pre-commencement conditions discharge applications for the initial stages of the redevelopment of the former RAF Uxbridge site.</p> <p>This will ensure additional resources are dedicated to provide the discretionary service, consistent with the importance of this project to the local community and the wider area.</p>
Contribution to our plans and strategies	The recommendations will assist the planning process to realise the objectives of the Sustainable Community Strategy.
Financial Cost	<p>Costs arising from the discretionary services will be paid for by VSM Estates who have made an offer of £60,000 in gift funding and will cover the costs providing pre-application urban design advice (including assessing proposed changes to the approved design code) and assessing and determining reserved matter applications in relation to new spine road and associated pre-commencement conditions applications.</p> <p>Further assessment and determination of submissions will also be required from the Council in relation to works required under Section 278 and 38 of the Highways Act. The funding will also cover the cost of this work.</p>
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	Uxbridge North and the surrounding wards.

RECOMMENDATION

That Cabinet accepts the offer of a gift of £60,000 from VSM Estates and authorises officers to provide the discretionary services in accordance with the provisions of Section 93 of the Local Government Act 2003.

INFORMATION

Reasons for recommendation

The former RAF Uxbridge site is a large site that is available for re-development. VSM Estates have obtained planning permission for a residential led redevelopment. The hybrid planning approval is for the following:

1. Outline Application (all matters reserved, except for access):

- Demolition of some existing buildings;
- Creation of up to 1,303 residential dwellings (Class C3);
- Creation of up to 77 one bedroom assisted living retirement accommodation;
- Creation of a three-form entry Primary school of 2 storeys;
- Creation of a hotel (Class C1) up to 90 beds;
- Creation of a 1,200 seat theatre with ancillary café (Sui Generis) of up to 2,900sqm; office (Class B1a) of up to 13,860sqm; energy centre (Sui Generis) of up to 1,200sqm; and retail (Class A1,A2,A3,A4,A5) of up to 2,850sqm. These buildings are between 4 to 6 storeys and the tower element associated with the theatre is up to 30m;
- Creation of a local centre to provide up to 150sqm of retail (Class A1 and A2) and 225sqm GP surgery (Class D1);
- Means of access and improvements to pedestrian linkages to the Uxbridge Town centre; car parking; provision of public open space including a district park; landscaping; sustainable infrastructure and servicing.

2. In addition to the above, full planning permission exists for:

- Change of use of the Grade II listed former cinema building to provide 600sqm Class D1/2 use (no building works proposed);
- Change of use and alterations to the Grade II listed Hillingdon House to provide 600sqm for a restaurant (Class A3) on the ground floor and 1,500sqm of office (Class B1) on the ground, first and second floor;
- Change of use and alterations to the Carpenters building to provide 1 residential dwelling (Class C3);
- Creation of 29 residential dwellings (Class C3) to the north of Hillingdon House of between 2 to 3 storeys as well as associated amenity space and car parking;
- Change of use of Lawrence House (Building No. 109) to provide 4 dwellings (Class C3), associated amenity space and car parking including a separate freestanding garage;
- Change of use and alterations to the Sick Quarters (Building No. 91) to provide 4 dwellings (Class C3) as well as associated amenity space and car parking;
- Change of use of Mons barrack block (Building No. 146A) to provide 7 dwellings (Class C3) as well as associated amenity space and car parking.

The key to delivering the development of the site is the initial delivery of necessary infrastructure (such as new roads within the site and necessary improvements to various highway junctions). The developer (VSM Estates) needs reserved matters and pre-

commencement condition applications determined before they can implement the construction of some of the site infrastructure (including the new spine road). In addition, before commencing any work, the S106 legal agreement (associated with the planning permission) requires that various submissions are made to and assessed by the Council. The processing of these submissions and applications will incur costs to the Council. The sum of £60,000 in relation to discretionary services will greatly assist the Council in meeting those costs.

As part of fulfilling the requirements of assessment and determination, there will be the need for on-going meetings, and the provision of consistent and timely advice throughout the process. In the case of the reserved matters application, there is an additional requirement for public consultation and finally, to report the matter to Central and South Planning Committee for a decision.

It is considered essential to have dedicated planning and highway staff for this part of the project, and additional resources are needed to support that function. It is therefore considered appropriate that the Council provide discretionary services to VSM Estates in exchange for payments of the Council's reasonable and justifiable costs of carrying out such services.

Alternative options considered / risk management

- I. Refuse to offer the discretionary services and not accept the £60,000 gift funding. It should be noted that should this be refused the costs would need to be met by the budget and would result in a negative impact to the planning department
- II. Request changes to the proposed discretionary services. VSM Estates are unlikely to increase their offer.

Comments of Policy Overview Committee(s)

None at this stage.

Supporting Information

Former RAF Uxbridge site

1. The former RAF Uxbridge site is a large site near to Uxbridge Town Centre. The site has the potential to provide over 1,300 new dwellings, and to significantly improve the aesthetic appeal of the site and the immediate area, and contribute to improving services and facilities in the local area, including through the provision of a new primary school.
2. The current situation is that the Hybrid application has been approved and detailed approval is now being sought in relation to the initial works necessary to ensure delivery of infrastructure required to facilitate the wider redevelopment of the site.
3. The applicant has requested that the Council enter into a Planning Performance Agreement for the provision of urban design, pre-application advice and then the subsequent determination of the reserved matters application for the provision of preliminary infrastructure as well as the discharge of pre-commencement conditions associated with the same. The sum of £60,000 would cover costs associated with this work. This would also meet the costs of temporary Urban Design, Highway Engineering and Planning staff.

4. In order to meet the reasonable and justifiable costs to Council, and to ensure that dedicated resources are provided to ensure the best outcomes for the project, it is considered appropriate that the Council should accept the sum of £60,000 from VSM Estates. The sum would be strictly ring-fenced to ensure that it is used in accordance with the planning functions associated with the former RAF Uxbridge site
5. Whilst the acceptance of the sum cannot in any way influence the outcome of the reserved matters and pre-commencement conditions applications, it can provide an adequate staffing resource to enable the development proposals to be afforded a higher level of priority than may otherwise be possible, particularly given the complexity and importance of this project. In this regard, a temporary dedicated project officer would enable the resolution of issues and help realise the expectations of the Council through the planning process, to inform any application at the earliest possible stage, and also to provide a central contact for the community and key stakeholders.
6. The Council has recently agreed funding in relation to various planning delivery agreements, and planning initiatives, including the reserved matters and discharge of conditions relating to the NATS redevelopment. There is a proven track record of Planning Performance Agreements delivering a high quality and efficient planning service.
7. The alternative, to refuse the sum, would involve meeting the costs of the assessment through the existing planning budget, which is not likely to achieve the same objectives, given the current constraints on that budget and the competing priorities of other work streams.
8. The acceptance of the sum would facilitate the dedication of additional resources to provide planning assessment and to offer an important customer service to the community, as the dedicated officer would take a proactive approach to engaging with the community and various key stakeholders, ensuring the best possible planning outcomes through the reserved matters application process.
9. The Cabinet is recommended to authorise officers to provide the discretionary services to be paid for by VSM Estates in the sum of £60,000. If funding is not provided externally by VSM Estates then these on-going costs will need to be met from existing Council resources.

Financial Implications

The sum of £60,000 from VSM Estates will cover the costs of providing urban design, pre-application advice, assessing and determining reserved matters and pre-commencement conditions discharge applications for the initial component of redevelopment of the former RAF Uxbridge site.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

In terms of service user outputs the sum of £60,000 offers the opportunity to provide a higher standard of service than may otherwise be possible. Dedicated project officers would be proactive in engaging with various stakeholders, act as a central point of contact for enquiries and add value to the overall process. The project officers would facilitate the sharing of information, coordinating responses from Council to VSM Estates and other stakeholders and

ensure a consistent approach to deliver the best outcomes for redevelopment of the site. Such an approach is consistent with the latest guidance from government, and is in the best interests of achieving Councils objectives, as set out in the Sustainable Community Strategy.

Consultation Carried Out or Required

None

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and is satisfied with the financial implications as stated. The offer of £60,000 from VSM Estates will provide additional resources for the Council to carry out its statutory planning functions.

Legal

Section 139 of the Local Government Act 1972 empowers the Council to accept gifts for the purpose of discharging any of their functions. This would include accepting a gift to enable the Council to discharge its planning functions. However, the nature of the transaction in this case is more akin to a payment for the provision of services and therefore Section 139 of the 1972 Act should not be relied upon.

Section 93 of the Local Government Act 2003 provides a general power to local authorities to charge for discretionary services. Discretionary Services are those services that an authority has the power, but is not obliged, to provide. This power aims to encourage local authorities to provide wider ranging and new and innovative services for their communities. The Council may utilise this power if:

1. the Council already has the power to provide the service, but is not mandated or has a duty to provide; and
2. the recipient of the discretionary service has agreed to its provision and to pay for it.

Charges may be set differentially, so that different people are charged different amounts. The Council is not required to charge for discretionary services. They may provide them for free if they have the resources to do so. However, by virtue of Section 93 (3) & (4) of the LGA 2003 there are limitations to the cost of recovery in that for “each kind of service” the income from charges for that service does not exceed the costs of provision. Each Council can decide the method they wish to adopt for assessing the costs.

In planning terms, the effect of the above legislation is that the Council can provide extensions to statutory services including a range of advisory services linked to planning and development control. These are not a statutory requirement, but can make an important contribution to the operation of the statutory services. The Council are entitled to receive income for provision of the discretionary services so long as it does not exceed the cost of providing the service.

The Council’s constitution states that Cabinet shall be responsible for fixing of fees and charges for Council services which would include the one-off bespoke services that are described in this report.

In order to conform to government guidance the Planning Performance Agreements ought to be negotiated by officers and properly formalised. In terms of member involvement, Members and

officers should have regard to the helpful guidance on Members pre-application involvement set out in the Department of Communities and Local Government “Member Involvement in Planning Decisions”.

Relevant Service Groups

No other service groups are directly impacted by the recommendation.

BACKGROUND PAPERS

Planning Policy Statement 1 – Delivery Sustainable Development

Department of Communities and Local Government Guidance Circular 03/09 – Costs awards in Appeals and other Planning Procedures.

Department of Communities and Local Government Guidance - *Constructive talk - Investing in pre-application discussions*.

Department of Communities and Local Government - Guidance Note on Implementing Planning Performance Agreements 2007.

Department of Communities and Local Government “Member Involvement in Planning Decisions”, published in January 2007.

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