



HILLINGDON
LONDON



Cabinet

Date: THURSDAY, 24 JANUARY
2013

Time: 7.00 PM

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

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

Councillors in the Cabinet

Ray Puddifoot (Chairman)
Leader of the Council

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

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

Philip Corthorne
Social Services, Health & Housing

Douglas Mills
Community, Commerce & Regeneration

Scott Seaman-Digby
Central Services

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Contact:
Mark Braddock
Tel: 01895 250470
Fax: 01895 277373
Email: mbraddock@hillington.gov.uk

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www.hillingdon.gov.uk

Lloyd White
Head of Democratic Services
London Borough of Hillingdon,
3E/05, Civic Centre, High Street, Uxbridge, UB8 1UW
www.hillingdon.gov.uk



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Notice (5-day)

Notice of Intention to conduct business in private, any representations received and any urgent key decisions

Whilst much of the business on the agenda for this meeting will be open to the public and media to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. This is shown in Part 2 of the agenda. This is formal notice under The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 to confirm that the Cabinet meeting to be held on:

**CABINET
24 January 2013
7pm, Committee Room 6**

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

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

28 clear days notice of this Cabinet meeting (part to be held in private) and the decisions to be made has been given. The only exceptions to this are the decision reports on the Heathrow Expansion – local poll and Irrecoverable Business Rates, where it was impracticable to give sufficient notice due to the need to move progress these matters. The Chairman of the Executive Scrutiny Committee has been notified in writing about these forthcoming decisions.

No representations have been received regarding this meeting.

Agenda

- 1 Apologies for Absence
- 2 Declarations of Interest in matters before this meeting
- 3 To approve the minutes of the last Cabinet meeting 1 - 22
- 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 Heathrow Expansion - A Local Referendum (Cllr Ray Puddifoot) 23 - 28
- 6 Hillingdon Physical Activity Strategy (Cllr Mills) 29 - 96
- 7 Hillingdon Surface Water Management Plan (Cllr Bianco) 97 - 102
[Plan and appendices not included - available for reference in Group Offices]
- 8 Accessible Hillingdon: Draft Supplementary Planning Document (Cllr Burrows) 103 - 108
[Plan and appendices not included - available for reference in Group Offices]
- 9 Standards and Quality in Education 2012 (Cllr Simmonds) 109 - 130
- 10 Gift Funding for Planning Applications (Cllr Burrows) 131 - 134
- 11 London Housing Consortium (Cllr Corthorne) 135 - 138
- 12 Council Budget - Month 8 Monitoring Report 2012/13 (Cllr Bianco) 139 - 178

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

- | | | |
|-----------|---|-----------|
| 13 | School Capital Programme Update (Cllrs Bianco & Simmonds) | 179 - 190 |
| 14 | Contract award: Asbestos removal and replacement (Cllr Bianco) | 191 - 200 |
| 15 | Contract award: Oak Farm & Harlington Libraries (Cllrs Bianco & Mills) | 201 - 218 |
| 16 | Contract Award: Main Printing Service and distribution of Hillingdon People (Cllr Seaman-Digby)
<i>[Report circulated separately from main agenda]</i> | |
| 17 | Rosedale Court - flats above Hayes End Library (Cllr Bianco) | 219 - 230 |
| 18 | The Grange, Pine Place, Hayes (Cllr Bianco) | 231 - 238 |
| 19 | Irrecoverable Business Rates (Cllr Bianco) | 239 - 242 |

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.

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

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Minutes

Cabinet

Thursday, 20 December 2012

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



Published on: 21 December 2012

Come into effect on: 2 January 2013

Cabinet Members Present:

Ray Puddifoot (Chairman)

Jonathan Bianco

Keith Burrows

Philip Corthorne

Douglas Mills

Members also Present:

Henry Higgins

John Riley

Wayne Bridges

George Cooper

Judith Cooper

Brian Crowe

Peter Curling

Catherine Dann

Paul Harmsworth

658. APOLOGIES FOR ABSENCE

Apologies were given from Cllr David Simmonds and Cllr Scott Seaman-Digby.

659. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

Councillor Mills declared a non-pecuniary interest in item 7 (minute 664) in relation to HS2 legal challenge funding. He remained in the room during the discussion and vote on the item.

Councillor Curling declared a non-pecuniary interest in item 9 (minute 666) as a trustee of one of the voluntary organisations concerned. He remained in the room during the discussion and vote on the item.

Councillor Crowe declared a non-pecuniary interest in item 9 (minute 666) due to his involvement in one of the voluntary organisations concerned. He remained in the room during the discussion and vote on the item.

Councillor Crowe declared a non-pecuniary interest in item 23 (minute 680). He remained in the room during the discussion and vote on the item.

Councillor George Cooper declared a non-pecuniary interest in item 9 (minute 666) due to his involvement in one of the voluntary organisations concerned. He remained in the room during the discussion and vote on the item.

Councillor George Cooper declared a non-pecuniary interest in item 12 (minute 669). He remained in the room during the discussion and vote on the item.

Councillor George Cooper declared a non-pecuniary interest in item 16 (minute 673) as a school governor. He remained in the room during the discussion and vote on the item.

Councillor Judith Cooper declared a non-pecuniary interest in item 9 (minute 666) due to her involvement in one of the voluntary organisations concerned. She remained in the room during the discussion and vote on the item.

Councillor Judith Cooper declared a non-pecuniary interest in item 12 (minute 669). She remained in the room during the discussion and vote on the item.

Councillor Judith Cooper declared a non-pecuniary interest in item 16 (minute 673) as a school governor. She remained in the room during the discussion and vote on the item.

660. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 22 November 2012 were approved as a correct record.

661. 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

The items of business in Part 1 (Public) were confirmed. All items of business in Part 2 (Private) were confirmed with the exception of Item 26 (minute 683) which was withdrawn from consideration and deferred to the next Cabinet meeting.

662. EDUCATION AND CHILDREN'S SERVICES POLICY OVERVIEW COMMITTEE REVIEW: CHILDREN LEAVING CARE PROCEDURE & GRANT

The Chairman of the Education and Children's Services Policy Overview Committee, Cllr Catherine Dann, presented the Committee's major review report to Cabinet, which was warmly welcomed.

RESOLVED:

That Cabinet:

- 1. Welcomes the attached report of the Education & Children's Services Policy Overview Committee on the review into the Children Leaving Care Procedure and Grant.**
- 2. Accepts the recommendations of the Policy Overview Committee as set out in their final review report.**

Reasons for decision

Cabinet welcomed the Committee's review and investigation into the current leaving care process and grant aimed at giving care leavers the best possible start in adult life as they moved towards independent living. It was noted that the grant had not been reviewed since 2003 and upon the recommendation of the Committee, Cabinet had undertaken to increase the grant as part of the budget process for 2013/14 onwards.

Alternative options considered and rejected

The Cabinet could have decided to reject or amend one or more of the Committee's recommendations.

Officer to action:

Merlin Joseph, Social Care & Health

663. MONTHLY BUDGET MONITORING REPORT

RESOLVED:

That Cabinet:

- 1. Note the forecast management budget position for revenue and capital as at Month 7.**
- 2. Note the treasury Month 7 update at Appendix B.**
- 3. Approve the retaining of agency staff as detailed in Appendix C.**
- 4. Approves the allocation of £230k from the specific contingency held for schools withdrawal from payroll services to Administration & Finance revenue budgets.**
- 5. Approves the allocation of £500k from the specific contingency held for the shortfall in Development Control income to Residents Services revenue budgets.**
- 6. Approves the allocation of £380k from the specific contingency held for outsourced leisure income streams to Administration & Finance revenue budgets.**

7. Approves the allocation of £321k from general contingency to fund ICT licensing costs within Residents Services revenue budgets.
8. Approves the addition of £108,634 to 2012/13 Residents Services revenue budgets for measures to prevent winter deaths and illness funded from the Department of Health Warm Homes Health People grant.
9. Approve the rephasing of capital budgets based on the latest outturn projections.
10. Ratifies an emergency contract decision made by the Chief Executive and Leader of the Council on 4 December 2012 to agree capital funding and release of £1,080,000 for the Highgrove Pool Refurbishment Project to fund the removal of asbestos and associated costs for other works, including an instruction to officers to authorise the works.
11. Ratifies an emergency contract decision made by the Chief Executive and Leader of the Council on 5 December 2012 in relation to building works at Hayes End Library and Flats to terminate the existing Building Contract with Breyer Group PLC, award the Works Completion Contract to T & B Contractors Ltd, agree the necessary consultancy arrangements and agree capital funding and release of £290,000.
12. Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Cabinet Member for Finance, Property & Business Services, to submit a grant bid to the Mayor of London in support of investment in Trees & Parks.
13. Delegates responsibility to approve a Council bid to the Mayor's Care and Support Specialised Housing Fund to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services in conjunction with the Deputy Chief Executive and Corporate Director for Residents Services.
14. Delegates authority to recruit to current and future staff vacancies to the Chief Executive, in consultation with the Leader of the Council.
15. Approves and accepts the grants of £15k from the Department for Environment, Food and Rural Affairs (via the London Borough of Camden) and £25k from the Greater London Authority for Hillingdon's Clean Air for Schools project.
16. Delegates authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to revise cemeteries fees and charges and amend the policy on pre-purchasing burial sites with effect from January 2013, reporting back to a subsequent Cabinet for information.

Reasons for decision

Cabinet was informed of the latest forecast revenue, capital and treasury position for the current year 2012/13 to ensure the Council achieved its budgetary and service objectives. Additionally, Cabinet made a number of decisions in respect of allocating funds for particular services or projects, ratifying emergency decisions recently taken and gave authority to submit various external funding bids.

Additionally, a revised approach to vacancy management was agreed along with grant funding for a clean air project being led by Hillingdon and delegated authority

to amend the fees and policy in relation to cemeteries to align them better with neighbouring local authorities and ensure fairer usage of the plots available by all residents.

Alternative options considered and rejected

None.

Officer to action:

Paul Whaymand, Finance

664. THE COUNCIL'S BUDGET 2013/14 - 2016/17

RESOLVED:

That Cabinet:

- 1) Approve the draft revenue General Fund and Housing Revenue Account budget and capital programme proposals for 2013/14 and beyond as the basis for consultation with Policy Overview Committees and other stakeholders.**
- 2) Request the comments of individual Policy Overview Committees on the draft budget proposals relating to their areas of responsibility, to be collated into a single report back to Cabinet from the Corporate Services and Partnerships Policy Overview Committee.**
- 3) Approve the proposed fees and charges included at Appendix 8 as the basis for consultation with Policy Overview Committees and other stakeholders.**
- 4) Authorise the Corporate Director of Finance, in consultation with the Leader of the Council, to respond on behalf of the Council to the consultation on the provisional Local Government Finance Settlement and to the Mayor of London's budget consultation.**

Reasons for decision

Cabinet put forward for consultation its budget proposals. This included the Council's Medium Term Financial Forecast (MTFF), the draft General Fund revenue budget for 2013/14 along with indicative projections for the following years, the Housing Revenue Account, fees and charges proposals and the draft capital programme for 2013/14 and beyond.

Despite the national financial position, Cabinet was able to endorse a well thought out set of budget proposals which had been carefully developed to put residents' first. Cabinet announced a zero increase in Council Tax for the fifth successive year,

a freeze on most fees and charges for a further two years and gave its commitment to continued investment in priority service areas, like highways, libraries, community safety and the local environment.

On the capital programme, Cabinet's proposals continued the investment in London's largest school building programme, aimed at ensuring that every child in the Borough would have a quality place at a local school.

Cabinet recommended the budget for consultation, in particular to the Policy Overview Committees and agreed to delegate authority to respond to both the Government and London Mayoral consultations on the budget.

Alternative options considered and rejected

The Cabinet could have chosen to vary the proposals in its budget before consultation. However, to comply with the Budget and Policy Framework, the Cabinet was required to publish a draft budget for consultation at the meeting.

Officers to action:

Paul Whaymand, Finance

665. COUNCIL TAX REDUCTION SCHEME

RESOLVED:

That Cabinet approves for recommendation to Council the adoption of the proposed Council Tax Reduction Scheme initially for a 2 year period from 1 April 2013.

Reasons for decision

Cabinet noted that the Local Government Finance Act introduced the requirement for Local Authorities to design and implement a local reduction scheme for Council Tax from 1 April 2013 to replace Council Tax Benefit, which was being abolished under the Welfare Reform Act 2012.

Following a consultation period, Cabinet agreed to recommend the scheme to Council for approval for an initial period of 2 years, during which time its impact alongside the broader sweep of welfare reforms would be monitored.

With Government funding for the localisation of support to Council Tax 10% lower than funding for Council Tax Benefit, Cabinet welcomed the fact that Hillingdon's scheme that would mitigate this pressure in full and prevent the need for either an equivalent cut in service budgets or an increase in Council Tax for residents of the Borough.

Alternative options considered and rejected

Cabinet noted that a range of possible options had been considered by them in July 2012.

Officer to action:

Paul Whaymand, Finance

666. GRANTS TO VOLUNTARY ORGANISATIONS 2013/14

RESOLVED:

That the Cabinet agrees:

- 1. The overall allocation of grants to Voluntary Sector of £ 1,681,366 for the provision of core grant funding for the 2013/14 financial year and specific awards as set out in the schedule - Appendix A**
- 2. Grants totalling £54,540 to organisations to enable the provision of transport as set out in Appendix B**
- 3. Proposals for the extension of the small grants development programme to include support for local retail associations.**
- 4. That the Leader of the Council and Cabinet Member for Community, Commerce and Regeneration be delegated authority to consider potential increased grants to Heathrow Travel Care and Hillingdon Association of Voluntary Services.**
- 5. That the Leader of the Council and Cabinet Member for Community, Commerce and Regeneration be delegated authority to agree the terms and conditions of support to the borough's retail associations and chambers of commerce.**
- 6. Approve the Council's 2013/14 contribution of £302,227 to the London Councils Grants scheme.**

Reasons for decision

In considering the report, Cabinet acknowledged the important role of the voluntary sector, particularly during current economic times. Cabinet agreed to continue its commitment during 2013/14. It was noted that this was in comparison to some other local authorities who had cut budgets.

Alternative options considered and rejected

Cabinet could have made changes to the proposed level of grants.

Officers to action:

Kevin Byrne / Nigel Cramb / Sarah Johnstone – Administration Directorate

667. PROMOTING ECONOMIC DEVELOPMENT AND REGENERATION IN HILLINGDON

RESOLVED:

That Cabinet:

- 1. Notes the potential opportunities and risks created by Government's new Business Rate Retention Scheme.**
- 2 Agrees to the six workstreams set out in the report to provide a stronger basis for supporting economic development and regeneration in Hillingdon.**

Reasons for decision

Cabinet was very much aware that the national economic downturn continued to have some impact on the Borough and agreed a new approach to respond to this, setting out six priority areas that the Council would focus on: Better intelligence on the local economy; supporting development of major sites; streamlining the planning pre-application process; improving skills and employment; developing promotional opportunities and; reviewing support to small businesses.

Alternative options considered and rejected.

Cabinet could have decided to continue currently levels of support to the local economy or do nothing, but felt that such options would not have enabled Hillingdon to respond flexibly to changing economic circumstances.

Officer to action:

Kevin Byrne, Administration Directorate, Paul Whaymand, Finance Directorate and James Roger, Residents Services

668. HILLINGDON HEALTH AND WELLBEING STRATEGY

RESOLVED:

That Cabinet approves the draft Health and Wellbeing Strategy and also notes that consultation on its contents is underway, which will lead to a further report back to Cabinet in 2013.

Reasons for decision

Cabinet gave its approval to consult the public on Hillingdon's draft Health and Wellbeing Strategy, a statutory plan aimed at improving the health and wellbeing of residents.

Alternative options considered and rejected.

None

Officer to action:

Paul Feven, Finance

669. HOUSES IN MULTIPLE OCCUPATION: DRAFT INTERIM POLICY

RESOLVED:

That Cabinet:

1) Agrees to the publication of the Interim Planning Policy Document (IPPD) on Houses in Multiple Occupation (attached as Appendix One to this report) for public consultation for a period of 28 days.

2) Requests that officers report back to Cabinet following consultation and, subject to Cabinet approval, recommend to full Council on 28 February 2013 with a view to adopt the IDDP prior to the implementation of the Article 4 Direction on the 24 March 2013.

Reasons for decision

Cabinet recalled the decision in November 2011 by the Council to the declare an Article 4 Direction for Uxbridge South & Brunel wards, removing permitted development rights for the conversion of houses to Houses in Multiple Occupation (HMOs). Prior to the implementation of this Direction in March 2013, Cabinet agreed to consult on a proposed policy and criteria by which the Council would use to determine planning applications for HMOs in the two wards concerned.

Alternative options considered and rejected

Cabinet could have decided not to progress a policy and continued to rely on the outdated guidance contained in early 2004 supplementary planning guidance.

Officer to action:

James Rodger & Richard Shaw – Residents Services

670. STATEMENT OF GAMBLING PRINCIPLES - POLICY FRAMEWORK

RESOLVED:

That Cabinet:

- 1. Notes the recent consultation on the proposed changes to the Draft Statement of Gambling Principles (the policy), to which no responses were received.**
- 2. Approves the final document including the changes summarised in Para 3.b of this report and recommends adoption of the policy to full Council on 17th January 2013.**

Reasons for decision

In accordance with the licensing legislation, Cabinet had approved a draft Statement of Gambling Principles for wider consultation in September 2012. Consequentially, as a policy framework document, Cabinet recommended the final draft to Council for adoption.

Alternative options considered and rejected

None. The Council is required, under the Gambling Act 2005, to publish a statement of gambling principles, every 3 years.

Officer to action:

Sharon Garner – Residents Services

671. JOINT COMMISSIONING PLAN FOR ADULTS WITH MENTAL HEALTH

RESOLVED:

That Cabinet:

- 1. Gives in principle approval (subject to consultation) to the Joint Mental Health Commissioning Plan and the future direction for services for people with functional mental health needs and people with dementia in Hillingdon and;**
- 2. Instructs officers to report to a future Cabinet meeting on the outcomes of the consultation process.**

Reasons for decision

Cabinet agreed a plan for the strategic delivery of Joint Mental Health Commissioning services to improve the mental health and wellbeing of vulnerable residents along with their experience of local health services. It was noted that the plan built on the comprehensive review undertaken recently by the External Services Scrutiny Committee.

Alternative options considered and rejected

Cabinet could have made amendments to the Plan or decided not to approve it.

Officer to action

Paul Feven, Finance

672. PLANNING OBLIGATIONS - QUARTERLY MONITORING REPORT

RESOLVED:

That the Cabinet notes the updated financial information attached to the report.

Reasons for decision

Circular 05/05 and the accompanying best practice guidance required local planning authorities to consider how they can inform Members and the public of progress in the allocation, provision and implementation of obligations whether they are provided by the developer in kind or through a financial contribution. Cabinet noted the report which detailed the financial planning obligations held by the Council and what progress had, and was, being made.

Alternative options considered and rejected

To not report to Cabinet. However, Cabinet believed it was an example of good practice to monitor income and expenditure against specific planning agreements.

Officer to action:

Nicola Wyatt, Planning and Community Services

673. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet:

- 1. Notes the progress made with Phases 1, 2 and 3 of the Primary School Expansion Programme and the proposals to address to the additional requirement for places in September 2013;**
- 2. Agrees that the local process of seeking proposers for the two new primary schools should start, following a report to the Cabinet Member for Education & Children's Services to agree the local process;**
- 3. Note the work undertaken in establishing a Hillingdon Framework for construction works for the School Expansion Programme and delegate approval for acceptance of 6 suppliers onto that Framework and use of the Framework to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and the Cabinet Member for Finance, Property and Business Services;**

4. **Agrees to delegate approval to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, the acceptance of suppliers for the delivery of the Schools Building Project 2013/14 following the outcome of an accelerated restricted procedure;**
5. **Approves the budget increase of £376,113.48 for Mace consultancy, survey and feasibility fees for Phase 2 of the school expansion programme;**
6. **Approves the expenditure of £50,000 to progress a temporary classrooms scheme at Lake Farm;**
7. **Agrees to extend the employment of agency resource working as a CAD Technician on Phase 3 of the programme at a cost of £13,437;**
8. **Approves the cost of £67,122 for agency staff costs and £6,400 for asbestos reports.**
9. **Requests that the Chairman of the Executive Scrutiny Committee waives the scrutiny call-in on all these recommendations to ensure the programme can progress swiftly and that the necessary contractual commitments can be met on time.**

Reasons for decision

Cabinet received an update on the primary school capital programme and made a number of decisions to progress the provision of sufficient school places, including those relating to the necessary building contracts and project funding.

Alternative options considered and rejected

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

Officers to action:

David Murnaghan – Residents Services

Exempt Information

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

674. YOUNG PEOPLE'S SUPPORT, INFORMATION, ADVICE AND GUIDANCE SERVICES

RESOLVED:

That the Cabinet:

- 1. Approves the extension of the existing contract with CfBT Education Trust for the provision of careers information, advice and guidance services for one year from April 1st 2013 to 31st March 2014 at a cost of £460,000.**
- 2. Grants delegated authority to the Deputy Chief Executive and Corporate Director for Residents Services, in conjunction with the Leader of the Council and Cabinet Member for Education and Children's Services, to finalise the terms of the extension.**

Reasons for decision

Following full consideration of all options available to the Council, Cabinet agreed to extend the existing contract with CfBT Education Trust, which represented the best option for the Council.

Alternative options considered and rejected

Cabinet could have agreed to discontinue the externally commissioned services from March 2013 and provided them through an in-house team.

Officer to action

Tom Murphy, Residents Services

Exempt Information

This report was included in Part II as it contained information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 4 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

675. SCHOOLS INFORMATION MANAGEMENT SYSTEM

RESOLVED:

That Cabinet approves the Single Tender Action to Capita SMS for 3 years at the cost and basis set out in the report.

Reasons for decision

Based upon best value, Cabinet agreed to award a 3 year contract for the Capita Children's Services Schools Information Management Systems (SIMS) licences as part of a 4 year agreement between the Council and local schools to run ICT services via the Hillingdon Grid for Learning (HGFL).

Alternative options considered and rejected

Cabinet could have agreed to purchase licenses on an annual basis. However, this would not have offered value for money.

Officer to action:

Steve Palmer, Residents Services

Exempt Information

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

676. BELMORE NURSERY AND PRIMARY SCHOOL ACADEMY CONVERSION

RESOLVED:

That Cabinet approves the grant of a 125 year lease of Belmore Nursery and Primary School on the main terms outlined in this report as part of the process of conversion of the school to an Academy.

Reasons for decision

Cabinet agreed the grant of a 125 year lease to Belmore Nursery and Primary School to facilitate their conversion to Academy status. Cabinet noted that decisions regarding academies were made by the Secretary of State for Education and therefore the Council had no choice other than to progress with the transfer of the premises.

Alternative options to consider and action

None.

Officer to action:

Mike Paterson

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).

677. ADVOCACY SERVICES FOR ADULTS AND CHILDREN

RESOLVED:

That Cabinet:

- 1. Delegates to the Leader of the Council and the Cabinet Member for Social Services, Health and Housing the authority to approve the award of a contract for a generic advocacy service for vulnerable adults and a contract for a specialist learning disability advocacy service;**
- 2. Approves the award of a three year contract to the National Youth Advocacy Service (NYAS) from 1st April 2013 for an Advocacy Service for Looked After Children and an Independent Visitors Scheme, for the sum of £274,866;**
- 3. Approves the appointment of the Disablement Association Hillingdon (DASH) to provide an advocacy service for a further 3-month period from the 1st April 2013 using a single tender process at a cost of £21k in order to allow for a period of re-tendering of the generic advocacy service for vulnerable adults and the specialist learning disability advocacy service.**

Reasons for recommendation

Cabinet made the necessary decisions to provide advocacy and independent visiting services, which enabled the Council to meet its statutory responsibilities and deliver the best outcomes for vulnerable people.

Alternative options considered and rejected

Cabinet could have decided to spot purchase an Independent Visitors service or provide the services in-house, but this did not represent value for money.

Officer to action:

Paul Feven, Finance

Exempt Information

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

678. RUISLIP LIDO ENHANCEMENT LANDSCAPING

RESOLVED:

That Cabinet note the contents of the report and agrees to:

- 1. Award the contract to manufacture and install the New Toilet Block to Wernick Buildings Ltd for the sum of £121,648;**
- 2. Implementation of the landscaping proposals along with the works relating to the external ground works to the Council's Highways Term Contractor for the Sum of £164,050;**
- 3. Retain the services of Faithful & Gould (£6750), Gillespies (£12,763) and TEP (£7,500) as described in the body of the report;**
- 4. A budget of up to £739k for the New Toilet Block Project and the Woody Bay Landscaping proposals as well as the external ground works (of which £500k is re - profiled from the original budget allocation) requiring further funding of £239k from the Environmental Assets Projects Budget 2012/13.**
- 5. Delegate the decision to appoint any other consultants, contractors and/or surveys required to deliver the Ruislip Lido Enhancement Project to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and the Cabinet Member for Finance, Property and Business Services.**
- 6. Agree to appoint Southern Ecological Solutions to undertake the ecological and vegetation/Tree clearance for the sum of £65,078 due to the special nature of the works and UK Power Networks as the Council's statutory provider to carry out the upgrade of the electrical supply and infrastructure works under single action tender to progress the implementation of the Ruislip Lido Enhancement Programme.**

Reasons for decision

Cabinet made a number of decisions to progress elements of the Ruislip Lido Enhancement Programme relating to the installation of new toilets, vegetation clearance and introduction of the hard and soft landscaping proposals, which formed part of the Woody Bay development.

Alternative options considered and rejected

Cabinet could have decided not to progress the development of the Ruislip Lido Enhancement Programme or delay the delivery of it.

Officer to action:

Mohamed Bhimani – Residents Services

Exempt Information

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

679. PROCUREMENT OF REFUSE COLLECTION VEHICLES

RESOLVED:

That Cabinet approve the acceptance of a tender from Dennis Eagle for the supply of 14 no. 26 tonne refuse collection vehicles and 1 no. 18 tonne Refuse collection vehicle, subject to the normal capital release approvals.

Reasons for decision

Following a competitive tender exercise, Cabinet gave its approval to accept a tender for the supply and delivery of 15 new refuse vehicles. The new vehicles would be built with Euro 5 engines that complied with the Transport for London low emission zone.

Alternative options considered and rejected

Cabinet could have decided not to replace the existing vehicles, which had been operating on or beyond their useful life. This was considered not an economic option or value for money in the longer-term.

Officer to action

Steve Palmer – Residents Services

Exempt Information

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

680. CARERS RESPITE AT HOME SERVICES

RESOLVED:

That the Cabinet:

1) Approves a 12 month extension of the Respite at Home Contracts with Enara Community Care and Crossroads Care Hillingdon, for the period 1st April, 2013 to 31st March, 2014, utilising the +1 option to extend the existing contracts.

2) Approves the extension of contracts at the total cost of £196k. [A negotiated reduction in unit rates will enable a 10% increase in the number of carers supported during 2013/14.]

Reasons for decision

Cabinet approved the temporary extension of contracts to enable carers services to be remodelled in light of the Care and Support Bill and deliver a more personalised approach to meet carer's needs.

Alternative options considered and rejected

Cabinet could have decided to tender the services prior to service re-modelling, but this option was not recommended.

Officer to action

Paul Feven, Finance

Exempt Information

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

681. HOUSING AND FACILITIES MANAGEMENT CONTRACTS

RESOLVED:

That Cabinet:

1) Agree to seek single tender actions or extensions of the following contracts:

- Mulalley & Co – Extend the existing service provision through a single tender action for a 12 month period to 31st March 2014.**
- Keepmoat – Extend the existing contract for a 12 month period to 31st March 2014**
- Domestic Lift Services – Extend the existing service provision through a single tender action for a 9 month period to 30th September 2013**
- Secure Electronic Application Ltd – Extend the existing service provision through a single tender action for a 12 month period to 31st December 2013**
- Chubb Systems Ltd – Extend the existing service provision through a single tender action for a 12 month period to 31st December 2013**

2) Agree to delegate the decision to appoint contractors based upon the outcome of tender or mini competition exercise to the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with Leader of the Council and Cabinet Member for Finance, Property and Business Services, as required.

3) Agree to cease service provision through AP Venn, reassigning work to either Keepmoat, Mullaley & Co or Mitie Facilities Management.

4) Note that a series of smaller contracts with less than £50,000 per annum expenditure will require extension over the next 12 month period and that these will be executed in accordance with the requirement of standing orders.

Reason for decisions

Following the integration of Housing and Facilities Management into a combined function, Cabinet agreed to review the total contract provision to ensure a more commercial approach to service delivery. Cabinet made a number of short-term contract decisions, pending a wider review into these services.

Alternative options considered and rejected

Cabinet could have decided to do nothing, though agreed that this would not represent the best solution for Hillingdon residents.

Officers to action:

Matthew Kelly / Perry Scott - Finance

Exempt Information

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

682. TENANTS & LEASEHOLDERS CONTENTS INSURANCE SCHEME

RESOLVED:

That Cabinet awards the Tenants Contents Scheme and Leaseholder Contents Scheme insurance contract to Aon, for a period of 3 years, with the option to extend for a further 2 years from 1st April 2013

Reasons for decision

Following a tender, Cabinet accepted the most economically advantageous tender for the Tenants Contents and Leaseholder Contents Schemes. Cabinet noted that as these products would be offered to Hillingdon residents who found themselves financially excluded from the mainstream home contents insurance market, that there would be no direct cost to the Council.

Alternative options considered and rejected

Cabinet could have decided not to offer the insurance products to residents.

Officer to action:

Simone Batchelor, Finance

Exempt Information

This report was included in Part II as it contained information relating to the financial or business affairs of any particular person (including the Authority holding that information) and the public interest in withholding the information outweighed the public interest in disclosing it (exempt information under paragraph 3 of Part 1 of

Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

683. IRRECOVERABLE BUSINESS RATES

This item which was withdrawn from consideration and deferred to the next Cabinet meeting.

684. DISPOSAL OF LAND AT KEITH ROAD, HAYES

RESOLVED:

That Cabinet:

- 1. Declare the land at Keith Road, Hayes, surplus to requirements and authorise its disposal.**
- 2. Accept the offer for the freehold interest in the land as set out in the report.**
- 3. Delegate any further decisions about the site's future to the Leader of the Council and the Cabinet Member for Finance, Property and Business Services in conjunction with the Deputy Chief Executive and Corporate Director for Residents Services.**

Reasons for decision

Cabinet agreed to dispose of the site and accept an offer for it, delegating any further decisions that may have to be made on the matter.

Alternative options considered and rejected

Other site usage options were considered but rejected.

Officer to action:

Marcia Gillings, Residents Services

Exempt Information

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

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

No additional items were considered by the Cabinet.

The meeting closed at 8.20pm

IMPORTANT INFORMATION

DECISION AUTHORITY

Meeting after Cabinet, the Executive Scrutiny Committee fully endorsed all of Cabinet's decisions.

*** With regard to item 16 (minute 673) – School Capital Programme - to ensure that the programme progressed swiftly and that the necessary contractual commitments could be met on time, all decisions on this item come into effect immediately, following the agreement to waive the scrutiny call-in period by the Chairman of the Executive Scrutiny Committee.**

The remaining decisions of the Cabinet come into effect from 5pm, Wednesday 2 January 2013.

HEATHROW EXPANSION - A LOCAL REFERENDUM

Cabinet Member	Councillor Ray Puddifoot
Cabinet Portfolio	Leader of the Council
Officer Contact	Lloyd White, Administration Directorate
Papers with report	None

HEADLINE INFORMATION

Purpose of Report	To consider a proposition for a local referendum and resident engagement on the expansion proposals for Heathrow.
Contribution to our plans and strategies	This proposal will contribute directly to the Council's policy of opposition to expansion proposals at Heathrow.
Financial Cost	
Relevant Policy Overview Committee	Residents' & Environmental Services
Ward(s) affected	All

RECOMMENDATIONS:

That Cabinet agrees that:

- a) The proposals for a local referendum on the expansion of Heathrow and associated publicity programme as outlined in the report, be approved.
- b) The Head of Democratic Services, in consultation with the Leader of the Council, be authorised to act as Counting Officer and implement the referendum proposals.

INFORMATION

Reasons for recommendation

To survey, along with partner Boroughs, the level of continuing public support for the Council's policy of opposition to future expansion of Heathrow airport.

Alternative options considered / risk management

Under relevant legislation the Council has a great deal of freedom as to how to conduct a local poll. Therefore Members are at liberty to consider alternatives to the polling arrangement proposals in the report.

Comments of Policy Overview Committee

Not applicable at this stage.

Supporting Information

- 3.1 On 15 January 2009 the Government announced that it was giving BAA the go ahead for a third runway, a sixth terminal and to end the 'Cranford agreement' at Heathrow. However, the Transport Secretary also announced that he was abandoning plans to end runway alternation and introduce 'mixed mode', which had been of major concern to many residents in the Borough.
- 3.2 In February 2010 the Council (in partnership with the 2M Group, NoTRAG, the 2M Group local authorities, HACAN Clearskies, Greenpeace, WWF, CPRE and Transport for London) were successful in a Judicial Review in which the High Court ruled that the Government's stance on Heathrow's third runway was 'untenable in law and common sense'. This, complemented by a lengthy and successful campaign (locally by the Borough's action group NoTRAG), resulted in the new coalition Government dropping the Labour Government's plans for a third runway and sixth terminal at Heathrow in May 2010. The Government has restated its commitment to allow no new runway at Heathrow in this Parliament.
- 3.3 However, on Friday 2 November 2012 the Coalition Government announced the Davies Commission, "to identify and recommend to Government options for maintaining the UK's status as a global aviation hub". The Commission will not return its final report until 2015, and so the next Government will be the one that chooses to act, or not act, on their recommendations.
- 3.4 In the meantime it has been felt both locally and across London that it needs to be made clear to both BAA and the Government that the possibility of a third and fourth runway at Heathrow is as untenable as it has ever been and that Hillingdon will stand opposed to any plans to move forward with expansion.
- 3.5 The last time the Council gave detailed consideration to this matter was on 1 July 2010. A motion moved by the Councillor David Simmonds and seconded by Councillor Keith Burrows received unanimous support as follows: *"That this Council applauds the Government decision to rule out a third runway at Heathrow Airport, whilst noting that other major transport proposals with possible serious environmental impacts on the Borough are under consideration. Council calls upon the Government to consult fully with all stakeholders on any proposal which will have an impact on the Borough's residents."*
- 3.6 As there has been no public consultation since that date, Cabinet is asked to consider proposals to publicly invite residents to declare their views on any expansion proposals through a referendum-style vote, which would be held before the end of the municipal year 2012/13.

Local Context

- 3.7 Unlike the other possibilities for airport expansion in the London area, Heathrow is based in the middle of a densely urban environment and any growth would affect millions of

people. A third runway built at Heathrow would increase the number of flights handled by the airport by more than 220,000 a year, resulting in a huge increase in both noise and air pollution.

- 3.8 The Borough is already subjected to excessive levels of noise, often above the level the World Health Organisation considers to be problematic and the extra runway and flights would ensure that this increased even further. Increases in noise pollution have been shown to cause hearing impairment, hypertension, ischemic heart disease, stress, annoyance and sleep disturbance.
- 3.9 During the previous Government's campaign for the third runway at Heathrow it was claimed that the increase of flights from 473,000 in 2006 to over 700,000 scheduled to take place by 2020 would allow the airport pollution limits to stay within EU rules. This was, however, based upon the possible future improvements in individual aircraft emissions. Many independent observers doubt that there would be sufficient 'cleaning up' of jet engines to allow such a massive increase in flights without a corresponding deterioration in air quality. There are a large number of proven health effects from increased air pollution ranging from wheezing or shortness of breath (including asthma attacks) to chronic issues such as cancer and heart disease.
- 3.10 It is important that local residents have a say on this potential significant development and that their voices are heard on this issue. Through its role in enabling and involving local residents, it is proposed that the Council hold a local referendum as a part of our ongoing, wider programme of consultation and engagement.

Proposed approach

- 3.11 To gauge public opinion, the core consultation will comprise a local referendum style poll. The Local Government Act 2003 creates an express power giving the right of a local authority to conduct an advisory poll. This Heathrow poll will be carried out during and up to the conclusion of a campaign beginning in March 2013 and will involve a number of methods to enable as many people as possible to be able to have their say.
- 3.12 All residents in the Borough, who are currently on the electoral register (approximately 207,000), will be eligible to vote and will be sent a card with an individual 'polling number'. The individual polling number would enable voters to vote securely. Using the coding system / individual polling number will provide a high level of confidence in terms of combating multiple voting. The analysis of the votes will be carried out by an external independent organisation under the auspices of the appointed Counting Officer.
- 3.13 Whilst the voting period will be spread across the months of March and April, there will also be a dedicated 'Polling Day' where residents can visit their local library and civic offices to place their vote.
- 3.14 It is intended to co-ordinate the campaign with other local authorities staging similar polls so that the final Polling Day can be synchronised so as to enable maximum impact and joint declaration of results.

Question

- 3.15 The Electoral Commission has produced guidance for producing referendum questions and it is useful to reflect that when considering the wording of any referendum style poll.
- A referendum question should present the options clearly, simply and neutrally, so it is easy to understand and to the point.
 - It should be factual, describing options clearly and avoid assuming anything about voters' views.
 - It should be unambiguous, avoid encouraging voters to consider one response more favourably than another and it should avoid misleading voters or suggest a judgement or opinion either explicitly or implicitly.
 - It should be written in plain language, uses short sentences, be simple, direct and concise, avoiding jargon or technical terms.

Publicity

- 3.16 Publicity will be important to ensure that as many people as possible have the opportunity to have their say. This will include a three step campaign that will commence several weeks before the poll:

Step one: Your chance to have your say on Heathrow – coming soon - A lead up campaign principally using Hillingdon People but also including: posters / leaflets in the Council Tax mailing / stakeholder letters / social media etc. The purpose of this stage is to make people aware that their polling card is coming.

Step two: Have your say on Heathrow - Throughout March a campaign to encourage residents to use their polling card and vote. This will be done through Hillingdon People supported with media opportunities, posters / leaflets and social media. Also supported via the 'polling day' in each library.

Step three: What you said about Heathrow - Feeding back the results of the consultation to residents and other interested parties.

- 3.17 Whilst the Council cannot bind any individual or political party, it would not be appropriate for the Council to issue any publicity urging residents to vote one way or another in relation to the outcome of the referendum. It is appropriate, however, in the run up to the voting period, for the Council to run a separate campaign promoting its agreed policy position of opposition to Heathrow expansion.

Financial Implications

- 4.1 Conversations have already commenced with neighbouring boroughs who are considering carrying out similar consultations. Whilst this relationship will be an important factor in maximising turnout, officers will also investigate the potential of working together in order to minimise costs. The London Borough of Richmond have already approved proposals for a similar exercise at an indicative cost of £57k.
- 4.2 A sum of £100k has been provided in the in the draft 2013/14 budget to cover costs associated with challenging expansion at Heathrow. This sum could be used to cover the

costs of the referendum. A tender process will take place to secure the contract for the distribution and analysis of the polling.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

This proposal will create a unique opportunity for all the residents and communities of Hillingdon to have a direct influence on Council and Government policy and to send a clear message to the management at Heathrow.

Consultation Carried Out or Required

No consultation has been carried out at this stage.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above.

Legal

- 5.1 Section 116 of the Local Government Act 2003 provides a specific power for principal local authorities to hold polls in order to ascertain views on any matter relating to: (1) their services, or (2) expenditure on those services, or (3) their power to promote well-being in their areas.
- 5.2 The extent of this express power is broadly drawn, allowing the local authority to hold a poll on any matter relating to the promotion of well-being of its area. The section also provides express freedom to a local authority in determining, for any poll it proposes to hold, who to poll and how the poll is to be conducted.
- 5.3 The Representation of the People Regulations 2001, regulation 107 (4)(aa) allows a local authority to use the full electoral register "for the purpose of a poll under section 116 (local polls) of the LG Act 2003".
- 5.4 In publicising the poll the Council must have regard to the recommended code of practice on local authority publicity which provides guidance on the content, style, distribution and cost of local authority publicity.

BACKGROUND PAPERS

Nil

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HILLINGDON PHYSICAL ACTIVITY STRATEGY 2012 - 15

Cabinet Member(s)	Councillor Douglas Mills
Cabinet Portfolio(s)	Community, Commerce and Regeneration
Officer Contact(s)	Priscilla Simpson and Howard Griffin – Residents Services
Papers with report	Hillingdon Physical Activity Strategy (2012 – 15); Hillingdon Physical Activity Action Plan (2012 – 13)

1. HEADLINE INFORMATION

Summary	<p>The Hillingdon Physical Activity Strategy and Action Plan 2012-15 set out proposals to increase physical activity rates in Hillingdon by 15% over the next three years. Over the period of the Plan the target is for 21,000 extra residents to become physically active.</p> <p>Hillingdon has already invested in first class leisure facilities and has an abundance of award-winning green and open spaces, offering excellent active lifestyle opportunities for residents. The new plan seeks to build on the investment made by the Council and the success of the 2012 Olympic Games to deliver a local partnership legacy plan to increase participation in physical activity.</p> <p>The Hillingdon Physical Activity Strategy was considered by the Health and Wellbeing Board in April 2012. The plan will contribute to and be overseen by both the Health and Wellbeing board and Strong and Active Partnership.</p>
Contribution to our plans and strategies	The Physical Activity Action Plan addresses local priorities and objectives set out in the draft Health and Wellbeing Strategy, and the Strong and Active Partnership Plan. The Strategy will provide a co-ordinated approach, contributing to the Older People's Plan, Disabled Persons Plan, Local Implementation Plan (Transport Strategy) and Obesity Strategy.
Financial Cost	There are no financial implications arising from this report as the plan is funded from within existing resources across a range of partners in Hillingdon.
Relevant Policy Overview Committee	Residents' & Environmental Services Policy Overview Committee
Ward(s) affected	All Wards

2. RECOMMENDATION

That the Cabinet:

- 1. Approves the Physical Activity Strategy as set out in Appendix 1.**
- 2. Agrees to adopt the year 1 Action Plan for delivery of the Strategy in Appendix 2.**
- 3. Agrees that Action Plans for following years (from 2013/14) to be determined by the Deputy Chief Executive, in consultation with the Cabinet Member for Community, Commerce and Regeneration.**

Reasons for recommendation

Increasing levels of sport and physical activity in Hillingdon, particularly among groups not currently sufficiently physically active, is key to achieving an increase in overall participation and to contribute to health objectives for residents.

The plan represents a costed and proportionate approach to identified needs in Hillingdon. It has also been developed with partners to maximise use of existing resources through multi agency delivery.

The Physical Activity Strategy was considered by the shadow Health and Wellbeing Board in April 2012. The Action Plan follows on from the Strategy with detailed activities.

Alternative options considered / risk management

The Cabinet could decide not to adopt a Physical Activity Strategy. This option is not recommended as an increase in physical activity levels across the population is considered vital for improving physical and mental health and wellbeing.

Policy Overview Committee comments

None at this stage

3. INFORMATION

Supporting Information

Participation in sport and physical activity is a key ingredient to having a happy, healthy lifestyle and can protect against many chronic diseases including obesity, diabetes, cardiovascular disease and common cancers.

As well as providing an essential element to a healthy lifestyle, sport and physical activity is also recognised as having other wide reaching benefits. As well as sport for sports sake, participation develops social skills, self expression and a sense of achievement.

Hillingdon is well placed to support increases in physical activity and residents can already enjoy being active by using some of the following opportunities:-

- State of the art sports facilities available at Hillingdon Sports and Leisure Complex Botwell Green Sports and Leisure Centre.

- Using one or more of Hillingdon's award winning Green Flag parks.
- Taking part in London's first nationally accredited led walks programme.
- Making use of the best university for sport in London (Brunel).
- Have improved access at reduced prices through use of the Hillingdon First Card
- Joining one of Hillingdon's many accredited local sports clubs delivering both recreational and competitive opportunities.

The strategy brings together a wide range of partners, services and resources under one plan to maximise use of local resources and create opportunities for more residents to be more active, more often.

Many actions and activities are already underway. Residents have access to various initiatives and programmes to encourage increased participation. This includes the 'Back to Sport' programme offering adults that have dropped out of sport with opportunities to re-engage in something they used to enjoy or try something new. 'Sports Unlimited' is offering young people not currently engaged in regular activity with 6-8 week taster sessions to encourage interest in sport with exit route to regular participation. The Council's popular provision of free swimming for older people continues to attract large numbers of older residents to Hillingdon's excellent swimming facilities.

This plan will maximise the impact of these programmes and others by developing a co-ordinated approach with a number of local agencies. The first year action plan as set out in Appendix 2 details actions under the following headings. The intention is to review the targets and achievements set for this year to inform an increase in targets for Year 2 and 3.

- **Develop a sports programme for adults and older people**
- **Develop a sports programme for children and young people**
- **Set up Active Travel plans and develop an Active Hillingdon Walking Plan**
- **Show an increase in cycling and walking**
- **Recruit volunteers and support local club networks**
- **Review the support facilities for people with disabilities in partnership with DASH**
- **Set up care pathways with primary care and Public Health**
- **Develop the Change4Life campaign to encourage residents of all ages to participate in physical activity and achieve the recommendation of 150 minutes a week**

Governance of the plan and achievement of targets will be co-ordinated by a steering group of local partners actively involved in delivery of the actions. Progress will be reported quarterly through a range of measures set up by contributing stakeholders to the LSP via the Strong and Active Partnership.

Financial Implications

The Physical Activity Action Plan is funded from within existing base line budgets across a range of partners in Hillingdon. The Council's contribution to these budgets reflects the Council's recent investment in promoting sport and physical activity, specifically:

- Capital investment in new and enhanced leisure facilities including the Hillingdon Sports & Leisure Complex, Botwell Green Sports & Leisure Centre and Highgrove Pool
- Revenue budget for implementing the obesity strategy through sport and exercise (£80k per year) (approved by Cabinet and Council in February 2011)

- Revenue budget for gold bursaries for talented athletes (£20k per year) (approved by Cabinet and Council in February 2012)
- Revenue budget for free swimming for people over 65 (£15k per year) (approved by Cabinet and Council in February 2012)

In addition, there is external funding used to deliver the action plan from Transport for London, Sport England and Local Strategic Partners own budgets. Where opportunities arise (subject to normal approval process) external funding will be sought to deliver specific initiatives. In addition, opportunities will be sought to identify funding to sustain activities that are currently delivered through time-limited external funding.

All Council expenditure on delivering the action plan will be subject to the Council's internal controls on approval of expenditure.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The strategy provides an opportunity to have a positive impact on lifestyle choices residents make and embed participation in sport and active recreation as part of daily life. Through better partnership working, residents will have access to an enhanced range of local opportunities that local agencies will help shape and deliver.

A co-ordinated approach will provide residents with greater opportunity to participate at whatever level they choose. Whether that is simply for fun, improved health and fitness, or at a competitive level, the strategy will seek to provide residents with the opportunity to achieve whatever personal goals and ambitions they may have.

Partnership working between agencies to promote participation in sport and physical activity will also contribute to overcoming challenges of inactive and sedentary lifestyles, improving the health and wellbeing of Hillingdon residents.

Consultation Carried Out or Required

Extensive consultation with statutory and voluntary partners for the Physical Activity Strategy was carried out in February 2012. Partners included: schools, the voluntary sector, NHS, Brunel University, Uxbridge College and various Council teams. The Action Plan has been drafted in consultation with these partners.

On-going consultation with residents and partners will take place over the next three years through focus groups, residents' surveys, non-user surveys and through the Physical Activity Action Plan steering group.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that both the Council and partners hold budgets to support implementation of the Physical Activity Strategy.

Legal

It is worth bringing to Cabinet's attention the relevant provisions of section 29 of The Equality Act 2010, which came into force on 1st October 2012. This extends the ban on age discrimination to cover the provision of services, public functions and association unless covered by an exception (amongst others aged based concessionary services) from the ban as set out in The Equality Act 2010 (Age Exceptions) Order 2012, or that the provider can show good reason [objectively justifiable] for the differential treatment. That is to say if it is a proportionate means of achieving a legitimate aim.

Under the Council's Constitution the Cabinet has the appropriate powers to agree the recommendation proposed at the outset of this report. Further, by virtue of Section 1 of the Localism Act 2011 which makes provision for 'a general power of competence' for local authorities in England. The 'power' gives local authorities the power to do anything an individual can do unless specifically prohibited by law. This includes the power to act in the interest of their communities.

6. BACKGROUND PAPERS

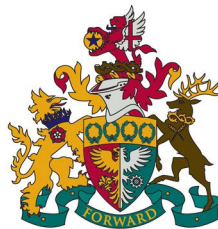
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Hillingdon

Physical Activity Strategy

2012 - 2015



HILLINGDON
LONDON

Draft 30th March 2012

EXECUTIVE SUMMARY

Lack of physical activity has been identified as the fourth leading risk factor for global mortality and one of the biggest public health problems of the 21st century. In July 2011 the four Chief Medical Officers of England, Scotland, Wales and Northern Ireland issued guidance on the amount of physical activity they think the population should aim to achieve to reduce the risks of chronic conditions. In Hillingdon, few are achieving these recommended amounts of physical activity.

Physical activity protects against diabetes, heart disease, stroke, breast and bowel cancer. Hillingdon has a higher estimated prevalence of diabetes than London and England, and this is predicted to rise over the next ten years. Heart disease and stroke are the most common causes of death in Hillingdon. Among cancers, more than a quarter of cancer deaths in Hillingdon were due to cancer of the digestive system and breast cancer accounts for a large proportion of cancer deaths in Hillingdon females. An estimated £3,699,890 is spent directly on healthcare costs for treating chronic illness attributed to physical inactivity in Hillingdon³⁴.

Hillingdon is ideally placed to support an increase in physical activity and has invested in its natural resources and in new first class leisure facilities. It is one of the greenest London boroughs with numerous award-winning parks and open spaces. The borough is home to the best university for sport in London. Getting more people to make use of Hillingdon's resources and boosting demand for activities and events is crucial. Increasing the use of existing resources is also cost-effective at a time when substantial further investment is not expected.

Interventions and promotion must occur across the life course and cover all domains of residents' lives, to give each person the opportunity to be physically active whenever and wherever possible. Action must be taken at individual level, organisational level, community level and at an environmental level.

Our strategy aims to achieve the following outcomes:

- ✘ Increase professional and community awareness of the benefits and how to be more physically active
- ✘ Increase participation in physical activity opportunities
- ✘ Support and encourage local businesses and workplaces to create opportunities for staff to be active
- ✘ Create opportunities for active travel within the Borough, particularly walking and cycling
- ✘ Increase the number of volunteers in the borough supporting physical activity: signposting; helping at events and sports clubs
- ✘ Ensure partnership working for sustainability

- ✘ Ensure greater sports pathways within the community
- ✘ Ensure physical activity opportunities are inclusive, particularly for people with disabilities
- ✘ Ensure greater care pathways within the community

Through Active Hillingdon, a Hillingdon Strategy for Physical Activity, we hope to encourage more people to be more active, more often. We will do this using the evidence of what works and identified local resources. We will make sure there are opportunities for everyone to become more active, while being aware that some groups, for example women, older people and those with disabilities, might need more support to achieve this.

Raising the level of physical activity protects against obesity, type II diabetes, cardiovascular disease, many common cancers, bone and joint problems; it has positive mental health benefits, reducing anger, anxiety and depression; it can improve coping during pregnancy and reduces the number of falls in older people. Increasing physical activity deserves to be a priority for developing the health and wellbeing of our population.

This strategy has an ambitious target. Currently in Hillingdon just 52% of our population are physically active for at least 30 minutes a week. Increasing this by 15% would mean increasing the percentage of physically active people to 60%. Our target therefore is to increase the percentage of the population who are active for at least 30 minutes per week by 15%. This could mean an additional 21,000 people in Hillingdon increasing their levels of physical activity and enjoying better health as a result. This will require a step-change.

In this Olympic and Paralympic year, it is a perfect opportunity to increase action, messages and programmes that will get more people active.

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INTRODUCTION

STRATEGY INTENTION

Physical activity is a key ingredient in a happy, healthy life. The majority of adults in England do not meet the government's physical activity guidelines. The Active People survey found that the percentage of adults participating in moderate intensity physical activity, for 30 minutes or more on at least three days a week in Hillingdon was below the National, London and West London averages. It also found that less than half of Hillingdon's adult population get at least 30 minutes of moderate intensity physical activity on at least one day of the week.

Physical activity protects against many chronic diseases including obesity, diabetes, cardiovascular disease and common cancers. It also improves the health of bones and muscles, improving bone and joint problems and reducing the number of falls in older people. Physical activity can relieve anger, anxiety and depression, it also improves coping during pregnancy.

Hillingdon has a higher estimated prevalence of diabetes than London and England, and this is predicted to rise over the next ten years. CVD is the most common cause of death in Hillingdon. Among cancers, digestive system and breast cancer account for a large proportion of cancer deaths in Hillingdon. An estimated £3,699,890 is spent on chronic illness attributed to physical inactivity in Hillingdon. Physical inactivity is a killer, contributing to 191 deaths per year in Hillingdon³⁴.

In 2011, Hillingdon Health and Wellbeing Board listed the need to increase the population physical activity levels as a priority action. Promoting and embedding physical activity as an individual and cultural norm offers significant benefits for enhancement of the quality of life of Hillingdon residents, impacting on:

- ✘ Health outcomes and quality of life
- ✘ The local economy
- ✘ Social outcomes such as the building of social networks
- ✘ Congestion, pollution and the environment

This strategy aims to be ambitious but is a cost-effective, feasible, multi-agency approach to promote a step-change in the physical activity levels of our population in Hillingdon.

The development of a coordinated strategic approach for action on physical activity in Hillingdon is:

✘ Desirable

A 2011 Physical Activity Needs Assessment clearly demonstrates the need for action on physical activity for the benefit of Hillingdon's health and economy. In this Olympic and Paralympic year, it is a pertinent time to increase action, messages and programmes that will get more people active.

✘ Affordable

This strategy aims for greater efficiency to get more out of existing resources. We have identified low cost and even no cost initiatives that add capacity and delivery of outcomes. The strategy supports emerging projects which can find innovative ways to engage local business and workplaces. A joined up approach will also enable the identification of local and national funding opportunities to apply for.

✘ Sustainable

A wide range of stakeholders are engaged and we aim to build on existing initiatives in the borough. We hope to build a culture and environment that supports and proactively promotes being active. These factors are key to a sustainable strategy.

Being active is not a lifestyle 'add-on' it needs to be seen as a fundamental part of the everyday.

Public Health have drawn together services and groups from the London Borough of Hillingdon, the NHS, local business, the RAF and the voluntary sector to develop this strategy and the work behind it. It is only together under a coordinated framework with a breadth and depth of initiatives that we can hope to have a mass impact and have a visible impact on how people perceive and get involved in being physically active. This strategy has been produced and refined through a series of joint workshops, meetings and discussions.

Our strategic targets are to obtain a 15% increase in people being active in the borough and to decrease the gap in participation in Physical Activity between people with and without a disability by 15% by 2015. Decreasing physical inactivity, as described by the Active People survey, could save 19 lives per year in Hillingdon³⁴.

According to the Active People Survey, just under half of our Hillingdon population (48%) do no moderate or intense physical activity at all per week [Active People 3/ 4]. 52% of people achieve 30 minutes or more. In order to change the inactivity figure by 15% we will be aiming to increase those achieving 30 minutes of physical activity per week to 60%. This means helping 21,000 Hillingdon residents to be physically active.

DEFINING PHYSICAL ACTIVITY

Lack of physical activity has been identified as the fourth leading risk factor for global mortality¹. Nearly 2 million deaths per year are caused by physical inactivity³. Around 3% of the global burden of disease in developed countries and more than 20% of cardiovascular diseases and 10% of strokes are caused by physical inactivity². This puts physical inactivity among the ten leading causes of death and disability in the developed world². Physical inactivity has been identified as one of the biggest public health problems of the 21st century^{4,5}.

Physical activity is defined as “aerobic activity which involves using large muscle groups in the arms, legs and back steadily and rhythmically so that breathing and heart rate are significantly increased”. This definition includes all sorts of exercise, it doesn't have to be organised/competitive sport or going to the gym. By this definition Physical Activity includes walking and cycling for transport or pleasure; active recreation including dancing, gardening, playing outside; as well as manual work both paid (ie: manual labour) and unpaid (eg: moving furniture around at home). Physical activity has many physiological effects which benefit both physical and mental health.

Modern life means that people in the UK (and around the world) are more sedentary than ever before. Increased ownership of cars has resulted in much less travel by foot or bicycle. People are less physically active in their leisure time due to labour saving gadgets and multiple ways to keep brains engaged and entertained without getting off a seat. There are fewer manual jobs so most people do not get the chance to be physically active during the working day.

The increase of sedentary lifestyles has major implications for the population's health². A sedentary lifestyle, or lack of physical activity, is a risk factor for obesity, type II diabetes, cardiovascular disease, many of the most common cancers (including bowel and breast cancer), as well as bone and joint problems and psychological morbidity (including anger, anxiety and depression)^{6,7}.

As a risk factor for so many diseases, physical activity must be tackled to improve the population's health. As such, it is being recognised as a Public Health priority in the UK. Now that responsibilities for Public Health are moving from primary care trusts to local authorities, this message is as important for local government as it is for the NHS.

By encouraging more of the population to achieve the government guideline amounts of physical activity, health and social care services stand to benefit. Incidence of chronic diseases should go down and in addition to the health benefits, increased physical activity could improve productivity in the workplace, reduce congestion and pollution through

active travel, and result in healthy development of children and young people.

NATIONAL GUIDANCE

In July 2011, the four Chief Medical Officers (CMOs) of England, Scotland, Wales and Northern Ireland issued guidance on the amount of physical activity we should aim to achieve to reduce the risks of chronic conditions. These guidelines draw on evidence for the health benefits people can achieve by taking regular physical activity throughout their lives⁸. The guidelines are as follows:

Early Years (Under 5s)

- ✘ Physical activity should be encouraged from birth, particularly through floor-based play and water-based activities in safe environments.
- ✘ Children of pre-school age who are capable of walking unaided should be physically active daily for at least 180 minutes (3 hours), spread throughout the day.
- ✘ All under 5s should minimise the amount of time spent being sedentary (being restrained or sitting) for extended periods (except time spent sleeping).

Children and young people (5–18 years)

- ✘ All children and young people should engage in moderate to vigorous intensity physical activity for at least 60 minutes and up to several hours every day.
- ✘ Vigorous intensity activities, including those that strengthen muscle and bone, should be incorporated at least three days a week.
- ✘ All children and young people should minimise the amount of time spent being sedentary (sitting) for extended periods.

Adults (19–64 years)

- ✘ Adults should aim to be active daily. Over a week, activity should add up to at least 150 minutes of moderate intensity activity in bouts of 10 minutes or more – one way to approach this is to do 30 minutes on at least 5 days a week.
- ✘ Alternatively, comparable benefits can be achieved through 75 minutes of vigorous intensity activity spread across the week or a combination of moderate and vigorous intensity activity.
- ✘ Adults should also undertake physical activity to improve muscle strength on at least two days a week.
- ✘ All adults should minimise the amount of time spent being sedentary (sitting) for extended periods.

Older Adults (65+ years)

- ✘ Older adults participating in any amount of physical activity gain some health benefits, including maintenance of good physical and cognitive function. Some physical activity is better than none, and more provides greater health benefits.
- ✘ Older adults should aim to be active daily. Over a week, activity should add up to at least 150 minutes of moderate intensity activity in bouts of 10 minutes or more – one way to approach this is to do 30 minutes on at least 5 days a week.
- ✘ For those who are already regularly active at moderate intensity, comparable benefits can be achieved through 75 minutes of vigorous intensity activity spread across the week or a combination of moderate and vigorous activity.
- ✘ Older adults should also undertake physical activity to improve muscle strength on at least two days a week.
- ✘ Older adults at risk of falls should incorporate physical activity to improve balance and co-ordination on at least two days a week.
- ✘ All older adults should minimise the amount of time spent being sedentary (sitting) for extended periods.

STRATEGIC FRAMEWORK AND LINKS TO OTHER PLANS

Increasing physical activity levels in our population is a theme that runs through many national and local strategies. A specific mention should be given to Hillingdon's Sustainable Community Strategy, which sets out 10 key priorities for joint working between the major public services in Hillingdon. It is a strategy for the Hillingdon Partners whose members are Hillingdon Council, the NHS, the Metropolitan Police, London Fire Brigade, the RAF, Groundwork Thames Valley, Uxbridge College and Brunel University, Age UK, Hillingdon Association of Voluntary Services, Jobcentre Plus and the Hillingdon Chamber of Commerce. Of the 10 sustainable community priorities, one is to increase participation in sport and physical activity and confirms that Hillingdon is committed to becoming a more active, healthy and successful sporting Borough.

Other strategies with physical activity elements include:

National

- ✘ Healthy Lives, Healthy People. A call to action on obesity in England. 2011. A Department of Health Strategy.
- ✘ Be active, be healthy: A plan to get the nation moving. 2009. A national physical activity strategy published by the Department of Health.
- ✘ Places people play: is a nationwide funding programme from Sport England and the British Olympic Association that focuses on a mass-participation legacy for the 2012 Olympics and Paralympics. 2010.

- ✘ Sport England Strategy 2008-2011. Strategy on behalf of the Department of Culture, Media and Sport. This focuses on three elements, growing participation, sustaining people's satisfaction and supporting people to excel. 2008.
- ✘ Sport England Strategy 2012-2017 focuses on increasing the number of people who play sport regularly and reducing the number of young people who stop playing when they finish school.

Regional

- ✘ Go London! A regional physical activity strategy, particularly focusing on the Olympic and Paralympic legacy published by NHS London in 2010.
- ✘ A Sporting Future for London. A strategy for Physical Activity on behalf of the Mayor of London.
- ✘ Inclusive and Active 2, 2010-2015 whose strategic aim is to increase opportunities for people with disabilities to participate in sport and physical activity in London.

Local

- ✘ Hillingdon's Sustainable Community Strategy, 2011.
- ✘ Healthy Weight, Healthy Lives in Hillingdon, Local Obesity Strategy. Created in response to Healthy Weight Healthy Lives which is now superseded by Health Lives, Healthy People.
- ✘ Sustainable Modes of Travel Strategy 2009
- ✘ Sport Hillingdon: A Sports and Physical Activity Strategy 2007-2012. A previous London Borough of Hillingdon Strategy. This strategy builds on Sport Hillingdon.

FRAMEWORKS FOR THINKING ABOUT PHYSICAL ACTIVITY

The CMOs' 2011 report suggested interventions that they believed would lead to increases in physical activity. These interventions were listed under four headings: Interpersonal action, Community action, Organisational action and Environmental action⁸. By taking action at every level in society there will be more incentives for every individual to have an active lifestyle.

Another framework for thinking about physical activity is that of the lifecourse. Making sure there are opportunities to be active throughout an individual's life; so that there are initiatives to get everyone active from toddlers to teenagers, new parents to grandparents, will ensure there are no life stages in which people lose the habit of being active.

A final framework that describes physical activity in different domains of an individual's life proposes the headings "Active Living", "Active Travel",

“Active Recreation” and “Active Sport”. This was first put forward by Active Leeds, a physical activity strategy by Leeds PCT and local authority²¹. This was based on a discussion in the CMOs Report on Physical Activity in 2004. We have elaborated upon this to give a more detailed version presented in Table 1. Any Physical Activity Strategy should aim to cover physical activity in all of these domains in order to give residents the opportunity to be active in all areas of their lives.

The frameworks for thinking about physical activity interlock. We need a strategy that considers all the domains of life, at every stage of life. We need to take action on every level to effect the behaviour of our population and increase their levels of physical activity.

Physical Activity

Every day / inherent				Specialised		Remedial
Active Living	Active Workplace	Active Travel	Active Recreation	Active sport / physical education		Active care
Eg: Moderate to vigorous household chores Gardening DIY Taking the stairs	Eg: Active /manual work Provision of facilities to encourage physical activity Active events or activities	Eg: Walking routes Cycling routes School travel plans Walking bus	Eg: Active Play Movement and dance Walking or cycling as leisure pursuits Exercise and fitness	Informal Sport	Organised Sport	Eg: Cardiac rehab, Weight management Exercise on prescription MEND and MINI MEND
				Eg: Street sports, Casual badminton Kickabouts in the park	Eg: School based PE and extra-curricula activities Structured competitive activity Talent and elite sports development	

Table 1: (developed from Be Active Be Healthy 2009 & Active Leeds)

PHYSICAL ACTIVITY IN UK ADULTS

In 2008, based on self-report, 39% of men and 29% of women aged 16 and over nationally, met the CMOs' minimum recommendations for physical activity in adults⁹. The proportion of both men and women who meet the recommendations, according to self-report, decrease with age [Figure 1].

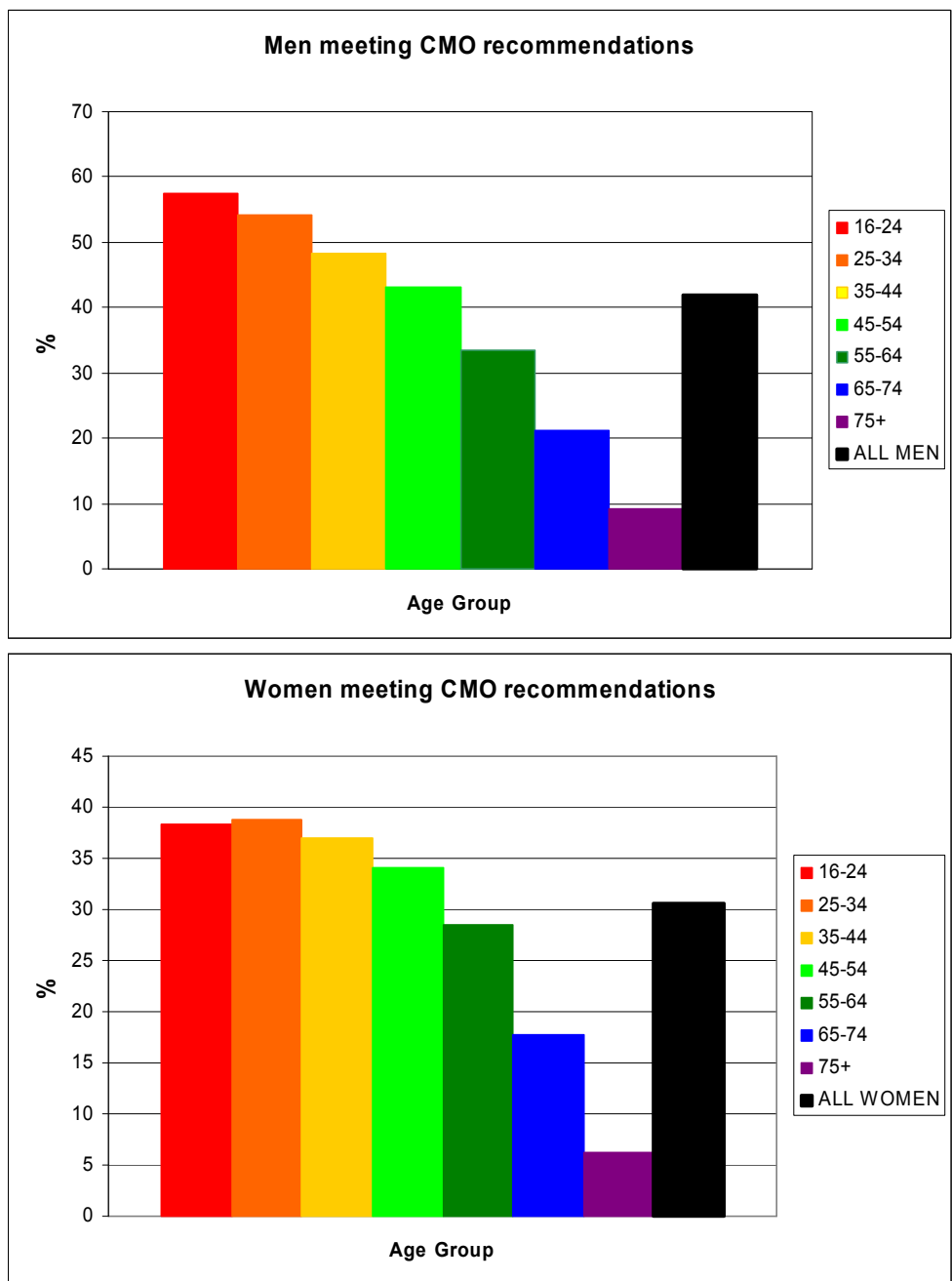


Figure 1: Adults achieving the recommended physical activity guidelines, by age and gender, 2008. Source: Health Survey for England⁹

Men and women who are underweight or normal weight by BMI are more likely to achieve the recommended physical activity levels than those who are overweight, and those who are overweight are more likely to achieve the recommended levels than those who are obese or morbidly obese⁹. 46% of men and 36% of women who were neither overweight nor obese met the recommendations, but just 32% of men and 19% of women who were obese.

There are differences in physical activity achieved by those in different income brackets. When surveyed, approximately 88% of men, and 84% of women in the two highest income quintiles had participated in at least one occasion of physical activity of at least moderate intensity in the four weeks prior to interview. For those in the two lowest income quintiles the participation figures were between 66% and 71% for men and approximately 68% for women¹⁰.

When minority ethnic groups were surveyed, Irish and Black Caribbean men reported the highest proportion meeting the current physical activity recommendations, 39% and 37% respectively, similar to the proportion of men in the general population (37%). Women among Black Caribbean, Black African and Irish groups reported the highest rates meeting current physical activity guidelines, 31%, 29% and 29% respectively, compared with 25% of women in the general population. Only 11% of Bangladeshi and 14% of Pakistani women did the recommended amounts of physical activity in the four weeks prior to interview.

Data collected by accelerometry (where people are asked to wear a small monitor, like a pedometer to give an objective measure of physical activity) show that although men spent an average of 31 minutes in moderate or vigorous activity in total per day, and women averaged 24 minutes, most of this was sporadic. To be counted towards the recommendations for physical activity, activity must be accrued in periods of at least 10 minutes.

Based on accelerometry, only 6% of men and 4% of women met the government's current recommendations for physical activity. 50% of men and 58% of women did less than 30 minutes of moderate or vigorous activity on all days in the week of accelerometer wear⁹.

Men and women aged 16-34 were most likely to have met the recommendations (11% and 8% respectively) and the proportion of both men and women meeting the recommendations fell in the older age groups.

A report conducted in October 2009 on sport and physical activity across the EU collected reasons preventing participation in sport¹². The

most common reason given was a lack of time (45 percent of). 13% of respondents said that disability or illness prevented them from doing sport and 7% did not like competitive activities. Three percent cited a lack of suitable facilities close to where they live and a further 3% said they do not have friends with whom to do sports [Figure 2]. In the UK disability or illness as a barrier to sport was more common, with more than 1 in 5 stating that this was why they didn't participate.

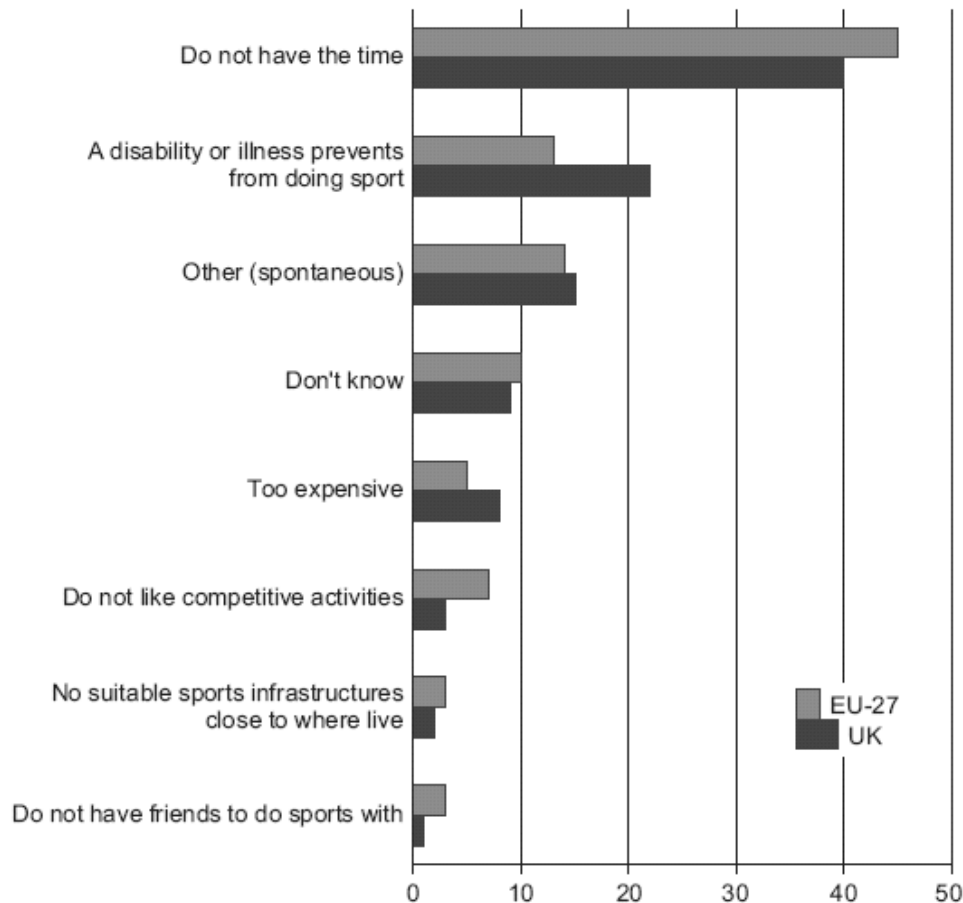


Figure 2: Reasons preventing practicing sport more regularly, 2009. Eurobarometer (2009)¹². Respondents aged 15 and over were asked “From the following reasons, what is currently preventing you the most from practicing sport more regularly?” Numbers presented are percentages.

PHYSICAL ACTIVITY IN UK CHILDREN

Based on self-report, a higher proportion of boys than girls aged 2-15 were classified as meeting the recommendations for physical activity, doing at least an hour of moderate or vigorous activity every day (32% and 24% respectively). Among girls, the proportion meeting the government recommendations generally decreased with age, ranging from 35% among girls aged 2 to 12% among those aged 14. There was a less consistent pattern among boys⁹.

For most children, the largest contribution to their total physical activity comes from informal sports and activities, but for girls aged 14-15, more of their activity comes from walking than from informal sports.

In contrast to the association found in adults, the proportion of children meeting government recommendations increased as equivalised household income decreased [Figure 3]. However, children from the lower income households also spent more time doing sedentary activity, particularly watching TV.

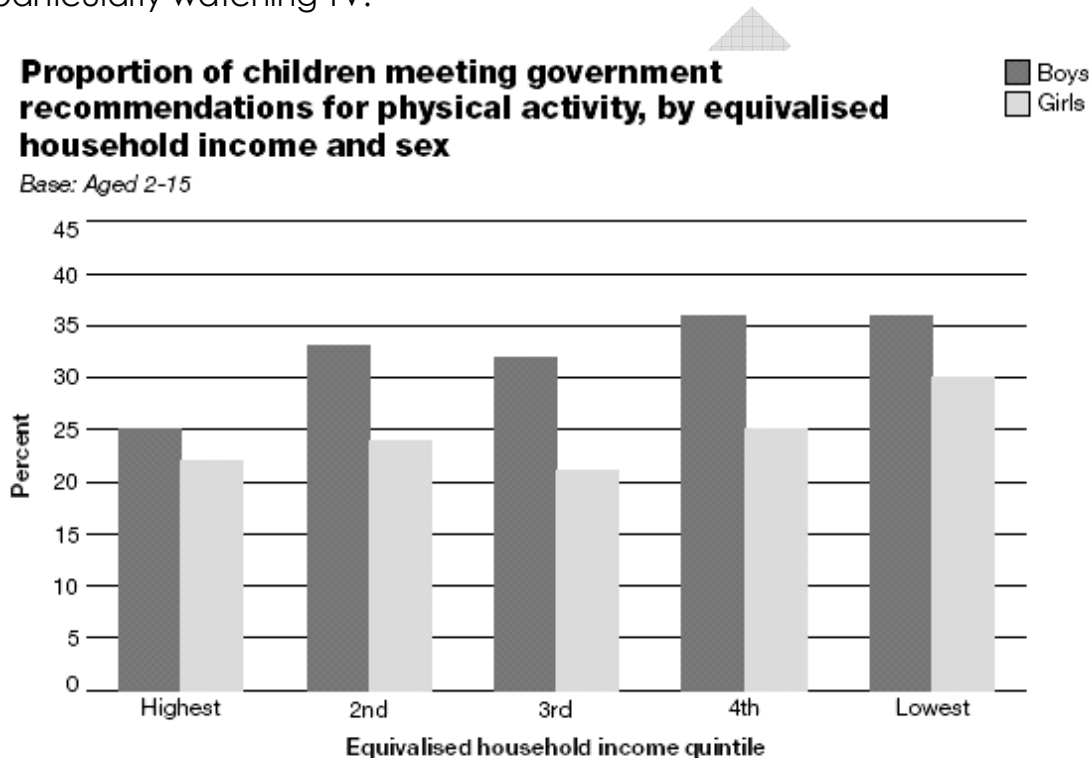


Figure 3: The percentage of children meeting government targets appears to increase as equivalised household income decreases. Health Survey for England 2008⁹. Copyright © 2012, Re-used with the permission of The Health and Social Care Information Centre. All rights reserved.

Like the self-report data, accelerometry also indicated that a higher proportion of boys than girls were classified as meeting the government recommendations for physical activity (33% and 21% respectively). Accelerometry also showed that one in five children achieved the intermediate level of 'some activity' with 47% of boys and 61% of girls in the low activity group.

PHYSICAL ACTIVITY IN HILLINGDON

The Active People survey measures participation in at least moderate intensity sport and active recreation for adults aged 16 and over. One indicator that is reported from the active people survey is NI8. NI8 represents the percentage of the population achieving three episodes

of 30 minute physical activity each week³³. This indicator does not include information on physical activity within work settings, walking or cycling for travel (rather than for pleasure), gardening, DIY or dancing for social or artistic purposes. Although NI8 does not include all the physical activity that people do, as we would define it, it is reported at local level giving us information about Hillingdon specifically.

The Active People survey (carried out between October 2008 and October 2010) found that the percentage of adults participating in moderate intensity physical activity, for 30 minutes or more on at least three days a week in Hillingdon was below the National, London and West London averages. It also found that less than half of the adult population get at least 30 minutes of moderate intensity physical activity on at least one day of the week. Hillingdon performs worse than the London average on this measure, although better than the West London average¹³.

The Active People Survey shows that, in Hillingdon, older age groups are less active than younger ones, women are less active than men, lower socio-economic groups are less active than higher socio-economic groups and those with disabilities are less active than those without. However, in contrast to national data, the most recent survey found no difference between physical activity levels in white and non-white groups [Figure 4].

Note that our strategic target will be monitored using the Active People Survey. We will be reporting on the number of people achieving 30 minutes of physical activity per week, aiming for 60%. Although, as described above, the Active People Survey does not include all the physical activity that people do, it gives us an indication of how active the population is. It is also what was used to model the costs of physical inactivity for PCTs by the Department of Health.

% Achieving 3 x Physical Activity per Week (N18)

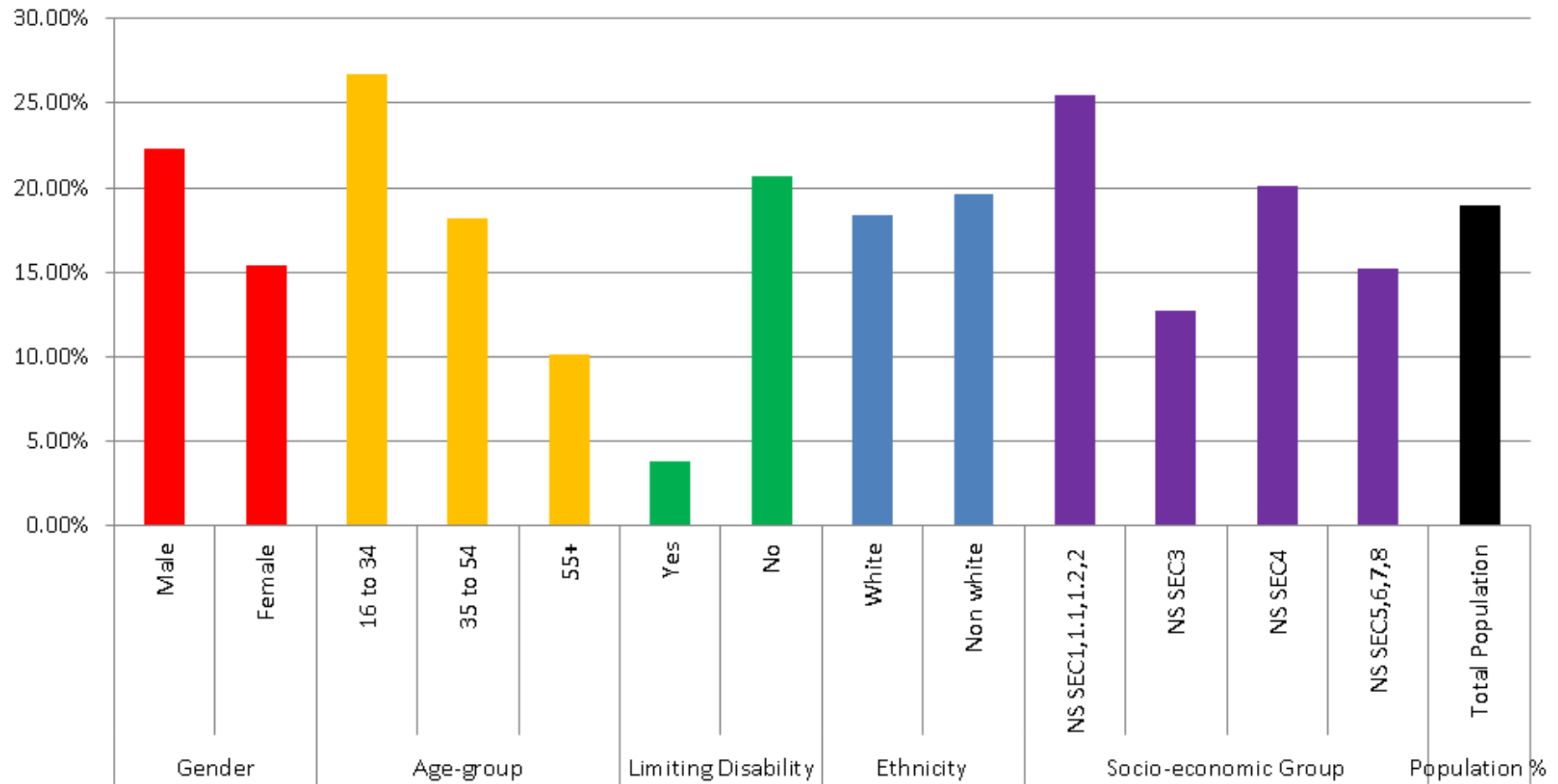


Figure 4: Data from the Active People Survey for Hillingdon, carried out October 2008- October 2010, % Achieving 3 x 30 minutes Physical Activity per week¹³.

DISEASES ASSOCIATED WITH SEDENTARY BEHAVIOUR IN HILLINGDON

Physical activity can protect against obesity, type II diabetes, cardiovascular disease (including coronary heart disease and stroke), many of the most common cancers (including bowel and breast cancer), as well as bone and joint problems and psychological morbidity (including anger, anxiety and depression). It can improve coping during pregnancy and reduces the number of falls in older people. Some of the most important diseases that can be affected by physical activity levels are described below.

DIABETES

Diabetes is a chronic condition caused by too much glucose in the bloodstream. Increased levels of sugar in the blood can cause a large number of complications including cardiovascular disease (CVD), amputation, nerve damage and blindness. Ninety percent of diabetes is type II diabetes (also known as diabetes mellitus) and physical activity can be both preventative and curative in this condition.

In Hillingdon we have slightly higher estimated prevalence of diabetes than the London and England average and this is predicted to rise over the next 10 years.

CARDIOVASCULAR DISEASE

CVD is the collective term for a group of related conditions including heart disease, stroke, diabetes, kidney (renal) disease & peripheral arterial disease. Physical inactivity is a risk factor for CVD.

Although mortality from CVD is falling, it is one of the most common causes of death in Hillingdon killing over 550 people every year. In 2009, a total of 578 people died of CVD in Hillingdon (32% of all deaths). Almost 18% of deaths from CVD were amongst people aged under 75 years (104 persons).

There are inequalities in the death rates due to CVD by ward. The wards with highest CVD mortality rates during 2003-07 are Uxbridge South, Townfield, Yiewsley and Pinkwell¹⁵.

CANCER

Cancer is a disease of cells that make up the body. Normally, these cells divide in an orderly and controlled manner, but if for some reason the

process gets out of control, cells multiply and may develop into a lump (tumour). A benign tumour will not spread to other parts of the body and so is not cancerous. However, it may cause problems by pressing on surrounding organs. A malignant tumour has the ability to spread within the body and if left untreated, it may spread into and destroy surrounding tissue. Cancer is not a single disease with a single type of treatment. There are more than 200 different kinds of cancer.

Physical inactivity is a risk factor for cancer of the bowel and breast, two of the most common cancers in the UK.

After CVD, cancer is the next biggest killer in Hillingdon. In 2008, 509 people died of all types of cancer in Hillingdon (27% of all deaths) Almost half (46%) of cancer deaths were amongst people aged under 75 years (237 persons). Hillingdon has the ninth highest prevalence of cancer among the London boroughs, with more cancer than London on average but less than England.

Cancer of the digestive system was the major cause of cancer deaths (28%) in males and in females (27%) in 2008. There were 981 deaths from cancer of the digestive system during the 2002-08 period¹⁵.

The second highest cancer type in females was breast cancer. In 2008, a total of 41 females died of breast cancer in Hillingdon and the number of new breast cancer registrations rose from 127 in 2001 to 152 in 2006. There have been 1831 breast cancer registrations in Hillingdon between 1999 and 2008¹⁵.

BENEFITS OF INCREASING PHYSICAL ACTIVITY IN HILLINGDON

The cost of physical inactivity in terms of health is stark. While loss of life is impossible to value, the cost of treating people who have contracted the diseases discussed in the previous section due to physical inactivity in Hillingdon is calculable. The Department of Health commissioned the British Heart Foundation Health Promotion Research Group at Oxford University to prepare estimates through modelling, of the primary and secondary care costs due to physical inactivity for PCTs across England. The cost data for this analysis were taken from the National Programme Budget Project (NPBP) and were related to five diseases, defined by WHO as particularly relevant to physical inactivity, ischaemic heart disease, ischaemic stroke, breast cancer, colon/rectum cancer and diabetes mellitus.

Results are published in Be Active Be Healthy 2009 and on the Department of Health website. This demonstrates that for Hillingdon there are 191 deaths from breast and bowel cancer and CVD attributable to

physical inactivity each year. The cost of physical inactivity is calculated at £3,699,890^{34,35}.

CONCLUSIONS

The majority of adults in England do not meet the government's physical activity guidelines. The Active People survey found that the percentage of adults participating in moderate intensity physical activity, for 30 minutes or more on at least three days a week in Hillingdon was below the National, London and West London averages. It also found that less than half of Hillingdon's adult population get at least 30 minutes of moderate intensity physical activity on at least one day of the week.

Men are more likely to be active than women, and younger age groups are more likely to be active than older ones. Those with disabilities and with a BMI in the overweight or obese category are less likely to be active, as are adults in lower socio-economic groups. National data suggest that women in minority ethnic groups, particularly Asian women, need support to increase their physical activity levels. However, Hillingdon data don't indicate a difference between white and non-white groups.

The majority of children fail to reach the government recommendations for physical activity. Boys are more likely to meet recommendations than girls. In contrast to what is seen in adults, children from poorer backgrounds are more likely to meet recommendations on physical activity.

Physical activity protects against diabetes, CVD, breast and bowel cancer. Hillingdon has a higher estimated prevalence of diabetes than London and England, and this is predicted to rise over the next ten years. CVD is the most common cause of death in Hillingdon. Among cancers, digestive system and breast cancer account for a large proportion of cancer deaths in Hillingdon. An estimated £3,699,890 is spent on chronic illness attributed to physical inactivity in Hillingdon.

While some groups may need more support, there are no groups who are achieving the recommended amounts of physical activity which is why this strategy has a broad focus.

WHAT DOES THE EVIDENCE SHOW ABOUT WHAT WORKS?

ACTIVE LIVING

Time barriers have been stated as a major reason that people do not get enough physical activity. A study looking at how interventions designed to increase physical activity could overcome the time barrier, demonstrated that encouraging people to be active and fulfil another objective at the same time increased physical activity uptake²². For example, people might also want to spend time with their children or their parents, save money or improve their home environment in some way. For these reasons, playing with the kids, household chores, washing the car, DIY and gardening are good ways to encourage people to be physically active. Washing the car with the kids, rather than paying to have it done by a machine, could tick even more boxes at once.

Active living also means encouraging people to take opportunities to be physically active in daily life wherever possible. Making sure stairs are easy to find and attractive to use, rather than escalators or lifts, encouraging walking to nearby shops rather than relying on supermarkets a car-drive away are small every-day actions that can make a big difference to health.

ACTIVE WORKPLACE

Many workplaces are designed to inhibit physical activity during the workday (for convenience) with technological advances greatly increasing the number of things that can be done from a desk and layout of working areas to minimise time spent away from the work station. While current work environments may encourage people to stay at their desks, there is evidence that increasing physical activity at work is in an employer's best interests.

Employees who are sedentary, who smoke and who are overweight take 50% more sickness absence than employees with none of these three risk factors. Each of these three risk factors is associated with additional cost of that employee to the employer²³.

The workplace is a key setting in which to target adults and encourage physical activity. Initiatives to increase physical activity at work are likely to overcome the main barrier: time constraint. Promoting physical activity in the workplace is one of the CMOs' recommendations for increasing physical activity in the population. Examples of what a conscientious

employer could do are providing gyms at the office, showers for cyclists and walkers, prioritising stairs over lifts and encouraging active commuting.

Of those initiatives that target physical activity, methods limited to small group and classroom-based approaches, and those that focus on increasing vigorous structured exercise, such as aerobic classes or fitness facilities, may exclude a large percentage of the targeted population. Attention should also be given to increasing lifestyle activity, such as occupational, leisure and transportation-related activities. Environmental initiatives that support opportunities to increase lifestyle activity and structured exercise throughout the day will have the ability to affect the entire worksite population and increase activity at varying levels.

There are tools that can be used to assess employees perceptions of their current workplace environment so that areas for improvement can be addressed²⁴. These tools identifies whether the culture permits or encourages physical activity and the opportunities during the work day, to do so.

A recent initiative developed by Central YMCA in partnership with University of Westminster and funded by the Government as well as NHS Camden and NHS Westminster looked at the establishment of workplace physical activity champions in 17 small to medium sized businesses in central London. Their report states that this pilot increased physical activity as well as improving mood in the companies studied. A physical activity champion could be a role for a staff member to take on in a similar way to a fire marshal or a first aider. This physical activity champion then encourages and facilitates an increase in the physical activity and exercise achieved in their workplace²³.

One way that an employer can encourage active commuting is through a travel plan. A University of Bristol Study looked at trends in active commuting after implementation of a travel plan. Results showed that between 1998 and 2007, in contrast to national trends, the percentage of respondents who usually walked to work increased from 19.0% to 30.0%. The percentage of regular cyclists also increased from 7.0% to 11.8% (although this change was not statistically significant). About 70% of those walking or cycling to work achieved more than 80% of the guideline amounts of physical activity by their commute. This study suggests that transport plans aimed at reducing car usage are a feasible and effective strategy for increasing physical activity among the workforce³⁶.

ACTIVE TRAVEL

The domain that is easily the most studied, perhaps because of the additional pressures of limited oil reserves, pollution and traffic congestion is active travel.

Transport Health and Environment Pan European Programme (THE PEP), a body set up to address the key challenges to achieving more sustainable transport patterns and to facilitate integration of environmental and health concerns into transport policies, have reviewed evidence and made recommendations on how we can make a shift towards environmentally friendly transport including public transport, walking and cycling.

THE PEP key messages state that in general, successful policy options consist of a combination of spatial planning, modal split policy, technical solutions and campaigns or financial instruments aimed at influencing behaviour²⁷. The evidence based measures they recommend are:

- ✘ Encouraging the shift away from car-use
- ✘ Campaigns promoting walking to school
- ✘ Bike campaigns directed at companies that have a competitive element
- ✘ Promotion of environmentally friendly public transport

There is a range of policy options open to councils in the UK to prompt people towards alternatives to travelling by car. These include reducing parking around schools and imposing traffic restrictions such as 20mph zones [Appendix 1]. In the Netherlands, high parking fees in the city centre of Amsterdam resulted in a decrease in car movements (-14%) and an increase in bicycle movements (+36%). The bicycle has overtaken the car as most frequently used transport vehicle in the city centre of Amsterdam.

Components of a School Travel Plan to promote walking or cycling to school should include action at all of the levels mentioned by the CMOs' report. Environmental action includes changes to the infrastructure including road crossings, speed-reduction measures, road markings and signs. Interpersonal action includes road safety education for children and education/promotion of walking as an alternative form of transport to parents and the public. Community and organisation action can include rewards and awards for participation at the level of the individual children and the school.

The CMOs' recommendations on physical activity include environmental action to set up towns and cities for cycling. They cite the evidence that many European cities have been able to influence modal shift so that more of their population cycle. Demonstration towns in the UK have also indicated that willing local authorities, investment in cycling infrastructure and social marketing can lead to an increase in levels of cycling. The CMOs' recommend that cycling is prioritised as part of local authority transport plans.

Many initiatives that can be used to promote use of cycling have been tried and tested in Copenhagen. For example, the main street and many main arteries in Copenhagen have a 'Green Wave' for cyclists so that cycling at a constant speed means cyclists hit every traffic light on green, while cars may be stopped frequently at red. This allows cyclists to make their journeys quickly and calms the traffic so that the roads are safer.

As a result of Copenhagen's many bicycle friendly policies, there are more bikes than inhabitants. On the streets with the heaviest bicycle traffic there are between 20,000 and 30,000 cyclists a day. Every day 1.3 million km are cycled in Copenhagen, with 36% of all commutes into the city made by bicycle and 55% of the commutes within the city.

Asked why they cycle 55% of Copenhageners say it is because "it is convenient", this is followed by "it's faster", "it's healthy" and "it's cheaper. This shows that the main reason why people might choose to be active is not necessarily be their health. By making the healthy option the most convenient, fast and cheap way to travel option- more of the population will chose that option and their health will benefit as a side-effect.

ACTIVE RECREATION

The CMOs' recommend that whole community approaches where people live, work and play give the opportunity to affect a large number of people and influence social norms around health and activity. Improving facilities and the environment can enable people to become more active, as can investment in community-level programmes such as parks, playgrounds, conservation scheme and walking clubs. All of these things could encourage people to be more physically active in their leisure time.

Some other actions which can be considered by local authorities to increase physical activity in leisure time include:

- ✘ Auditing demand for allotments following Planning Policy Guidance 17 and if a demand exists providing a sufficient number of allotments to let them to residents as required by Section 23 of the Small Holding and Allotments Act 1908
- ✘ Conducting a review of local by-laws that may restrict physical activity ie: those that restrict cycling or skateboarding or even kite-flying in certain areas. Adopt new by-laws revoking the previous restrictions using the process prescribed by the Local Government Act 1972 s.236.

ACTIVE SPORT

Hosting the Olympics and Paralympics presents an opportunity to engage the population and encourage participation in sport. Canterbury Christ Church University analysed the potential impact of the London 2012 Olympic and Paralympic games on physical activity, sports participation and health, as part of a programme of research commissioned by the Department of Health and partly funded by NHS London³⁰.

The research showed that having the 2012 Games in London will not automatically create a health legacy. However, it has the potential to play a key role in increasing participation and improving health as part of wider initiatives and strategies. The Olympic and Paralympic Games do not inspire everyone in the same way. Initiatives should be tailored for different target groups. What inspires some may have the opposite effect on others for example, elite sport rarely motivates (and may de-motivate) physical activity take-up among non-participants and the least active, while motivating those who already participate in sport to do so more often.

Key findings of the Canterbury Christ Church University report³⁰ include:

- ✘ The 2012 Olympic and Paralympic Games should be promoted as a four year festival of community participation events rather than an elite sport competition.
- ✘ For current or lapsed sports participants, the 'demonstration effect' (elite sportspeople acting as role models to inspire sport participation) should be harnessed to boost the local range and availability of new sports activities, particularly the less traditional ones.
- ✘ Festival events that do not necessarily involve participation in Olympic or Paralympic sports could encourage physical activity

participation in the sedentary and least active members of the community.

In addition to the Olympics, there are other ways to encourage Active Sport. One example of an intervention has been implemented in Birmingham where council leisure facilities were offered for free at specific times of day, a scheme called "Be Active". Access to free exercise increased people's likelihood to participate and 'hard-to-reach' groups including women and ethnic minority communities engaged with the scheme. Regular exercise increased participants self reported sense of well-being participation on the scheme increased participant demand for other lifestyle information such as smoking cessation and alcohol advice.

The success of the scheme is evident, as over 300,000 people have joined Be Active in total. That is nearly 1 in 3 of Birmingham's population. Gym, fitness class and casual swim attendances increased by over 10% in the first year, 84 gym instructors received enhanced training and 22 full time leisure posts were created across the city in 12 months from the increased demand for exercise qualifications. This means that over £100,000 of additional wages were paid into the Birmingham economy³⁸.

ACTIVE CARE

Recommendations of physical activity for those whose lack of activity is an imminent threat to their health has been shown to increase the amount of exercise performed. In 2006, NICE endorsed brief interventions in physical activity as being both clinically effective and cost-effective for delivery by the NHS in primary care³¹. Interpersonal action, with GPs and other primary care staff taking a role in encouraging individuals to exercise for their health, is one of the CMOs' recommendations for physical activity promotion in the UK.

The Chief Medical Officers of England, Scotland and Wales suggest that healthcare systems should include physical activity as an explicit element of regular behavioural risk factor screening, patient education and referral. This means that in the same way as a GP or practice nurse might ask a patient if they smoke, they could ask if a patient is physically active and, if not, give some recommendation that they become active.

By developing and maintaining strong links between primary care and local opportunities for exercise it might be possible for a healthcare professional to refer a patient to a session or a class where they can begin to be more active. In Wolverhampton, GPs have the option to refer

patients who are obese to weightwatchers or to a scheme called FitBug which promotes activity³². UK wide a programme called “Let's Get Moving” can be commissioned to provide exercise on prescription.

Active care could be prescribed for the obese, those with hypertension, those whose health check shows they have a >20% risk of a heart attack over the next 10 years, and those who have experienced a heart attack or stroke.

DRAFT

HILLINGDON'S ASSETS FOR AN ACTIVE COMMUNITY

Hillingdon is proud of its natural assets and is continuing to invest to improve and maintain its parks, open spaces, and canals for the benefit of residents.

The Council is committed to safeguarding and improving open spaces, enhancing and extending opportunities to facilitate active lifestyles.

We have invested to develop new leisure facilities. Hillingdon has built two new first class leisure centres and swimming pools, including an Olympic-sized pool. We are introducing significant improvements to Ruislip Lido. We have 19 Green Flag award parks and open spaces, as well as a cycle circuit in a country park, waterways, woods and paths.

ACTIVE LIVING

Active living is primarily in the domain of the home and the individual. Examples of active living are performing domestic chores while minimising use of labour saving gadgets and taking the stairs rather than escalators or lifts. For this reason, the best local asset is communication that raises professional and community awareness of the benefits and how to be more physically active so that people are more likely to choose to live their lives in a more active way.

With the Olympics and Paralympics happening in London in 2012 there is an opportunity presented to inspire people to get active. Hillingdon is hosting the South Korean Olympic team and the Canadian Paralympic Team. The Olympic torch will pass through Hillingdon on its way to the Olympic stadium. There is a cross-service group at the London Borough of Hillingdon which has a monthly planning meeting to address how to meet the cultural and health expectations of the Olympics.

With Physical Activity as one of the local Authority priorities in the Olympic and Paralympic year, funding has been allocated for a Level 1 communication strategy which has potential to promote Active Living.

ACTIVE WORKPLACE

Promoting physical activity in the workplace is one of the CMOs' recommendations for increasing physical activity in the population. Examples of what a conscientious employer could do are providing gyms

at the office, showers for cyclists and walkers, prioritising stairs over lifts and encouraging active commuting.

One way to encourage active commuting is the development of a Travel Plan. A Travel Plan is a way of making it easier for people to travel to a site and minimise the impacts of a journey by encouraging the use of better modes of transport, such as walking, cycling and public transport. Making a travel plan is one of the positive actions a workplace can take, it reduces the negative impacts on the local area and the environment, as well as helping the local economy and of course it means their staff are physically active and through this can improve health and quality of life.

The Council's current Travel Planning guidance for residential properties and workplaces is in line with the national standard set by Transport for London. The Council work with workplaces to promote the message of sustainable travel and use national campaigns to raise the profile of local workplace travel plans.

Workplaces travel plans in Hillingdon are secured through the planning process, with each workplace setting targets to achieve a change in travel behaviour.

33 workplace sites have a travel plans secured through the planning process. In addition, a number of sites have voluntary travel plans. These are mainly the largest employers in the Borough including Heathrow Airport, Hillingdon Hospital and Brunel University. Their Travel Plans are voluntary because the requirement for a Travel Plan was not in place when such sites were built.

55 total businesses in Hillingdon have an active travel plan. However, there are over 8,435 VAT registered businesses in the borough and while some of the largest employers in Hillingdon have voluntary travel plans, there are notable exceptions.

ACTIVE TRAVEL

Residential properties and schools in Hillingdon can have travel plans developed. Residential travel plans in Hillingdon are secured through the planning process and each residential property sets target to achieve through encouraging walking, cycling and use of public transport. School Travel Plans have been agreed by all but 3 schools in Hillingdon.

Hillingdon Council offers free cycling lessons for adults living in the borough, aimed at anyone over 16 who would like to gain confidence to cycle on the road, or those looking to return to cycling having not ridden for a while. The lessons are provided by an accredited trainer, and involve up to four hours free training which can be booked at convenient times.

Hillingdon is one of 13 boroughs that has been named a “biking borough” and received funding to improve cycling locally. As well as funding, the borough should also receive support from Transport for London to implement changes that will improve the cycling experience in Hillingdon.

Sky Ride came to Hillingdon on the 31st July 2011, and saw residents to cycling through traffic-free streets. This also allowed participants to explore some of the parks in the borough. 7000 people attended this event¹⁷. The idea behind skyride is that once bikes are dusted off and people rediscover the fun they can have riding, they will get on their bikes again.

Overall, the Sky Ride in Hillingdon performed better than the Central London Sky Ride in three key Metrics:

- ✘ Attracting a higher proportion of Non-Regular Cyclists
- ✘ Higher overall ratings for the event
- ✘ Greater impact on future cycling intent.

Thames21 is a third sector organisation which is currently running a project in Hillingdon funded by Hillingdon Community Trust. The Hillingdon project aims to clean up the Grand Union Canal in order to improve public access and open up the towpath for walking and cycling.

ACTIVE RECREATION

There is plenty of space in Hillingdon for Active Recreation. Hillingdon is the second largest of London's 32 boroughs covering an area of 42 square miles (11571 hectares), over half of which is countryside including gardens, 35 allotment sites, informal nature conservation and town and country parks, as well as over 100 children's play areas (with more planned) [Figure 5]. Hillingdon has sixteen green flag sites, a National Nature Reserve at Ruislip Woods, and over 40 Sites of Importance for Nature Conservation (SINCs), all of which are open to the public. The Grand Union Canal runs through Hayes, Yiewsley, West Drayton, Uxbridge and Harefield.

Ruislip Woods covers 726 acres with footpaths, bridle paths and cycle paths. As part of the Hillingdon Improvement Programme, Hillingdon Council is undertaking a major development project to improve access

and facilities at Ruislip Lido, a 60 acre lake surrounded by a footpath which goes past a narrow gauge railway track and sandy beach.

The Green Spaces team found that 73% of respondents were satisfied with the parks, and that Hillingdon's Green Spaces are well used and popular with the residents. Comments gathered through the Green Spaces survey show that residents would like more information on the location of green spaces and the facilities and wildlife on offer, as well as action to be taken to address dog fouling, litter and antisocial behaviour.

The Warrender Park Public Consultation in 2008/2009 reports the following quotes from residents:

"The park is a crucial factor in our lives. Indeed it was one of the deciding factors when we came here to live"

"In recent times due to illness the park has provided us with respite and exercise. Our daily walks have been restorative, both physically and mentally"

There are also four public golf courses in Ruislip, Northwood (Haste Hill), Stockley Park and Uxbridge.

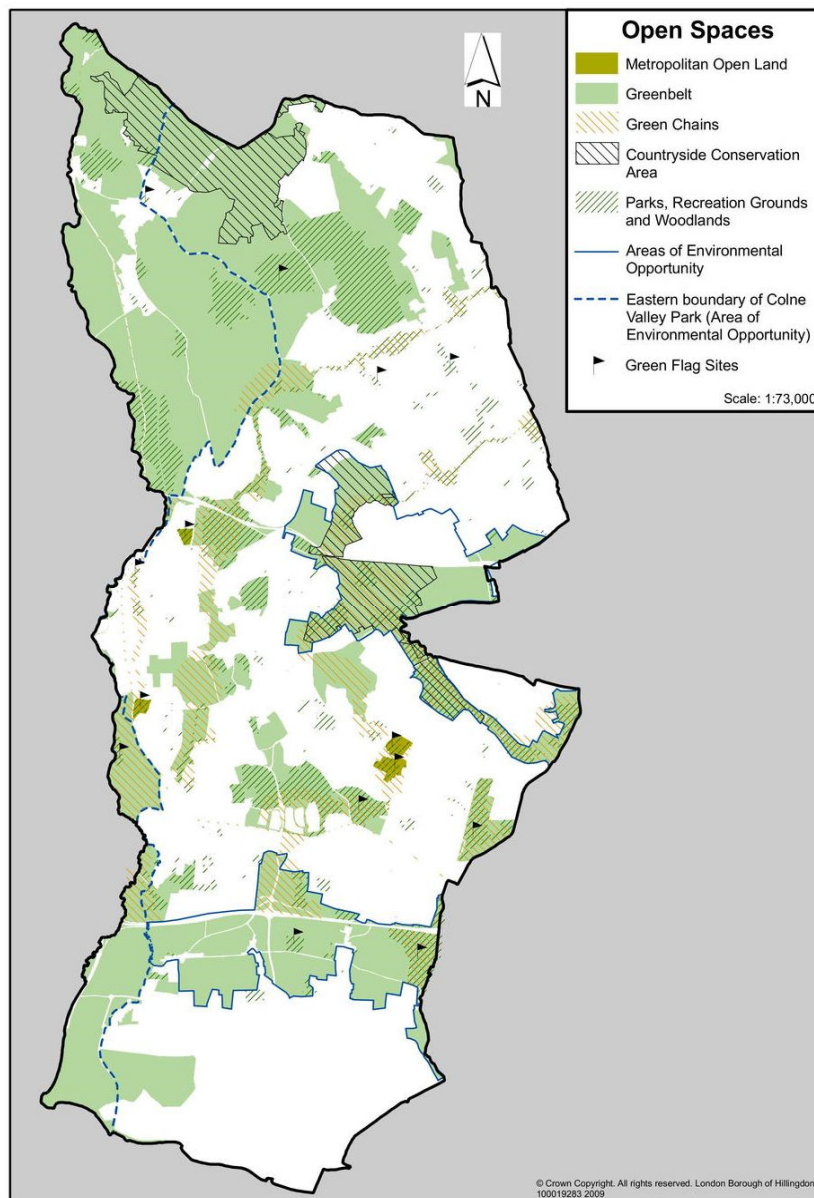


Figure 5: Green Spaces in the London Borough of Hillingdon

There are 2 swimming pools and 3 Fitness Zones, in Ruislip, in the North, and Hayes, in the South. The Botwell leisure centre opened in 2011 and there is also a 50 metre pool and leisure centre with sport facilities that opened in 2011 in Uxbridge [Figure 6]. There is also a toddler gym linked to Pinkwell children's centre.

Hillingdon Local Authority has a free swimming promotion for over 65s. Anyone over 65 can swim at any public indoor facilities for free.



Figure 6: New leisure facility in Uxbridge

There is a recently developed free-to-use multi-sport area, Adizone, which incorporates an outside gym, “freestyle” area (for gymnastics, aerobics and dance), basketball hoops, football goal and tennis wall [Figure 7].



Figure 7: Adizone, outside gym at Fasnidge Park (London Borough of Hillingdon website).

Hillingdon Outdoor Activities Centre provides outdoor experiences for visitors. There is a 45 acre lake for water sports and an activity centre for rock climbing and other activities. This centre provides access and training for residents who are interested in outdoor experiences.

There is a programme of walks, currently known as Healthy Walks ranging between 0.5 and 4 miles led by a trained volunteer. These are walks for leisure and walks are graded so that people can select walks that are suitable to their ability. This programme has been accredited under the 'Walking for Health' initiative, a nationally robust and evaluated programme that maintains high standards for healthy walks. Walks take place throughout the Borough, Monday to Saturday. The Healthy Walks programme managed by the Public Health team has achieved the Inspire Mark. The London 2012 Inspire programme enables non-commercial organisations across the UK to officially link their events and projects to the London 2012 Games. Initiatives including in the Inspire programme can use the Inspire Mark (a logo) to promote their project or event and demonstrate a connection with the Olympic and Paralympic Games.

Hillingdon Mind, a third sector organisation that promotes good mental health for all, have a walking club that do a walk a week in Hillingdon.

AgeUK has a base in Hillingdon which offers opportunities for older people to be active in their leisure time. The charity organisation offers armchair aerobics and "Extend Exercises" for people over 60 in Hillingdon.

ACTIVE SPORT

The borough's leisure facilities offer a variety of sports and fitness classes. Programmes include aerobics sessions, martial arts, gymnastics, trampolining, junior sports courses and competitive leagues in netball and football.

"Back to Sport" is a scheme run by the council for people over the age of 18 to encourage those who might have been active when younger, to restart a sport they used to enjoy. Sessions start from £2 an hour.

As well as the council owned facilities, Brunel University is the top university for sport in London and has facilities to match that reputation. Indoor facilities include a sports hall and netball hall, indoor climbing wall and pump room, exercise studio and four squash courts. The Brunel University Indoor Athletics Centre is a UK Athletics Regional Performance Centre and

is the chosen training venue for many of the country's finest athletes. Outdoor facilities include a sports park with two synthetic turf pitches and floodlighting, six tennis courts, four netball courts, athletics track and grass playing fields.

Uxbridge College is a further education college with two campuses in Uxbridge and in Hayes. The college has new £6 million sports facilities including an indoor hall for sports including 5-a-side football, cricket, basketball, netball and volleyball and an outdoor Multi Use Games Area including a basketball/netball court and a 5-a-side pitch and a fitness centre. There is also a dance studio.

The third sector also run a range of activities. DASH (Disablement Association Hillingdon) run yoga, keep fit, multi-sport, street dance, cricket and football for residents with disabilities. DASH have purchased adapted scales allowing wheelchair users to weigh themselves accurately, this is valuable as weight loss can be a key motivator for physical activity. Hillingdon Mind run badminton table tennis and yoga with support from a Sport England grant for people with mental health needs or addiction.

West London disabilities sports day is an annual event organised and hosted by Hillingdon Sports Development for special schools across West London. It is an event that allows over 100 young people with mild or severe learning disabilities to take part in a range of events.

'Queens Park Rangers in the Community Trust' runs a football development outreach programme at Botwell Green Sports & Leisure Centre, Hayes. This outreach programme includes 5 times a week football coaching at the leisure centre¹⁶.

The Kickz project, which is a partnership between premier league football teams and the metropolitan police, runs activities, such as football and Street Dance, at Ruislip High School on three nights of the week.

A wide range of activities and events have been planned to coincide with, and capitalise on, the opportunities presented by the Olympic and Paralympic games. It is hoped that this programme will galvanise interest, bolster and support existing groups and build on Hillingdon's strong offer of sports and leisure facilities to provide a legacy of increased physical activity.

School Sports Partnerships were groups of schools working together to develop PE and sporting opportunities for all their pupils. The School Sports Partnership Team promoted 2 + 3 hours of PE. This has involved developing

'good PE' professional development courses, training staff to provide high quality PE lessons, improving the school curriculum, developing out of school activities and using students as volunteers. This work has resulted in participation in the 2 hour offer more than doubling, rising from 41% to 89%.

The Schools Sports Partnerships are undergoing some changes, however the investment in the community means that the expertise still exists and lasting partnerships will have been formed.

ACTIVE CARE

NHS Hillingdon commission a MEND ("Mind, Exercise, Nutrition, Do it!") programme for children aged 7-13 who are above a healthy weight. Physical activity is one of the components of this programme.

NHS Hillingdon also run health checks for people aged 40-74. This is part of a national programme which examines cardiovascular risk factors in individuals. If someone is found to be at a high risk of a future cardiovascular event they will be given lifestyle advice which may include recommendations about their physical activity.

Hillingdon Hospital's Lead Cancer Nurse, in association with Macmillan, Public Health in NHS Hillingdon and Council provided-leisure facilities, is promoting "Move More" for cancer patients. The hope is to provide all newly diagnosed cancer patients with discounts for leisure services (including golf), develop a walking group and purchase and develop an allotment. This programme of activity is supported by a report by Macmillan which states that there is strong evidence that physical activity can help prevent and manage sides effects caused by cancer or its treatment. That long term, physical activity is an effective way to help recover physical function, manage fatigue, improve quality of life and mental health, and control body weight. There is growing evidence that physical activity can reduce cancer patients' chances of dying from the disease or reduce risk of the disease recurring. Even in palliative care settings, physical activity is likely to give benefits for those in the last months of their life.

Uxbridge College have run an exercise referral course for 20 personal trainers in the past. This means there are a number of people in the population who are qualified to provide support for those with chronic disease, with the knowledge and skills to plan and adapt progressive

programmes of physical activity for a specific person. This is something that could be delivered in the future.

CONCLUSION

Hillingdon has many resources facilities, events, activities and initiatives available for supporting an increase in physical activity. Hillingdon is one of the greenest London boroughs, it has recently developed modern leisure facilities and it is home to the best university for sport in London.

In the current financial climate any new strategy is not going to have large new budgets to make an impact. What is more worthwhile is to realise the assets already within the Borough and encourage greater co-ordination and joint working that enables the best use of these assets to encourage and enable greater physical activity levels. Increasing utilisation of existing resources and promoting demand for activities and events that are already offered is crucial.

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THE STRATEGY DEVELOPMENT PROCESS

APRIL – AUGUST 2011

- ✘ Physical Activity Strategy development agreed as key priority by the Health and Wellbeing board
- ✘ Physical Activity scoping paper developed
- ✘ Corporate management team at Hillingdon Local Authority approve strategy development
- ✘ Networking between key partners and providers.
- ✘ Agreement that a new strategy could follow on from the work of the CSPAN (Community Sport and Physical Activity Network) following a review of the CSPAN funded by Pro-active

SEPTEMBER 27TH 2011

- ✘ Workshop held to work on the scope and the potential actions of a physical activity strategy. 21 partner organisations attended.
- ✘ Discussion points see strengths and challenges board below.
- ✘ Sub group formed to action the strategy development.

Strengths	Challenges
<ul style="list-style-type: none"> ✘ Strong leadership ✘ Many agencies and organisations that can contribute and a high level of commitment. Potential widespread organisational commitment ✘ Centres of good practice (Brunel, Harefield Academy) ✘ One of the greenest boroughs in London with many open spaces ✘ Olympic and Paralympic athletes and visitors (obvious and subliminal promotion of sport and fitness). ✘ Better communication between 	<ul style="list-style-type: none"> ✘ Changing a whole culture ✘ Lack of unified 'voice' across organisations, mixed messages/priorities from different agencies ✘ Business not linked into previous strategy ✘ Challenging financial position ✘ Organisational change

community and local government	
✘ Volunteers and Sportmakers	
✘ Willingness to share best practice and local expertise	

NOVEMBER 22ND 2011

- ✘ Initial Senior Officer and partners meeting held
- ✘ Discussion points:
 - People need to know what's available/what's local
 - To increase demand for activity focus on the motivator: Raise money for charity, Elite sports, spend time with family, reduced income/save money, fun, feel good, relieve stress, social network. People may not see health as a motivator and this needs to be reflected in the work
 - Target activity- particularly in the South of the borough where deprivation will impact on participation levels. Link with local communities and inspire activity
 - Increase confidence of people with disabilities to attend activities. Target facilities for people with disabilities as well as making the mainstream more accessible.

FEBRUARY 23RD

- ✘ 52 people attended a partner event to consult on ideas for the strategy and to raise awareness across the Borough. The local authority, NHS, voluntary and private sector were represented as well as sports clubs and providers.

SPRING 2012

- ✘ Draft Strategy circulated to key partners for agreement
- ✘ Strategy finalised
- ✘ Strategy presented to the Health and Wellbeing Board for comment and approval

OUR GOALS

The goals of the strategy are to improve health, to promote community cohesion and to promote economic gain. Specific goals are:

Active Living

- ✘ Increase professional and community awareness of the benefits and how to be more physically active

Active Workplace

- ✘ Support and encourage local businesses and workplaces to create opportunities for staff to be active

Active Travel

- ✘ Create opportunities for active travel within the Borough, particularly walking and cycling

Active Recreation and Active Sport

- ✘ Increase the number of volunteers in the borough supporting physical activity: signposting; helping at events and sports clubs
- ✘ Increase participation in physical activity opportunities
- ✘ Ensure greater sports pathways within the community
- ✘ Ensure physical activity opportunities are inclusive, particularly for people with disabilities

Active Care

- ✘ Ensure greater care pathways within the community

Success of the strategy

- ✘ Ensure partnership working for sustainability

THE PARTNERSHIP

London Borough of Hillingdon and NHS Hillingdon including Public Health, Travel, Housing, Green Spaces, the Arts Service and the Sports Development Team.

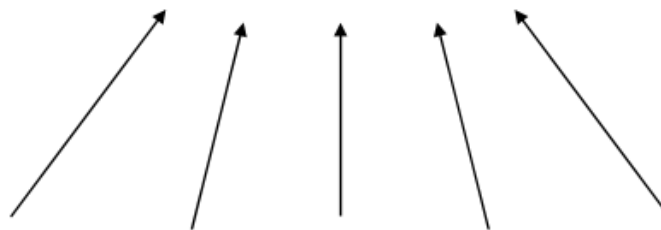
The Metropolitan Police, Fire Brigade, the Hillingdon Hospital, the RAF, British Airports Authority, Groundwork Thames Valley, Uxbridge College and Brunel University, Age UK, Hillingdon Association of Voluntary Services, Jobcentre Plus, the Hillingdon Chamber of Commerce, Glaxosmithkline, DASH, Pro-active West London

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Health and Wellbeing
Board



Monitoring Group



Subgroups: Concerned with implementing
specific subsections of the strategy



ACTION PLAN

TOP LINE TARGETS:

- ✘ Obtain a 15% increase in people being active in the borough over 3 years
 - This equates to increasing the percentage of Hillingdon residents who are physically active for at least 30 minutes a week from 52% to 60%, measured by the Active People Survey.
- ✘ Decrease the gap between disabled and non-disabled peoples participation in Physical Activity by 15%.
 - The Active People Survey shows that 3.8% of people who describe themselves as having a limiting disability accomplish 3 x 30 minutes of physical activity per week, as compared to 20.7% of people without disability a gap of 16.9%
 - We want to see the gap between disabled and non-disabled peoples participation in sport as measured by the Active People Survey to decrease to less than 14.4%.

RESOURCING THE ACTION PLAN:

The Action Plan is designed to be affordable and cost-effective, only small additional monies are required in order to fulfil the strategy. These have mainly been identified but support from businesses and volunteers will need to be confirmed. We have prioritised increasing the use of existing resources and using existing budgets to reach more people, increasing cost-effectiveness.

The Action Plan looks to engage business to contribute to the strategy, particularly in developing workplace health.

The proposed Public Health Outcomes Framework suggests that there might be a small number of indicators focusing on health improvement relating to the causes of the greatest burden of disease and death. These indicators are likely to include measures related to both obesity and level of physical activity (as well as smoking and alcohol use). For a subset of those indicators, the Department of Health plans to attach a 'health premium' which aims to incentivise councils to make progress on health improvement priorities and reduce health inequalities. If this Public Health Outcomes Framework comes into being- there may be additional financial gain (over and above savings on chronic diseases, and economic benefits from decreases absenteeism etc.) from pursuing this strategy.

[Action plan under development. It is expected that a timetabled action plan will be developed to implement the strategy. This will be reported back to the Health and Wellbeing Board for comment and approval. The lead councillor for this strategy is Cllr Higgins, he will be kept informed of progress.]

DRAFT

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Data supplied by



Appendix 2 - Physical Activity Plan Update 2012-13

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Time scale	Success/Measure
To develop sports programme for adults and older people	a) Delivery of 'Back to Sport' Programme for adults and older people not engaged in sports - promoting LBH leisure facilities and sport activities	LBH - RESIDENTS SERVICES Sports Development Team	a) £25k pa – Sport England. 2 years of Grant remaining . Budget for targeted publicity, venue hire, equipment hire, coaching	a) 2012 – 13	a) Full year participation Target >1814. Measured through attendance registers
	b) Free Swimming for older residents – 65+	LBH - RESIDENTS SERVICES Sports Development Team	b) £15kpa - Base budget LBH resources	b) 2012 – 13	b) Participation >1900 per Annum. Measured through monthly admission report
	c) Enter a Hillingdon Team in the 55+ Games	GLL	c) Within existing resources	c) Nov 2012	c) Hillingdon represented at annual 55+ games.
	d) Leisure centre programmes include a range of activities specifically for older residents	GLL / Fusion LBH - RESIDENTS SERVICES Sports Development Team	d) Within existing resources	d) 2012/13	d) Open days organised to promote existing and any new activities available at the centres. Increased take up in use of the facilities.
	e) Organise Tea Dances and other related activity	Public Health	e) Within existing resources and contribution from Back to Sport funding.	e) 2012/13	

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Time scale	Success/Measure
	across Hillingdon for older residents				e) 15 dance sessions organised. Target >80 participants per session
To develop sports programme for children and young people	a) Set up 'Sports Unlimited' - 6 to 8 week taster sessions for 14 – 25 yr olds to encourage interest in participating in sports	LBH - RESIDENTS SERVICES Sports Development Team	a) £35kpa – Sport England. 2 years of Grant remaining	a) 2012 - 13	a) > 443 people retained in regular activity. Measured through attendance registers
	b) Annual London Youth Games – To encourage young people/schools to compete and participate in competitive sport	LBH - RESIDENTS SERVICES Sports Development Team	b) £28k pa– Base budget LBH resources	b) 2012 - 13	b) > 250 participants representing Hillingdon
	c) Establish a programme of multisport activities for 5-10 year olds (Ready, Steady, Boost) targeting areas with lower participation.	LBH - RESIDENTS SERVICES Sports Development Team	c) Within existing resources	c) 2012/13	c) Weekly pilot scheme re-established in West Drayton with >20 participants per week.
	d) Delivery of 'Street Games' for 14-19 year	LBH - RESIDENTS SERVICES Sports Development Team	d) £20k pa (£5k base budget; £15k Hillingdon Community Trust and Sport England)	d) 2012 - 13	d) Weekly attendance by 150 young people. Target to increase by 2% in Year 2

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Time scale	Success/Measure
Cont'd	olds.	LBH - RESIDENTS SERVICES Sports Development Team	e) Within existing resources	e) 2012/13	e) Training sessions delivered and more than >50 people engaged to better understand and implement physical activity within their setting.
	e) Organise Physical Activity Training for staff in early years settings	Public Health	f) £3k - Base budget, within existing resource	f) June – Sept'12	f) 12 schools interested, 2 signed up; e-flyers and posters sent out. Monitoring through: Walk4Life; website 'hit's', recorded walks, page views
	f) Part of Olympic events launch 'Explore Hillingdon' to promote and encourage participation of 800 residents in physical activities through walking + cycling . This includes: 500 under 18 year olds; 50 18-30 year olds; 250 over the age of 30	Public Health	g) £15k – Base budget, within existing resource	g) June'12 – March'13	g) Target > 30 residents participate in additional 7 rides Target > 580 people attend tea dances and 90 people attended library talks
	g) Targeted community activities for over 55's o Set up 5 'Age Well on Wheels' free led cycle	Public Health	h) Base budget – within existing resource	h) 2012-13	

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Time scale	Success/Measure
Cont'd	rides for over 55 year olds o Set up 7 Tea dances events and 9 library 'health' talks across borough	Uxbridge College	i) Base budget – within existing resource	i) 29 th June '12	h) Success: o 2 schools have Prioritised increasing physical activity; 4 schools prioritised Healthy Weight; 7 schools prioritised Healthy Lifestyles
	h) Support schools to address Physical Activity priority as part of Enhanced Healthy School programme and school curriculum	Uxbridge College	j) Base budget – within existing resource	j) Started Jan '12	i) 110 pupils from 11 schools expected to attend. Target to increase to > 120 pupils in Year 2
	i) Set up 'Aspire' Event – aimed at primary school children to attend Uxbridge College to take part in range of physical activities (dance, sports,) and fitness tests; attendance by QPR F.C.	Uxbridge College	k) Base budget – within existing resource	k) on-going	j) >6 local schools participated in 2012. Target to increase to > 15 pupils in Year 2.
	j) Set up new Annual Key Stage 3 (Yr 9) Programme for schools – 6 week taster programme (including sports activities) for 3 hours/week	Uxbridge College	l) Base budget – within existing resource	l) Started in 2012	k) >8 students from 3 schools attend and achieve qualification. Target to increase to > 15 students

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Time/scale	Success/Measure
Cont.	k) Extend School Link programme – aimed at Year 10 students to learn about theory and practical sport and gain Level 1 Leadership Award	Uxbridge College	m) Base budget – within existing resource	m) May 2012	l) 58 students and staff participated in skills training and gained qualifications. Target to increase by 5% in Year 2
	l) Extend Coaching + Refereeing skills/Table officiating awards for students and staff. Includes <ul style="list-style-type: none"> o FA Level 1 Coaching Award o Level 1 Basketball Coaching award o Level 1 Basketball Refereeing/Table officiating course 	RESIDENTS SERVICES/ Sport Development	n) Base budget – within existing resource	n) 2012 13	m) > 250 students participate in week long events
	m) Olympic Event for Uxbridge college students to participate in sports held at the college. These include: <ul style="list-style-type: none"> o Track and Field and Paralympic events 	RESIDENTS SERVICES/ Early Intervention Services for Children and Young People	o) Base budget – within existing resource	o) Sept 2012	n) 10% increase in footfall of participants at Hillingdon Leisure Centres
				p) Part of 'Sports Unlimited' and	

Objective: Increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub-Task	Lead	Cost/resource	Timescale	Success/Measure
	<p>n) Provide innovative programme at sport + leisure centres across Hillingdon. Agree delivery with operators via Annual Service Plans</p> <p>o) Set up informal sports-based 'taster session' activities in open-access youth work programmes at Young People's Centres and projects</p> <p>p) Set up tutor-led sports-based training activities in open-access youth work programmes at Young People's Centres and Projects</p>	RESIDENTS SERVICES/ Early Intervention Services for Children and Young People + Sports Development Team	'Street Games' initiatives (within Sports Development Team Sport England budget)	p) Jan 2013	<p>350 young people engaged in informal sports-based activities, in second half of 2012/13</p> <p>p) > 50 young people engaged in structured sports-based activities, in second half of 2012/13</p>

Objective: Create opportunities for active travel within the Borough, particularly walking and cycling					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure

Objective: Create opportunities for active travel within the Borough, particularly walking and cycling					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
Set up Active Travel plans and develop Active Hillingdon Walking plan	Develop active travel plans within LBH and 150 Businesses, includes: a) events b) Led Rides c) Bike Marking Kit	LBH - RESIDENTS SERVICES Transport	a – c) £30K - Local Implementation Plan (LIP) – In second year of 3 year Mayor of London fund LBH – existing resources	2012/13	a – c) Plan to support other key targets
	d) School Travel Awareness Programme developed o Schools active Travel o School Travel plan implemented	LBH - RESIDENTS SERVICES School Travel + Road Safety	d) £55k – LIP – Year 2 of 2 LBH – existing resources	d) 2012/13	d) 53 schools taking part in 'Walk in Wednesdays' + 30 schools take part in Walk to school month. Monitoring of parents walking to be piloted in Sept'12 in 2 schools + all schools by July'13. 98/101 schools have a written School Travel Plan, and 85 schools are actively engaged with their plan
	e) Road Safety Education o Child cycle training o Adult cycle training	LBH - RESIDENT SERVICES School Travel + Road Safety	e) £90k – TfL Bikeability LBH – existing resources	e) 2012/13	e) 1750 children + 250 adults participated in cycle safety training.
2% Increase in cycling 2013/14	a) Cycle counters in place monitor numbers cycling b) Increase Bicycle Parking spaces c) Community bike ownership Implement bicycle ownership	LBH - RESIDENTS SERVICES Transport LBH - RESIDENTS SERVICES Transport	a) Total £102k - TfL Biking Borough (BB) scheme b) To be conformed by BB (TfL funded) c) £5K – Community funding in place	a) 2012 b) 2012/13 c) 2012/13	a) > 1300 'hits' over 7 cycle counter cites across borough b) 33% more biking parking spaces in year c) > 20 members of the community signed up to Adult Cycle training.

Objective: Create opportunities for active travel within the Borough, particularly walking and cycling					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
	targeting specific groups	LBH - RESIDENTS SERVICES Transport	d) £12k - Base Budget (to pay for publicity, cycle training, cycle leaders)	d) July 2012	d) Target > 10 led rides in year, 170 cyclists participating
	d) Cycling recreation programme: 'Sky rides local' – organised led rides across Hillingdon	LBH - RESIDENTS SERVICES Transport & Projects	e) No additional resource needed.	e) 2012	e) Monitor online hits and awareness. Target to be set
	e) 'Please cycle' website linked to LBH website. Residents record their mileage via the council website	LBH - RESIDENTS SERVICES Transport	f) £10k - Biking Borough (TfL funded)	f) 2012/13	f) 10 rangers recruited (new initiative) Target > 30 in Year 2
	f) Recruitment of volunteer cycling rangers – resident volunteers to help improve cycle routes and suggested (affordable) cycle parking areas	LBH - RESIDENTS SERVICES Transport	g) Base budget – within existing resources	g) 2012/13	g) By March '13: Set up 3 'Doctor Bike Sessions'
	g) Cycling Promotion for LBH staff to increase knowledge, interest and basic cycle maintenance skills	Public Health	h) External resource from 'Sustrans' who provide 'Bike It' officer to visit schools	h) 2012/13	<ul style="list-style-type: none"> o 12 staff trained on basic maintenance sessions o 4 Cycling articles published in Team Hillingdon o 12 new cyclists registered as regular users
	h) Extend "Bike it" initiative in Hillingdon schools to promote and increase knowledge and				

Objective: Create opportunities for active travel within the Borough, particularly walking and cycling					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
	<p>safe cycling. This includes:</p> <ul style="list-style-type: none"> o 'Dr Bike' maintenance sessions for pupils o Cycle to school Days events and competitions o Set up classroom sessions and assemblies on cycling and safety o Delivered cycling information sessions (routes and activities for staff, parents and students) 				h) Additional 7 schools take-up and commit to "Bike It" initiative
Increase in walking	a) Legible London – pedestrian way-finding system (static maps) to help people find their way around the local area and encourage walking	LBH - RESIDENTS SERVICES Transport	a) £60k – Local Implementation Plan (LIP) in second year of 3 year funding. Mayor of London fund LBH – existing resources	a) 2012/13	a) 2012/13 Plans to set up in town centres: Hayes, Northwood Hills, Ruislip Manor ; and at interchanges along Grand Union Canal
	b) Public Footpath Improvements (walkers, cyclists, horse-riders)	LBH - RESIDENTS SERVICES Transport	b) £62k – LIP in second year of 3 year funding. Mayor of London fund LBH – existing resources	b) 2012/13	b) Improvements planned for 3 rights of way c) Measure of success:
	c) Develop walking programme for all residents offering led walks throughout borough. These include:	Public Health	c) £6k - Base budget	c) 2012/13	<ul style="list-style-type: none"> o Increase units of walking from 3,400 to 3,520 o >2 new themed walks per quarter o >5 more walk leaders trained o >2 more libraries linked to Walk Hillingdon

Objective: Create opportunities for active travel within the Borough, particularly walking and cycling					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
	webpages <ul style="list-style-type: none"> o 6 libraries trained on Using Walk4Life and LBH on-line forms d) Set up walking programmes with Early Years providers to encourage parents and young children to walk regularly	Public Health	d) Base budget – within existing resources	d) 2012 – 13	programme <ul style="list-style-type: none"> o >2 libraries supporting use of on-line walking tools and pages d) Measure of success: <ul style="list-style-type: none"> o 3 walking programmes set up with Children Centres or Early Years providers o >30 additional families engaged in walks o >10 walk leaders trained

Objective: Support and encourage local businesses and workplaces to create opportunities for staff to be active					
Key Task	Sub-task	Lead	Cost/resource	Timescale	Success/Measure

Objective: Support and encourage local businesses and workplaces to create opportunities for staff to be active					
Key Task	Sub-task	Lead	Cost/resource	Timescale	Success/Measure
Recruit Volunteers and support local club networks	a) Hold Sport Makers workshops across the borough - aim is to recruit new sports volunteers aged 16 years and over to organise and lead community sporting activities This includes: o 154 Hillingdon residents including 16 LBH staff attended 5 workshops	Pro-Active West London (external organisation)	a) Existing Grant – National Lottery Funded	By March 2013	Target > 40 additional LBH staff to regularly record their sport activity and volunteer to lead sports activities for other LBH staff, by March '13
	b) Deliver Sports Grants to clubs, individuals and coaches for equipment, improvements, qualifications	LBH - RESIDENTS SERVICES Sports Development Team	b) £47,500k pa – Base budget (£20k gold bursary for highest level athletes; £27.5k for clubs, individuals, coaches) LBH resource	b) 2012 - 13	b) >75 applications or more per year
	c) Mayor's Annual Sports Awards – to acknowledge local commitment and success of clubs and individuals	LBH - RESIDENTS SERVICES Sports Development Team	c) £5000 – Base budget LBH resource	c) 2012 - 13	c) > 5 nominations per award per year
	d) Coach + volunteer education programme to develop skills/abilities for future coaching	LBH - RESIDENTS SERVICES Sports Development Team	d) £500 – Base budget LBH resource	d) On-going	d) >300 participants over 18 workshops

Objective: Ensure physical activity opportunities are inclusive particularly for people with disabilities					
Key Task	Sub-task	Lead	Cost/resource	Timescale	Success/Measure
Review the support and facilities for people with disabilities in partnership with DASH	a) Develop literature review and design survey tool	a,b,c) Public Health	A,b,c) £10k – Base Budget	A,b,c) Jan'2013	o Completed survey to inform practice and policy o Stakeholder event > 50 participants expected
	b) Undertake survey with 300 people				
	c) Develop stakeholder event to share the assessment and develop recommendations				
	d) Identify opportunities to extend provision for disabled residents and develop funding bid to Sport England Inclusive Sports Fund as part of a West London project	d) DASH / Brentford FC / RESIDENTS SERVICES/Sports Development Team	d) Within existing resources	d) Jan 2013	d) Potential extended activities identified and initial bid submitted to Sport England

Objective: Ensure efficient and effective care pathways within the community					
Key Task	Sub-task	Lead	Cost/resource	Timescale	Success/Measure
Set up care pathways with primary care and Public Health	a) Set up 'Mini – Mend' 2- 4 year olds (exercise and weight management programme) for pre-school children and parents in 4 Children Centres	RESIDENTS SERVICES/Sports Development Team	a) £20k – Base Budget	a) 2012 – 13	a) Year 1 – target is > to 100 young children and parents attend. Year 2 increase by 2%
	b) Re-organise 'Fit Teen' programme of exercise and healthy lifestyle programme	RESIDENTS SERVICES/Sports	b) £5k per annum - Public Health	b) Jan 2013	b) 3 courses > 30 participants

Objective: Ensure efficient and effective care pathways within the community					
Key Task	Sub-task	Lead	Cost/resource	Timescale	Success/Measure
Cont,	for over-weight teenagers	Development Team			
	c) Revise delivery of Cardiac Rehabilitation pathway at Highgrove Pool (partnership with The Hillingdon Hospital Trust and Mount Vernon Hospital)	RESIDENTS SERVICES/Sports Development Team	c) Self-funding as an Exercise on Prescription Scheme. Training costs per annum £800	c) Jan 2013	c) > 30 participants each week
	d) Support delivery of referral pathway for Parkinson sufferers at Hillingdon Sports & Leisure Complex	Parkinsons UK (Hillingdon)	d) Self-funding – Exercise on Prescription Use of facilities provided at no cost	d) On-going	d) > 15 participants per week
	e) Set up delivery of support for a Stroke Care Pathway at Hillingdon Sports & Leisure Complex	RESIDENTS SERVICES/Sports Development Team	e) Self-funding – Exercise on Prescription Use of facilities provided at no cost	e) March 2013	e) > 6 participants at each session on a regular basis

Objective: Communication Plan to increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
Develop Change4Life campaign (over 3 years) to encourage residents of all ages to participate in 150 minutes of	a) Promote Change4Life and council owned leisure centres through: <ul style="list-style-type: none"> o improved council website, and information using social media e.g Facebook, Events calendar young 	Corporate Comms	A, b) £2000 – Public Health £5000 – Sports Development Team LBH existing resource	July 2012 - 13	a) >1500 visitors on change4life website visitors and page views, Facebook fans; residents who recognise 'Active Hillingdon' through Hillingdon People survey

Objective: Communication Plan to increase professional and community awareness of the benefits and how to be more physically active					
Key Task	Sub Task	Lead	Cost/resource	Timescale	Success/Measure
physical activity a week	<p>Hillingdon website, Google adverts</p> <ul style="list-style-type: none"> o Hillingdon People team o Hillingdon articles o Posters and publicity in settings for example council buildings, notice boards, schools, GP surgeries, hospitals, supermarkets, leisure centres <p>b) Set up 2 Change4Life Pledges to participate in 150 minutes of physical activity a week. To include:</p> <ul style="list-style-type: none"> o 1,000 residents o 500 parents 				<p>b) 1000 residents and 500 parent pledges set up on-line and hard copies of pledges (available in schools, libraries)</p>

Agenda Item 7

HILLINGDON'S SURFACE WATER MANAGEMENT PLAN: EVIDENCE BASE

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
Officer Contact	Vicky Boorman, Residents Services
Papers with report	Hillingdon's Surface Water Management Plan: Evidence Base & Map appendices <u>NOT INCLUDED WITHIN AGENDA:</u> <u>AVAILABLE AS REFERENCE COPY IN GROUP OFFICES</u>

HEADLINE INFORMATION

Summary	<p>Under the statutory requirements of the Flood and Water Management Act, the Council must produce a Surface Water Management Plan (SWMP) to identify areas prone to surface water flooding.</p> <p>The Evidence Base is the first stage in the preparation of the SWMP. The SWMP, in combination with the Environment Agency Flood Map, will provide a comprehensive understanding of flood risk for the Borough.</p> <p>It will help the Council manage flood risk and meet its obligations as a Lead Local Flood Authority. Cabinet are asked to approve the Surface Water Management Plan: Evidence Base and authorise its publication on the Council's website.</p>
Contribution to our plans and strategies	The Surface Water Management Plan will contribute to Part 2 of the emerging Hillingdon Local Plan and will inform future plans such as the Flood Risk Management Strategy.
Financial Cost	The report was funded by the GLA as part of the Drain London project. It will be placed on the Council's website and no further cost is anticipated.
Relevant Policy Overview Committee	Residents' and Environmental Services Policy Overview Committee
Ward(s) affected	All

RECOMMENDATION

That Cabinet:

- 1. Approves the Hillingdon Surface Water Management Plan: Evidence Base for the Borough.**
- 2. Authorises officers to publicise the report on the Council's website and to notify all groups having a particular interest in it.**

INFORMATION

Reasons for recommendation

Cabinet are asked to approve the Evidence Base for the Surface Water Management Plan (SWMP) and publish it on the Council's website. The SWMP has been produced to identify areas adversely affected in times of heavy rainfall and to establish a framework for future policies to manage surface water across the Borough.

The Plan was undertaken to meet the requirements of the Flood Risk Regulations 2009 and the Flood and Water Management Act 2010. It is also a requirement of the Flood Risk Regulations that this document and the maps produced be published to help engage residents and other stakeholders in flood risk issues and encourage input into the Plan.

Alternative options considered / risk management

Cabinet could decide not to approve the Surface Water Management Plan (SWMP) and not to make it available on the Council's website. In this case, the Council would not be meeting the statutory requirements of the Flood Risk Regulations 2009, nor providing a robust evidence base for future decisions on managing flood risk.

Comments of Policy Overview Committee(s)

None at this stage

Supporting Information

Background

1. The Surface Water Management Plan forms part of the Council's statutory requirements to produce a flood risk management portfolio. As a 'Lead Local Flood Authority', the Council is required to produce this portfolio to assist in understanding, planning for and managing flood risk. The production of the portfolio is a statutory requirement set out in the Flood and Water Management Act.

2. The first document in the portfolio, the Preliminary Flood Risk Assessment (PFRA) was previously approved by the Cabinet Member for Finance, Property and Business in May 2011. This document was subsequently uploaded to the website for public information. The Cabinet report for the PFRA set out the 4 stages to be undertaken which would result in the completion of the portfolio by 2016:

Stage 1	Undertaking a Preliminary Risk Flood Risk Assessment (PFRA) – Completed
Stage 2	Identifying Flood Risk Areas – SWMP Completed (subject of this report)
Stage 3	Preparing Flood Hazard and Risk Maps – by June 2013
Stage 4	Preparing Flood Risk Management Plans – by June 2015

3. The SWMP was written by the same consultants as the PFRA. Both were commissioned by the GLA as part of the Drain London project. There have thus been no funding implications for Hillingdon Council for either piece of work. They were produced in consultation with neighbouring boroughs as surface water flooding is a cross boundary problem.

Surface Water Management Plan, a Summary

4. The Flood and Water Management Act sets out the responsibilities for managing flood risk. The Environment Agency retains primary responsibility for fluvial and tidal flooding, whilst certain Local Authorities (single tier and County Councils) are now required to take responsibility for surface water flooding. The purpose of the Surface Water Management Plan is to provide the Council with a more detailed understanding of surface water flooding in the Borough, to enable it to fulfil its statutory duties. The SWMP therefore identifies the areas adversely affected in times of heavy rainfall and establishes a framework for future policies to manage surface water across the Borough.

5. The SWMP does not set policy. It is primarily an evidence base to provide the Council with a more accurate understanding of the risks of surface water flooding. It will be used to inform a wide range of strategies, from emergency planning through to development planning. It also sets out a series of actions to manage surface water flooding, which will need to be adopted as part of other Council policies. Some of these actions are generic and can be implemented immediately, others require more detailed investigative work.

6. The SWMP contains an illustrative diagram (Figure 1-3, page 4) that shows the development process. There are four steps in the process, the first two of which have been completed:

A – Preparation. This included defining the scope of the SWMP study and developing the necessary partnerships (consultation with neighbouring boroughs and Thames Water for example).

B – Risk Assessment. This included the assessment of the risk, based on the scope of the study and consultation with partners. It used broad modelling (outlined below) to reveal the levels of risk across the Borough.

C – Options. A broad range of options and recommendations for managing flood risk were put forward by the consultant team, as required by the brief set by the GLA. Some of these options are very generic. For example, the SWMP includes recommendations for the use of sustainable drainage systems in new development and these recommendations will be taken forward in Part 2 (Development Control Policies) of the Local Plan. The evidence base also allows the Council to target more specific flood risk management projects to help residents and property owners. These options will continue to be developed and will be integrated into a comprehensive action plan.

D – Implementation and Review. This will constitute the Action Plan that contains all the measures to be taken by the Council to manage surface water flooding. Some of these measures are already being implemented. For example, the SWMP has influenced the initial drafting of Part

2 of the Local Plan. However, as a 'living document', it will need to respond to new development, whenever and wherever it comes forward, and will also be influenced by flooding events which may highlight areas previously considered at less risk but where action has now become urgently needed. The Action Plan will therefore be kept under constant review.

Thus the SWMP provides the evidence base for developing a detailed set of options which will ultimately form a comprehensive Action Plan for managing surface water flooding. These options will be developed in consultation with the necessary stakeholders, such as residents, Thames Water and the Environment Agency, and presented to Cabinet as and when they are adequately developed.

The Evidence Base

7. The SWMP has been developed using broad flood modelling techniques. For example, it uses topographical information which enables the Council to map sources of flooding and the flow paths of water and identify where the low points are where the water will settle. This broad information allows the Council to understand more about surface water flooding. The study has been based on a precautionary assessment of possible surface water flooding which is why it is a strategic document and does not provide information about individual sites. Based on the Drain London outputs it is estimated that 30,600 properties (residential, business and commercial) are at risk of surface water flooding (at least 3cm of water) in a 1:100 year event (1% chance of flooding in a year).

8. The methodology used for the modelling is required to be precautionary to allow for worst case scenarios to be considered. A number of assumptions are made to deliver outputs like these, in the same way as those used to produce the Environment Agency flood zone maps. In reality, there are a number of detailed factors that cannot be included in a high level strategy such as this, for example, receiving watercourses may have more capacity than allowed for in the model, as may large areas of open space or roads.

9. In addition, the SWMP identifies a number of critical drainage areas. These are the areas that are most at risk from surface water flooding. New development will be heavily scrutinised in these areas to ensure they are not directly at risk, but, importantly, do not worsen the situation for other areas. The critical drainage areas will be where the water settles but the problems are likely to have come from other sources in the wider catchment area. Development control decisions will consider all applications that could increase flood risk and developers may be required to provide contributions for specific flood alleviation works.

10. The Flood and Water Management Act requires the Council to share flood risk information with partners and residents. The SWMP will be uploaded to the Council website and sit alongside the PFRA. This will allow people to take their own precautions to prepare for flooding and to plan for future events.

11. Ultimately, the SWMP provides the Council with helpful information on flood risk. As a Lead Local Flood Authority, it is important to have detailed knowledge as to where and when places might flood. The SWMP, along with other flooding strategies and maps (for example the Environment Agency flood maps), provides the Council with the tools to fulfil its new duties. The SWMP will therefore help to avoid the significant flood impacts witnessed elsewhere in the country.

Next Steps

12. The PFRA was the first stage in a 4 stage process for developing an effective approach to flood risk management within the Borough, while the SWMP has provided another, more specific, level of information relating to the Council's new functions.

13. The SWMP will enable the Council to target areas for improvement. Some of the Critical Drainage Areas relate to hundreds of dwellings and the Council will prioritise work to these areas when appropriate. The SWMP provides a starting point for applying for funding from the Regional Flood and Coast Defence Committee, which holds the budget for flood defence works. In addition, the SWMP provides the evidence base for negotiating contributions towards flood risk alleviation schemes from developers.

14. The SWMP will also influence the allocations of new development sites in the forthcoming Hillingdon Local Plan, Part 1 document, as well as providing the evidence base for drawing up drainage related policies.

15. In the longer term, the SWMP and PFRA, along with the Environment Agency flood maps (showing river flooding) will help the Council complete the flood risk management portfolio namely:

- Flood hazard maps and flood risk maps by June 2013; and
- Flood risk management plans by June 2015.

Financial Implications

16. The Surface Water Management Plan was completed by the consultants in 2011, as part of the Drain London project, funded by the GLA. There were no financial costs to Hillingdon in producing this document.

17. The SWMP has no direct financial implications, but it does provide an evidence base to prepare specific funding bids for flood risk management work. The Regional Flood and Coastal Defence Committee has a large budget to which Councils can apply. The SWMP will therefore provide the basis for launching funding bids to help manage flood risk for residents.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

The Surface Water Management Plan will provide a robust evidence base for decisions on managing flood risk in Hillingdon, informing planning proposals and future policies within the Local Plan Part 2 Development Management Document, as well as indicating areas which need to be investigated further and developed into future flood risk projects.

In particular, it will allow residents to understand better the risks to them and their property. It will highlight that the risk of flooding is a national problem and that all have a part to play in managing and reducing flood risk. The SWMP will be uploaded on to the Council's website which contains links to information for residents as to how they can prepare for flooding.

Consultation Carried Out or Required

As a factual document, no public consultation was necessary during its compilation. However, to fulfil the requirements of the Flood Risk Regulations, the document must be made available to public view on the Hillingdon Website. It is the intention that residents are made aware of

this document, and that they are encouraged to contribute information and photographs on flood events via an on-line form.

CORPORATE IMPLICATIONS

Legal

The publication of a SWMP is a statutory requirement under the Flood Risk Regulations 2009. The 2009 Regulations require such plans to be reviewed at least every six years. The SWMP will feed into the wider Flood Risk Management Plan that must be prepared by the Council. The purpose of these plans is to assist the Council in tackling flood risks, particularly in the context of development proposals within the Borough. The Flood Risk Management Plan will be a material consideration to be taken into account when the Council makes planning decisions.

Corporate Finance

The production of the SWMP was funded by the GLA. Corporate Finance has reviewed this report and is satisfied that there are no direct financial implications to the Council. It should be noted that any further work outlined in the "Next Steps" in the report, is likely to be funded from recently committed Government funds as the Government has an obligation to fulfil its obligations of the Flood and Water Management Act.

Corporate Property and Construction

Corporate Property and Construction are in support of the recommendations made in this report.

Civil Protection Service

The recommendations are fully supported by the Civil Protection Service as the document will identify flood risk areas, guide planning decisions and encourage residents to take their own mitigating actions. The publication of the SWMP will be recorded in the next review of the Borough risk register.

Relevant Service Groups

Highways fully support the recommendations set out in the report.

Green Spaces fully supports the recommendations.

Background Papers

NIL

ACCESSIBLE HILLINGDON: SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Cabinet Member(s)	Cllr. Keith Burrows
Cabinet Portfolio(s)	Planning, Transportation and Recycling
Officer Contact(s)	Charmian Baker / Ali Kashmiri Residents Services
Papers with report	Draft Revised Accessible Hillingdon Supplementary Planning Document (SPD) <u>NOT INCLUDED WITHIN AGENDA:</u> <u>AVAILABLE AS REFERENCE COPY IN GROUP OFFICES</u>

1. HEADLINE INFORMATION

Summary	Cabinet approval is sought for a six week period of public consultation on the Draft Revised Accessible Hillingdon Supplementary Planning Document
Contribution to our plans and strategies	Hillingdon's emerging Local Plan Hillingdon Partners Sustainable Community Strategy
Financial Cost	The cost of consultation will be approximately £100, which will be contained within the 2012/13 budget for Residents Services
Relevant Policy Overview Committee	Residents' and Environment Services Policy Overview Committee (RESPOC).
Ward(s) affected	Borough-wide

2. RECOMMENDATION

That the Cabinet:

- 1) **Notes the contents of the Draft Revised Accessible Hillingdon Supplementary Planning Document.**
- 2) **Approves the Draft Revised Accessible Hillingdon Supplementary Planning Document for public consultation.**
- 3) **Grants delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services to agree, in consultation with the Cabinet Member for Planning, Transportation and Recycling, any minor editing and textual changes to**

the Draft Revised Accessible Hillingdon Supplementary Planning Document, before it is formally published.

- 4) Approves the Draft Revised Accessible Hillingdon Supplementary Planning Document as a material consideration for the purposes of development management.**
- 5) Instructs officers to report back to a future meeting of Cabinet on the outcome of the public consultation and recommendations for changes to the document prior to its consideration for adoption by full Council.**

Reasons for recommendation

Since the adoption of the current Accessible Hillingdon Supplementary Planning Document (SPD) in January 2010 there have been a number of changes in planning policy and legislation pertinent to accessibility and inclusive design, at both the national and local level, in addition to changes in Best Practice and other technical guidance. Furthermore, the Council seeks to ensure that the planning process is instrumental in securing the provision of Brown Badge parking spaces as part of new development proposals. Thus the updating of the SPD was considered to be necessary.

Alternative options considered / risk management

It remains open to the Council to retain the existing SPD document. However, the guidance contained in it is out of date, as is the legislation and much of the national policies to which it refers. Its influence is therefore weakening over time.

Policy Overview Committee comments

None at this stage

3. INFORMATION

Supporting Information

1. The Accessible Hillingdon SPD provides detailed advice and guidance on the provision of equitable, easy and dignified accessibility to buildings, places and spaces. Although not a statutory document, it has the status of a Supplementary Planning Document, as it has been through a formal consultation and adoption process as defined by statutory planning regulations. The SPD was first adopted in July 2006 and has since undergone a number of revisions, the last being in January 2010.
2. It has now been updated to take account of the following recent changes to legislation, Government and local policy:
 - The Disability Discrimination Act has been subsumed into the Equality Act 2010 as has a large part of the Special Educational Needs and Disability Act 2001.
 - The new London Plan, 2011 has revised all policies relating to accessibility and inclusion. These amendments are summarised in the policy section of the draft

revised Accessible Hillingdon SPD document and have been included in the guidance throughout the document in all relevant sections.

- In November 2012, Cabinet adopted the relevant policies from the former Core Strategy as 'Hillingdon Local Plan; Part 1 – Strategic Policies.
- The National Planning Policy Framework (March 2012) replaced many of the former Planning Policy Guidance Notes and Planning Policy Statements.
- Accessible Hillingdon has been updated to maximise the application of UDP Saved Policy AM15, to include detailed guidance on the provision for Blue Badge and Brown Badge parking spaces.
- Wheelchair Home Standards guidance has been significantly improved to provide more detail on the technical standards to which the Council aspires. The standards are fundamentally based on the Greater London Authority's best practice guidance 'Wheelchair Accessible Housing' document. Many of the technical drawings included in the revised draft SPD are based on those contained within the 'Wheelchair Housing Design Guide', second edition, with permission given to the Council by the copyright holder.
- Lifetime Home Standards have been updated by Habinteg, in collaboration with some of the major national house builders. Many of these new standards are considered by accessibility professionals to have downgraded the standard of accessibility achieved by the previous pre-July 2010 Lifetime Home Standards. Therefore, the only revised standards which have been included in the revised draft SPD are those which promote a design for new homes which enable maximum flexibility, with a resulting reduction in cost to the Council of post-construction adaptations to homes as people age, acquire a disability or move home.

3. Appendix 1 includes the draft revised Accessible Hillingdon SPD. The additions are highlighted with italics and the deletions are shown with 'strikethroughs'.

Financial Implications

The costs of consultation will be approximately £100, which would be contained within the 2012/2013 revenue budget for Residents Services.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

Residents, service users and the Borough's various communities including organisations of disabled people, will have an opportunity to influence the draft revised Accessible Hillingdon SPD through the public consultation. The updated and improved access standards contained in draft revised Accessible Hillingdon SPD will be of particular benefit to those designing buildings or landscapes in the public realm and this in turn will help to provide improved accessibility for the community at large.

Consultation Carried Out or Required

It is proposed to carry out a 6 week consultation on the draft revisions to 'Accessible Hillingdon' with all stakeholders, in accordance with the Council's adopted Statement of Community Involvement. The consultation document will also be published on the Council's website and copies will be distributed to all Borough libraries, and Planning Reception. In addition, the Access Officer will seek the views of local older and disabled people, through informal dialogue and presentations to forthcoming meetings of the Council's Older People's Forum, the Access & Mobility Forum, and through outreach to member led organisations including organisations of disabled people.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above, noting that all costs detailed in this report will be contained within existing Residents Services budgets.

Legal

A Supplementary Planning Document (SPD) is a statutory document, and the legal requirements in relation to its preparation and adoption as a local development document are prescribed by the Town and Country Planning (Local Development) (England) Regulations 2004 (the 2004 Regulations). An SPD must be produced in accordance with the 2004 Regulations.

The 2004 Regulations require that:

- a SPD is published and open to consultation for a period of not less than 4 weeks and not more than 6 weeks (regulation 17);
- the consultation responses and representations are considered by the local planning authority (regulation 18);
- the SPD is adopted by the local planning authority (regulation 19).

Whilst the Council's constitution makes it clear that the Cabinet are responsible for developing the policy framework, the Council's constitution also states that it is full Council who must formally adopt documents forming part of the Local Development Framework (such as SPDs).

Consideration of representations

A local planning authority shall not adopt an SPD until they have considered any representations made and have prepared a statement setting out a summary of the main issues raised in these representations, and how these main issues have been addressed in the SPD which they intend to adopt.

Procedure after resolution to adopt (if appropriate)

As soon as reasonably practicable after the local planning authority adopt an SPD they must make it available for inspection during normal office hours at the places at which the SPD was made available for consultation (and on their website).

- (i) the statement of the main issues raised in representations and how they were addressed and
- (ii) an adoption statement, and
- (iii) the SPD;

The local planning authority must also send the adoption statement to any person who has asked to be notified of the adoption of the SPD.

Decision making

Section 38 of the Planning and Compulsory Purchase Act 2004 places a duty on the local planning authority, and the Secretary of State to determine planning applications in accordance with the development plan unless material considerations indicate otherwise.

An SPD does not form part of the development plan. However, the SPD will form part of the Council's Local Development Framework and it will be a material consideration in the determination of all relevant planning applications. The weight to be given to an SPD is a matter for the decision maker.

An amendment made to section 19(5) of the Planning and Compulsory Purchase Act 2004 by the Planning Act 2008, means that since April 6, 2009 the Supplementary Planning Document has not required a Sustainability Appraisal.

Corporate Property and Construction

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

Relevant Service Groups

The Council's Planning Policy Team have been involved throughout the revision process of the draft revised Accessible Hillingdon SPD.

6. BACKGROUND PAPERS

NIL

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STANDARDS AND QUALITY IN EDUCATION 2012

Cabinet Member	Councillor David Simmonds
Cabinet Portfolio	Deputy Leader of the Council Cabinet Member for Education and Children's Services
Officer Contact	Julien Kramer, Residents Services
Papers with report	None

HEADLINE INFORMATION

Purpose of report	To report on the standards and quality of education in Hillingdon schools. It provides a summary of performance trends and inspection outcomes for the academic year 2011/12
Contribution to our plans and strategies	Informs the Children and Young People's Plan
Financial Cost	There are no financial implications arising from this report.
Relevant Policy Overview Committee	Education and Children's Services
Ward(s) affected	All

RECOMMENDATION

That Cabinet notes the report on the quality of education in the Borough.

INFORMATION

Reasons for recommendation

To provide the Cabinet with data on school performance in the Borough

Alternative options considered / risk management

None.

Comments of Policy Overview Committee(s)

None at this stage

Supporting Information

1. The attainment and progress data analysed in this report inform on key issues of education within the Borough. Ofsted inspection outcomes are generally positive and reflect the good quality of education provided by Hillingdon schools.
2. This report is split into four sections: Summary of Standards (paragraphs 3 to 20), Summary of School Inspection Reports (paragraphs 21 to 23), Detailed Performance Information (paragraphs 24 to 59) and Conclusion & Next Steps (paragraphs 60 to 63).

Section 1: Summary of Standards

3. A summary of attainment in 2012 and the priorities for further improvement are set out below. Information is presented in relation to each Key Stage and is based on 2012 public examination results. Full details of achievements are described in Section 3: Detailed Performance Information. It should be noted that points made regarding the performance of particular groups of pupils are often based on small cohort sizes and so there is the potential for significant variation year on year.

Foundation Stage (Age 3 to 5)

4. Outcomes at the end of the Foundation Stage continue to improve, with another increase in the proportion of pupils attaining the main threshold measure (from 59% to 64%). Whilst outcomes for girls are higher than those for boys in most of the areas assessed, both locally and nationally, the proportion of boys reaching expected levels in 'Linking Sounds and Letters' is 3% above the national average and the proportion reaching expected levels in Writing is 4% above the national level.
5. Priorities for 2012/13 include:
 - *Narrowing the Gap between boys and girls in relevant areas.*

Key Stage 1 (Age 5 to 7)

6. The proportions of pupils reaching the thresholds of level 2+ or level 3 in Reading, Writing or Mathematics have either stayed constant or increased slightly this year.
7. Attainment for Key Stage 1 was in line with or above local and national levels.
8. This was the first year that the Year 1 Phonics test was taken. This consists of a list of 40 words, half real words and half non-words, which Year 1 children read to a teacher. The threshold in 2012 was 31 words out of 40. 57% of Hillingdon pupils achieved the required standard; this was below local and national levels.
9. Priorities for 2012/13 include:
 - *Narrowing the Gap between boys and girls in relevant areas;*
 - *Ensure Key Stage 1 achievement is in line with that achieved at Foundation Stage to ensure clear progression.*

Key Stage 2 (Age 7 to 11)

10. Attainment at the end of Key Stage 2 and progress between Key Stage 1 and Key Stage 2 in both English and Mathematics were generally higher than in previous years and in line with or above national levels using most measures. In particular:
- Proportion attaining L4+ in both English and Mathematics remain above national levels at 80% (national 79%).
 - No schools below the floor target of 55% Level 4+ in both English and Mathematics.
11. Priorities for 2012/13 include:
- Continue to increase achievement at Key Stage 2 to be above the national average for all areas;*
 - Continue to ensure no schools are below floor standards, but more or all meeting all three, English, Maths & English and Maths combined.*

Key Stage 3 (Age 11 to 14)

12. Since the removal of testing at the end of Key Stage 3, four years ago, there has only been limited attainment data available.

Key Stage 4 (Age 14 to 16)

13. Due to the changing landscape of schools and the Local Authority, secondary schools are receiving limited support from local authority school improvement advisors. Schools are now using their own resources to help improve attainment.
14. Attainment at the end of Key Stage 4 has continued to increase both locally and nationally.
- Over 86% of pupils attained 5+ A*-C grades in 2012 (all subjects), a 2 point rise over 2011 figures, which compares to a 5 point rise nationally.
 - About 59% of pupils attained 5+ A*-C (including English and Mathematics), one percentage point higher than national attainment.
15. Priorities for 2012/13 include:
- Ensure that achievement (attainment and progress) continues to rise at Key Stage 4 for the eighth consecutive year;*
 - Achievement in Hillingdon continues to increase above the national average;*
 - LA Secondary Schools are in line with national averages.*

Key Stage 5 (Age 16 to 19)

16. Outcomes in terms of Average Point Score per Pupil and Average Point Score per Subject are still below the national average. However, progress measures which take into account the prior attainment of pupils at the end of Key Stage 4 show that these outcomes are higher than those for pupils with similar prior attainment nationally.
17. Partnership working is growing between learning institutions to allow young people to personalise learning and to provide a cost effective way of delivering the greater diversity of curriculum that is found at Key Stage 5. Arrangements include Uxbridge College, Hillingdon Training and Skillnet. This means that young people have available programmes of learning at Foundation level, at L2 as well as Apprenticeships post 16.

Looked After Children (LAC)

18. When looking at 2011/2012 attainment of the children looked after continuously for 12 months during the year ending 31 March 2012:
- At Key Stage 1, 67% achieved the expected level in reading, 57% achieved the expected level in writing and 71% achieved the expected level in Mathematics compared with 64%, 56% and 68% in 2011 for each subject respectively.
 - At Key Stage 2, 50% achieved the expected level in English and Mathematics in 2012 (not comparable to previous years).
 - At Key Stage 4, the percentage of children looked after achieving The Basics - A*-C in GCSE English and Mathematics continued to increase from 14% in 2011 to 15% in 2012. The percentage achieving 5+ A*-C at GCSE or equivalent including English and Mathematics has also increased from 14% in 2011 to 15% in 2012.

Special Education Needs (SEN)

19. When looking at 2011/2012 Key Stage 2 attainment for pupils with SEN, there was a significant improvement of those pupils with a statement attaining level 4+ in English from 14.7% in 2010/2011 to 21.7% in 2011/2012. The number of pupils who achieved 2 levels progress for English and Mathematics improved for those with statements and school action.
20. There was a significant improvement for pupils with SEN attaining 5+ A*-G (including English and Mathematics) GCSE's. 36.3% of pupils with school action and 7.3% of pupils with a statement also attained 5+ A*-C passes (including English and Mathematics) in 2011/2012.

Section 2: Summary of School Inspection Reports

21. In the academic year 2011/12 92 Borough schools were inspected by Ofsted.
22. The overall effectiveness of 91 of these schools was deemed to be at least satisfactory, with 70 being judged as good or better.
23. The tables below summarise the inspection findings across schools both nationally and across the London Borough of Hillingdon:

Table 1: Judgement of Hillingdon Schools for 2011/2012

Percentage of Schools (Number of schools in brackets)							
Outstanding		Good		Satisfactory		Inadequate	
National	LBH	National	LBH	National	LBH	National	LBH
21	26 (24)	49	50 (46)	28	23 (21)	3	1 (1)

Table 2: Percentage of pupils attending Good or Outstanding Schools in Hillingdon

Local Authority	% of pupils in good or better Primary schools as at 31/08/2012	Quintile: percentage of pupils attending good or outstanding primary schools	% of pupils in good or better Secondary schools as at 31/08/2012	Quintile: percentage of pupils attending good or outstanding secondary schools	Number of secondary academies (sponsor led and converters)
Hillingdon	75%	2	79%	2	15

These tables show:

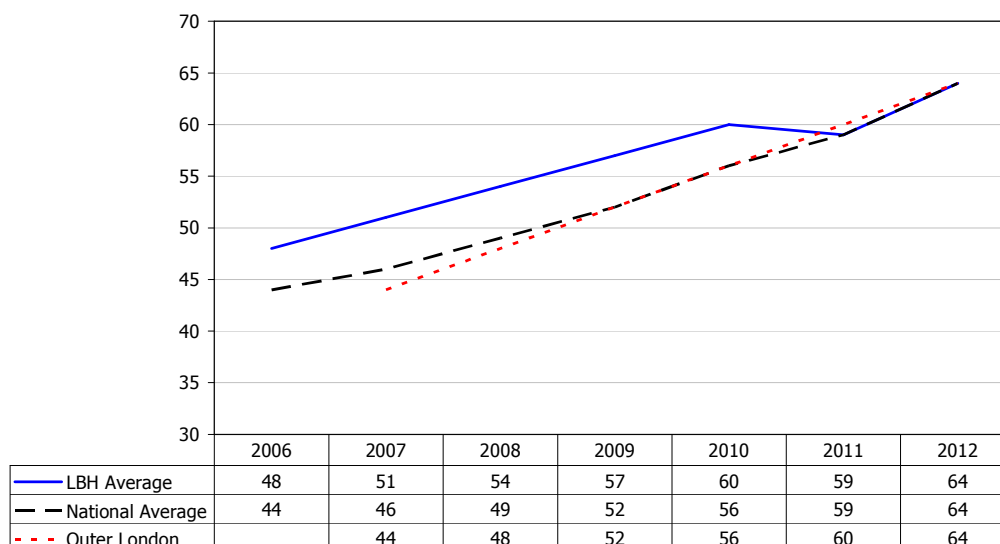
- A larger proportion of schools were assessed as good or outstanding locally than nationally.
- 75% of Primary School pupils attend a school which is judged to be good or outstanding whilst 79% of Secondary School pupils attend a school which is judged to be good or outstanding.
- Hillingdon schools were ranked in Quintile 2 in the 5 levels of performance (1 being good - 5 bad).

Section 3: Detailed Performance Information

Foundation Stage

- Proportion of children assessed at 78 points or higher with at least 6 in Communication, Language and Literacy (CLL) and Personal, Social and Emotional Development (PSE) is in line with the national average.

Chart 1: % Children assessed at 78 Points or higher with at least 6 in CLL and PSE

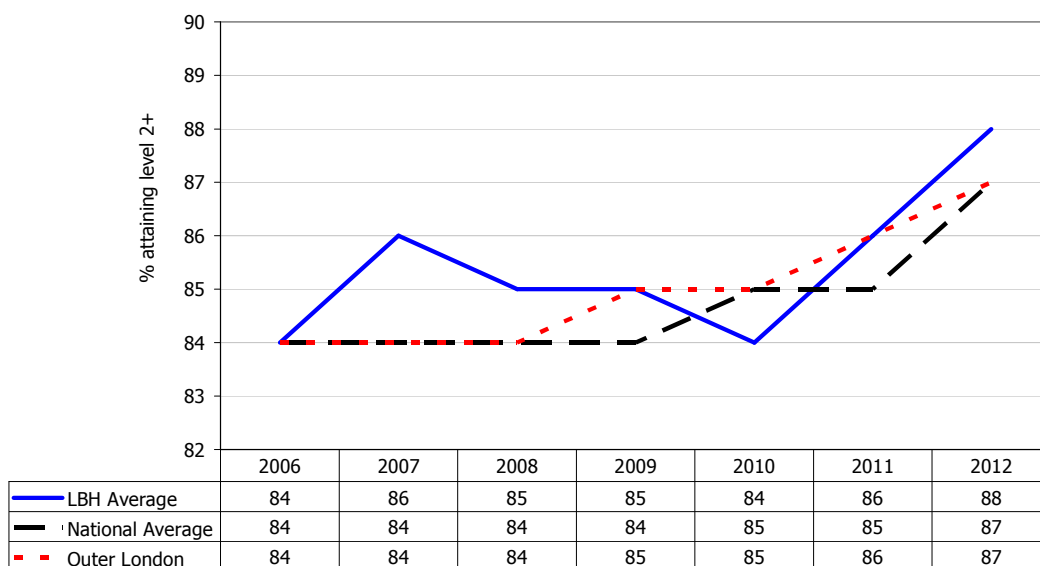


Key Stage 1

Reading

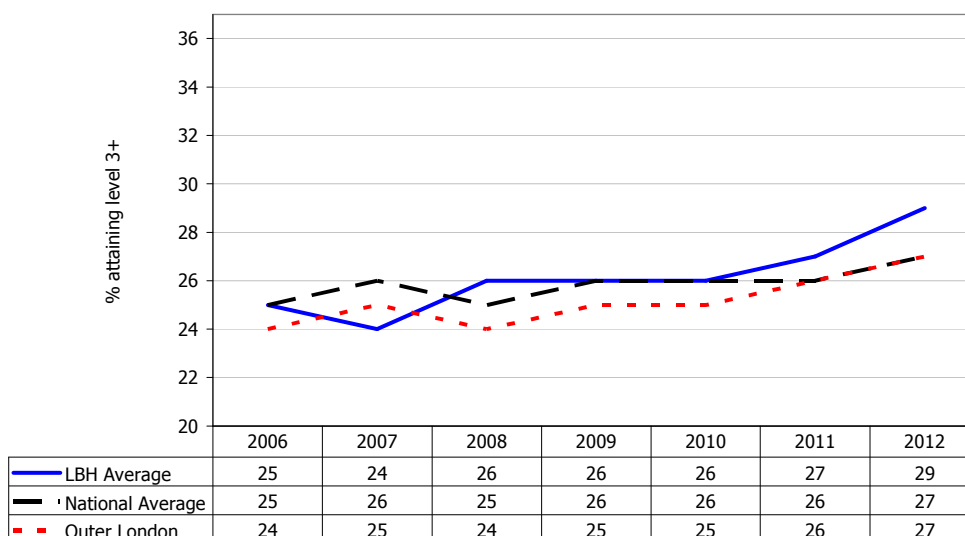
25. Chart 2 shows the proportion of Borough pupils attaining level 2 or above in Reading. The final figure will be higher than 2011 and surpasses 2010 levels. Local outcomes are now higher than those nationally and across Outer London.

Chart 2: Percentage of Pupils attaining Level 2 or above in Key Stage 1 in READING



26. Chart 3 shows the proportion of Borough pupils attaining level 3 or above in Reading at Key Stage 1. The proportion of LBH educated pupils reaching level 3 has increased. The proportion of children in the Borough reaching this level is above the average nationally and for Outer London.

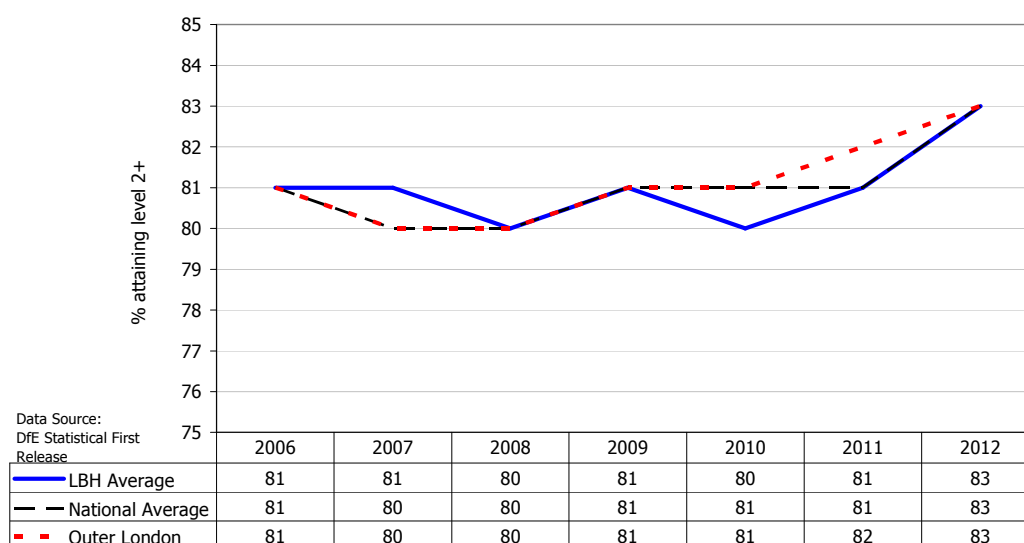
Chart 3: Percentage of Pupils attaining Level 3 or above in Key Stage 1 in READING



Writing

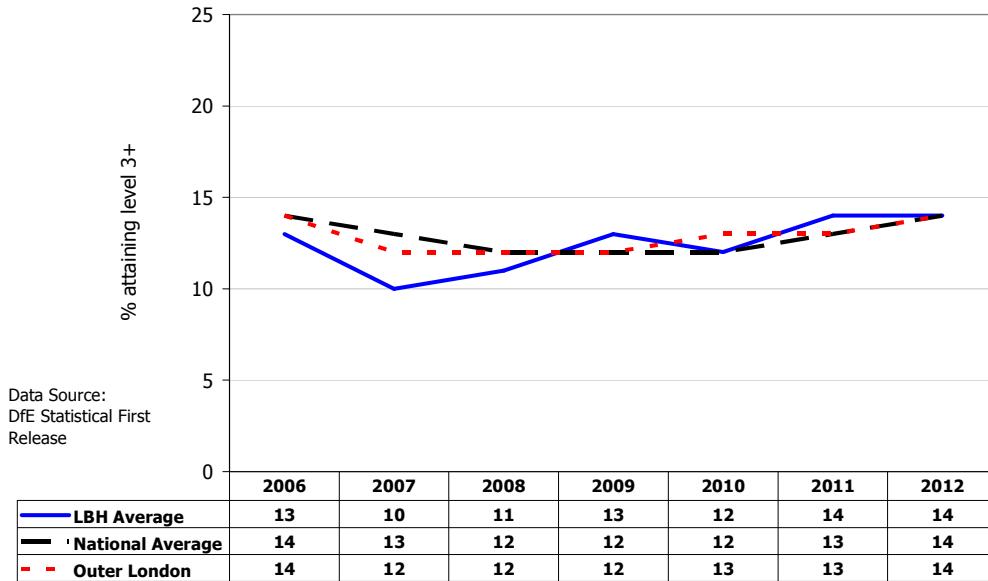
27. Chart 4 shows the proportion of Borough pupils attaining level 2 or above in Writing. The proportion of pupils reaching this level rose slightly this year in LBH schools. The proportion of pupils reaching this level nationally remained the same whilst those across schools in Outer London rose slightly.

Chart 4: Percentage of Pupils attaining Level 2 or above in Key Stage 1 in WRITING



28. Chart 5 shows the proportion of Borough pupils attaining level 3 or above in Writing at Key Stage 1. LBH results remained the same as 2011 results. Outcomes for the Borough are in line with Outer London and national figures.

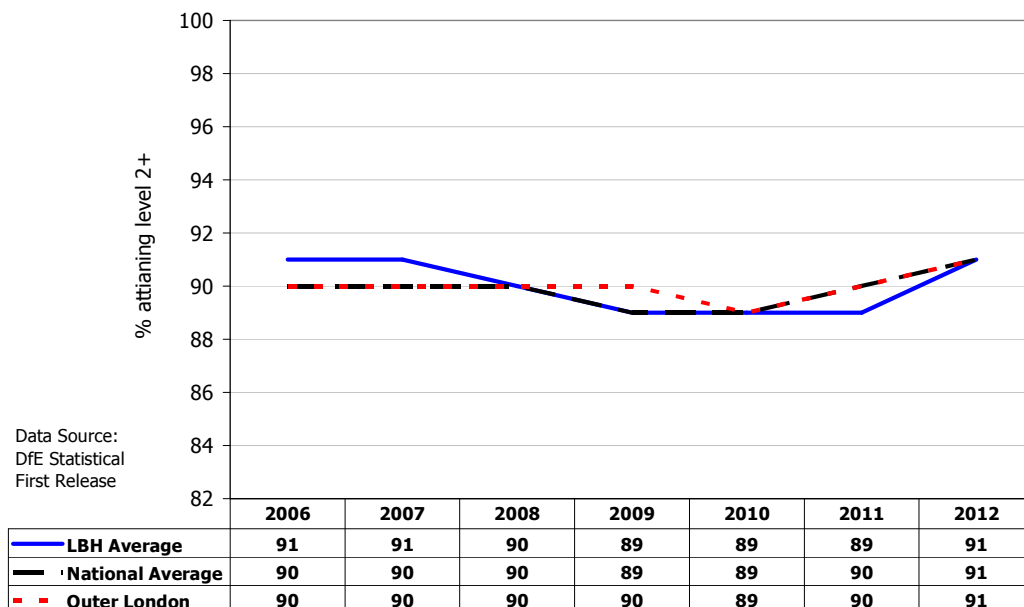
Chart 5: Percentage of Pupils attaining Level 3 or above in Key Stage 1 in WRITING



Mathematics

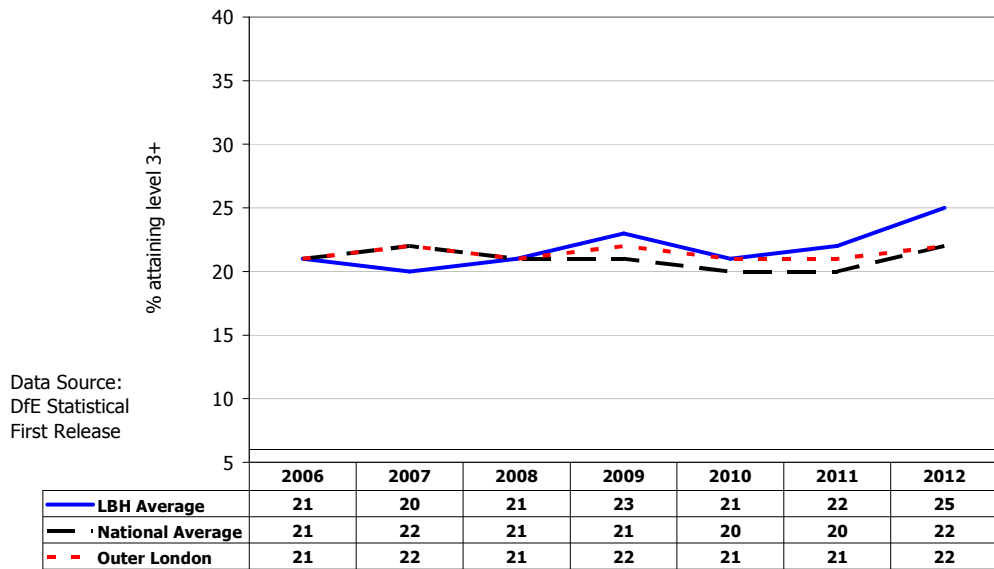
29. Chart 6 shows the proportion of Borough pupils attaining level 2 or higher in Mathematics. This has increased by 2 points since 2011. This is in line with national figures and those for Outer London.

Chart 6: Percentage of Pupils attaining Level 2 or above in Key Stage 1 in Maths



30. Chart 7 shows the proportion of London Borough of Hillingdon pupils attaining level 3 or above in Mathematics at the end of Key Stage 1. This is higher than last year and still above national figures and those for Outer London.

Chart 7: Percentage of Pupils attaining Level 3 or above in Key Stage 1 in Maths

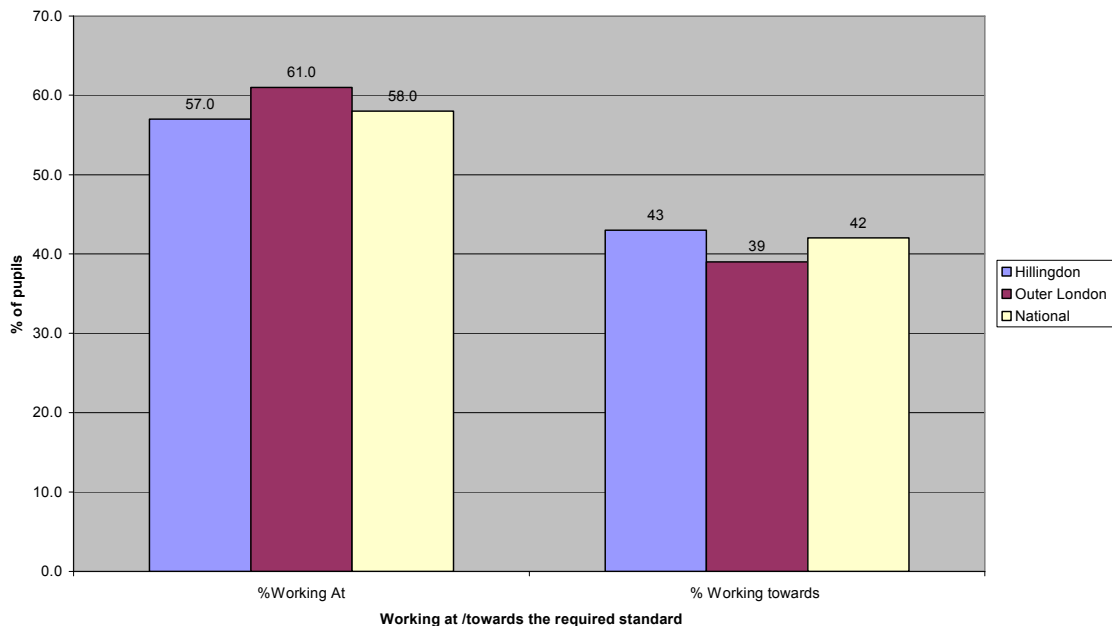


Year 1 Phonics results

31. The phonics screening test was introduced this year. It is administered to Year 1 pupils in order to ascertain whether pupils have learnt phonic decoding to help improve reading skills. The required standard is 31 words out of 40, pupils are then banded as working at the required standard or working towards the required standards.

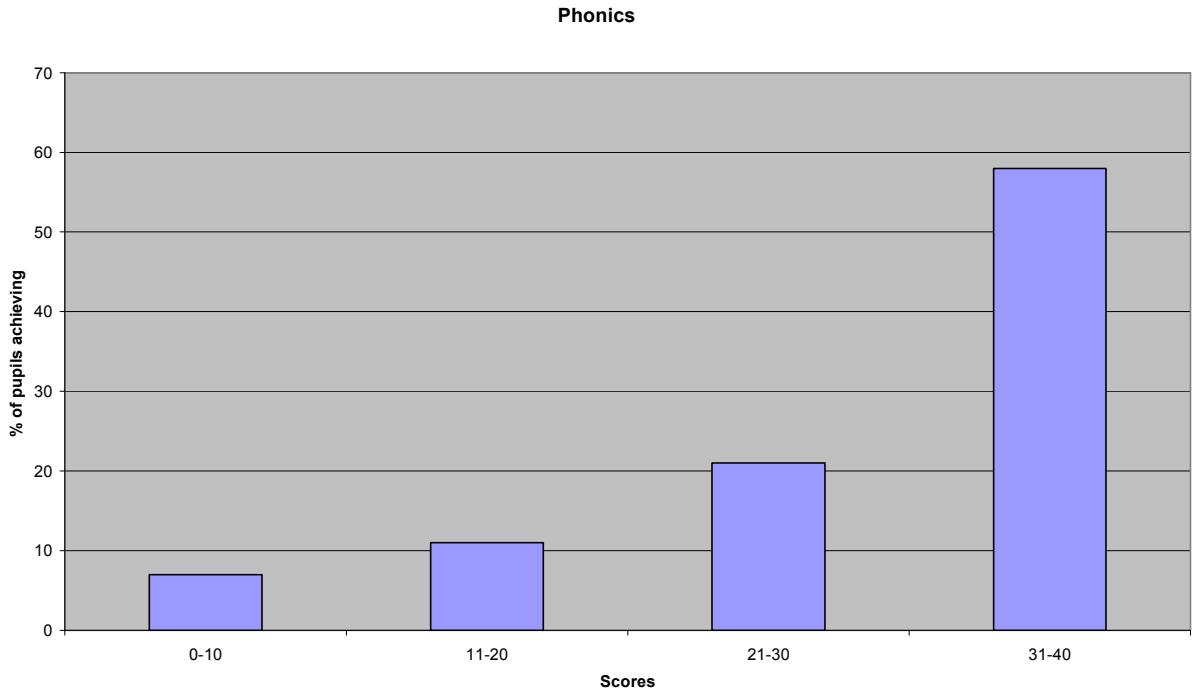
32. Chart 8 shows the number of pupils working at desired phonics outcome, 57% of pupils within Hillingdon are working at the desired level for phonics whilst 41% of pupils are working towards the desired phonics levels.

Chart 8: Percentage of pupils working at required standard



33. Chart 9 shows the breakdown of pupil scores. Overall more pupils were working at the required standard and over 20% achieved a score of 21-30.

Chart 9: Breakdown of the percentage of pupil's scores

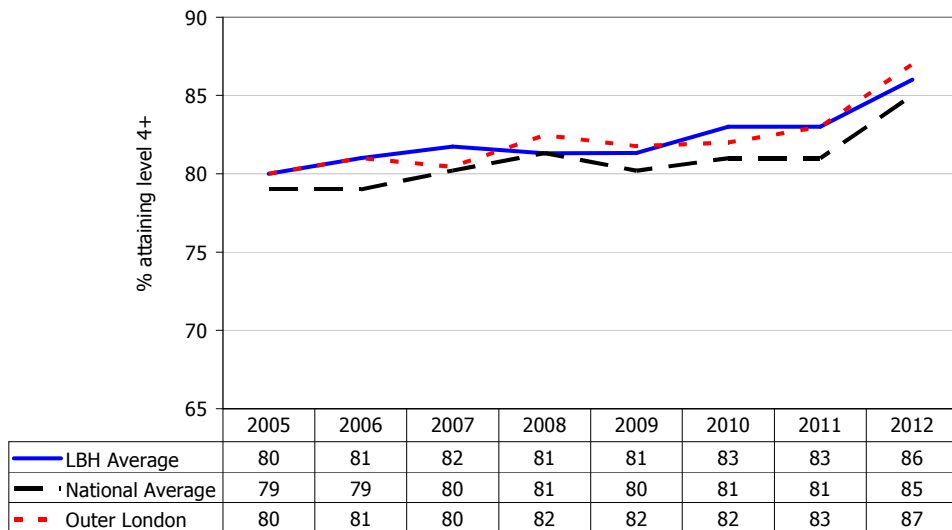


Key Stage 2

English

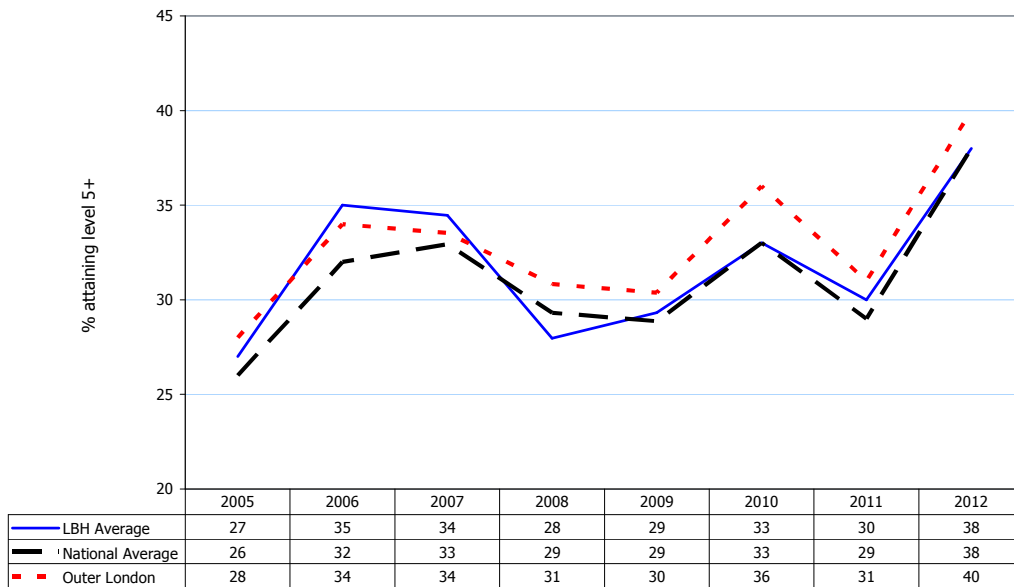
34. Chart 10 shows the proportion of Borough pupils attaining level 4 or above in Key Stage 2 English. Attainment in local schools has improved by 3 percentage points.

Chart 10: Percentage of Pupils attaining Level 4 or above in Key Stage 2 in English



35. Chart 11 shows the proportion of Borough pupils attaining level 5 or above in Key Stage 2 English. The proportion of pupils in Hillingdon schools reaching this level has improved this year. This is in-line with outcomes nationally but below those for Outer London.

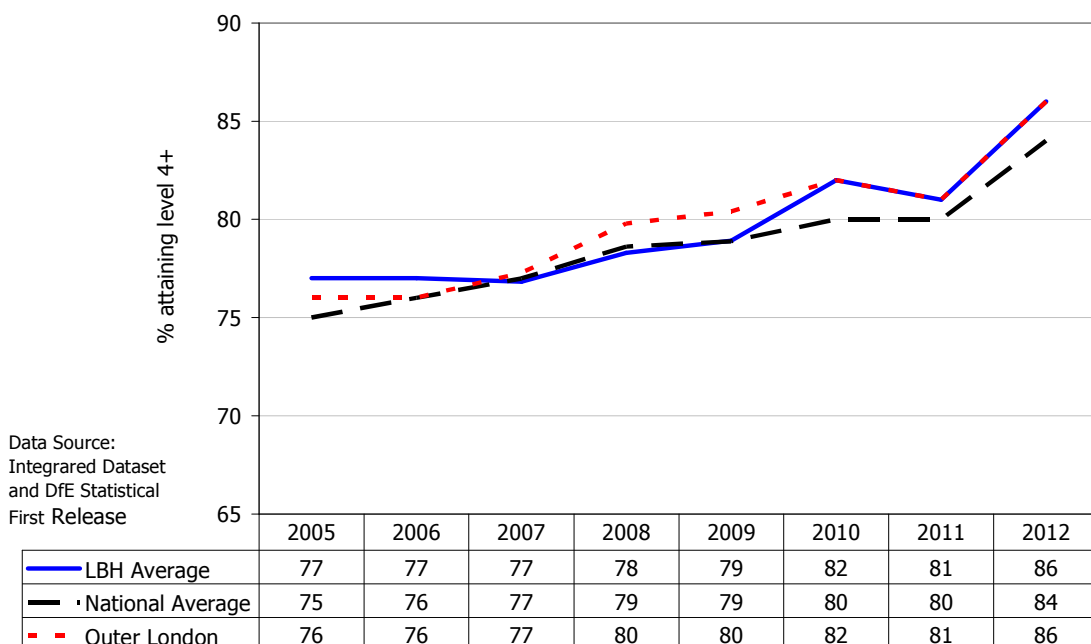
Chart 11: Percentage of Pupils attaining Level 5 or above in Key Stage 2 in English



Mathematics

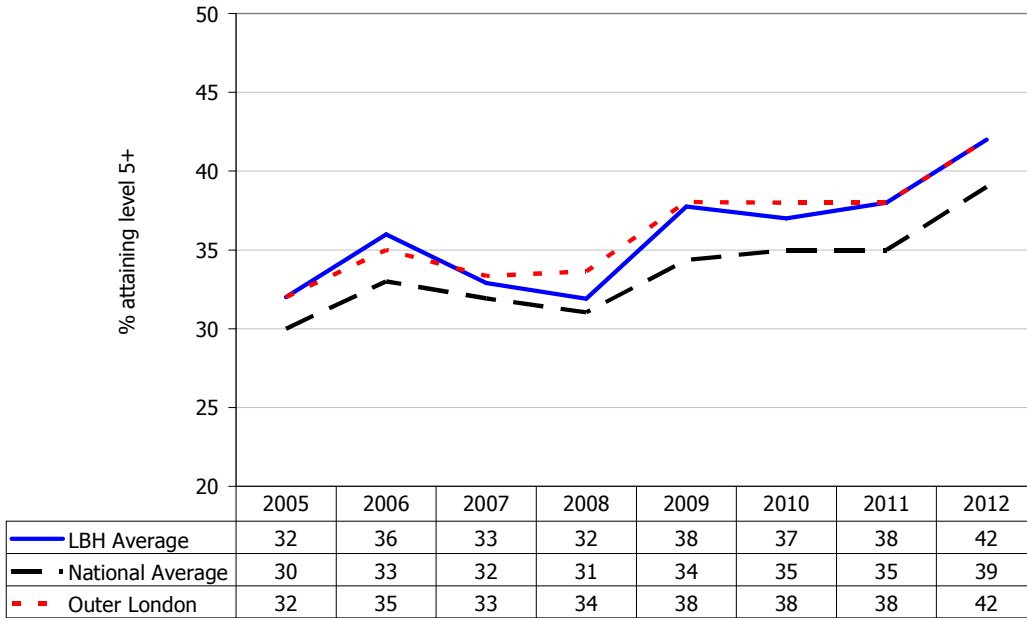
36. Chart 12 shows the proportion of Borough pupils attaining level 4 or above in Key Stage 2 Mathematics. Results for 2012 are 5 points higher than in 2011 and this is a similar trend nationally and in schools across Outer London.

Chart 12: Percentage of Pupils attaining Level 4 or above in Key Stage 2 in Maths



37. Chart 13 shows the proportion of Borough pupils attaining level 5 or above in Key Stage 2 Mathematics. Results for 2012 are 4 points higher than in 2011 and this is an improvement on national figures and in line with Outer London.

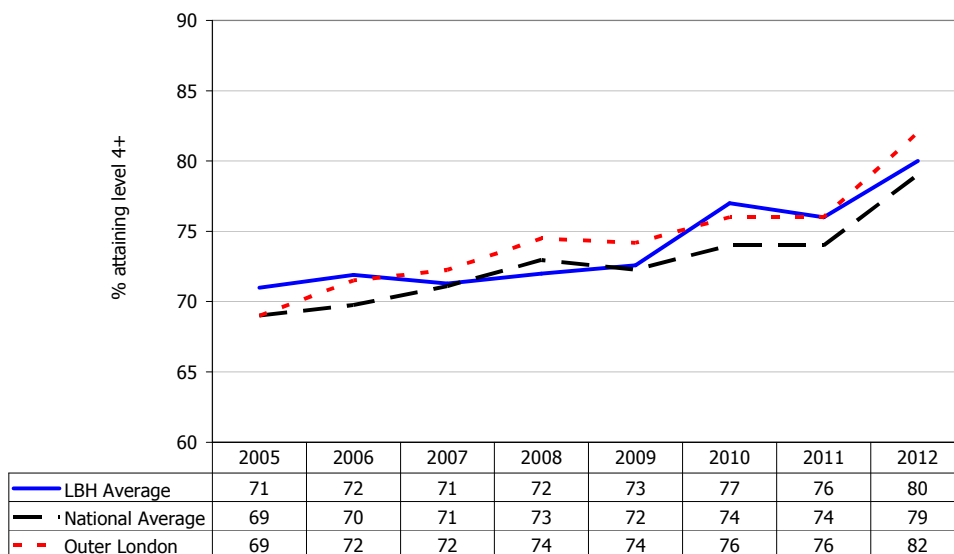
Chart 13: Percentage of Pupils attaining Level 5 or above in Key Stage 2 in Maths



English and Mathematics (Combined)

38. Chart 14 shows the proportion of Borough pupils attaining level 4 or above at Key Stage 2 in both English and Mathematics. Attainment of pupils in Borough schools continues to be higher than national levels.

Chart 14: Percentage of Pupils attaining Level 4 or above in Key Stage 2 in both English and Maths

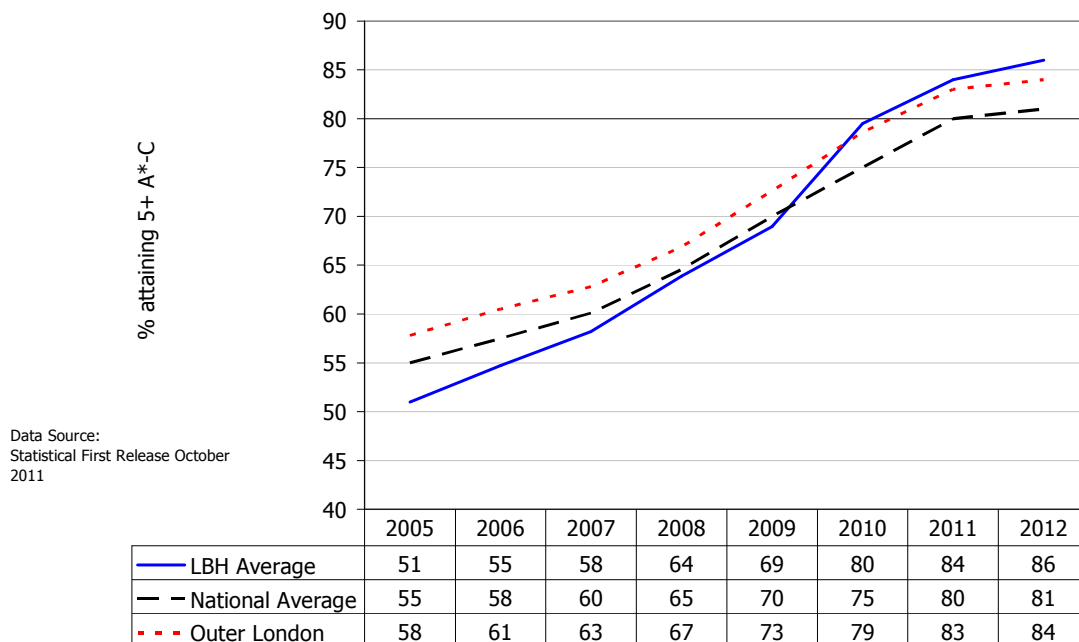


Key Stage 4

5+ A*-C Grades

39. The percentage pupils in Hillingdon schools attaining 5 or more GCSEs at grades A* - C continued to rise above the national level.

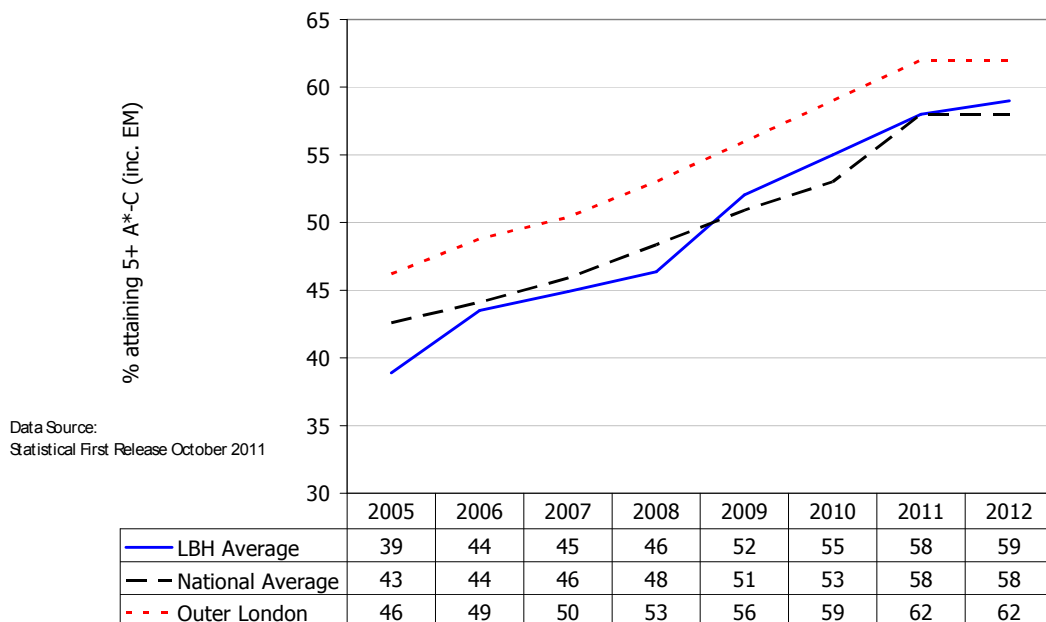
Chart 15: Percentage of Pupils attaining at least 5+ A*-C Grades



5+ A*-C Grades (Including English and Mathematics)

40. The percentage of Borough pupils attaining 5 or more GCSEs at grades A* - C (including English and Mathematics) is currently 1 percentage point higher than the national figure.

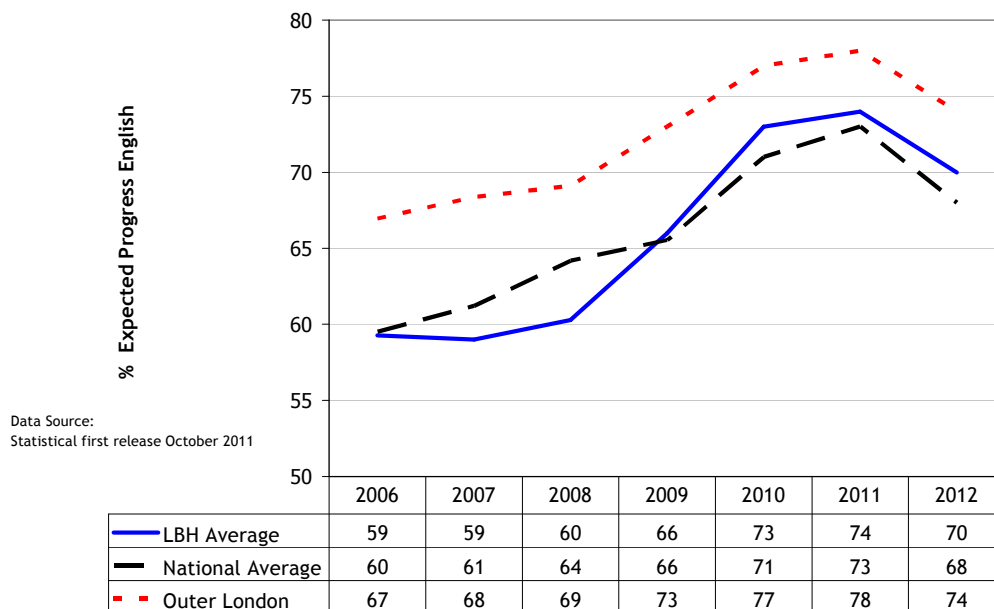
Chart 16: Percentage of Pupils attaining at least 5+ A*-C Grades (including English and Mathematics)



Expected Progress English

41. The proportion of Borough pupils making at least 3 levels progress in English has decreased and this is in line with national levels. Nationally a number of schools are currently challenging GCSE English results

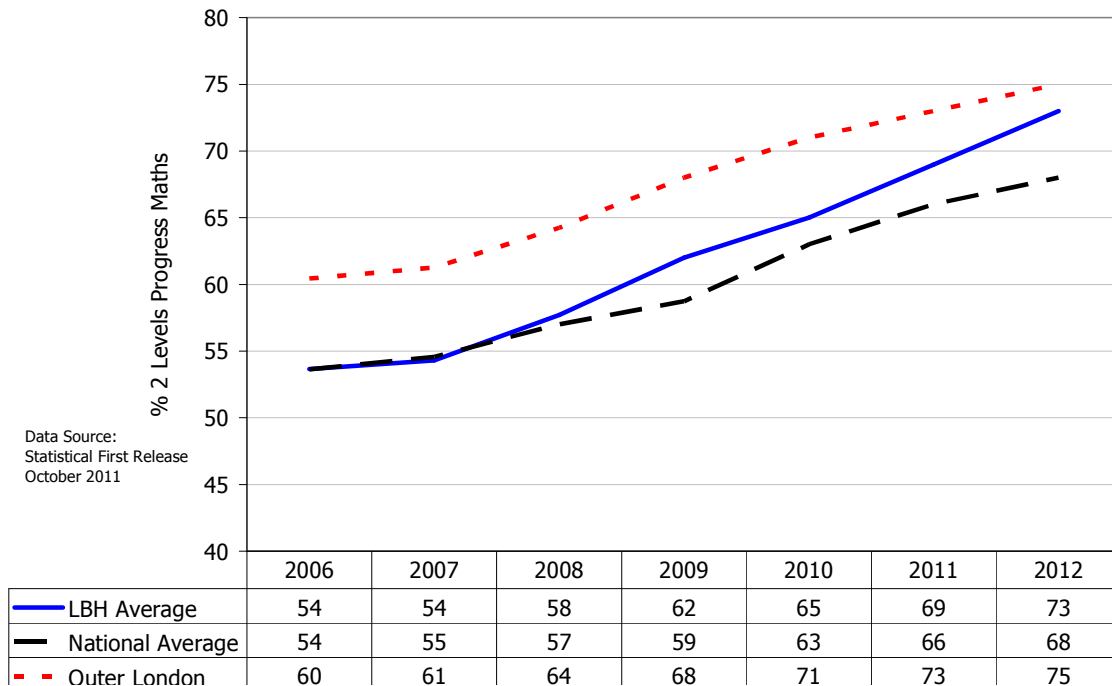
Chart 17: Percentage of pupils making expected progress in English



Expected Progress Mathematics

42. The proportion of pupils making the expected progress between KS2 and KS4 in Mathematics has increased by 4 percentage points since 2011. This remains above the national level.

Chart 18: Percentage of pupils making expected progress in Mathematics



Key Stage 5

43. There are two main national indicators of performance at Key Stage 5.

The average point score per student (based on performance in GCSE/VCE/A/AS and key skills examinations). See Chart 19.

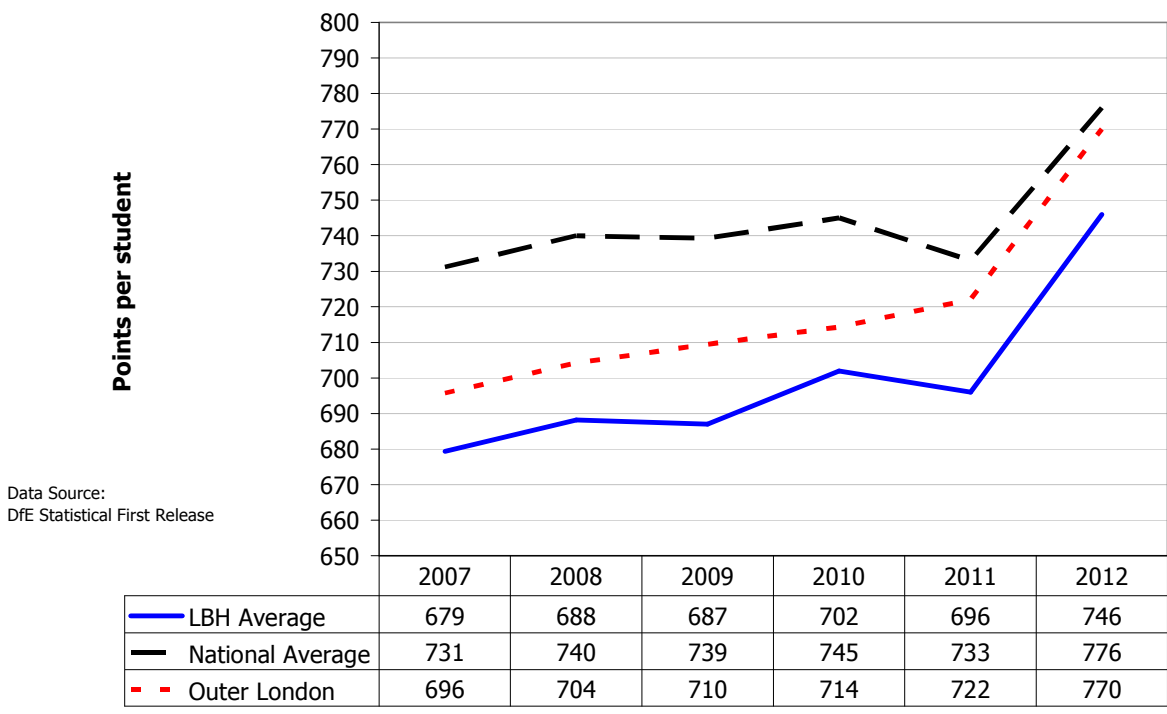
The average per exam taken (based on performance in GCSE/VCE/A/AS and key skills examinations). See Chart 20.

Average point scores are not a particularly good measure of performance post-16. They are determined by the access policy of the schools as much as achievement of the pupils. If schools restrict Level 3 courses to those with high GCSE grades then the average point scores will be much higher than if more pupils are allowed onto the courses.

Average Points per student

44. The average points per student increased both in Hillingdon and nationally. Hillingdon results remain lower than national and Outer London levels.

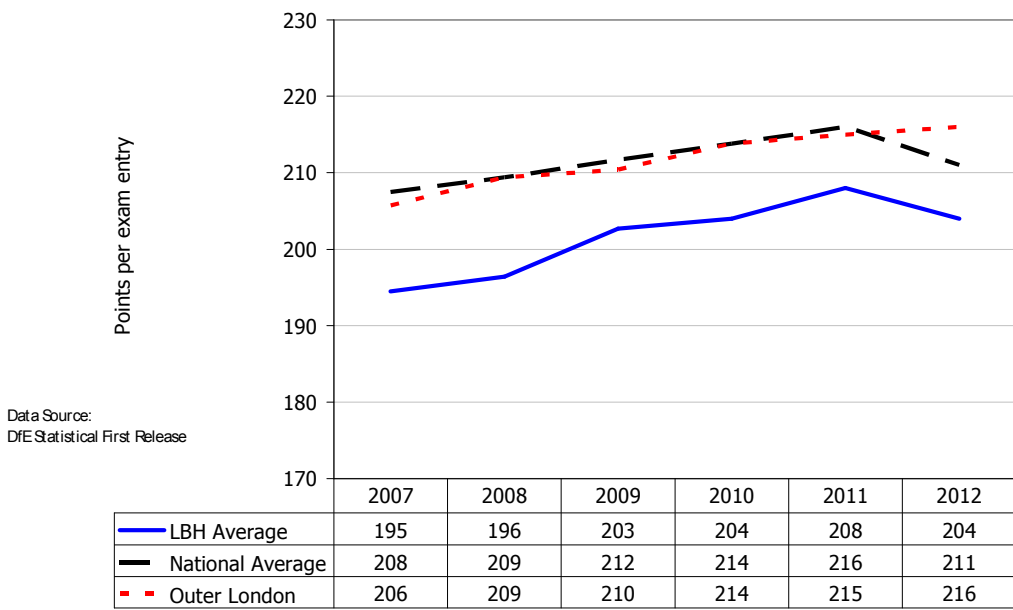
Chart 19: Average Point Score per student



Average Points per entry

45. There was a slight decrease in the average point per entry locally and this was reflected nationally.

Chart 20: Average Point Score per entry



Progress Measures

46. Progress measures are particularly useful post 16 as they take into account the attainment of students at the end of Key Stage 4. Hillingdon, along with other London Authorities, makes use of the A-Level Performance System (ALPS) to help us evaluate performance at Local Authority, institution and subject level. This analysis puts performance in Hillingdon schools and colleges over the last three years in the upper quartile nationally. The DfE also produce a contextual value added measure, which shows performance to be significantly above expectation in six Hillingdon schools.

Performance of Pupil Groups

47. The focus in the tables below is for pupils with SEN or those eligible for Free Schools Meals and this information is taken from Fischer Family Trust (FFT) Value Added (VA) reports. The report shows the attainment of these groups over the last three years. It then shows whether there has been a significant change in the results, taking into account the last 3 years of data. The following abbreviations are used: SEN (Special Educational Needs), A (Action), P (Action Plus), S (Statement), and FSM (*eligible for* Free School Meal).

Key Stage 1

Table 3: Key Stage 1 Reading by pupil group

Group	Number of Pupils 2012	% Attaining Level 2+			FFT VA (Contextual) 2009-2012
		09/10	10/11	11/12	
SEN - A	456	56.7	67.7	67.1	+2.3 (Sig)
SEN - P	217	50.0	51.4	62.7	+6.5 (Sig)
SEN - S	84	22.8	28.9	19.0	+6.8 (Sig)
FSM	689	69.6	76.4	80.7	+2.3 (Sig)

Table 4: Key Stage 1 Writing by pupil group

Group	Number of Pupils 2012	% Attaining Level 2+			FFT VA (Contextual) 2009-2012
		09/10	10/11	11/12	
SEN - A	456	47.2	52.1	52.9	-1.2
SEN - P	217	38.2	39.8	45.6	+2.6
SEN - S	84	19.3	16.7	9.5	+2.4
FSM	689	64.2	70.2	73.4	+1.4

Table 5: Key Stage 1 Mathematics by pupil group

Group	Number of Pupils 2012	% Attaining Level 2+			FFT VA (Contextual) 2009-2012
		09/10	10/11	11/12	
SEN - A	456	71.8	72.0	77.6	+0.1
SEN - P	217	55.4	62.4	69.9	+0.5
SEN - S	84	29.8	22.2	29.8	+7.5 (Sig)
FSM	689	76.9	80.9	86.6	+1.3

Key Stage 2

48. The information in these tables is based on pupils with both KS1 and KS2 results.

Table 6: Key Stage 2 English by pupil group

Group	Number of Pupils 2012	% Attaining Level 4+			FFT VA 2009-2012
		09/10	10/11	11/12	
SEN - A	445	63.7	59.9	65.2	-4.7 (Sig)
SEN - P	191	42.9	53.9	42.9	-10.2 (Sig)
SEN - S	83	11.1	14.7	21.7	-6.4 (Sig)
FSM	541	67.7	71.6	78.2	-0.8

49. Progress between KS1 and KS2 in English was significantly lower for pupils assessed as SEN Action Plus in 2012 compared to 2011. Progress for all other groups increased in 2012

Table 7: Key Stage 2 Mathematics by pupil group

Group	Number of Pupils 2012	% Attaining Level 4+			FFT VA 2009-2012
		09/10	10/11	11/12	
SEN - A	445	64.9	57.7	67.2	-3.6 (Sig)
SEN - P	191	47.3	57.9	56.0	-4.9 (Sig)
SEN - S	83	16.6	9.2	15.7	-9.7 (Sig)
FSM	541	67.5	67.5	78.7	-1.1

50. The proportion of pupils performing at this level was higher than in 2011 for all groups other than those with SEN Action Plus.

Table 8: Key Stage 2 English and Mathematics by pupil group

Group	Number of Pupils 2012	% Attaining Level 4+			FFT VA 2009-2012
		09/10	10/11	11/12	
SEN - A	445	50.0	44.1	53.7	-6.5 (Sig)
SEN - P	191	31.7	43.8	35.6	-9.9 (Sig)
SEN - S	83	8.9	7.4	9.6	-7.8 (Sig)
FSM	541	57.6	59.6	70.1	-1.9 (Sig)

51. Most groups performed broadly in-line with expectations. The proportion of pupils performing at this level was higher than in 2011 for all groups other than those on SEN Action Plus.

Key Stage 4

52. The information in these tables is based on pupils with both KS2 and KS4 results.

Table 9: Key Stage 4 5+ A*-C Grades

Group	Number of Pupils 2012	% 5+ A*-C			FFT VA (from KS2) 2009-2012
		09/10	10/11	11/12	
SEN - A	541	64.7	76.8	81.3	+5.4 (Sig)
SEN - P	236	52.5	52.1	58.2	-9.9 (Sig)
SEN - S	89	19.1	29.2	19.5	-1.5
FSM	457	69.8	72.9	77.4	+5.4 (Sig)

53. Pupils eligible for Free School Meals (FSM) and those with an SEN statement made significantly more progress between KS2 and KS4 than similar pupils.

Table 10: Key Stage 4 5+ A*-C Grades (including English and maths)

Group	Number of Pupils 2012	% 5+ A*-C (including English & Maths)			FFT VA (from KS2) 2009-2012
		09/10	10/11	11/12	
SEN - A	541	24.8	37.0	36.0	-3.8 (Sig)
SEN - P	236	24.2	20.1	17.7	-12.0 (Sig)
SEN - S	89	6.7	3.4	7.3	-1.0
FSM	457	36.5	41.3	45.7	+1.4

54. The progress of children with SEN Action and SEN Action Plus was significantly below expectation. The outcomes for pupils eligible for FSM and those with a statement are much higher than they were in 2011.

Looked After Children

55. Key Stage 1: 55.5% (5 of 9 LAC) achieved L2 or above in English and Maths.

56. Key Stage 2: 28.6% (2 of 7 LAC) achieved L4 in English and Maths, 1 of whom achieved L5 in English and Maths. (The other 5 pupils have statements of SEN and were operating below the level of the tests).

57. Key Stage 4:

Of the 43 reportable Y11 LAC:		
Sat at least 1 GCSE (or equivalent) examination	31	72.0%
Achieved at least 1 GCSE (or equivalent) examination	31	72.0%
Achieved at least 5 A*-G (or equivalent) examination	21	48.8%
Achieved at least 5 A*-C (or equivalent) examination	11	25.6%
Achieved at least 5 A*-C (or equivalent) examination, including English & Maths	5	11.6%

Of the 12 pupils (27.9%) who did not sit GCSE (or equivalent exams)

- 9 stated pupils all of whom attended special schools
 - 4 of whom sat appropriate examinations
 - 1 refused to sit examinations
 - 1 NEET – Long term school refuser
 - 3 severe disabilities so examinations were not appropriate
- 3 attend college and are on ESOL courses

Hillingdon Adult Learning Service

58. Hillingdon Adult Learning Service (HAL) is a front line service of the London Borough of Hillingdon. HAL offers learning opportunities for residents through a contract with the Skills Funding Agency (SFA) and the Young Peoples Learning Agency (YPLA). The service delivers learning which matches the Department of Business, Innovation and Skills priorities and the identified needs of Hillingdon residents, contributing significantly to the Sustainable Community Strategy.

59. As a SFA funded provider, key performance indicators are monitored annually and the service is subject to Ofsted inspections. The quality of provision offered by the service has an impact on subsequent funding levels by the SFA and the Council's ability to engage in competitive national funding bids and projects.

Headline Data for 2011-2012

Success Rates

KPI	2011-12	2010-11	2009-10	% Change 09-10 to 10-11	% Change 10-11 to 11-12	% Change 09-10 to 11-12
Success Rates	87%	86%	82%	+4%	+1%	+5%
<i>of which:</i>						
Long Courses	84%	83%	79%	+4%	+1%	+5%
Short Courses	87%	87%	83%	+4%	+0%	+4%
<i>funded by:</i>						
Accredited (LR/ER)	84%	83%	78%	+5%	+1%	+6%
Non-Accredited (ASL/FS)	88%	88%	84%	+4%	+0%	+4%

Benchmarking Comparisons	2010-11	2009-10	11-12 Comparison to 10-11 Benchmarks	10-11 Comparison to 10-11 Benchmarks	09-10 Comparison to 09-10 Benchmarks
General FE & Tertiary Colleges	79.2%	78.8%	+7.5%	+7.1%	+3.5%
Other Public Funded Institutions	76.8%	75.5%	+9.9%	+9.5%	+6.8%

Achievement and Retention (component parts of overall Success rates)

	2011-12	2010-11	2009-10
Success rate	87%	85%	82%
Achievement	93%	93%	89%
Retention	93%	91%	91%

Quality of Provision 2011-12

In February 2011, the service underwent an Ofsted inspection and was graded as Good. For 2011-12, the service was required to carry out its annual Self Assessment Review (SAR) * to further validate the effectiveness and quality. The service's robust self assessment mechanisms led to the grades below:

		Ofsted Grade at Inspection
Overall Effectiveness		2
Outcomes for learners		2
Quality of Provision		2
Leadership and Management		2
Subject areas inspected in depth		
Subject area 1	Early Years and Childcare	1
Subject area 3	Agriculture and Horticulture	2
Subject area 6	ICT	2
Subject area 9	Arts, Media and Publishing	2
Subject area 12	Languages	2
Subject area 14	Life & Employment Skills, inc Adult Learning Difficulties and Disabilities	2 (all)

Grade 1- outstanding, Grade 2- good, Grade 3 – requires improvement, Grade 4 – inadequate

*The Ofsted Common Inspection Framework for Learning and Skills changed in September 2012. The service's SAR was completed against this new framework and requirements.

Section 4: Conclusions & Next Steps

60. Results have improved for the eighth consecutive year and attainment for pupils in Hillingdon continues to rise, from Foundation Stage to Key Stage 4. Results remain either in line with or above national results.
61. Ofsted assessed that 79% of secondary pupils and 75% of primary pupils attended a school which was judged as good or outstanding.
62. Success rates of pupils in Hillingdon's Adult Learning Services continued to rise from 85% to 87%.
63. Attainment for pupils within Hillingdon continues to improve. The Council continues to work with Schools to maintain the continued increase in positive outcomes for its pupils.

Financial Implications

There are no financial implications arising from this report

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

Better informed education provision for children in Borough schools and other educational establishments

Consultation Carried Out or Required

None required as the report is a summary of attainment and inspection evidence

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and confirms there are no direct legal implications.

Legal

This report sets out in some detail the high standards and quality of education in Hillingdon schools. Cabinet are being asked to note the report and as such, there are no specific legal implications arising from it

BACKGROUND PAPERS

NIL

GIFT FUNDING: ADDITIONAL PLANNING RESOURCE FOR THE PROCESSING PLANNING APPLICATIONS

Cabinet Member(s)	Councillor Keith Burrows
Cabinet Portfolio(s)	Planning, Transportation and Recycling
Officer Contact(s)	Matt Duigan – Residents Services
Papers with report	None.

1. HEADLINE INFORMATION

Purpose of report	<p>This report considers acceptance of gift funding to be used to hire additional temporary staff to assist with providing a discretionary service, specifically the use of dedicated planning staff to process the full planning application associated with the expansion of the Sainsbury's Supermarket in South Ruislip (J Sainsbury's PLC).</p> <p>The processing of this planning application will incur costs to the Council. The gift funding offer from the developers will greatly assist the Council in meeting those costs.</p> <p>The funding will ensure additional resources are dedicated consistent with the importance of the project to the local community and the wider area. It is recommended that the gift funding be accepted.</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 offer of £18,000 gift funding from J Sainsbury's PLC will cover the costs assessing and determining the planning application associated with the redevelopment of the building at the site. 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	South Ruislip and the surrounding wards.

2. RECOMMENDATION

That the Cabinet authorises officers to accept the offer of a gift from J Sainsbury's PLC to be used to engage additional temporary staff to provide the discretionary services to J Sainsbury's PLC in accordance with the provisions of Section 93 of the Local Government Act 2003.

Reasons for recommendation

Representatives from Sainsbury's Supermarket (J Sainsbury's PLC) advise that their supermarket store in South Ruislip is in need of refurbishment and that they also wish to expand the store to better cater for shopper needs. Planning permission is required for the work and the developer has requested that the Council provide a dedicated staff member to deal with the application, and has agreed to provide gift funding to cover the cost of the dedicated planning staff.

It is considered essential to have dedicated staff for this work, and additional resources are needed to support that discretionary service. It is therefore considered appropriate that the Council provide discretionary services to J Sainsbury's PLC in exchange for gift funding which has been offered to cover the Council's reasonable and justifiable costs of carrying out such services.

Alternative options considered

- I. Refuse the gift from Sainsbury's Supermarket and not provide the discretionary services. This would not be in the best interests of the local community or the Council.
- II. Request changes to the proposed gift funding from J Sainsbury's PLC. It is worth noting that J Sainsbury's PLC are unlikely to increase their offer.

Comments of Policy Overview Committee(s)

None at this stage.

3. INFORMATION

Supporting Information

The applicant has requested that the Council enter into a Planning Performance Agreement for the provision of planning staff to undertake the determination of the various applications and submissions which will enable the developers to undertake expansion of the building at the site. To ensure sufficient staff are dedicated to the project the developer has offered to cover the cost of temporary Planning staff.

Whilst the acceptance of the funding cannot in any way influence the outcome of the 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 the project.

In this regard, temporary dedicated Planning staff 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.

The offer of £18,000 gift funding from J Sainsbury's PLC will cover the costs of assessing and determining the applications for expansion and refurbishment of buildings on the site. This will provide additional resources to the Council to enable it to carry out its statutory planning functions.

Financial Implications

The offer of £18,000 of gift funding from Sainsbury's will cover the costs of additional support needed to determine the respective planning applications. This will provide resources to the Council to enable it to carry out the discretionary planning services outlined in the report and thus achieve a better quality of planning outcomes for residents and the local community.

The additional temporary planning staffing required to deliver the services under the proposed Planning Performance Agreement will be engaged on agency or consultancy assignments, over and above the approved establishment of the planning service, subject to the separate approval of the Leader of the Council.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

A dedicated project officer 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 officer would facilitate the sharing of information, coordinating responses from Council, the developer 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 the Council's objectives, as set out in the Sustainable Community Strategy.

Consultation Carried Out or Required

None at this stage.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance concurs with the financial implications set out above, noting that the use of gift funding will enable the Council to expedite planning work on this major development and provide a central point of contact for stakeholders. The use of agency staff to deliver these services will allow this additional investment to be made without impacting on-going revenue budgets.

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.

The Council also has powers under Section 93 of the Local Government Act 2003 to charge a person for providing a service provided that the Council is not obliged to provide that service in any event. This report indicates that the service to be provided to the developer will be one that goes over and above what the Council would be statutorily required to provide in handling planning applications and giving application advice. The amount charged should not exceed the cost of providing the service. It is noted that a Planning Performance Agreement will be in place prior to accepting the monies.

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

Corporate Property and Construction

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

Relevant Service Groups

No other service groups are directly impacted by the recommendation.

6. BACKGROUND PAPERS

NIL

LONDON HOUSING CONSORTIUM (LHC)

Cabinet Member	Councillor Phillip Corthorne
Cabinet Portfolio	Social Services, Health and Housing
Officer Contact	Raj Alagh, Borough Solicitor and Lloyd White, Head of Democratic Services
Papers with report	None

1. HEADLINE INFORMATION

Purpose of Report	To update Cabinet regarding the establishment of a Joint Committee in respect of the London Housing Consortium and to seek approval to a slight amendment to the Constitution of the Joint Committee.
Contribution to our plans and strategies	None
Financial Cost	None
Relevant Policy Overview Committee	Social Services, Health and Housing
Ward(s) affected	All

2. RECOMMENDATIONS

That Cabinet:

1. note that at a meeting on 7 December 2012, the LHC was formally established as a Joint Committee, pursuant to the Local Government Act 1972, and in accordance with the Cabinet resolution of January 2012, with the London Borough of Hillingdon as a constituent Member.
2. consider the recommendation of the Joint Committee to amend its Constitution to allow 2 Members per authority to be appointed to the Committee and, if agreed, appoint Councillors Corthorne (Executive) and J.Cooper (non Executive) as the London Borough of Hillingdon's representatives to the Joint Committee until the date of the Local Elections in May 2014 when the appointments will be reviewed.

INFORMATION

Reasons for recommendation

To ensure Council representation on the LHC Joint Committee and to ensure that the LHC operates lawfully.

Alternative options considered / risk management

The Council could consider withdrawing from the LHC or decline to agree the change in representation. Officers have identified tangible benefits for continuing its participation in it. The Council would also lose a share of the annual surplus generated by the LHC if it were to withdraw from it.

Comments of Policy Overview Committee

Not applicable at this stage.

Supporting Information

1. Members will recall that, at the meeting of Cabinet in January 2012, approval was given to the Council participating in the formation of a Joint Committee (pursuant to section 101[5] of the Local Government Act 1972), known as The London Housing Consortium and the appointment of three Members of the Council, Councillors Corthorne, J.Cooper and Nelson, as the Council's representatives upon the Committee.
2. At the same time authority was given to the Chief Executive, in consultation with the Cabinet Member for Social Services, Health and Housing and the Borough Solicitor, to agree a Constitution for the Joint Committee based on the draft submitted to Cabinet.
3. Subsequently, detailed discussions with the other constituent authorities of the LHC have resulted in the formal establishment of the Joint Committee at a meeting on 7 December 2012 and the adoption of the Constitution for its operation and governance. Councillors Corthorne, J.Cooper and Nelson were all in attendance.
4. The Joint Committee agreed a number of minor changes to the tabled Constitution, one of which cannot be agreed under the delegation detailed above, and requires the formal approval of Cabinet.
5. This relates to the number of Members each authority is asked to appoint to the Committee which was originally 'up to' three (only one of whom would have a vote). In practice Hillingdon was the only authority that appointed three Members.
6. The Joint Committee is recommending that each authority be allowed two Members – one from the Executive and one non-Executive. A key difference is that both Members would be able to vote at meetings of the Joint Committee. This would regularise the position amongst all the constituent authorities and provide consistency and therefore Cabinet are being recommended to approve the change in appointment arrangements and consider which Members to appoint as the Council's representatives on the Joint Committee.

Background

7. The LHC was established in 1966 by a group of London Boroughs, known as the Founder Members. The objectives have evolved and changed over time so that the LHC now very successfully supports large numbers of local authorities, arms length management organisations and registered housing providers and has the following aims:

- To provide specialist technical and procurement services related to building programmes undertaken by LHC constituent authorities and other public sector bodies.
 - To establish, develop and manage framework agreements for the procurement of building components and services for the use and benefit of all constituent authorities and other public sector bodies.
8. The day to day activities of the LHC are carried out by the LHC Operations Group, a dedicated team of 17 professional staff who have, from the inception of the LHC, been employed by the London Borough of Hillingdon. Taking direction from the LHC Joint Committee, the Senior Management Team of the LHC Operations Group prepares an annual Business Plan which aims to generate a surplus of income over operating costs. In this way, the work of the LHC is self-financing and it has not required any financial support from any of the LHC members. The surplus is redistributed to all the LHC members who realise a financial gain. Over the past five years, a total sum of £5m has been redistributed.
9. In addition to the Full LHC Members, the LHC also currently accepts Associate Members. They have no voting rights but are entitled to a share of the LHC surplus in accordance with a committed level of business procured by them. There are currently over 50 LHC Associate Members. The LHC also offers its services to the wider public sector community. There are currently approximately 100 public sector authorities using the LHC as non-members.

Financial Implications

The Council currently receives a share of the annual surplus generated by the LHC. If it decided to no longer participate in the LHC, it would no longer be in receipt of the surplus. However, this surplus has fallen substantially over recent years as our use of the consortium has reduced. The rebate for 2011/12 was £22,914. There are no other financial implications arising from this report.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

There will be no effect on the residents, service users or communities of Hillingdon.

Consultation Carried Out or Required

No consultation has been carried out at this stage.

CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and concurs with the financial implications set out above.

Legal

This is the report of the Borough Solicitor and all the legal implications are contained within it.

Background Papers

NIL

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COUNCIL BUDGET - MONTH 8 2012/13 REVENUE AND CAPITAL MONITORING

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

HEADLINE INFORMATION

Purpose of report	<p>The report sets out the Council's overall 2012/13 revenue and capital position, as forecast at the end of Month 8. The in-year revenue position is forecast as an underspend of £2,525k an improvement of £459k from Month 7.</p> <p>An underspend of £4,875k is currently forecast on General Fund capital budgets for 2012-15. There is a forecast pressure of £5,701k on the HRA capital programme over this period due to projected variances on new build projects.</p>
Contribution to our plans and strategies	Achieving value for money is an important element of the Council's medium term financial plan.
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. Note the forecast management budget position for revenue and capital as at Month 8.
2. Note the treasury Month 8 update at Appendix B.
3. Approve the retaining of agency staff as detailed in Appendix C.
4. Approves the allocation of £190k from general contingency to Residents Services to fund emergency works to Children's Homes, which are revenue in nature.
5. Approves the addition of £693k of Department of Health funding to Social Care and Health revenue budgets to spent on helping people to leave hospital more quickly, get settled back at home with the support they need, and prevent unnecessary admissions to hospital and delegates authority to the Corporate Director of Social Care and Health, in consultation with the Cabinet Member for Social Services, Health & Housing to sign the associated Section 256 agreement.
6. Submission of a grant application to Transport for London to fund works enabling the Canal and River Trust to deliver improvements to towpaths alongside the Grand Union Canal between Stockley Park and Hayes.

7. **Note the decision of the Deputy Chief Executive and Corporate Director Residents Services, in consultation with the Leader or the Council and Cabinet Member for Finance, Property and Business Services taken on 9 January 2013, to amend fees and charges as detailed in appendix D with effect from 1 February 2013.**

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives. The report informs Cabinet of the latest forecast revenue and capital position for the current year 2012/13.
2. Recommendation 4 seeks authority to release £190k to Residents Services directorate budgets from General Contingency to fund emergency works following OFSTED inspections at Charville and Mulberry Parade Children's Homes.
3. Recommendation 5 seeks authority to add £693k of Department of Health to 2013/14 Social Care and Health revenue budgets, in order to helping people to leave hospital more quickly, get settled back at home with the support they need, and prevent unnecessary admissions. In addition delegated authority is sought to enable the Corporate Director of Social Care & Health to secure this funding from Hillingdon PCT under a Section 256 agreement.
4. The grant application detailed in recommendation 6, if successful, will enable the Canal and River Trust to deliver improvements encouraging greater use of the canal towpath by pedestrians and cyclists. These works would build on similar improvement completed on the West Drayton stretch of the canal and provides links extensive local development in the Hayes area.
5. On 20 December 2012 Cabinet Cabinet delegated authority to the Deputy Chief Executive and Corporate Director of Residents Services, in consultation with the Leader of the Council and Cabinet Member for Finance, Property and Business Services, to revise cemeteries fees and charges and amend the policy on pre-purchasing burial sites with effect from January 2013. Recommendation 7 and appendix D report back to Cabinet on this decision.

Alternative options considered

6. There are no other options proposed for consideration.

SUMMARY

A) Revenue

7. As at Month 8 (November) a forecast underspend of £2,525k on 2012/13 revenue budgets is reported following recognition of a £620k exceptional levy payment to the West London Waste Authority.
8. A net underspend of £3,145k is reported on normal activities, with a £105k pressure on directorate budgets and a £3,250k underspend on corporate budgets due to deferred borrowing in support of Primary School Expansions. This represents an improved position from Month 7 with a £209k improvement on directorate budgets and a £250k improvement on corporate budgets.

9. Directorate operating budgets include savings of £17,696k, of which 87% are either banked or on track for delivery.
10. As directorate operating budgets now approach a balanced position, the underspend on financing costs is expected to deliver a windfall enabling the Council to fund the exceptional levy and increase balances to an estimated £27,963k by 31 March 2012.

B) Capital

11. Forecast outturn on the 2012/13 General Fund Capital Programme is £57,223k, a variance of £2,840k on a revised budget of £60,063k. The majority of this relates to unallocated contingency.
12. Over the three-year period 2012 to 2015, an underspend of £4,875k is now reported on the General Fund Capital Programme. Table 7 provides further detail of this projected underspend.
13. General Fund capital receipts for 2012/13 are projected to be £6,551k at Month 8. A favourable variance of £7,986k is forecast over the period 2012 to 2015.
14. A net pressure of £5,701k is reported on the HRA capital programme over the period of 2012 to 2015, which relates to variances on New Build projects.

A) REVENUE

15. Table 1 indicates the overall impact of the expenditure forecast now reported on the approved budget and the resulting balances position.

Table 1

2012/13 Original Budget	Budget Changes		2012/13 (As at Month 8)		% Var of budget	Variances (+ adv/- fav)		
			Current Budget	Forecast		Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
£'000	£'000		£'000	£'000		£'000	£'000	£'000
229,902	-759	Directorates Budgets on normal activities	229,143	229,248	0%	+105	+314	-209
-41,360	760	Corporate Budgets on normal activities	-40,600	-43,850	8%	-3,250	-3,000	-250
188,542	1	Sub-total Normal Activities	188,543	185,398	-2%	-3,145	-2,686	-459
		Exceptional items: WLWA Supplementary Levy		620		+620	+620	0
0	0	Sub-Total	0	620		+620	+620	0
188,542	1	Total net expenditure	188,543	186,018	-1%	-2,525	-2,066	-459
-		Budget Requirement	-	-190,668		0	0	0
190,668	0		190,668			0	0	0
-2,126	1	Net total	-2,125	-4,650		-2,525	-2,066	-459
-23,313		Balances b/f 1/4/012	-23,313	-23,313		0	0	0
-25,439	1	Balances c/f 31/3/13	-25,438	-27,963		-2,525	-2,066	-459

Directorates' Forecast Expenditure Month 8

16. Table 2 provides analysis of the budget, forecast and variance at directorate level. Further detail on each directorate is set out in Appendix A. The group forecasts exclude sums provided for in contingency which are set out in table 4.

Table 2

2012/13 Original Budget	Budget changes	2012/13 Current Budget as at Month 8	Directorate		2012/13 Forecast (as at Month 8)	% Var	Variances (+ adv/- fav)		
							As at Month 8	As at Month 7	Change from Month 7
£'000	£'000	£'000			£'000		£'000	£'000	£'000
22,090	167,242	189,331	Administration & Finance	<i>Exp</i>	189,150	0%	-181	-85	-96
-9,004	-165,393	-174,397		<i>Inc</i>	-174,940	0%	-543	-533	-10
13,085	1,849	14,934		Total	14,210	-5%	-724	-618	-106
386,494	9,323	395,817	Residents Services	<i>Exp</i>	393,683	-1%	-2,134	-2,119	-15
-298,379	2,155	-296,224		<i>Inc</i>	-294,207	-1%	+2,017	+2,318	-301
88,115	11,479	99,593		Total	99,476	0%	-117	+199	-316
315,308	-194,139	121,169	Social Care & Health	<i>Exp</i>	123,606	2%	+2,437	+2,569	-132
-205,801	181,673	-24,128		<i>Inc</i>	-26,148	8%	-2,020	-1,993	-27
109,507	-12,466	97,041		Total	97,458	0%	+417	+576	-159
16,691	0	16,691	Contingency Priority Growth		17,221	3%	+530	+157	+373
2,504	-50	2,454			2,454	0%	0	0	0
229,902	812	230,714	Sub-Total Normal Activities		230,819	0%	+105	+314	-209

17. Administration & Finance are projecting **an underspend of £724k (£106k improvement)** at Month 7. Movement from Month 7 primarily relates to vacant posts being held open for longer than previously forecast.

18. Residents Services are forecasting **an underspend of £117k (£316k improvement)**, with movement from Month 7 including transfer of £163k overachievement of Development Control income from contingency and £117k of improvements within the group, primarily due to improvements on Education budgets.

19. Social Care & Health are projecting **an overspend of £417k (£159k improvement)** which is primarily due to slippage on savings from the Supported Housing Programme, partially off-set by underspends on Commissioning contracts. Movement from Month 7 primarily relates to posts remaining vacant within Children's Services and delays in recruitment of new starters.

Progress on 2012/13 Savings

20. Table 3 below sets out progress against the savings programme for 2012/13 as set out in the budget approved in February 2012.

Table 3

Rag Status of Savings (At Month 6)	Administration & Finance	Residents Services	Social Care & Health	Total (Month 6)	%
Blue - Banked	-1,781	-5,542	-5,232	-12,555	70.95
Green - On track for delivery	-55	-2,076	-743	-2,874	16.24
Amber - Potential significant savings shortfall or a significant or risky project which is at an early stage;	0	-195	-150	-345	1.95
Red - Serious problems in the delivery of the saving.	-300	-350	-1,272	-1,922	10.86
Total	-2,136	-8,163	-7,397	-17,696	100.00

21. As at Month 8, 87% of savings are classified as either banked or on track, with the banked element rising to 71% from 68% at Month 7. Progress continues to be made in banking these savings, however there remains 13% of savings reporting either potential or serious problems with delivery. Although progress is being made towards containing this shortfall in the current year, a number of alternative savings are being developed where original proposals appear unworkable. This is reflected in the fact that the forecast Group position shows an overspend of £105k rather than the £1.9m for projects currently flagged as red.

Development & Risk Contingency: £530k overspend (£373k adverse movement)

22. £16,691k of potential calls on the Development & Risk Contingency were incorporated into the 2012/13 budget. Following the decision by Cabinet in month 7 to make a number of allocations from contingency reflecting the fact that risks were no longer contingent, the remaining contingency budget is now £15,120k. Variances on the allocations made in month 7 are reported in the Group positions. Table 5 shows the latest forecast call on this contingency budget. Forecast contingency requirements remain broadly consistent with MTF assumptions in totality, however there has been some movement on specific allocations.

Table 4

Group	Development and Risk Contingency	2012/13 Budget	Forecast as Needed (Month 8)	Variance (+adv / -fav)		
				Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
<i>2012/13 allocations:</i>		£'000	£'000	£'000	£'000	£'000
	Current Commitments:					
All	General Contingency	1,000	1,000	0	0	0
All	Pump Priming for BID Savings	500	500	0	0	0
A&F	Uninsured Claims	400	400	0	0	0
A&F	Schools withdrawal from the HR payroll and OH service	300	300	0	0	0
RS	Impact of HB Changes on Temporary Accommodation	737	737	0	0	0
RS	Waste Disposal Levy	550	550	0	0	0
RS	Additional costs for two year olds	357	246	-111	-111	0
RS	Development Control Income	500	500	0	-163	+163
RS	Carbon Reduction Commitment Energy Efficiency Scheme	450	350	-100	-100	0
RS	Local Development Framework Legal & Consultancy Fees	90	90	0	0	0
RS	SEN Transport	100	330	+230	+200	+30
RS	HS2 Challenge Contingency	200	200	0	0	0
RS	Contingency against Leisure outsourced income streams	480	635	+155	+65	+90
SC&H	Social Care Pressures (Adults')	6,171	6,171	0	0	0
SC&H	Social Care Pressures (Children's)	165	165	0	0	0
SC&H	Increase in Transitional Children due to Demographic Changes	2,742	2,742	0	0	0
SC&H	Potential shortfall in reablement, LD & PD savings targets	500	500	0	0	0
SC&H	Asylum Funding Shortfall	1,449	1,516	+67	+67	0
RS	Fuel		80	+80	+40	+40
RS	Legal Costs (SAS Fire Security)		123	+123	+123	0
RS	Legal Costs (M25 Spur Road CPO)		50	+50	0	+50
RS	Traveller Incursions		8	+8	+8	0
RS	Planning Appeals		28	+28	+28	0
	Original Contingency Allocation	16,691	+17,221	+530	+157	+373
	Approved Permanent Allocations:					
SC&H	Social Care Pressures (Children's)	-140	-140	0	0	0
A&F	Schools withdrawal from the HR payroll and OH service	-230	-230	0	0	0
RS	Development Control Income	-500	-500	0	0	0
RS	Contingency against Leisure outsourced income streams	-380	-380	0	0	0
	Approved One-Off Allocations:					
RS	ICT Licenses - Microsoft Migration	-321	-321	0	0	0
	Current Remaining Contingency	15,120	+15,650	+530	+157	+373
	One-Off Allocations Seeking Approval:					
RS	Childrens' Homes Urgent Works	-190	-190	0	0	0
	Forecast Remaining Contingency	14,930	+15,460	+530	+157	+373

23. The pressure reported on SEN Transport has been increased to £330k reflecting the growth in pupil numbers in September 2012 and the introduction of additional transport routes to manage this increased demand. As growth in pupil numbers is expected to continue this

pressure continues to be monitored through MTFF processes and contingency included in draft budgets for 2013-14.

24. An adverse movement of £90k is reported on the Leisure contingency to reflect the cost of renovation works required on the golf courses now being managed in house following issues with the outsourced provider.
25. An increase of £40k is reported on the contingency required to cover fuel costs and an additional £50k call on contingency is reported in relation to legal costs associated with compulsory purchase of land used for the M25 spur to Heathrow Terminal 5.
26. Following OFSTED inspections at two Children's Homes urgent works are to be undertaken at a cost of £190k. This work is revenue in nature and a recommendation is included within this report to fund these from unallocated General Contingency.
27. Current forecasts continue to assume that the remainder of funds set aside within General Contingency will be required in full over and above pressures detailed in table 4 above. Further detail on all contingency items can be found within the relevant directorate summary in appendix A to this report.

Priority Growth: Nil variance

28. The 2012/13 General Fund budget approved by Council on 23 February 2012 increased the unallocated Priority Growth budget from £1,000k to £1,704k, while maintaining a budget of £800k for HIP Initiatives. Table 6 summarises the position with regards to each element of priority growth.

Table 5

Priority Growth	2012/13 Budget	Agreed draw downs	Unallocated
2012/13 Unallocated Priority Growth at start of the year	£'000	£'000	£'000
HIP Initiatives Budget:	800		
Communications Projects		7	
Heritage/Civic Pride/Environmental Projects		284	
Business Improvement Delivery		212	
HIP Initiatives unallocated balance	800	503	297
Unallocated non specific growth	1,704		
Green Spaces (approved October 2012)		50	
Balance of unallocated growth	1,704	50	1,654
Total	2,504	546	1,958

29. As at Month 8 HIP Steering Group have approved £503k allocations from the HIP Initiatives budget, leaving £297k as yet unallocated. To date Cabinet have approved one release from unallocated growth, leaving £1,654k available to fund further initiatives in the current financial year.
30. The forecast at Month 8 assumes the remaining unallocated budgets for both HIP Initiatives and unallocated growth will be committed in full by 31 March 2013, with any underspend at outturn contributing to balances.

Corporate Budgets Forecasts: £3,250k underspend (£250k improvement)

31. Table 7 shows budget, forecast and variance reported on corporate budgets as at Month 8.

Table 6

2012/13 Original Budget	Budget Changes	2012/13 Current Budget as at Month 8	Corporate Budgets	2012/13 Forecast Outturn (as at Month 8)	Variances (+ adv/- fav)		
					Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 6- 7
£'000	£'000	£'000		£'000	£'000	£'000	£'000
12,340	-922	11,418	Financing Costs	8,168	-3,250	-3,000	-250
950	0	950	IAS 19 Pension Adjustment	950	0	0	0
-35,583	0	-35,583	Asset Management A/c	-35,583	0	0	0
10,165	1,682	11,847	Levies & other corp budgets	11,847	0	0	0
-29,232	0	-29,232	Corporate Govt Grants	-29,232	0	0	0
-41,360	760	-40,600	Corporate Budgets	-43,850	-3,250	-3,000	-250

32. As a result of healthy cash flows and rephasing of the capital programme, an improvement of £250k is reported on financing costs with the remaining £3,000k underspend due to borrowing on schools not being required in the current financial year.

B) CAPITAL

Programme Monitoring

33. Table 7 sets out the latest forecast outturn on current General Fund capital projects. Forecasts for future years include live capital projects and programmes of works as included in the draft programmes for 2012/13 to 2014/15, which were reported to Cabinet and Council in February 2012.

34. Budgets reported throughout this year have been adjusted to reflect the re-phasing exercise approved by Cabinet in December.

35. The original budget of £89,286k as agreed by Cabinet on 23 February 2012 has now been re-phased by £43,130k and therefore the current revised budget for 2012/13 is £60,063k. As at Month 8 forecast outturn for 2012/13 is £57,223k (£56,964k at Month 7).

36. **Table 7**

	2012/13	2013/14	2014/15	Total Month 8	Total Month 7
	£'000	£'000	£'000	£'000	£'000
Original Budget	89,286	71,110	37,012	197,408	197,408
Revised Budget	60,063	100,840	52,224	213,127	213,127
Forecast Outturn	57,223	100,305	50,724	208,252	207,993
Council Resourced Variance – see table 9	-2,840	-535	-1,500	-4,875	-5,134
External Grants Variance	0	0	0	0	0
Other Resourced Variance	0	0	0	0	0
Programme Variance	-2,840	-535	-1,500	-4,875	-5,134

37. The actual General Fund capital expenditure as at the end of November had reached £21,138k representing 37% of current forecast outturn.

38. The main programme shows a net favourable variance of £1,313k, comprising pressures of £407k, underspends of £1,720k as set out in Table 8 below.

Table 8

Council Resourced Variance	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total (Mth 8) £'000	Total (Mth 7) £'000
Pressures:					
Highgrove Pool Phase II	0	0	0	0	1,027
Botwell Green Leisure Centre	63	0	0	63	63
Hayes End Library Development	0	0	0	0	56
Hillingdon Sports & Leisure Centre	0	50	0	50	50
Primary School Expansions - Phase 2A Temporary	218	76	0	294	294
Total Council Resourced Pressures:	281	126	0	407	1,490
Underspends:					
Civic Centre Works Programme	-717	0	0	-717	-717
Primary School Expansions - Phase 1A Temporary	-300	0	0	-300	-300
Primary School Expansions - Rosedale Temporary	-243	0	0	-243	-243
New Young People's Centres	-155	0	0	-155	-155
Road Safety	-75	0	0	-75	-100
Manor Farm Stables Development	-65	0	0	-65	-65
South Ruislip Development - Plot A	-75	0	0	-75	-75
Primary School Expansions - Minor Works	-60	0	0	-60	-60
Ruislip High School Expansion	-30	0	0	-30	-30
Total Council Underspends:	-1,720	0	0	-1,720	-1,745
Projected Re-phasing	0	0	0	0	0
Main Programme Variance	-1,439	126	0	-1,313	-255
General Contingency	-401	-661	-1,500	-2,562	-3,879
Unallocated Priority Growth	-1,000	0	0	-1,000	-1,000
Council Resourced Variance	-2,840	-535	-1,500	-4,875	-5,134

39. The General contingency has reduced by £1,317k as a result of the transfer of budget to Highgrove Pool Phase II (£1,027k) and Hayes End Library Development (£290k) agreed at December Cabinet, this takes the current general contingency down to £2,562k.

40. Hillingdon Sports & Leisure Centre is currently projecting a pressure of £50k, there is an on-going review of defects with the main contractor. Botwell Green is currently forecasting an in-year overspend of £63k relating to closing out costs. This is in addition to the £2,390k overspend reported in prior years.

41. Schools Expansion Programme – Rosedale Temporary is reporting an underspend of £243k. Accounts are still being finalised for the remaining temporaries for phase 1a, but an underspend of between £300k to £500k is expected due to savings against budget on the main contract and fees. This project was completed in September 2011. The budget carried forward contains the retention which will be released this year when defects are rectified. The Minor works are currently forecasting an underspend of £60k from a revised budget of £437k.

42. On the Primary School Expansions Phase 2A Temporary project, works on all the temporary schools were completed in time for the September term time (namely Rosedale, Wood End, Rabbsfarm, Ryefield, Hillingdon, and Charville). The contract was terminated and new contractors employed at an estimated additional cost up to £500k, however the overspend on this phase is currently estimated to be £294k, although accounts with the original contractor still need to be finalised.
43. The Civic Centre Works Programme is currently forecasting an underspend of £717k, against a budget of £2,104k, due to a number of projects being delayed.
44. South Ruislip Development Plot A - The project is forecasting a £75k underspend on the library fit-out. The marketing plan has been devised and the flats and are planned to be available for sale early in the new-year.
45. The Road Safety programme is currently forecasting to underspend by £75k from the full budget of £250k. This is partly due to the use of TFL grant monies being prioritised for the resident-identified schemes rather than Council funding. Further work is underway to review and agree in principle a range of additional suitable measures that will not require formal public consultation. These actions may therefore reduce the current forecast closer to budget.

Capital Financing

Table 9

Capital Receipts	2012/13 Budget £'000	2013/14 Budget £'000	2014/15 Budget £'000	Total Month 8 £'000	Total Month 7 £'000
Budget Approved February 2012	13,344	12,675	0	26,019	26,019
Revised Budget	6,551	9,362	20,410	36,323	36,323
Forecast Disposals	6,551	9,362	28,396	44,309	44,309
Variance	0	0	-7,986	-7,986	-7,986

46. Forecast capital receipts for 2012/13 are currently estimated at £6,551k, no change since Month 7. To date actual capital receipts total £1,330k.
47. The programme is still anticipated to generate an overall surplus of £7,986k and deliver significant revenue savings to the Council through reduced borrowing costs. Table 10 below shows the forecast borrowing for the period 2012/13 to 2014/15.

Table 10

Prudential Borrowing Forecast	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total Month 8 £'000	Total Month 7 £'000
Revised Budget	19,925	52,005	10,859	82,789	82,789
Council Resourced Variance	-2,840	-535	-1,500	-4,875	-5,134
Capital Receipts Variance	0	0	-7,986	-7,986	-7,986
Forecast Borrowing Requirement	17,085	51,470	1,373	69,928	69,669

Housing Revenue Account Capital Programme

48. Table 11 sets out the latest forecast outturn for the HRA capital programme.

Table 11

Housing Revenue Account Capital Programme	2012/13 Budget £'000	2013/14 Budget £'000	2014/15 Budget £'000	Total Month 8 £'000	Total Month 7 £'000
Original Budget	17,923	13,708	7,052	38,683	38,683
Revised Budget	3,900	29,857	7,052	40,809	40,809
Forecast Outturn	4,666	30,115	11,729	46,510	46,510
HRA Resourced Variance – see table 12	766	258	4,677	5,701	5,701
External Grants Variance	0	0	0	0	0
Other Resources Variance	0	0	0	0	0
Programme Variance	766	258	4,677	5,701	5,701

49. The HRA capital expenditure to the end of November 2012 was £558k which represents 12% of the forecast outturn. Further overspends forecast for 2013/14 and 2014/15 bring the total pressure on HRA projects to £5,701k as set out in table 12 below.

Table 12

HRA Resourced Variance	2012/13 £'000	2013/14 £'000	2014/15 £'000	Total Month 8 £'000	Total Month 7 £'000
Pressures:					
New Build - Extra Care Sites Phase 1	495	0	0	495	495
New Build - HRA Pipeline Sites Phase 1	144	0	0	144	144
New Build - Learning Disability Sites Phase 1	127	0	0	127	127
New Build - HRA Pipeline Sites Phase 2	0	258	56	314	314
New Build - Supported Housing Programme	0	0	4,621	4,621	4,621
Total HRA Resourced Pressures:	766	258	4,677	5,701	5,701
Projected Re-phasing	0	0	0	0	0
HRA Programme Variance	766	258	4,677	5,701	5,701

50. New Build HRA Extra Care Sites Phase 1: The Triscott House contractor's claim of an extra £758k of additional works has caused a £495k overspend on the overall project in 2012/13. Further to this position it has been necessary to incur remedial works at an additional cost of £108k. These works have been undertaken by the Council and are to be claimed against the original contractor. There is however, a litigation risk that this additional cost may not be fully mitigated against the contractor's claim.

51. The final account for the New Build Pipeline Phase 1 project is not yet settled, however, the forecast overspend is not expected to exceed £144k. This has arisen from variations to

highways, fixtures and fittings and building related works. There is a further financial risk that has arisen due to a potential dispute on an item of fixture and fittings of £30k that would add to the existing overspend.

52. The New Build HRA Learning Disability Sites scheme is currently expected to overspend by £127k. These works are related to further drainage, utility and external landscaping works that were not included in the original contract. The contract variation order was approved in July 2012.

53. The New Build HRA Pipeline Sites Phase 2 scheme is forecasting an overspend of £314k, of which £90k relates to the Gilbert Road site. The balance of £224k relates to the forecast on the remaining seven sites. These seven sites have been put on hold whilst the business case is updated and reviewed. Officers are awaiting assurance that the HCA grant authority will allow for the long stop date to be extended to the end of 2013/14.

54. The New Build Supported Housing Programme is forecasting an overspend on category 1 sites of £4.62m as a result of a review of the design brief. A revised programme will be presented to Cabinet and if approved the budget will be updated accordingly.

CORPORATE CONSULTATIONS CARRIED OUT

Financial Implications

55. The financial implications are contained in the body of the report.

CORPORATE IMPLICATIONS

Corporate Finance

56. This is a Corporate Finance report.

Legal

57. There are no legal implications arising from this report.

BACKGROUND PAPERS

58. Monitoring report submissions from Groups.

Appendix A – Detailed Group Forecasts

Administration & Finance £725k underspend (£107k improvement)

1. The Group budgets have been realigned to reflect the new Council structure, which has included transferring the Commissioning team and the Housing Benefit team into the Finance Directorate. Overall, the position for month 8 is an underspend of £725k, which represents an improvement of £107k from month 7. The movement this month is as a result of the realignment of forecasts to reflect the current recruitment plans across the 2 Groups and revisions to non-salaries forecasts.

Services	2012/13 (As at Month 7)		% Var of budget	Variances (+ adv/- fav)		
	Current Budget	Forecast		Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
	£'000	£'000		£'000	£'000	£'000
Administration	7,642	7,175	-6%	-467	-443	-24
Finance	7,292	7,035	-4%	-257	-175	-82
Total	14,934	14,210	-5%	-724	-618	-106

Administration - £467k underspend (£24k improvement)

Services		2012/13 (As at Month 8)			Variances (+ adv/- fav)		
		Current Budget	Forecast	% Var of budget	Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
		£'000	£'000		£'000	£'000	£'000
Administration Directorate	<i>Exp</i>	706	664	-6%	-42	-58	16
	<i>Inc</i>	-56	-56	0%	0	0	0
	<i>Rechgs</i>	-22	-22	0%	0	0	0
	Total	627	585		-42	-58	16
Corporate Communications	<i>Exp</i>	875	823	-6%	-52	-60	8
	<i>Inc</i>	-103	-95	-7%	8	8	0
	<i>Rechgs</i>	-774	-774	0%	0	0	0
	Total	-1	-46		-45	-53	8
Democratic Services	<i>Exp</i>	3,285	3,270	0%	-15	13	-27
	<i>Inc</i>	-819	-889	9%	-70	-60	-10
	<i>Rechgs</i>	624	624	0%	0	0	0
	Total	3,090	3,005		-85	-48	-37
Human Resources	<i>Exp</i>	3,652	3,598	-2%	-54	-80	26
	<i>Inc</i>	-1,015	-1,042	3%	-27	-23	-4
	<i>Rechgs</i>	-2,669	-2,669	0%	0	0	0
	Total	-32	-113		-81	-103	22
Legal Services	<i>Exp</i>	1,930	1,962	2%	32	29	3
	<i>Inc</i>	-557	-571	3%	-14	-20	6
	<i>Rechgs</i>	-1,332	-1,332	0%	0	0	0
	Total	42	60		18	9	9
Policy & Performance	<i>Exp</i>	4,350	4,142	-5%	-208	-167	-41
	<i>Inc</i>	-567	-591	4%	-24	-24	0
	<i>Rechgs</i>	132	132	0%	0	0	0
	Total	3,915	3,683	0	-232	-191	-41
Total Expenditure		14,798	14,460	-2%	-338	-323	-16
Total Income		-3,116	-3,244	4%	-128	-120	-8
Total Recharges		-4,041	-4,041	0%	0	0	0
Administration Total		7,642	7,175	0	-467	-443	-24

Administration Directorate £42k favourable (£16k adverse movement)

1. The adverse movement this month relates to the revised structure of the directorate following the retirement of the previous Chief Executive.

Corporate Communications: £45k favourable (£8k adverse movement)

2. The majority of the underspend this month is attributed to part year vacancies which include the Head of Service post. The budgets for these vacancies are being used to fund agency staff brought in to cover the workload while recruitment is in progress for the permanent posts and also to cover maternity leave. The adverse movement this month relates to the cost of upgrading computer equipment for the design team.

Democratic Services: £85k favourable (£37k improvement)

3. There is a projected overspend on salaries due to the managed vacancy factor not being met in full. Revisions to estimates on non salary budgets and the realignment of income targets have led to a further improvement this month.

Human Resources: £81k favourable (£22k adverse movement)

4. The underspend on salaries is as a result of the realignment of the senior tier of the HR structure and other vacant posts within the service being held open for longer than was previously anticipated. The adverse movement this month relates to the inclusion to the forecast of redundancy costs following the restructure of the HR Business Partner function.

Legal Services: £18k pressure (£9k adverse movement)

5. There is a slight pressure on salaries as a result of the managed vacancy factor not being achieved in full. The adverse movement this month relates to a higher than anticipated spend on professional qualification fees and a slight downward revision of the income forecasts.

Policy, Performance and Partnerships: £232k favourable (£41k improvement)

6. There is an underspend on salaries due to the in-year effect of the Business Support Unit restructure that has resulted in 2 vacant posts and the part year effect of various vacant posts for which recruitment is in progress. An additional post will shortly become vacant due to the resignation of a member of staff, which, along with further delays in recruitment to a number of vacant posts has resulted in the improvement this month.

Finance - £257k underspend (£82k improvement)

Services		2012/13 (As at Month 8)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget	Forecast		Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
		£'000	£'000		£'000	£'000	£'000
Audit & Corporate Fraud	<i>Exp</i>	1,238	1,262	2%	24	21	3
	<i>Inc</i>	£0	-10	0%	-10	-10	0
	<i>Rechgs</i>	-1,209	-1,209	0%	0	0	0
	Total	28	42		14	11	3
Finance	<i>Exp</i>	10,211	10,447	2%	237	340	-103
	<i>Inc</i>	-2,995	-3,115	4%	-119	-117	-3
	<i>Rechgs</i>	-3,262	-3,262	0%	0	0	0
	Total	3,953	4,070		117	223	-106
Procurement	<i>Exp</i>	771	854	11%	83	62	21
	<i>Inc</i>	-45	-47	3%	-2	-2	0
	<i>Rechgs</i>	-769	-769	0%	0	0	0
	Total	-42	39		81	60	21
Commissioning	<i>Exp</i>	1,415	1,322	-7%	-93	-93	0
	<i>Inc</i>	-299	-314	5%	-15	-15	0
	<i>Rechgs</i>	-998	-998	0%	0	0	0
	Total	118	9		-108	-108	0
Housing Benefit	<i>Exp</i>	171,177	171,084	0%	-93	-93	0
	<i>Inc</i>	-167,942	-168,210	0%	-268	-268	0
	<i>Rechgs</i>	0	0	0%	0	0	0
	Total	3,235	2,874		-361	-361	0
Total Expenditure		184,811	184,969	0%	157	236	-79
Total Income		-171,281	-171,696	0%	-414	-412	-3
Total Recharges		-6,239	-6,239	0%	0	0	0
Finance Total		7,292	7,035	0	-257	-175	-82

Audit and Corporate Fraud: £14k pressure (£3k adverse movement)

7. The minor adverse movement this month relates to a slight revision in non-salary forecasts.

Finance: £117k pressure (£106k improvement)

8. There is a forecast overspend on salaries of £45k due to the managed vacancy factor not being achieved in full. This overspend includes the cost of additional staffing resources required in the Revenues team for the implementation of the localisation of Council Tax Support, who are now due to start later than previously forecast in February and March which has improved the overall position this month. Income estimates in Revenues have been revised after detailed analysis of income trends and historical data, which has led to an increased income forecast. The movement in non salaries budgets is as a result of the projected costs of the Liberata contract and redundancy costs as a result of the Capital Accounting team restructure.

Procurement: £81k pressure (£21k adverse movement)

9. The adverse movement this month is due to the costs associated with training staff on the new category management strategy, and the payment of outstanding subscriptions which was higher than anticipated. In addition, two procurement consultants have been hired on 3

month contracts to assist in the implementation of the category management approach and other projects within the Procurement team.

Commissioning: £108k favourable (nil movement)

10. The projected salaries position for the Commissioning team is an underspend of £54k arising from part year vacancies in a number of posts. There is also a projected underspend on non-salaries budget.

Housing Benefit: £361k favourable (nil movement)

11. The Housing Benefit Service has recently been transferred in to the Finance Directorate and work is being undertaken to thoroughly review all budgets in detail. The current reported underspend arises primarily from the positive outcome of the 2011/12 Housing Benefit claim, netted down by the costs of clearing the backlog of work that has built up during the year through the Liberata capacity grid and the costs of preparing the service for the significant changes in Benefits regime being to be implemented in 2013/14.

Residents Services

Revenue: £117k underspend (£316k improvement)

1. The Group has a projected outturn position of a £117k underspend, excluding pressure areas that have identified contingency provisions. This is an improvement of £316k on the reported Month 7 position, which includes the transfer of £163k overachievement of development control income previously reported against contingency.

Services		2012/13 (As at Month 8)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget	Forecast		Variance (As at Month 8)	Variance (As at Month 7)	Change from Month 7
		£'000	£'000		£'000	£'000	£'000
Corporate Property & Construction	<i>Exp</i>	3,461	3,641	5%	180	-40	220
	<i>Rech</i>	-495	-495	0%	0	0	0
	<i>Inc</i>	-2,323	-2,463	6%	-140	0	-140
	Total	643	683	6%	40	-40	80
Education	<i>Exp</i>	278,623	277,889	0%	-734	-524	-210
	<i>Rech</i>	-382	-382	0%	0	0	0
	<i>Inc</i>	-242,697	-242,723	0%	-26	-26	0
	Total	35,544	34,784	-2%	-760	-550	-210
Housing (General Fund)	<i>Exp</i>	20,676	19,055	-8%	-1,621	-1,605	-16
	<i>Rech</i>	-492	-492	0%	0	0	0
	<i>Inc</i>	-11,142	-9,020	-19%	2,122	2,094	28
	Total	9,042	9,543	6%	501	489	12
ICT Highways & Business Services	<i>Exp</i>	48,905	49,011	0%	106	120	-14
	<i>Rech</i>	-17,015	-17,015	0%	0	0	0
	<i>Inc</i>	-12,104	-12,004	-1%	100	100	0
	Total	19,786	19,992	1%	206	220	-14
Planning Sport & Green Spaces	<i>Exp</i>	12,075	12,150	1%	75	70	5
	<i>Rech</i>	-114	-114	0%	0	0	0
	<i>Inc</i>	-4,651	-4,820	4%	-169	20	-189
	Total	7,311	7,217	-1%	-94	90	-184
Public Safety & Environment	<i>Exp</i>	50,312	50,222	0%	-90	-90	0
	<i>Rech</i>	-3,109	-3,109	0%	0	0	0
	<i>Inc</i>	-19,436	-19,306	-1%	130	130	0
	Total	27,767	27,807	0%	40	40	0
Transportation Planning Policy & Community Engagement	<i>Exp</i>	3,371	3,321	-1%	-50	-50	0
	<i>Rech</i>	0	0	0%	0	0	0
	<i>Inc</i>	-3,871	-3,871	0%	0	0	0
	Total	-500	-550	10%	-50	-50	0
Total Expenditure		417,423	415,289	-1%	-2,134	-2,119	-15
Total Recharges		-21,607	-21,607	0%	0	0	0
Total Income		-296,224	-294,207	-1%	2,017	2,318	-301
Residents Services Total		99,593	99,476	0%	-117	199	-316

Contingency Items: Gross Pressure £3,237k (£828k improvement)

2. The Council's 2012/13 contingency budget contains provision for areas of expenditure or income for which there is a greater degree of uncertainty. The net position after the application of the contingency is shown in the table below. The reported movement from Month 7 consists of increases in forecast pressures of £400k and transfer of £1,038k of contingency into group budgets as approved by Cabinet in December 2012.

Contingency Item	Gross Pressure Month 8 (£000s)	Gross Pressure Month 7 (£000s)	Change from Month 7 (£000s)	Contingency Allocation (£000s)	Net Pressure (£000s)
Impact of Housing Benefit Changes on Temporary Accommodation	737	737	0	737	0
Waste Disposal Levy	550	550	0	550	0
Development Control Income	500	337	163	500	0
Carbon Reduction Commitment	350	350	0	450	-100
Additional Costs for 2 Year Olds	246	246	0	357	-111
HS2 Challenge Contingency	200	200	0	200	0
Contingency Against Leisure Outsourced Income Streams	635	545	90	480	155
SEN Transport	330	300	30	100	230
Local Development Framework	90	90	0	90	0
Fuel	80	40	40	0	80
Traveller Incursions	8	8	0	0	8
Planning Appeals	28	28	0	0	28
Legal Costs (SAS Fire Security)	123	123	0	0	123
ICT Licenses - Microsoft Migration (General Contingency)	321	321	0	321	0
Children's Homes Urgent Works	190	0	190	0	190
Legal Costs (M25 Spur Road CPO)	50	0	50	0	50
Original Contingency Allocation	4,438	3,875	563	3,785	653
Approved Permanent Allocations:					
Development Control Income	-500	0	-500	-500	0
Contingency against Leisure outsourced income streams	-380	0	-380	-380	0
Approved One-Off Allocations:					
ICT Licenses - Microsoft Migration (General Contingency)	-321	0	-321	-321	0
Current Remaining Contingency	3,237	3,875	-638	2,584	653

- The contingency to cover the impact of changes in Housing Benefit on temporary accommodation is forecast to be required in full.
- The contingency against the additional forecast costs of the 'pay as you throw' (PAYT) waste disposal levy from the West London Waste Authority (WLWA) of £550k is assumed to be required in full. However there is considered to be a risk that the budgeted contingency sum will be insufficient. After a significant adverse movement in the WLWA 2011/12 outturn position and reduction in proposed 2012/13 savings, a recovery plan was approved in July. However since the plan was approved there has been a further deterioration in both the 2011/12 outturn position following external audit, and the recovery plan expectations. WLWA have served a supplementary levy on the constituent Boroughs for which Hillingdon's share is £620k, which has been treated as an exceptional item. There is a further potential pressure on the PAYT tonnages, as an increasing proportion of tonnage is being sent to landfill than assumed when the levy was set, as WLWA diversion schemes have either been cancelled or not met expectations.

5. The Carbon Reduction Commitment contingency is for the estimated costs for the requirement to purchase allowances for each tonne of carbon produced by the Council, the overall required allowances of £350k includes the reduction in actual allowances purchased for 2011/12 reported to Cabinet in September 2012. It also includes the £250k budget for allowances for schools that has been provided for in the schools budget.
6. The forecast call on contingency to cover increased provision of childcare to disadvantaged two year olds under the free entitlement, which is funded from the increased allocation within the Early Intervention Grant, is £246k, no change compared to Month 7.
7. The HS2 contingency is part of a joint fighting fund with 18 other authorities, and it is expected that this contingency will be fully utilised.
8. In December 2011 the Council took over the operation of three golf courses, where these have been re-possessed from the previous golf operator that had incurred significant rent arrears. An interim operational budget has been established for the service that assumes that a small surplus of £20k before overheads and capital charges is delivered, representing a saving against the contingency held for leisure.
9. The current position against this operational budget is that there is a significant shortfall against the interim income targets. Due to the exceptionally wet weather during April to July playing conditions were not ideal, and pay and play and associated income is £289k below target, an adverse movement of £11k compared to Month 7. In addition, there is a shortfall against membership income of £35k. There is also a pressure on course management and maintenance budgets of £78k, reflecting short-term hire costs of mowing equipment and course renovation works. This is offset by the staffing costs so far being £86k under budget as the approved structure contains a number of vacant posts, an adverse movement of £1k compared to Month 7. In addition, Mack Trading successfully appealed against the business rates valuations for the courses producing an ongoing saving on the business rates liability of £41k. It is assumed that the current adverse variance of £275k is carried forward to the year end.
10. The income target of £380k relating to Mack Trading's operation of the golf courses has now been eliminated through the drawing from contingency approved by Cabinet in December 2012, hence the £255k deficit on the in-house operation described above is the only call on the remaining leisure contingency of £100k, an adverse movement of £90k compared to Month 7.
11. Special Educational Needs (SEN) Transport is an area that has seen significant pressure in the last financial year. The pressure of £330k, an adverse movement of £30k compared to Month 7, reflects the increase in pupil numbers and 12 new routes from September 2012. Successive school censuses have shown that the population of pupils with SEN statements in schools is growing more than twice as fast as the school population as a whole.
12. Current analysis shows that the fuel budget has a forecast pressure of £80k at the current bulk purchase price of £1.13 per litre, an adverse movement of £40k compared to Month 7.
13. Across the group £8k has been spent so far on actions to prevent traveller incursions.
14. Planning appeals costs of £24k are forecast to be incurred on the appeal hearings for the Gutteridge Farm application, plus £4k of legal costs relating to other appeals.
15. The Council has recently taken a long-running trading standards case to court, for which legal costs in terms of Counsel's fees and disbursements are £123k.

16. Urgent works of £125k at Charville children's home and £65k at Mulberry Parade children's home are being implemented following the recommendations of OFSTED reports, and a recommendation to release general contingency to cover these works is included in the body of the report.

17. The Head of Legal Services has been granted approval to incur costs of up to £50k to pursue claims relating to the compulsory purchase of land used for the M25 spur road to Heathrow Terminal 5.

Corporate Property & Construction: £40k overspend (£80k adverse)

18. A zero based budgeting exercise has been performed on business rates budgets across the group, resulting in a £40k underspend, no change compared to Month 7.

19. There is a projected shortfall in the capitalisation of Corporate Construction staff of £80k due to the impact of three staff who have been on long-term sickness for a substantial part of the year, and therefore were unable to work on chargeable projects in the capital programme. The overall staffing costs chargeable to capital projects are forecast to be £220k greater than budgeted, reflecting additional project management resources engaged to deliver Phase 2 of the Primary Schools Capital Programme. However, the overall additional recharges to capital projects are forecast at £140k as the income from these additional resources is reduced by the non-chargeable costs due to sickness described above.

20. The service is also managing the financial risk over the recovery of costs associated with the disposal of assets that are projected to generate capital receipts this financial year.

Education: £760k underspend (£210k improvement)

Schools: variance not applicable

21. The Schools Budget is ringfenced and funded from the Dedicated Schools Grant (DSG), and covers a range of services directly linked to schools. The majority of the DSG is delegated to schools (£200.1 million), with the remainder (£22.4 million) being retained by the Council. The rules applying to the DSG allow for any surplus and deficit balances to be carried forward into the next financial year, for both schools delegated budgets and the centrally retained DSG element (decisions on how this is used lie with the Schools Forum). It should be noted that the Schools Budget is completely separate to the General Fund and no interaction between these two funds is allowable.

22. The forecast movement on the DSG central reserve carried forward for 2012/13 is summarised in the following table:

Schools Retained Budget Movements	Current Budget (£000s)	Forecast Variance Month 8 (£000s)	Forecast Variance Month 7 (£000s)	Change from Month 7 (£000s)
Opening Balance 1 April 2012	-	-226	-226	0
DSG Income	-222,459	+495	+495	0
Delegated to Schools	200,057	0	0	0
Centrally Retained	22,402	+265	+97	+168
In-Year Movement	0	+760	+592	+168
Forecast Closing Balance 31 March 2013	-	+534	+366	+168

23. The overspend of £760k is due to a pressure on Special Educational Needs (SEN) spend at independent special schools of £1,024k, an adverse movement of £74k compared to Month 7 where there are increased numbers of children being placed from September 2012, and a shortfall of DSG income of £495k, no change compared to Month 7, where the actual funded pupil numbers differ from the projected pupil numbers used to set the budget primarily due to the exclusion of the primary and nursery pupil numbers at Rosedale College from the final DSG calculation issued in June 2012. This is partly offset by projected underspends on SEN support (£118k), education out of school (£535k), and increased recoupment income (£106k).

General Fund: £760k underspend (£210k improvement)

24. The education service has identified measures to fully deliver the 2012/13 £800k saving target set on the basis that reduced responsibilities remain with the Council following the transfer of schools to Academy status.

25. In addition, there are underspends arising from vacant posts in part of the service, specifically the educational psychology service (£154k), the youth service (£100k), the early years team (£30k), and the school improvement service (£60k), an improvement of £70k compared to Month 7. Posts are being held vacant in some areas given the need to identify further savings for the 2013/14 budget from the education service, and where services are being considered as part of cross-cutting BID projects such as the children's pathway project.

26. A review of discretionary expenditure budgets across the service has identified underspends of £115k, an improvement of £15k compared to Month 7, the full year effects of which are being counted towards savings targets for 2013/14. In addition, there is a forecast underspend on schools redundancy costs of £108k. There is also additional anticipated buy-back of services from schools of £26k, no change compared to Month 7.

27. There is a forecast underspend of £240k on Council-run Children's Centres due to the service being yet to reach full operational capacity, resulting in reduced staffing and running costs, an improvement of £90k compared to Month 7.

28. There is a pressure on the Adult Education service, due to greater than budgeted provision of subsidised courses, leading to a forecast overspend on sessional tutors of £73k.

Housing: £501k overspend (£12k adverse)

Housing (General Fund): £501k overspend (£12k adverse)

29. There is a forecast overspend of £501k on Housing (General Fund) budgets, an adverse movement of £12k compared to Month 7. The Housing Needs services is forecast to overspend by £100k reflecting the increased caseload managed by the service. In addition, the housing budget includes an MTFF savings item from bringing the outlying HRA offices into the Civic Centre. For 2012/13 there is a target saving of £500k. This is projected to be around £400k short and was being covered previously within the Supporting People budget within Social Care & Housing.

30. As previously reported, the increase in the number of homelessness approaches to the Council as a result of welfare reform and the economic climate is now being seen. There has been an increase of 42% in the numbers of people being seen at homelessness reception in the first 6 months of this year (269 compared with 190). The DCLG have recently noted an increase in successful applications stating that for Quarter 1 they vary considerably from 4% in Yorkshire & Humber to 27% in London. This additional workload is being contained within existing resources and being closely monitored.

Housing Revenue Account: £3,777k underspend (£1,056k improvement)

31. The Housing Revenue Account (HRA) is forecasting an underspend of £3,777k as shown in the table below, an improvement of £1,056k compared to Month 7. The service is delivering an MTFE saving of £229k, which has been banked. These savings reflect major changes in the delivery of the service consistent with the BID programme enabling the service to deliver to the same level of quality as before.

Services		Current Budget (£000s)	Forecast (£000s)	% Var of budget	Variance (As at Month 8) (£000s)	Variance (As at Month 7) (£000s)	Change from Month 7 (£000s)
Housing Maintenance	Exp	+27,797	+26,158	-6%	-1,639	-624	-1,015
Housing Management	Exp	+34,228	+33,221	-3%	-1,007	-962	-45
Rent & Other Income	Inc	-63,791	-64,922	2%	-1,131	-1,135	+4
In Year (Surplus) / Deficit	Total	-1,766	-5,543		-3,777	-2,721	-1,056

32. There is a favourable movement of £1,015k from the Month 7 forecast within the maintenance budget. The major items within this movement include an underspend of £336k on the elemental renewal programme mainly due to a lack of resources to deliver structural repairs, £103k on energy efficiency works, £114k on adaptations and slippages on capital funded from revenue of £336k on the windows programme and £90k on conversions. In addition there is further uncommitted money within this budget of around £1 million. A further report on proposals to spend this uncommitted money is currently being prepared for approval. Further underspends are likely with the amount depending on whether approval is granted for proposed spends and the lead time needed to complete the spending before the financial year end.

33. For housing management, the favourable movement of £45k from the Month 7 forecast is due to a number of items including a reduction in bad debt provision based on current debt levels of £136k and an ICT underspend of £60k. This has been offset by various overspends including increased call centre costs of £63k, higher finance recharges of £40k and increased security and electricity costs of £41k at Triscott House.

34. The income budget is projecting an overall favourable variance of £1,131k, an adverse movement of £4k compared to Month 7, within the context of an overall income budget of £63.8 million this overall variance amounts to around 1.75%.

ICT Highways & Business Services: £206k overspend (£36k adverse)

35. There is a forecast pressure of £150k on maintenance budgets for day to day repairs for both the Civic Centre and outstations around the borough, reflecting a continuation of last year's outturn position. This partly offset by an underspend on health and safety compliance budgets of £45k.

36. In addition there is a forecast pressure of £20k relating to increased postage prices of 13% for first class clean mail and 9% for second class clean mail coming into effect from April 2012.

37. A restructure of the Facilities Management service is likely to deliver a £50k saving this financial year, which has a full year effect feeding into the Medium Term Financial Forecast for 2013/14.
38. The significant risks around the outdoor advertising income target have meant that it has been flagged as 'red' in the savings tracker, with a forecast pressure against the overall target of £100k, no change compared to Month 7, as the remaining opportunities are unlikely to deliver additional income this financial year.
39. The fleet management service is managing several risk areas, and is in a transitional position as the vehicle replacement programme takes effect. A net overspend of £121k is now reported, as the service is actively managing down maintenance costs as older vehicles are replaced, producing an underspend of £132k. However in this interim period there are pressures on contract hire of £253k due to short-term arrangements being put in place while replacement vehicles are procured. The service is also closely monitoring insurance claims, where there is a greater risk around accidental damage under self-insurance arrangements.
40. There is an underspend on the customer contact centre of £50k, due to posts being held vacant pending the further restructure of service, as part of the ongoing work to identify BID savings from streamlined processes at the interface with residents.
41. There is also an underspend of £40k on Ordnance Survey mapping charges which have been covered this financial year directly by the Government.

Planning Sport & Green Spaces: £94k underspend (£71k improvement)

42. The forecast position for Development Control income is an excess over the income target of £184k, an improvement of £21k compared to Month 7. The improvement in Month 8 reflects the full effect of the recent fee increase on major applications that are likely to come forward this financial year. Furthermore, the forecast for this year is dependent upon one-off Council-led applications for school expansions through the Primary Schools Capital Programme, and is reliant on several other key developments coming forward this financial year.
43. Pre-application advice income from developers shows a pressure of £35k, an improvement of £5k compared to Month 7, reflecting continuing weak demand for major applications other than for very large sites where the trend is towards funding this advice through planning performance agreements (gift funding). £120k of gift funding has been received so far this year, no change compared to Month 7, which is fully committed to the additional temporary staff engaged by the service to deliver these agreements.
44. The forecast pressure on building control is £100k, driven by the over-recovery of fee income compared to the costs of processing building control applications under the cost recovery model, which is ringfenced to the service.
45. There is an underspend of £45k on centrally held leisure budgets for consultancy and clothing that relate to the previous in-house operation of leisure centres that are not needed, and are included in the savings arising from the review of discretionary budgets included in the MTFF.

Public Safety & Environment: £40k overspend (no change)

46. There is a projected shortfall of £150k on off-street parking income, no change compared to Month 7, which is attributable to Cedars and Grainges multi-storey car parks in Uxbridge town centre, reflecting the continuation of pressures reported last financial year.
47. The Parking Revenue Account is forecast to have an in-year overspend of £164k, due to pressures on income from Penalty Charges Notices, which can be contained within the

existing reserve in the current year, however going forward this will be increasingly difficult to sustain.

48. There is a staffing underspend of £90k in Technical Administration and Business Support, no change compared to Month 7, due to the impact of vacant posts being held open. This service area has been the subject of BID review work, and as a result the underspend is contributing towards savings targets for 2013/14.
49. Waste Services is currently reporting a £20k net underspend, no change compared to Month 7, however there are a number of risks that are actively being managed. There is an expectation of reduced income from the New Years Green Lane Civic Amenity site whilst the refurbishment work takes place, and the Council is challenging the basis for a 30% management fee increase from the West London Waste Authority for the Victoria Road site. The Trade Waste and Grafitti services are forecast to return underspends which will assist in offsetting these pressures and risks, and produce the net underspend of £20k.

Transportation Planning Policy and Community Engagement: £50k underspend (no change)

50. The service is reporting a £50k favourable position due to the impact of vacant posts across the service, no change compared to Month 7. This includes the part-year effect of the restructure of the town centres and community engagement teams into a single team.

Social Care and Health Services

Revenue: **£417k adverse** (£159k favourable)

1. The Social Care and Health forecast has been compiled following analysis of relevant activity trends and application of the MTF £7,342k savings programme. In summary there is a favourable movement of £160k from the month 7 position.
2. The adverse movement from budget is primarily due to slippage in the Supported Housing build programme (£1,500k) which has resulted in clients not being able to move from Residential placements to supported living placements. This has been significantly offset to date by strong management controls across the service which will remain in place.

Services		2012/13 (As at Month 8)		% Var of budget	Variances (+ adv/- fav)		
		Current Budget £'000	Forecast £'000		Variance (As at Month 8) £'000	Variance (As at Month 7) £000	Change from Month 7 £000
Children & Families Services	<i>Exp</i>	+30,323	+30,142	-1%	-180	-51	-129
	<i>Inc</i>	-3,387	-3,075	-9%	+313	+330	-17
	Total	+26,935	+27,068	0%	+132	+279	-147
Asylum Services	<i>Exp</i>	+7,955	+7,955	0%	+0	-0	+0
	<i>Inc</i>	-6,715	-6,715	0%	+0	-0	+0
	Total	+1,239	+1,240	0%	+0	-0	+0
Older Peoples Services	<i>Exp</i>	+32,495	+34,380	6%	+1,885	+1,926	-42
	<i>Inc</i>	-7,677	-9,141	19%	-1,465	-1,426	-38
	Total	+24,818	+25,238	2%	+420	+500	-80
Physical & Sensory Disability Services	<i>Exp</i>	+8,379	+8,873	6%	+495	+461	+34
	<i>Inc</i>	-587	-836	42%	-249	-225	-24
	Total	+7,792	+8,038	3%	+246	+236	+10
Learning Disability Services	<i>Exp</i>	+27,134	+27,911	3%	+777	+749	+28
	<i>Inc</i>	-4,036	-4,154	3%	-119	-168	+50
	Total	+23,099	+23,757	3%	+658	+580	+78
Mental Health Services	<i>Exp</i>	+5,768	+5,608	-3%	-160	-160	-0
	<i>Inc</i>	-394	-453	15%	-60	-60	+0
	Total	+5,374	+5,154	-4%	-220	-220	-0
SCH&H Other Services	<i>Exp</i>	+9,116	+8,737	-4%	-379	-356	-23
	<i>Inc</i>	-1,332	-1,774	33%	-441	-443	+2
	Total	+7,784	+6,963	-11%	-820	-799	-21
Total Expenditure		+121,169	+123,606	7%	+2,437	+2,569	-132
Total Income		-24,128	-26,148	103%	-2,020	-1,993	-27
SCH&H Total		+97,041	+97,458	-6%	+417	+576	-159

3. The forecast assumes the full use of contingency available to the department as shown in the table immediately below and that the pressure on Asylum services continues to be funded from the council's general contingency.

Division of Service	Gross Pressure Month 08	Contingency	Net Pressure
Current Commitments:			
Asylum Funding Shortfall	+1,516	+1,449	+67
Social Care Pressures (Children's)	+165	+165	0
Social Care Pressures (Adults)	+6,171	+6,171	0
Increase in Transitional Children due to Demographic Changes	+2,742	+2,742	0
Potential shortfall in reablement, LD & PD savings targets	+500	+500	0
Original Contingency Allocation	+10,954	+10,887	+67
Approved Allocations:			
Social Care Pressures (Children's)	-140	-140	0
Remaining Contingency Allocation	10,954	10,887	

MTFF Savings

- The group is delivering a savings programme totalling £7,342k and to date has banked £5,232k (71%). At the present time £150k is at risk, being the BID operating model (£100k) and BID Major Transformation projects (£50k). There is a shortfall of £1,272k from the BID children's services business support review (£255k), review of LD Day Services (£311k), and Supported Housing (referred to below); these are included in the forecasts set out below. With these exceptions the remainder of the programme is on target to deliver the balance representing major changes in service delivery for the group.
- The capital programme has for a number of reasons slipped from its original timetable; the slippage in 2012/13 is estimated to be around £1.4m although it should be noted that the actual cost of community based support is still to be confirmed. A small contingency provision of £0.1m has been allowed for potential variance on this so the total slippage for M5 monitoring purposes will be around £1.5m. The MTFF did allow for £0.5m contingency relating to this project and this has been allocated to Learning Disability where the pressure is greatest.

Children Services: £132k adverse (£147k favourable)

- The favourable movement since the month 7 forecast is primarily as a result of slippage in recruitment start dates (£137k) and having to re-advertise hard to fill posts.
- There continues to be focus on a greater use of In House Fostering placements rather than the private sector which is in line with the MTFF strategy and is on track to deliver its savings target for this year. The number of in-house placements at the end of Q2 is 116 (51%) compared with 97 (44%) at the same time last year.
- The gross budget for this service (£30,136k) includes an MTFF saving target of £1,968k, the target saving of £1,673k on the placements budget being the most significant. The primary cause of slippage relates to the implementation of the business support review (£255k) and although this is unlikely to be recovered in this year management are successfully offsetting this by holding vacancies and maximising the use of in-house Fostering for new referrals.

Asylum: Nil Variance (no change)

9. The additional pressure (reported previously) relates to the value and number of applicants found to be ineligible by UKBA exceeding the 2011/12 trend. Assuming that the trend recorded in quarters 1 and 2 are repeated then the reduction in the overall UKBA grant income will be £67k greater than that provided for.
10. The department is in ongoing discussion with UKBA on specific LBH matters with regard to the funding shortfall. As a result representations have been made to the UKBA regarding the ongoing financial support LBH receive from the 'Gateway' grant.

Older People Services: £420k adverse (£80k favourable)

11. The movement from the month 7 forecast is primarily due to a fall in the number of residential placements although it is not yet clear if this will be sustained throughout the winter period when demand normally increases. The pressure in this service relates to residential placements remaining higher than originally forecast along with pressure on Direct Payments and Homecare. The pressure on placements is partially offset by an underspend forecast for community based support as demand to date has been lower than anticipated.
12. The MTFF strategy is to continue to develop the personalisation agenda and support people to live at home through the Reablement and the TeleCareLine service. There continues to be robust management scrutiny of residential and nursing placement requests and full application of the benefits of TeleCareLine service and reablement. Since April the total number of placements being provided has fallen by 49 to be less than 550 at the end of November.
13. The success of the Reablement and TeleCareLine services can be demonstrated by the significant reduction in the number of new residential and nursing placements which during 2009/10 was 652 and 350 respectively; the current forecast is 210 and 200 respectively.
14. The gross budget for this service (£32,766k) includes an MTFF saving of £1,985k and at the present time has achieved £1,785k banked, £200k on track to deliver. The gross budget for placements and community support services is £26,414k.

Physical Disabilities: £246k adverse (£10k adverse)

15. There has been no material movement from the month 7 forecast on a gross budget for this service of £8.4m. This includes an MTFF saving for this service of £517k and at the present time £382k has been banked, £60k is on track to deliver and there is £75k slippage.
16. The adverse forecast is due to delays in the supported accommodation build programme as set out above. The gross budget for placements and community support services is £7,128k. The forecast for the remainder of this service is currently on budget.

Learning Disability: £658k adverse (£78k adverse)

17. This adverse movement from the month 7 forecast is as a result of an increase in the number of residential placement weeks now forecast.
18. The gross budget for this service (£27,303k) includes an MTFF saving of £962k and at the present time £20k is on track to deliver with £942k potential slippage. The gross budget for placements and community support services is £24,696k. The forecast for the remainder of this service is currently on budget.

19. The adverse forecast is due to delays in the supported accommodation build programme as set out above and delays due to the Judicial Review challenge which are now being addressed. This forecast also assumes that £500k can be drawn down from the Contingency held for this purpose mitigating the pressure from £1,158k to £658k as reported in this forecast.

Mental Health: £220k favourable (no change)

20. There has been no change to this forecast on a gross budget for this service of £5.8m which includes an MTFF saving for this service of £500k which has been banked. The gross budget for placements and community support services is £3,038k. The forecast for the remainder of this service is currently on budget.

SC&H Other Services: £820k favourable (£21k favourable)

21. The movement from the month 7 forecast is primarily due to slippage in recruitment (£24k).

22. The gross budget for this service (£9,116k) includes an MTFF saving of £1,410k, of which £1,260k has been banked to date with £150k at risk. The risk relates to the BID operating model (£100k) and BID Major Transformation projects (£50k).

APPENDIX B – Treasury Management Report as at 30 November 2012

Outstanding Deposits - Average Rate of Return on Deposits: 0.68%

	Actual £m	Actual %	Bench-mark %
Up to 1 Month	71.4	52.65	55.00
1-2 Months	25.6	18.89	15.00
2-3 Months	16.0	11.80	10.00
3-6 Months	6.0	4.42	10.00
6-9 Months	10.0	7.37	10.00
9-12 Months	0.0	0.00	0.00
12-18 Months	0.0	0.00	0.00
Subtotal	129.0	95.13	100.00
Unpaid Maturities	6.6	4.87	0.00
Total	135.6	100.00	100.00

1. With the exception of the unpaid Icelandic investments, our deposits are held with UK institutions, which hold at a minimum, a Fitch or lowest equivalent of A- long-term credit rating.
2. Deposits are currently held with the following institutions; BlackRock MMF, Deutsche MMF, Fidelity MMF, Goldman Sachs MMF, Ignis MMF, PSDF MMF, HSBC MMF, Royal Bank of Scotland, HSBC, Lloyds TSB, Bank of Scotland, Barclays, Nationwide and Newcastle City Council.
3. During November fixed-term deposits continued to mature in line with cashflow requirements. Any surplus funds were either placed in instant access accounts or fixed term deposits of up to six months in order to meet near term cash flow requirements.

Outstanding Debt - Average Interest Rate on Debt: 2.96%

	Actual £m	Actual %
General Fund		
PWLB	79.93	22.85
Long-Term Market	15.00	4.29
HRA		
PWLB	221.82	63.42
Long-Term Market	33.00	9.44
Total	349.75	100.00

4. There were no early debt repayments or rescheduling activities during November.

Ongoing Strategy

5. In order to maintain liquidity for day-to day business operations, short-term balances will be placed in instant access accounts, as these are yielding a higher rate of interest than those offered on fixed term deposits of up to three months. When cash flow allows, long term deposits will be placed to help increase the average rate of return achieved.
6. During November outstanding PWLB loans still carried large premiums and therefore made rescheduling of debt unfeasible. Early redemption opportunities will continue to be monitored; however, whilst global economic conditions remain and the UK maintains its AAA rating, it is unlikely the market will move to an extent that will make rescheduling viable.

Appendix C

Retaining of agency staff for Social Care, Health, and Housing Services

The following agency staff are required to be retained within Social Care and Health to maintain essential services whilst recruitment is in process. Posts 1 to 3 are required to enable permanent recruitment to be completed. Post 4 has been submitted to Cabinet previously but requires a further extension due to project implementation.

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Spend £000	2012/13 Spend £000	Current Request £'000	Total Spend £000
1	C&F Children In Need (CIN) Team Senior Social Worker	02-Jan-12	31-Mar-13	0	9	40	26	75
2	C&F CIN Team Senior Social Worker	01-Apr-12	31-Mar-13	0	0	36	14	50
3	C&F CIN Team Senior Social Worker	01-Apr-12	31-Mar-13	0	0	41	14	55
4	ASC Technical Admin Team Project Manager	17-Jun-10	31-Mar-13	78	75	65	5	223

Retaining of agency staff for Administration & Finance

This assignment has been supporting the implementation of the new monitoring process, reporting directly to the Finance Manager (MTFF, Capital & Projects), whilst the consultation and resulting recruitment processes took place. It is required to cover one of the Principal Accountant posts whilst the recruitment process is undertaken.

The recruitment process is taking longer than anticipated with a shortage of good quality candidates from the initial advert. It is anticipated that interviews will be completed during January 2013. The current extension expires at the end of January. It is estimated an extension of up to 12 weeks (to end of April 2013) will be required to cover the period prior to the new appointee commencing.

Ref	Post Title	Start Date	Proposed End Date	2010/11 Spend £000	2011/12 Spend £000	2012/13 Spend £000	Current Request £'000	Total Spend £000
1	Principal Accountant (Capital Reporting)	11 June 2012	30 April 2013	0	0	59	22	81

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All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
4. Breakspeare Crematorium & Cemetery Fees										
Cremation Fees										
Stillborn. inc Organist	R	44.00	44.00	EXP	44.00	0.00%	45.00	2.27%	01-Apr-12	01-Feb-13
Children 6 years and under. inc Organist	R	72.00	72.00	EXP	72.00	0.00%	74.00	2.78%	01-Apr-12	01-Feb-13
Children 7 - 11 years. inc Organist	R	114.00	114.00	EXP	114.00	0.00%	118.00	3.51%	01-Apr-12	01-Feb-13
Children 12 - 17 years. inc Organist	R	218.00	218.00	EXP	218.00	0.00%	225.00	3.21%	01-Apr-12	01-Feb-13
Over 17 years. inc Organist	R	550.00	550.00	EXP	550.00	0.00%	575.00	4.55%	01-Apr-12	01-Feb-13
Cremation of retained organs										
Additional Service Time	R	178.00	178.00	EXP	178.00	0.00%	185.00	3.93%	01-Apr-12	01-Feb-13
Cancellations	R	124.00	124.00	EXP	124.00	0.00%	130.00	4.84%	01-Apr-12	01-Feb-13
Certificates of Cremation - overseas	R	21.00	21.00	EXP	21.00	0.00%	22.00	4.76%	01-Apr-12	01-Feb-13
Scattering of Ashes	R	48.00	48.00	EXP	48.00	0.00%	50.00	4.17%	01-Apr-12	01-Feb-13
Retaining cremated remains(per month)	R	12.00	12.00	EXP	12.00	0.00%	12.50	4.17%	01-Apr-12	01-Feb-13
Postage & Packing in Polytainer UK only	R	58.00	58.00	EXP	58.00	0.00%	60.00	3.45%	01-Apr-12	01-Feb-13
Baby Urn - poly	R	10.00	10.00	STD	10.00	0.00%	10.00	0.00%	01-Apr-12	01-Feb-13
Supply New Garden Seat inc 10 years lease	R	1,544.00	1,544.00	STD	1,544.00	0.00%	1,580.00	2.33%	01-Apr-12	01-Feb-13
Trees & Shrubs - rose bushes inc 5 years lease	R	235.00	235.00	STD	235.00	0.00%	242.00	2.98%	01-Apr-12	01-Feb-13

Type

B - Business R - Resident
M- Mixed C- ConcessionVAT Status
STD- Standard
EXP - Exempt
NB- Non Business

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Trees & Shrubs - rose trees inc 5 years lease	R	290.00	290.00	STD	290.00	0.00%	300.00	3.45%	01-Apr-12	01-Feb-13
Trees & Shrubs - ornamental shrubs inc 5 years lease	R	290.00	290.00	STD	290.00	0.00%	300.00	3.45%	01-Apr-12	01-Feb-13
Trees & Shrubs - ornamental trees (10 years)	R	394.00	394.00	STD	394.00	0.00%	405.00	2.79%	01-Apr-12	01-Feb-13
Plaque for trees, shrubs, roses or seats	R	91.00	91.00	STD	91.00	0.00%	94.00	3.30%	01-Apr-12	01-Feb-13
Book of Remembrance - 2 line entry	R	61.00	61.00	STD	61.00	0.00%	63.00	3.28%	01-Apr-12	01-Feb-13
Book of Remembrance - 5 line entry	R	106.00	106.00	STD	106.00	0.00%	110.00	3.77%	01-Apr-12	01-Feb-13
Book of Remembrance - 8 line entry	R	158.00	158.00	STD	158.00	0.00%	163.00	3.16%	01-Apr-12	01-Feb-13
Book of Remembrance - 10 line entry	R	193.00	193.00	STD	193.00	0.00%	198.00	2.59%	01-Apr-12	01-Feb-13
Extra - Floral Emblem	R	80.00	80.00	STD	80.00	0.00%	82.00	2.50%	01-Apr-21	01-Feb-13
Extra - Full Heraldic Device	R	120.00	120.00	STD	120.00	0.00%	124.00	3.33%	01-Apr-12	01-Feb-13
Memorial Cards - 2 line entry	R	40.00	40.00	STD	40.00	0.00%	41.00	2.50%	01-Apr-12	01-Feb-13
Memorial Cards - 5 line entry	R	60.00	60.00	STD	60.00	0.00%	61.00	1.67%	01-Apr-12	01-Feb-13
Memorial Cards - 8 line entry	R	98.00	98.00	STD	98.00	0.00%	100.00	2.04%	01-Apr-12	01-Feb-13

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Memorial Cards - 10 line entry	R	126.00	126.00	STD	126.00	0.00%	130.00	3.17%	01-Apr-12	01-Feb-13
Memorial Booklets - 2 line entry	R	60.00	60.00	STD	60.00	0.00%	62.00	3.33%	01-Apr-12	01-Feb-13
Memorial Booklets - 5 line entry	R	82.00	82.00	STD	82.00	0.00%	85.00	3.66%	01-Apr-12	01-Feb-13
Memorial Booklets - 8 line entry	R	126.00	126.00	STD	126.00	0.00%	130.00	3.17%	01-Apr-12	01-Feb-13
Memorial Booklets - 10 line entry	R	157.00	157.00	STD	157.00	0.00%	162.00	3.18%	01-Apr-12	01-Feb-13
Additional lines in Booklets - 2 line entry	R	35.00	35.00	STD	35.00	0.00%	36.00	2.86%	01-Apr-12	01-Feb-13
Additional lines in Booklets - 5 line entry	R	53.00	53.00	STD	53.00	0.00%	55.00	3.77%	01-Apr-12	01-Feb-13
Additional lines in Booklets - 8 line entry	R	90.00	90.00	STD	90.00	0.00%	92.00	2.22%	01-Apr-12	01-Feb-13
Additional lines in Booklets - 10 line entry	R	116.00	116.00	STD	116.00	0.00%	120.00	3.45%	01-Apr-12	01-Feb-13

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Garden Niches										
10 years incl Urn & Inspection (new facility)	R	1,675.00	1,675.00	STD	1,675.00	0.00%	1,725.00	2.99%	01-Apr-12	01-Feb-13
Columbarium Niches - single-inc 10 years lease	R	363.00	363.00	EXP	363.00	0.00%	375.00	3.31%	01-Apr-12	01-Feb-13
Columbarium Niches - double-inc 10 years lease	R	606.00	606.00	EXP	606.00	0.00%	625.00	3.14%	01-Apr-12	01-Feb-13
Langley casket up to 50 characters	R	215.00	215.00	EXP	215.00	0.00%	220.00	2.33%	01-Apr-12	01-Feb-13
Metal Urn	R	33.00	33.00	EXP	33.00	0.00%	34.00	3.03%	01-Apr-12	01-Feb-13
Cloister Spaces - single-inc 10 years lease	R	157.00	157.00	EXP	157.00	0.00%	162.00	3.18%	01-Apr-12	01-Feb-13
Cloister Spaces - double-inc 10 years lease	R	86.00	86.00	EXP	86.00	0.00%	88.00	2.33%	01-Apr-12	01-Feb-13
Inscription	R	359.00	359.00	EXP	359.00	0.00%	370.00	3.06%	01-Apr-12	01-Feb-13
Cloister Spaces - double-inc 10 years lease	R	132.00	132.00	EXP	132.00	0.00%	136.00	3.03%	01-Apr-12	01-Feb-13
Classic - inc 5 years lease										
Window Spaces	R	254.00	254.00	EXP	254.00	0.00%	260.00	2.36%	01-Apr-12	01-Feb-13
Inscription	R	113.00	113.00	STD	113.00	0.00%	117.00	3.54%	01-Apr-12	01-Feb-13
New Flower Vases	R	456.00	456.00	STD	456.00	0.00%	470.00	3.07%	01-Apr-12	01-Feb-13
Additional letters each	R	6.30	6.30	STD	6.30	0.00%	6.50	3.17%	01-Apr-12	01-Feb-13
Additional Guided Motif	R	128.00	128.00	STD	128.00	0.00%	132.00	3.13%	01-Apr-12	01-Feb-13
Additional Hand Painted Motif	R	190.00	190.00	STD	190.00	0.00%	195.00	2.63%	01-Apr-12	01-Feb-13
Photoplaque	R	190.00	190.00	STD	190.00	0.00%	195.00	2.63%	01-Apr-12	01-Feb-13
New Windows -- Small -- 10 years -I colour	R	567.00	567.00	STD	567.00	0.00%	574.00	1.23%	01-Apr-12	01-Feb-13

Type
 B - Business R - Resident
 M- Mixed C- Concession

VAT Status
 STD- Standard
 EXP - Exempt
 NB- Non Business

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Cemetery Fees										
Adult interments (persons exceeding 16 years of age at death) - In New Private Graves										
Depth for 1 interment	R	540.00	1,080.00	EXP	540.00	0.00%	1,120.00	3.70%	01-Apr-12	01-Feb-13
Depth for 2 interment	R	590.00	1,180.00	EXP	590.00	0.00%	1,220.00	3.39%	01-Apr-12	01-Feb-13
Depth for 3 interment	R	720.00	1,440.00	EXP	720.00	0.00%	1,490.00	3.47%	01-Apr-12	01-Feb-13
Depth for 4 interment	R	830.00	1,660.00	EXP	830.00	0.00%	1,676.00	0.96%	01-Apr-12	01-Feb-13
Adult interments (persons exceeding 16 years of age at death) - In Re-Opened Private Graves										
Depth for 1 interment	R	580.00	1,160.00	EXP	580.00	0.00%	1,200.00	3.45%	01-Apr-12	01-Feb-13
Depth for 2 interment	R	730.00	1,460.00	EXP	730.00	0.00%	1,510.00	3.42%	01-Apr-12	01-Feb-13
Depth for 3 interment	R	875.00	1,750.00	EXP	875.00	0.00%	1,810.00	3.43%	01-Apr-12	01-Feb-13
Depth for 4 interment	R	1,095.00	2,190.00	EXP	1,095.00	0.00%	2,260.00	3.20%	01-Apr-12	01-Feb-13
Interment of Infants (a stillborn child or child whose age at death did not exceed 3 years "Infants")										
In Child's grave	R	40.00	80.00	EXP	40.00	0.00%	82.00	2.50%	01-Apr-12	01-Feb-13
In private grave (single depth)	R	90.00	180.00	EXP	90.00	0.00%	184.00	2.22%	01-Apr-12	01-Feb-13
In private grave for the child's interment plus 2 adults	R	180.00	360.00	EXP	180.00	0.00%	370.00	2.78%	01-Apr-12	01-Feb-13
In private grave for the child's interment plus 3 adults	R	225.00	450.00	EXP	225.00	0.00%	460.00	2.22%	01-Apr-12	01-Feb-13
In Child's grave (where applicable)	R	86.00	172.00	EXP	86.00	0.00%	176.00	2.33%	01-Apr-12	01-Feb-13
In private grave (single depth)	R	125.00	250.00	EXP	125.00	0.00%	256.00	2.40%	01-Apr-12	01-Feb-13

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Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
In private grave for the child's interment plus 2 adults	R	300.00	600.00	EXP	300.00	0.00%	620.00	3.33%	01-Apr-12	01-Feb-13
In private grave for the child's interment plus 3 adults	R	380.00	760.00	EXP	380.00	0.00%	780.00	2.63%	01-Apr-12	01-Feb-13
Interment of Cremated Remains (within full private graves)										
When the grave is closed to full interments	R	172.00	344.00	EXP	172.00	0.00%	356.00	3.49%	01-Apr-12	01-Feb-13
To a depth to permit 1 further full interment	R	338.00	676.00	EXP	338.00	0.00%	690.00	2.07%	01-Apr-12	01-Feb-13
To a depth to permit 2 further full interment	R	490.00	980.00	EXP	490.00	0.00%	1,000.00	2.04%	01-Apr-12	01-Feb-13
To a depth to permit 3 further full interment	R	640.00	1,280.00	EXP	640.00	0.00%	1,320.00	3.13%	01-Apr-12	01-Feb-13
To scatter cremated remains (within Cremation Section and Columbaria)	R	76.00	152.00	EXP	76.00	0.00%	156.00	2.63%	01-Apr-12	01-Feb-13
New and re-open cremation graves	R	172.00	344.00	EXP	172.00	0.00%	352.00	2.33%	01-Apr-12	01-Feb-13
Re-opening of Columbaria units	R	132.00	264.00	EXP	132.00	0.00%	270.00	2.27%	01-Apr-12	01-Feb-13
Interments in Heritage Graves										
Adults interment	R	465.00	930.00	EXP	465.00	0.00%	960.00	3.23%	01-Apr-12	01-Feb-13
Childs interment	R	173.00	346.00	EXP	173.00	0.00%	356.00	2.89%	01-Apr-12	01-Feb-13
Infants interment	R	110.00	220.00	EXP	110.00	0.00%	226.00	2.73%	01-Apr-12	01-Feb-13

VAT Status
 STD- Standard
 EXP - Exempt
 NB- Non Buisness

Type
 B - Buisness R - Resident
 M- Mixed C- Concession

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Grave Digging Surcharges										
For a variation in size within 2"	R	136.00	272.00	EXP	136.00	0.00%	280.00	2.94%	01-Apr-12	01-Feb-13
For a variation in size between 2" and 4"	R	260.00	520.00	EXP	260.00	0.00%	536.00	3.08%	01-Apr-12	01-Feb-13
For a variation in size between 4" and 6"	R	393.00	786.00	EXP	393.00	0.00%	810.00	3.05%	01-Apr-12	01-Feb-13
For a variation in size in excess of 6"	R	518.00	1,036.00	EXP	518.00	0.00%	1,060.00	2.32%	01-Apr-12	01-Feb-13
Exclusive rights of burial (Conventional Graves)										
Grave space measuring 9 feet by 4 feet	R	1,680.00	3,360.00	EXP	1,680.00	0.00%	4,320.00	28.57%	01-Apr-12	01-Feb-13
Grave space measuring 9 feet by 8 feet	R	3,360.00	6,720.00	EXP	3,360.00	0.00%	8,640.00	28.57%	01-Apr-12	01-Feb-13
Exclusive rights of burial (Lawn Section Graves)										
Grave space measuring 9 feet by 4 feet	R	1,200.00	2,400.00	EXP	1,200.00	0.00%	2,880.00	20.00%	01-Apr-12	01-Feb-13
Grave space measuring 9 feet by 8 feet	R	2,400.00	4,800.00	EXP	2,400.00	0.00%	5,760.00	20.00%	01-Apr-12	01-Feb-13
Exclusive rights of burial (Bricked Grave or Vault)										
Grave space measuring 9 feet by 4 feet	R	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-12	01-Feb-13
Grave space measuring 9 feet by 8 feet	R	POA	POA	EXP	POA	N/A	POA	N/A	01-Apr-12	01-Feb-13
Lined Muslim Graves										
For traditional uncoffined burial	R	1,800.00	3,600.00	EXP	1,800.00	0.00%	3,720.00	3.33%	01-Apr-12	01-Feb-13

All prices are VAT inclusive										
Type of Fee/Charge	Type	Current Charges Residents £	Current Charges Non-Residents £	Vat Status	Proposed Charges Residents £	% Increase	Proposed Charges Non Residents £	% Increase	Date of last change to charge	Effective Date
Children's Section Graves										
Gravespace measuring 4 feet by 2 feet	R	300.00	600.00	EXP	300.00	0.00%	620.00	3.33%	01-Apr-12	01-Feb-13
Woodland Graves (West Drayton Cemetery) Special Regulations Apply										
Gravespace measuring 9 feet by 4 feet	R	750.00	1,500.00	EXP	750.00	0.00%	1,550.00	3.33%	01-Apr-12	01-Feb-13

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