



HILLINGDON
LONDON



Cabinet

Councillors in the Cabinet

Date: THURSDAY, 23 JUNE 2016

Ray Puddifoot MBE (Chairman)
Leader of the Council

Time: 7.00 PM

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

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

Jonathan Bianco
Finance, Property & Business Services

Keith Burrows
Planning, Transportation & Recycling

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

Philip Corthorne
Social Services, Housing, Health & Wellbeing

Douglas Mills
Community, Commerce & Regeneration

Richard Lewis
Central Services, Culture & Heritage

Published: Wednesday, 15 June 2016

Contact: Mark Braddock

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This Agenda is available online at:
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

Putting our residents first

Useful information for residents and visitors

Watching & recording this meeting

You can watch the public (Part 1) part of this meeting on the Council's YouTube channel, live or archived after the meeting. Residents and the media are also welcome to attend in person, and if they wish, report on the public part of the meeting. Any individual or organisation may record or film proceedings as long as it does not disrupt proceedings.

Watch a **LIVE** broadcast of this meeting on the Council's YouTube Channel: *Hillingdon London*

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When present in the room, silent mode should be enabled for all mobile devices.

Travel and parking

Bus routes 427, U1, U3, U4 and U7 all stop at the Civic Centre. Uxbridge underground station, with the Piccadilly and Metropolitan lines, is a short walk away. Limited parking is available at the Civic Centre. For details on availability and how to book a parking space, please contact Democratic Services. Please enter from the Council's main reception where you will be directed to the Committee Room.

Accessibility

For accessibility options regarding this agenda please contact Democratic Services. For those hard of hearing an Induction Loop System is available for use.

Emergency procedures

If there is a FIRE, you will hear a continuous alarm. Please follow the signs to the nearest FIRE EXIT and assemble on the Civic Centre forecourt.

Lifts must not be used unless instructed by a Fire Marshal or Security Officer. In the event of a SECURITY INCIDENT, follow instructions issued via the tannoy, a Fire Marshal or a Security Officer. Those unable to evacuate using the stairs, should make their way to the signed refuge locations.



Notice

Notice of meeting and any private business

The London Borough of Hillingdon is a modern, transparent Council and through effective Cabinet governance, it seeks to ensure the decisions it takes are done so in public as far as possible. Much of the business on the agenda for this Cabinet meeting will be open to residents, the wider public and media to attend. However, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. Such business is shown in Part 2 of the agenda and is considered in private. Further information on why this is the case can be sought from Democratic Services.

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:

23 June 2016, 7pm in Committee Room 6, Civic Centre, Uxbridge

will be held partly in private and that 28 clear days public notice of this meeting has been given. The reason for this is because the private (Part 2) reports listed on the agenda for the meeting will contain either confidential information or exempt information under Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 (as amended) and that the public interest in withholding the information outweighs the public interest in disclosing it. An online and a hard copy notice at the Civic Centre in Uxbridge indicates a number associated with each report with 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.

Notice of any urgent business

To ensure greater transparency in decision-making, 28 clear days public notice of the decisions to be made both in public and private has been given for these agenda items. Any exceptions to this rule are the urgent business items on the agenda marked *. For such items it was impracticable to give sufficient notice for a variety of business and service reasons. The Chairman of the Executive Scrutiny Committee has been notified in writing about such urgent business.

Notice of any representations received

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

Date notice issued and of agenda publication

15 June 2016
London Borough of Hillingdon

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 - 10
- 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 Uxbridge High Street Pedestrian Zone / Enforcement of Parking and Moving Traffic Contraventions (Cllr Keith Burrows) 11 - 20
- 6 Better Care Fund Plan Section 75 Agreement (Cllr Ray Puddifoot MBE & Cllr Philip Corthorne) 21 - 112
- 7 Planning Obligations: Quarterly Financial Monitoring Report (Cllr Keith Burrows) 113 - 154
- 8 Council Budget: 2015/16 Revenue and Capital Budget Outturn (Cllr Jonathan Bianco) 155 - 200
- 9 School Capital Programme Update (Cllr David Simmonds CBE & Cllr Jonathan Bianco) 201 - 210

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

- | | | |
|-----------|--|-----------|
| 10 | Award of Contract: Works to various properties on the Barnhill Estate, Hayes (Cllr Jonathan Bianco) | 211 - 224 |
| 11 | Review of contractual arrangements relating to services provided by Comfort Care Services, Mencap & Life Opportunities Trust (Cllr Philip Corthorne) | 225 - 232 |
| 12 | Contract Award for 'Blue Collar' Contingent Workers (Cllr Richard Lewis) | 233 - 238 |
| 13 | Green Spaces Machinery Repair and Maintenance Contract (Cllr Jonathan Bianco) | 239 - 248 |
| 14 | Licence to alter for Ruislip Golf Centre Car Park (Cllr Jonathan Bianco) * | 249 - 254 |

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.

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

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Cabinet 23 June 2016

Advisory about attending this meeting + Public Notice

About this Cabinet meeting

This is a meeting of Hillingdon Council's [Cabinet](#), the body responsible for making all the key decisions in the Borough, putting residents first. It is chaired by the Leader of the Council, [Councillor Ray Puddifoot MBE](#). Cabinet meets on a monthly basis.

Attending the Cabinet Meeting

Residents, the Public and the media are very welcome to attend for the public items on the agenda (see below). You will kindly be asked to leave when the Cabinet reaches the private items listed. If you attend Cabinet, you will not be able to directly speak, present to or lobby Councillors during the actual meeting, however, you are welcome to observe and listen to the proceedings quietly.

If there is a particular local matter that you wish to raise with a Cabinet Member, then we recommend you to take part in our well established [Petitions Scheme](#) in which thousands of residents each year participate in. Contact Democratic Services for more information on 01895 250636 or email us at petitions@hillington.gov.uk

Watching, recording and reporting of this meeting

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What's on the agenda?

When you arrive at a Cabinet meeting, the Chairman will undertake some initial housekeeping matters and then go through a list of agenda items (reports) to make official decisions on them as set out in the table below. The meeting will first start with public items and then move to any private items (called Part 2), where the Public will be asked to kindly leave the room. This is because these items often involve, for example, commercially sensitive information like competitive tender bids from private companies.

Agenda Item		Private reason
1	Apologies for Absence	
2	Declarations of Interest in matters before this meeting	
3	To approve the public decisions and minutes of the last Cabinet meeting	
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	Uxbridge High Street Pedestrian Zone / Enforcement of Parking and Moving Traffic Contraventions	Public
6	Better Care Fund Plan Section 75 Agreement	Public
7	Planning Obligations: Quarterly Financial Monitoring Report	Public
8	Council Budget: 2015/16 Revenue and Capital Budget Outturn	Public
9	School Capital Programme Update	Public
Cabinet Reports - Part 2 (Private and Not for Publication)		
<i>The reports listed below 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.</i>		
10	Award of Contract: Works to various properties on the Barnhill Estate, Hayes	Private (3)
11	Review of contractual arrangements relating to services provided by Comfort Care Services, Mencap & Life Opportunities Trust	Private (3)
12	Contract Award for 'Blue Collar' Contingent Workers	Private (3)
13	Green Spaces Machinery Repair and Maintenance Contract	Private (3)
14	Licence to alter for Ruislip Golf Centre Car Park *	Private (3)

**if applicable, this denotes urgent business item (see notice below)*

After the Cabinet meeting / the decisions made

Once you have left the meeting, the decisions of the Cabinet will be published on the Council's website the next day, usually the Friday after the meeting. This will also include decisions on those matters discussed in private, so the Council is as open as possible and the public can see every decision made. If you have any queries about a particular decision, use the contact on the Council's website for further information. You can view [Cabinet's decisions here](#) - just select the appropriate meeting.

Public Notice (5 days)

This is the formal (legal) bit of this advisory notice. The Council is required by law to give advance public notices of the decisions to be made by the Cabinet, the date the Cabinet meets and whether the decisions will be taken in public or private and the reasons why. This assists with making decision-making more transparent and accountable for local residents and taxpayers. Up to 5 months in advance (and a minimum of 28 days in advance), a notice of upcoming decisions and Cabinet meetings will be given on the [Forward Plan](#) - this is a key document available for viewing online or at the Civic Centre. A second notice is then given about 1 week before a particular Cabinet meeting when the agenda is published (a 5 day notice). Further notices may be given if very urgent decisions are tabled at the meeting at short notice.

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Date notice issued and of agenda publication

15 June 2016

London Borough of Hillingdon

POLICY ON FILMING, RECORDING & REPORTING OF MEETINGS

Agreed 11 September 2014 by full Council

Members of the public are entitled to report on meetings of Council, Committees and Cabinet, except in circumstances where the public have been excluded as permitted by law. Reporting means:-

- filming, photographing or making an audio recording of the proceedings of the meeting;
- using any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; or
- reporting or providing commentary on proceedings at a meeting, orally or in writing, so that the report or commentary is available as the meeting takes place or later if the person is not present.

Anyone present at a meeting as it takes place, is not permitted to carry out an oral commentary or report and must remain seated throughout the meeting. This is to prevent the business of the meeting being disrupted.

Anyone attending a meeting is asked to advise the Head of Democratic Services that they wish to report on the meeting and how they wish to do so. This is to enable Democratic Services staff to guide anyone choosing to report on proceedings to an appropriate place from which to be able to report effectively.

Any person present to film the proceedings of a meeting must respect the wishes of members of the public who do not wish to have their image recorded.

For meetings held at the Civic Centre, members of the public are welcome to use the Council's public Wi-Fi facilities. Occasionally, meetings take place in venues not run by the Council and in such circumstances members of the public are advised to check with the venue whether Wi-Fi is available.

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Minutes

Cabinet

Thursday, 19 May 2016

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



Published on: 20 May 2016

Decisions come into effect: from Friday 27 May 2016

Cabinet Members Present:

Ray Puddifoot MBE (Chairman)
Douglas Mills
Keith Burrows
Philip Corthorne
Richard Lewis

Members also Present:

Susan O'Brien
John Oswell
Wayne Bridges
Henry Higgins
Michael White
Ian Edwards
Mo Khursheed
Beulah East
Neil Fyfe

1. APOLOGIES FOR ABSENCE

Councillors Jonathan Bianco and David Simmonds CBE sent their apologies. Councillor Richard Lewis attended as the new Cabinet Member for Central Services, Culture and Heritage.

2. DECLARATIONS OF INTEREST IN MATTERS BEFORE THIS MEETING

No interests were declared.

3. TO APPROVE THE MINUTES OF THE LAST CABINET MEETING

The minutes and decisions of the Cabinet meeting held on 21 April 2016 were agreed as a correct record.

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

Items, as set out on the agenda listed in public and private, were confirmed.

5. OLDER PEOPLE'S PLAN UPDATE

RESOLVED

That Cabinet notes the successes to date and continued progress to deliver the Older People's Action Plan during 2015-16 to improve the quality of life, health and wellbeing of older people in Hillingdon.

Reasons for decision

Cabinet received a progress update on the Older People's Plan, noting the commitment by the Council and its partners to services designed to improve the wellbeing of Older People in Hillingdon.

Alternative options considered and rejected

None.

Officer to action:

Vicky Trott, Administration Directorate

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

6. CARERS STRATEGY PROGRESS UPDATE

RESOLVED:

That Cabinet notes the progress update against the objectives in the Carers Strategy Delivery Plan 2015-16

Reasons for decision

Cabinet received an update on the implementation of the Carers Strategy 2015-18, which was critical in implementing the requirements of the Care Act 2014 and demonstrated what the Council and its partners were doing to support carers in Hillingdon.

Alternative options considered and rejected

None.

Officer to action:

John Higgins, Social Care

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

7. TEMPORARY ACCOMMODATION AND PRIVATE RENTED SECTOR OFFER PLACEMENT POLICY

RESOLVED:

That Cabinet approve the Temporary Accommodation and Private Rented Sector Offer (PRSO) Placement Policy.

Reasons for decision

Cabinet noted that the Council had a duty to secure accommodation for some unintentionally homeless households and recognised in some instances the need to provide accommodation outside the Borough where officers have undertaken a careful analysis of a household's needs in such circumstances and sought to safeguard and promote the welfare of any children affected.

Following a review by officers about the need for the Council to consider some out-of-borough placements where properly evidenced, along with a comprehensive equalities impact assessment undertaken, Cabinet considered all relevant information and agreed a new policy to ensure homeless households or those threatened with homelessness were assisted to access affordable, suitable alternative accommodation in a timely way.

Alternative options considered and rejected

Cabinet could have decided not to have a policy in place, but this was discounted in order to provide a clear and transparent framework for supporting such households.

Officer to action:

Daniel Kennedy, Residents Services

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

8. SCHOOL CAPITAL PROGRAMME UPDATE

RESOLVED:

That Cabinet note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.

Reasons for decision

Cabinet noted progress on London's largest school building programme to ensure that every child in the London Borough of Hillingdon would have a quality place at a local school.

Alternative options considered and rejected

None.

Officer to action:

Bobby Finch, Residents Services

Classification: Public

The report and any background papers relating to this decision by the Cabinet are available to view on the Council's website or by visiting the Civic Centre, Uxbridge.

9. 0-19 HEALTHY CHILD PATHWAY & SPEECH AND LANGUAGE THERAPY - CONTRACT EXTENSIONS

RESOLVED:

That the Cabinet approve the continuation of current arrangements for a further year, until 31 March 2017, for the:

- 1. 0-5 year old, Healthy Child Programme - Health Visiting service;**
- 2. 5-19 year old, Healthy Child Programme - School Nursing service;**
- 3. Delivery of speech and language therapy services for Hillingdon children and young people with Education, Health and Care (EHC) plans or Statements of Special Educational Needs (SEN).**

Noting that all are mandated services and are delivered by Central and North West London (CNWL) NHS Foundation Trust.

Reasons for decision

Cabinet agreed the continuation of Health Visiting, School Nursing and speech and language therapy services whilst the 0-19 Healthy Child pathway and subsequent specifications are developed for new services to commence on 1 April 2017.

Alternative options considered and rejected

Other options were considered around commissioning such services, but were discounted as the approach to review via the Council's BID process was preferred.

Officers to action:

Thomas Murphy, Assistant Director - Early Intervention and Prevention Services

Jackie Wright, Head of Disability Services

Darren Thorpe, Senior Category Manager - Children's Services and All Age Disabilities

Steve Powell, Category Manager- Public Health

Clare Harris, Category Manager - All Age Disabilities

Classification: Private

Whilst the Cabinet's decisions above are always made public, the officer report relating to this matter is not because it was considered in the private part of the meeting and 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).

10. INTEGRATED ADVOCACY SERVICE - CONTRACT AWARD

RESOLVED:

That Cabinet agrees to enter into a contract with POhWER for the period from the 1st October 2016 until the 30th September 2019, with an option to extend for up to a further three years.

Reasons for decision

Cabinet agreed a contract to ensure vulnerable people in Hillingdon could receive statutory advocacy services that safeguard them under various Acts to make informed decisions about their care and treatment.

Alternative options considered and rejected

None.

Officers to action:

Tony Zaman, Social Care
Perry Scott, Residents Services / Finance Directorate
Ella Trafankowska, Finance Directorate

Classification: Private

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11. BEST INTEREST ASSESSMENT SERVICE - CONTRACT AWARD

RESOLVED:

That Cabinet approves the award of a contract to Mental Health First to provide a Best Interest Assessment service for Hillingdon residents for a 2 year period from 1st July 2016 at an estimated cost of £1,598k to £2,640k, with the option to extend the contract for a further 2 years at a total estimated value of £3,196k to £5,280k.

Reasons for decision

In awarding the contract, the Council enabled Best Interest Assessments to be completed within required statutory time frames, which is a statutory requirement under the Mental Capacity Act Deprivation of Liberty safeguards.

Alternative options considered and rejected

Cabinet could have decided to provide the service in-house or on an individual basis, but discounted this as there were not sufficiently qualified personnel available.

Officers to action:

John Higgins, Social Care
Paul Whaymand, Finance
Steve Powell, Finance

Classification: Private

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under paragraph 3 of Part 1 of Schedule 12A to the Local Government (Access to Information) Act 1985 as amended.

12. ENVIRONMENTAL ENFORCEMENT SERVICE - CONTRACT AWARD

RESOLVED:

That Cabinet approves the award of the Environmental Enforcement Service contract to APCOA Parking (UK) Ltd, for a period of two years from 1st August 2016, with the option to extend for a further one year subject to satisfactory performance.

Reasons for decision

Following a competitive procurement process, Cabinet awarded a contract that was the most economically advantageous to the Council to provide an environmental enforcement service, which has been well received by residents to target a range of environmental and anti-social behaviour issues in the Borough.

Alternative options considered and rejected

Cabinet could have decided to terminate the scheme.

Officers to action:

Nigel Dicker, Residents Services

Allison Mayo, Finance

Bill Hickson, Residents Services.

Classification: Private

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13. DECISION TAKEN UNDER DELEGATED POWERS TO THE LEADER OF THE COUNCIL ON 17 MAY 2016 (NOTING ONLY)

RESOLVED:

That Cabinet note the decision taken by the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling on 17 May 2016 to:

- 1. Agree that the Council implements an Unattended CCTV enforcement system in the Borough to undertake enforcement outside schools to improve safety and in bus only areas to reduce congestion in public transport areas and;**
- 2. Approve the award of the contract to install and maintain the Unattended CCTV enforcement system in the Borough to APCOA Parking (UK) Ltd.**

Reason for decision

Under new delegated authority approved by the Council AGM on 12 May 2016, the Leader of the Council, in conjunction with the Cabinet Member for Planning, Transportation and Recycling made a decision to progress a new initiative primarily to enforce cars that contravene the 124 school keep clear restriction yellow zig zag lines that are currently in place across the Borough, to improve road safety primarily for children. Following competitive tender, a contract was agreed which represented the most economically advantageous approach for the public purse.

Alternative options considered and rejected

The Leader of the Council and Cabinet Member could have decided to defer or postpone the award of the contract or award the contract to a different company, which was discounted as it would not offer best value.

Officers to action:

Nigel Dicker, Residents Services

Allison Mayo, Finance

Bill Hickson, Residents Services.

Classification: Private

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Special Urgency

The decision was taken under special urgency procedures to assist in the mobilisation and installation period necessary for a go-live date later in the year.

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

No additional items were considered by the Cabinet.

The meeting closed at 7.19pm.

*** IMPLEMENTATION OF CABINET'S DECISIONS**

Meeting after Cabinet, the Executive Scrutiny Committee did not call-in any of the Cabinet's decisions. These can therefore be implemented from 5pm, Friday 27th May 2016 upon the expiry of the scrutiny call-in period, unless notified otherwise.

Note: the decision on Item 13 - Unattended CCTV - took effect on 17 May.

The officers to implement the decisions are indicated in the minutes.

The public part of this Cabinet meeting was filmed live on the Council's YouTube Channel to increase transparency in decision-making. These minutes remain the official definitive record of proceedings.

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UXBRIDGE HIGH STREET PEDESTRIAN ZONE: ENFORCEMENT OF PARKING AND MOVING TRAFFIC CONTRAVENTIONS

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Chris Mansfield - Residents Services
Papers with report	Appendix A- Site Plan

1. HEADLINE INFORMATION

Summary	<p>The report seeks Cabinet approval to a series of measures which will improve residents and visitor experience of Uxbridge High Street and at the same time address persistent vehicular transgressions of the pedestrianised area of Uxbridge High Street.</p> <p>The report also seeks to put a process in place to address any future Moving Traffic Contraventions by CCTV, via delegated authority on a case by case basis.</p>
Putting our Residents First	<p>This report supports the following Council objectives of <i>Our Built Environment; Our People</i>.</p> <p>The initiative compliments the Council's approach to supporting its town centres and securing economic prosperity via its Economic Development Strategy. The initiative also supports the Uxbridge Road Growth and the Uxbridge change of Heart strategies.</p>
Financial Cost	<p>The project will cost in the region of £25,000 - the cost being incurred in terms of the new barriers and signage required. This cost will be met from the Council's 2016/17 allocation of LIP funding (Local Implementation Plan) from Transport for London.</p>
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	Uxbridge North and boundary of Uxbridge South

2. RECOMMENDATION

That Cabinet:

Uxbridge High Street

- 1 Approves the installation of 'movable' barriers at both ends of the pedestrian zone in the High Street Uxbridge to enforce correct delivery and unloading times;**
- 2 Agrees the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Cabinet Member for Planning, Transportation and Recycling, approve the design of the barriers;**
- 3 Approves the enforcement of Moving Traffic Contraventions by CCTV in the area covering the pedestrianised zone of Uxbridge High Street to prohibit vehicles using the route as a cut through between Windsor Street and Vine Street;**
- 4 Delegates any other further decisions such as the enforcement of appropriate waiting and loading restrictions required to the Deputy Chief Executive and Corporate Director of Residents Services, in conjunction with the Cabinet Member for Planning, Transportation & Recycling;**

Other Schemes

- 5 Grant full delegated authority to the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling, in conjunction with the Deputy Chief Executive and Corporate Director Residents Services, to determine the use of Moving Traffic Contraventions in the Borough on a case by case basis.**
- 6 Subject to the Leader of the Council's formal consent, add this as a permanent delegation within the Council's Constitution - Cabinet Scheme of Delegations.**

Reasons for recommendation

Traffic violations of the pedestrianised area of the High Street are a potential road safety risk and the recommendations seek to deliver an effective and safe pedestrian environment. The report additionally provides a process for dealing with future road traffic via an approved democratic process.

Alternative options considered / risk management

Cabinet could choose to take no action, however it is unlikely that the current vehicular transgressions into the pedestrian zone will cease without the above recommendations being agreed.

Cabinet could chose to implement one or a number of the above recommendations, however the traffic transgressions take a number of forms and it will require the package of measures recommended in the report to resolve the current situation.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

The context

Creating an attractive, safe and managed environment for our residents to enjoy the High Street increasing dwell time and expenditure is an important facet of the Town Centre and its continuing success. In an increasingly competitive market, a town centre such as Uxbridge must present a compelling offer both in terms of the services and activities available and the quality of the environment.

Uxbridge Town Centre is generally seen as successful but as with all town centres it is important to make improvements where appropriate. This could be either in terms of the retail offer and or the visitor experience.

Via the Uxbridge Change of Heart initiative, the Council is already seeking to improve the Town's public realm and with funding secured from the Mayor for London and a matched contribution a £2m upgrade of the towns public realm will be implemented in 2017.

In addition to the management of the public realm, the Council is committed to the safety of pedestrians moving through the town.

There has been a growing number of reports and complaints of inappropriate vehicle activity in the pedestrianised zone of Uxbridge High Street.

These complaints focus on:

- 1 Delivery vehicles making deliveries outside of the times permitted, which are 5pm and 10.30am (9.30am at weekends);
- 2 Vehicles using the route as a cut through from the station through from Windsor Street to Vine Street;
- 3 Owners/customers of premises within the pedestrian zone parking within the zone on a regular basis.

Whilst there have been no reports of injuries or incidents to date resulting from these traffic violations, it is certainly making the area more difficult for pedestrians to negotiate. Intu who own and manage the Chimes shopping centre, share the Council's concerns that the current misuse of the pedestrian zone is a hazard to pedestrians. Uxbridge Forward the town centre partnership has also raised concerns over a recent escalation of the problems in the area.

Furthermore Intu regard the pedestrian area as one of town's key assets; and see the inappropriate parking detracting from what is a high quality space with a great mix of shops, cafes and community facilities in tree lined setting.

The forthcoming Uxbridge Business Improvement District (BID) is likely to make the promotion of Uxbridge as destination for shoppers and businesses a key priority. Uxbridge's cafe culture, combined retail / leisure offer will undoubtedly be one of the key elements in any promotional campaign. The current misuse of the pedestrian zone will need to be addressed if the image the Council wants to maximise is the potential of Uxbridge as a safe retail / leisure destination.

Solutions

The current misuse of the pedestrian zone is unacceptable but there are a number of different challenges in ensuring that the area remains a pedestrian zone apart from the times when delivery vehicles are legitimately entitled to enter to make deliveries to shops and premises within the zone.

To reinforce that this part of the Town Centre is for pedestrians it is proposed to erect 'moveable' barriers at both ends of the pedestrian zone. The barriers will be manually opened and closed at the appropriate times by the Council's parking services contractor ACPOA. Barriers are considered necessary at both ends of the pedestrian area, as despite the current no entry signage at the Vine Street end, vehicles have been observed entering the pedestrian area from this end of the High Street.

The barriers will be commissioned with the intention that they will be in keeping with and complimentary to the surrounding environment, particularly at the St Margaret's end of the pedestrian zone which abuts the heritage conservation area of the town centre. It is recommended that the final detailed design will be delegated to the Cabinet Member for Planning, Transportation and Recycling and the Deputy Chief Executive and Corporate Director Residents Services for approval.

The barriers will be opened as per the current arrangement 5pm - 10.30am (9.30am on weekends) and at other times will be closed.

Costings

The cost of designing, producing and installing the barriers; the associated signage and costs incurred in advertising the statutory notices required can be met from the Council's 2016/17 allocation of LIP funding (Local Implementation Plan) from Transport for London. The exact cost will be determined by the design of the barriers and the complexity of installation but it is anticipated that the total cost will not exceed £25,000.

The introduction of barriers will stop the current misuse of the pedestrian area by delivery vehicles. There is however a need to enforce illegal parking within the pedestrian area. There is potential for vehicles to be parked within the pedestrian zone during the times the barriers are locked, their owners knowing that the barriers will be unlocked after 5pm. Additionally there might be an assumption that once the barriers are opened at 5pm that parking within the pedestrian area is permitted. Whilst the risk of these two transgressions is low, it is recommended that the Council adopts the necessary legislation to enable enforcement of illegal parking within the pedestrian zone.

Enforcement of Moving Traffic contraventions

One of the other challenges is to restrict vehicles using the pedestrian zone as a cut through from Windsor Street to Vine Street. Despite the current signage showing that the area is not accessible to motor vehicles apart from deliveries, there is regular misuse of the zone by a number of drivers.

The installation of barriers will prevent the use of the pedestrian zone as a cut through between 10.30am and 5pm, outside of these times there will be no physical restriction. It is

recommended to re-introduce the enforcement of moving traffic contraventions by CCTV once the barriers and the new regulations are in place.

The Council previously adopted powers to enforce Moving Traffic contraventions in March 2006 but suspended the use of CCTV as a means of enforcement throughout the borough in January 2008 as Members had concerns over the use of CCTV. Since this time it has not been considered necessary to reintroduce comprehensive use of CCTV as a means of enforcement throughout the Borough. However, recent issues including those in Uxbridge High Street have highlighted that the use of CCTV in certain circumstances would be effective.

The re-adoption of the Moving Traffic Contravention authority will enable the Council to manage and enforce where necessary persistent infringement of the current legislation. The Power to undertake CCTV enforcement is contained in the London Local Authorities and Transport London Act 2003.

Future cases

Unfortunately Uxbridge High Street is unlikely to be the last time where the reintroduction of CCTV to enforce traffic contraventions needs to be considered. It is therefore recommended that to expedite any future situations potentially requiring enforcement of moving traffic contraventions by means of CCTV that delegated authority be granted to the Leader of the Council and Cabinet Member for Planning, Transportation and Recycling and Deputy Chief Executive Corporate Director Residents Services to determine the appropriate response on a case by case basis. This would be by way of a formal democratic cabinet member decision to ensure transparency and public record of such decisions. To ensure permanency of the delegation, it is proposed this be added to the Council's Constitution, subject to the Leader of the Council's consent.

Financial Implications

As already noted within the report, the exact cost will be determined by the design of the barriers and the complexity of the installation.

The total cost is not expected to exceed £25,000 and will be met in full by LIP funding from TfL.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

An attractive safe and well managed town centre environment is crucial to its success. The package of measures proposed in this report will serve to ensure that the pedestrian area of Uxbridge Town Centre is a safe and secure area for residents and visitors to use.

Consultation Carried Out or Required

Officers have already informally discussed the current challenges facing the pedestrian area and the proposed responses outlined in this report with the management of the Intu shopping centre. Intu have acknowledged the issue and are supportive of the proposals to reduce the misuse of the area. The Uxbridge Town Centre partnership, Uxbridge Forward has also informally endorsed the proposals.

Prior to the barriers being installed and the new parking regulations being introduced each shop and commercial premises within the area will receive a personal visit and have the operation

and implications of the scheme explained. Uxbridge Forward has kindly offered to assist the Council in this task and INTU will be talking to their tenants who front onto the pedestrian area of the High street on the scheme. Arrangements will also be made to consult with residents and High Street users.

Consultation with emergency services will be undertaken to ensure effective access to the High Street is provided.

Once the Cabinet has approved the proposals in the report, officers will implement the legislation under the Road Traffic Regulation Act 1984 to deliver the barriers. The Traffic Management orders process requires a period of consultation of not less than 21 days. This process will enable any objectors to the proposals to be considered. The Metropolitan Police, the London Fire Brigade and the Ambulance Service will all be consulted as part of the process as will the Licensed Taxi Drivers Association.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and confirms the budgetary position above, noting that the recommended implementation of barriers at either end of Uxbridge High Street will be funded from the Transport for London Local Improvement Plan grant. Any on-going costs associated with the subsequent CCTV enforcement of moving traffic contraventions on Uxbridge High Street will be managed within the Council's Parking Revenue Account.

Legal

The Council's powers to make a Traffic Management Order ('TMO') are set out in Part 1 of the Road Traffic Regulation Act 1984, which confirms that the Council may make a TMO for controlling or regulating vehicular and other traffic (including pedestrians), in particular the erection or placing of any works or objects likely to hinder the free circulation of traffic in any street or likely to cause danger to passengers or vehicles. This would also incorporate the use of barriers or bollards to control entry to the Uxbridge High Street. The Traffic Signs Regulations and General Directions 2002 govern road traffic signs and road markings and there are no special circumstances drawn to our attention that would prevent the scheme proceeding provided that the appropriate statutory procedures are followed. The Council are required to abide by the consultation and order making statutory procedures, which are set out in the Local Authorities' Traffic Orders (Procedures) (England and Wales) Regulations 1996 (SI 1996/2489).

This Cabinet Report suggests that there is an existing TMO, which may negate the need for a new TMO and officers should instruct Legal Services as to whether a new TMO is required however for the purposes of this Cabinet Report Members are not prohibited from making the recommendations in this Cabinet Report.

The Cabinet Report further recommends that Members grant authority to enable the enforcement of the TMO. There are various ways in which enforcement can be carried out and officers should instruct Legal Services as to the most appropriate method however for the purposes of this Cabinet Report Members are not prohibited from making the recommendations in this Cabinet Report.

Corporate Property and Construction

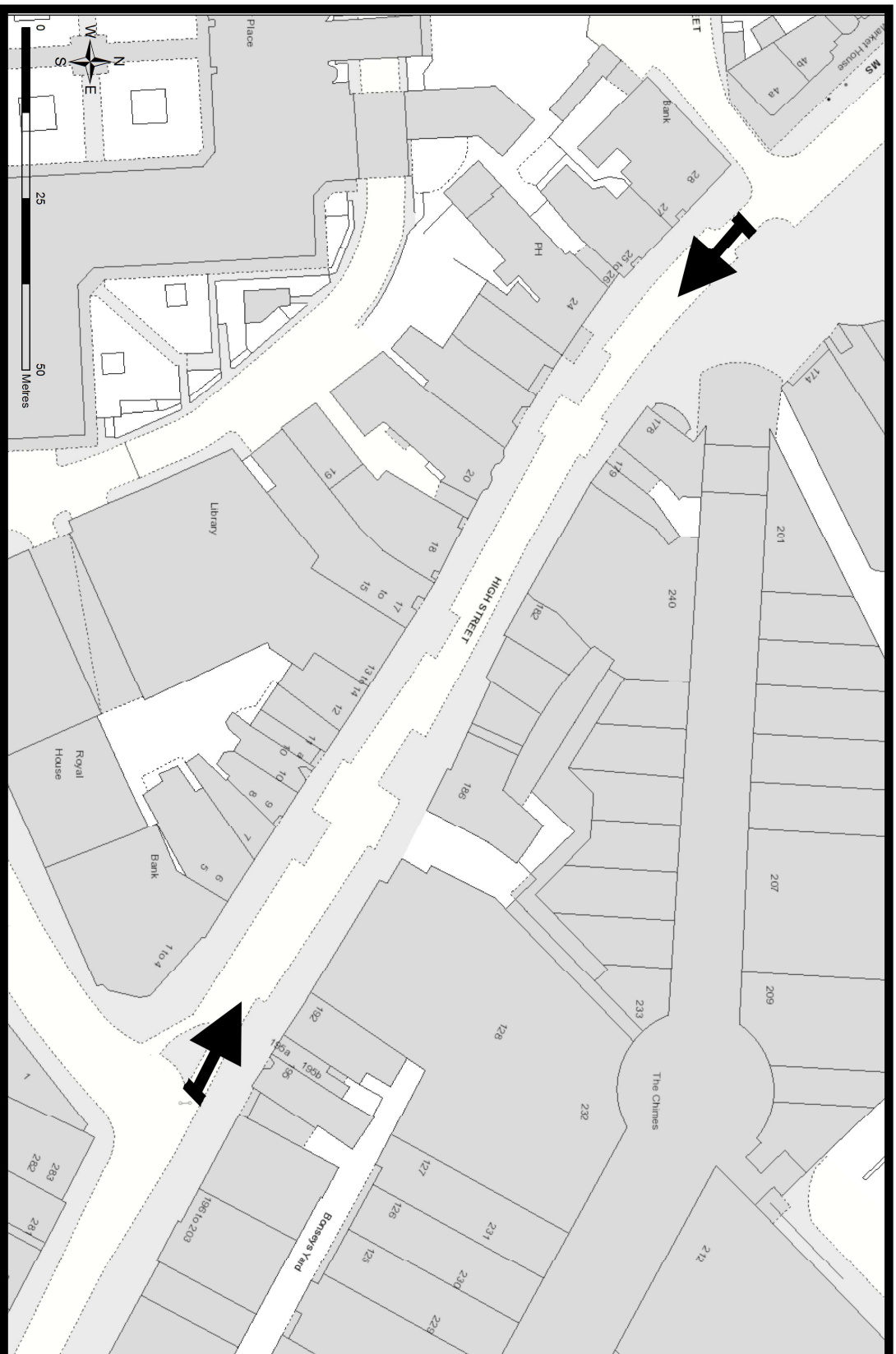
As the proposed works are on adopted highway land there are no property implications arising from the recommendations in this report.

6. BACKGROUND PAPERS

NIL

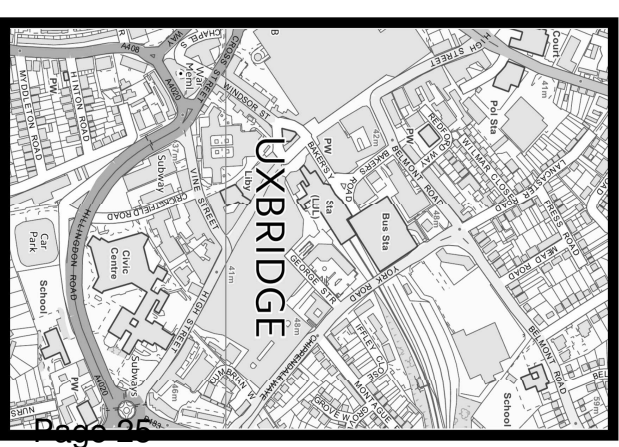
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Appendix A



Plan showing the relevant section of High Street, Uxbridge

 Section of High Street, Uxbridge
to be gated



Area plan

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BETTER CARE FUND SECTION 75 AGREEMENT

Cabinet Members	Councillor Ray Puddifoot MBE Councillor Philip Corthorne
Cabinet Portfolios	Leader of the Council Social Services, Housing, Health and Wellbeing
Officer Contact	Gary Collier, Social Care Directorate
Papers with report	Draft Better Care Fund Section 75 Agreement.

HEADLINE INFORMATION

Summary	<p>The Better Care Fund (BCF) is a mandatory process through which existing Council and Hillingdon Clinical Commissioning Group (HCCG) budgets will be pooled and then reallocated on the basis of an approved plan intended to achieve closer integration of health and social care activities. This is intended to lead to improved outcomes for residents.</p> <p>The main focus of Hillingdon 2016/17 BCF Plan is supporting the independence of the 65 and over population. The plan also considers the needs of broader population groups where it is logical to do so, e.g. Carers of all ages and all age groups in supported living schemes across the Borough. The result of the assurance process is expected by the date of the Cabinet meeting but the next phase is to establish a formal agreement between the Council and HCCG under Section 75 of the National Health Service Act, 2006. This is in order to give legal effect to the financial arrangements within the plan.</p> <p>This report highlights the key terms and conditions of the proposed agreement and seeks Cabinet approval to enter into it with HCCG for a period of one year.</p>
Putting our Residents First	<p>This report supports the following Council objectives of: <i>Our People; Financial Management.</i></p> <p>The recommendations will also contribute to the delivery of the 'Health and independence' priority within the Hillingdon's Sustainable Community Strategy and the Health and Wellbeing Strategy.</p>
Financial Cost	The pooled funds within the Section 75 total £22,531k in 2016/17.
Relevant Policy Overview Committee	Social Services, Housing and Public Health
Ward(s) affected	All

RECOMMENDATION

That Cabinet agrees to:

- 1) Enter into a pooled budget arrangement for the Better Care Fund with Hillingdon Clinical Commissioning Group (known as NHS Hillingdon) at a value of £22,531k for the period 1st April 2016 to 31st March 2017 and;**
- 2) Delegate authority to the Leader of the Council and the Cabinet Member for Social Services, Housing, Health and Wellbeing, in consultation with the Corporate Director of Finance and the Corporate Director of Social Care, to amend the Better Care Fund section 75 agreement to include risk share arrangements for a specialist care at home service for people at end of life.**

Reasons for recommendation

1. *Section 75 agreement* - Using powers under the 2006 National Health Service Act, NHSE makes the release of the £16,558k element of Hillingdon's Better Care Fund that is under its control conditional on a pooled budget being established between the Council and Hillingdon Clinical Commissioning Group (HCCG) under a section 75 (s.75) agreement.

2. *Care at home service for people at end of life* - A better experience of care for people at end of life will be delivered as a direct result of the pooled budget arrangements, which will ensure that a specialist service is available to address need irrespective of whether funding responsibility sits with the Council or the NHS. This will also help to alleviate avoidable stress for Carers and other family members at a very sensitive time. A separate report seeking approval to appoint a specialist provider and amend the s.75 agreement will be submitted in the autumn.

3. The recommendation enables consultation with end of life care professionals and other stakeholders about the proposed end of life care service to be concluded to ensure that the most effective service is commissioned. This will also link into the outcome of external funding bid which, if successful, could see an injection of an additional £1.5m over three years to support the development of more integrated end of life care for Hillingdon residents. The result of the bid is expected this summer.

Alternative options considered /risk management

4. *BCF s.75 approval*: Cabinet could decide not to enter the agreement with HCCG for 2016/17 but this is not recommended as it would mean that the Council would not receive £5,937k additional funding. This decision would not affect the £3,457k Disabled Facilities Grant that is paid directly to the Council by the Department of Health and is not under NHSE jurisdiction.

5. *Care at home service for people at end of life*: Cabinet could decide not to approve any changes to the BCF S.75 in-year. This is not recommended as it could delay the delivery of demonstrable service improvements to residents.

Policy Overview Committee comments

6. Both External Services Scrutiny Committee and Social Services, Housing and Public Health Overview and Scrutiny Committee were consulted on the contents of the proposed plan and were supportive of the content. A suggestion by External Services Scrutiny Committee that access to the Disabled Facilities Grants be looked at to see if there are ways in which this resource can be made more effective in supporting disabled residents in their own homes will be explored by officers and proposals developed for Member consideration.

INFORMATION

Background

7. The Better Care Fund (BCF) is a national initiative intended to deliver integration between health and social care in order to improve outcomes for residents. It is the mechanism that is being used by Government to implement the new integration duty under the 2014 Care Act and the 2016/17 plan is the second year and builds on the achievements of the first year in 2015/16. All upper tier local authorities and CCGs will be required to have agreed a three year BCF plan to achieve '*full integration*' between health and social care by 2020. Statutory guidance on the government's definition of this term is awaited.

8. The minimum amount required to be included within the BCF pooled budget for 2016/17 is £20m and both the Council and the CCG have agreed to an incremental increase in the level of ambition and a resultant increase of £2.5m above the minimum required to **£22,531k**.

9. The 2016/17 plan was approved in principle at the Health and Wellbeing Board meeting on the 12th April and the final plan was agreed by the Chairman of the Health and Wellbeing Board and the Chairman of HCCG's Governing Body on the 9th January 2015 under delegated powers. This followed some minor amendments being made as a result of feedback from the Regional Assurance Team. The feedback did not have any impact on the decision made by the HWB.

Hillingdon's BCF Plan Summarised

10. The 2016/17 plan approved by the April HWB includes some logical extensions of activity undertaken in 2015/16 whilst simultaneously maintaining the cautious and incremental approach to integrated working and the pooling of budgets that minimises the risk to both the Council and HCCG. With the focus of the plan continuing to be on the 65 and over population the main differences between the 2015/16 and 2016/17 plans include:

- Extending existing schemes where benefits could be achieved for other client groups, e.g. development and management of the supported living market that will include all adults and extending the scheme on supporting Carers to all unpaid Carers;
- Adding funds to the pooled budget where this will have demonstrable benefits for residents/patients, e.g. care at home service for people at end of life;
- Extending scope of the plan to include new types of activities, e.g. dementia;
- Accelerating benefits through a greater ambition to integrate services across health and social care, building on progress made in 15/16, e.g. intermediate care; and
- Correcting anomalies from the 2015/16 plan, e.g. bringing the Council's budget for the community equipment contract into the pooled budget with that of the CCG so that the whole budget is under the same governance structure.

11. The plan comprises of 8 schemes and these are summarised in Table 1 below:

Table 1: Better Care Fund Schemes Summary	
Scheme	Scheme Aim
<i>Scheme 1:</i> Early identification of people susceptible to falls, dementia and/or social isolation.	<ul style="list-style-type: none"> • Reduce the movement of residents from lower tiers of risk into higher tiers through education, training and early proactive intervention.
<i>Scheme 2:</i> Better care for people at the end of their life.	<ul style="list-style-type: none"> • To realign and better integrate the services provided to people towards the end of their life. • To develop the ethos of ‘a good death’ for people and for their family and carers within the provision of adult services, particularly those for older people.
<i>Scheme 3:</i> Rapid response and integrated intermediate care.	<ul style="list-style-type: none"> • Prevention of admission and readmission to hospital care following an event or escalation in health need; and • Enabling recovery through intermediate care interventions with the aim of maximising the person’s independence, ability to self-care and remain in their usual place of residence for as long as possible.
<i>Scheme 4:</i> Seven day working.	<ul style="list-style-type: none"> • To improve quality and patient safety by reducing inconsistent care provision by: <ol style="list-style-type: none"> a) Enabling discharge from hospital seven days a week; b) Enabling access to community support seven days a week thereby preventing unnecessary emergency dept attendance and hospital admission and reducing length of stay for people admitted to hospital for either planned or unplanned procedures; and c) Reducing the uneven rate of hospital discharge across the week.

<p><i>Scheme 5: Integrated community services.</i></p>	<ul style="list-style-type: none"> • To ensure that community based care and support works as effectively and as efficiently as possible; • Is aligned across primary care and community services to deliver anticipatory care in community settings that achieves the best outcomes for patients/residents; and • Delivers value for money.
<p><i>Scheme 6: Care home and supported living market management.</i></p>	<p>Through market reshaping secure:</p> <ol style="list-style-type: none"> a. A vibrant, quality care home market that meets current and future local need; and b. An appropriate mix of supported living provision that provides people with a realistic alternative to care home admission.
<p><i>Scheme 7: Supporting Carers.</i></p>	<p>Carers are able to say:</p> <ul style="list-style-type: none"> • "I am physically and mentally well and treated with dignity" • "I am not forced into financial hardship by my caring role" • "I enjoy a life outside of caring" • "I am recognised, supported and listened to as an experienced carer"
<p><i>Scheme 8: Living well with dementia.</i></p>	<ul style="list-style-type: none"> • People with dementia and their family carers are enabled to live well with dementia.

Section 75 Agreement: Key Features

12. The key features of the draft Agreement are as follows:

- *Agreement duration:* In compliance with Government requirements, the proposed agreement is one year covering the 2016/17 financial year. As stated in paragraph 7, the Council and HCCG will be required to agree a three year BCF plan to April 2020 by 31st March 2017;
- *Hosting:* It is proposed that the practice in 2015/16 of the Council hosting the pooled budget be replicated in 2016/17. This will once again be the equivalent of a joint bank account for 2016/17 and means that no existing contracts will transfer to the Council from HCCG and that therefore all provider payment arrangements will remain as during 2015/16;
- *Risk share:* The Council and CCG agreed that for the 2015/16 BCF plan both organisations would manage their own risks. It is proposed that a similar approach is taken during 2016/17 except for two specific service areas and these are:

Community equipment - It is proposed that the risks associated with under or over-performance would be shared proportionate to the financial contribution of each organisation. The Council will continue as lead commissioner for this service;

Care at home for people at end of life - It is proposed that the risks associated with under or over-performance should be shared proportionate to the financial contribution of each organisation. The detail of this service will be included in a separate report for the consideration of the Leader of the Council and the Cabinet Member for Social Services, Housing, Health and Wellbeing, subject to Cabinet approving the recommendations in this report.

- *Dispute resolution*: Any disputes will be referred to the Chairman of the Health and Wellbeing Board and the Chairman of the HCCG Governing Body and will be final and binding.
- *Governance*: The delivery of the 2015/16 plan was overseen by the Core Officer Group comprising of the Council's Chief Finance Officer, the CCG's Deputy Chief Finance Officer, the Corporate Director of Adults and Children and Young People's Services (a statutory member of the HWB), the CCG's Chief Operating Officer and the Council's Head of Policy and Partnerships. This worked well in 2015/16 and this is reflected in the 2016/17 Agreement.

13. It was agreed by the HWB and HCCG Governing Body that the Council and CCG develop a risk share agreement in Q1 2016/17 that will then operate in shadow form for the remainder of 2016/17. The experience of the shadow period will help to inform the shape of any risk share arrangements to be included within the 2017/18 to 2019/20 plan.

Implementation and Performance Monitoring

14. Performance updates on the delivery of the BCF plan will be a standing item on the agenda of the Health and Wellbeing Board during 2016/17.

Financial Implications

15. The sources and allocation of funding is set out in table 2 below:

Table 2: Funding Summary 2016/17	
(£,000)	
Source of Funds:	
Hillingdon CCG BCF Grant	£16,558k
LB Hillingdon DFG Grant	£3,457k
Hillingdon CCG Voluntary Contribution	£1,344k
LB Hillingdon Voluntary Contribution	£1,172k
Total	£22,531k
Allocation of Funds:	
Hillingdon CCG	£11,965k
LB Hillingdon	£10,566k
Total	£22,531k

16. LB Hillingdon will host the Pooled Budget and will bill Hillingdon CCG for their total contribution to the Pool (£17,902k) and offset this by their allocation from the Pool (£11,965k) resulting in a net payment of £5,937k to LB Hillingdon.

17. LB Hillingdon's contribution to the Pooled Budget is contained within the overall budget for the Council and includes budgets from Social Care, Residents Services and Administration Directorates.

EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

18. The Council and its partners will be able to proceed with the implementation of the BCF Plan, which should deliver better outcomes for residents through the closer integration of health and social care.

Consultation Carried Out or Required

19. Extensive consultation was undertaken as part of the development of the 2015/16 BCF plan, for which most of the proposals in the 2016/17 are a logical extension. There has been additional consultation with the Metrohealth GP network, Hillingdon Hospital, CNWL (community health and community mental health), the voluntary sector (H4All) and private residential and nursing care home providers through the Older People's Care Home Provider Forum. Residents have been consulted on the proposals through the Disabled Tenants' and Residents' Association and the Older People's Assembly.

20. HCCG has been consulted in the development of the s.75 agreement and HCCG's Governing Body is due to consider a recommendation to enter into the agreement with the Council at its meeting on the 1st July 2016.

CORPORATE IMPLICATIONS

Corporate Finance

21. Corporate Finance has reviewed this report and the financial implications above, noting that Better Care Fund monies support the Council's own resources in delivering Adult Social Care services. In line with the 2015/16 agreement, the Council and CCG will retain responsibility for risks in their own areas of responsibility, financial performance on the Council's element will be reported as part of the corporate budget monitoring report to Cabinet on a monthly basis throughout 2016/17.

Legal

22. The Borough Solicitor confirms that the proposed agreement between the Council and the CCG complies with the requirements of Section 75 of the National Health Service Act 2006 and the NHS Bodies 2nd Local Authorities Partnership Regulations 2000 (as amended). There are no Legal impediments to prevent the agreement being concluded.

BACKGROUND PAPERS

2016/17 Better Care Fund Plan and supporting documents

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Dated: _____ **day of June 2016**



Hillingdon London Borough Council

and

NHS Hillingdon

2016/17


Hillingdon
Clinical Commissioning Group

**FRAMEWORK PARTNERSHIP AGREEMENT RELATING TO
THE COMMISSIONING OF HEALTH AND SOCIAL CARE
SERVICES UNDER THE BETTER CARE FUND UNDER
SECTION 75 NATIONAL HEALTH SERVICE ACT, 2006**

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Acknowledgement: This agreement is based on a template developed by Bevan Brittan LLP
Fleet Place House | 2 Fleet Place | Holborn Viaduct | London EC4M 7RF
T 0870 194 1000 F 0870 194 7800

THIS AGREEMENT is made on day of June 2016

PARTIES

- (1) **Hillingdon London Borough Council** of Civic Centre, High Street, Uxbridge UB8 1UW (the "**Council**")
- (2) **NHS Hillingdon** (the "**CCG**") of 2nd Floor, Boundary House, Cricketfield Road, Uxbridge, UB8 IQC

BACKGROUND

- (A) The Council is a Local Authority established under the London Government Act 1963 (as amended) and by virtue of Part 1 of the Care Act 2014 the Council is responsible for ensuring access to, commissioning and/or providing social care services on behalf of the population of the London borough of Hillingdon.
- (B) The CCG is established under Chapter A2 of Part 2 of the National Health Service Act 2006 as amended by section 25(1) of the Health and Social Care Act 2012 and is responsible for commissioning services to meet the health needs of persons who are patients of the providers of primary medical services in the London borough of Hillingdon.
- (C) The Better Care Fund has been established by the Government to provide funds to local areas to support the integration of health and social care and to seek to achieve the National Conditions and Local Objectives. It is a requirement of the Better Care Fund that the CCG and the Council establish a pooled fund for this purpose.
- (D) Section 75 of the 2006 Act gives powers to local authorities and clinical commissioning groups to establish and maintain pooled funds out of which payment may be made towards expenditure incurred in the exercise of prescribed local authority functions and prescribed NHS functions.
- (E) The purpose of this Agreement is to set out the terms on which the Partners have agreed to collaborate and to establish a framework through which the Partners can secure the future position of health and social care services. It is also means through which the Partners wish to pool funds and align budgets as agreed between the Partners.
- (F) The aims and benefits of the Partners in entering in to this Agreement are to:
 - a) improve the quality and efficiency of the Services;
 - b) meet the National Conditions and Local Objectives;
 - c) make more effective use of resources through the establishment and maintenance of a pooled fund for revenue and capital expenditure on the Services;
 - d) to provide the Partners with further the experience of developing a much closer working relationship that will engender a trusting and confident relationship between the Partners to create a platform for increased ambition and expectation that will be reflected in a 2017 to 2020 BCF Plan in accordance with National Conditions; and
 - e) The following aims and objectives have been agreed with service users and stakeholders:

- I. We will build on our present initiatives around admissions avoidance and supported discharge;
- II. Hillingdon's residents will experience a shared set of responsibilities exhibited by all the organisations working in health and social care;
- III. Residents will be able to access the services appropriate to their needs on each day of the week;
- IV. Health and care providers will persist with a health and care problem until a solution is found, or another provider has taken on responsibility for finding it;
- V. Our workforce will be better equipped and better skilled to face this challenge: to residents they will appear as a single system with an open culture that celebrates success;
- VI. We will work together to proactively identify the health and care needs of frail older residents and will aim to manage the care needs of younger people who may be susceptible to frailty as they get older;
- VII. We will aim to reduce levels of health inequalities in Hillingdon; and
- VIII. We will be better at predicting future health and care needs – both across the population and for individual residents.

- (G) The Partners have jointly carried out consultations on the proposals for this Agreement with all those persons likely to be affected by the arrangements.
- (H) The Partners are entering into this Agreement in exercise of the powers referred to in Section 75 of the 2006 Act and/or Section 13Z(2) and 14Z(3) of the 2006 Act as applicable, to the extent that exercise of these powers is required for this Agreement.
- (I) The Council and the CCG have approved the terms and conditions of this Agreement.

1 DEFINED TERMS AND INTERPRETATION

- 1.1 In this Agreement, save where the context requires otherwise, the following words, terms and expressions shall have the following meanings:

1998 Act means the Data Protection Act 1998.

2000 Act means the Freedom of Information Act 2000.

2004 Regulations means the Environmental Information Regulations 2004.

2006 Act means the National Health Service Act 2006.

Affected Partner means, in the context of Clause 23, the Partner whose obligations under the Agreement have been affected by the occurrence of a Force Majeure Event

Agreement means this agreement including its Schedules, Annexes and Appendices.

Approved Expenditure means any additional expenditure approved by the Partners in relation to an Individual Service above any Contract Price and Performance Payments.

Authorised Officers means an officer of each Partner appointed to be that Partner's representative for the purpose of this Agreement.

Better Care Fund (BCF) means the Better Care Fund as described in NHS England Publications Gateway Ref. No. **04437**.

Better Care Fund Plan means the plan attached at Schedule 5 setting out the Partners' plan for the use of the Better Care Fund.

CCG Statutory Duties means the duties of the CCG pursuant to Sections 14P to 14Z2 of the 2006 Act.

Change in Law means the coming into effect or repeal (without re-enactment or consolidation) in England of any Law, or any amendment or variation to any Law, or any judgment of a relevant court of law which changes binding precedent in England after the date of this Agreement

Commencement Date means 00:01 hrs on the 1st April 2016.

Confidential Information means information, data and/or material of any nature which any Partner may receive or obtain in connection with the operation of this Agreement and the Services and:

- (a) which comprises Personal Data or Sensitive Personal Data or which relates to any patient or his treatment or medical history;
- (b) the release of which is likely to prejudice the commercial interests of a Partner or the interests of a Service User respectively; or
- (c) which is a trade secret.

Contract Price means any sum payable to a Provider under a Service Contract as consideration for the provision of Services and which, for the avoidance of doubt, does not include any Default Liability or Performance Payment.

Default Liability means any sum which is agreed or determined by Law or in accordance with the terms of a Services Contract) to be payable by any Partner(s) to the Provider as a consequence of (i) breach by any or all of the Partners of an obligation(s) in whole or in part) under the relevant Services Contract or (ii) any act or omission of a third party for which any or all of the Partners are, under the terms of the relevant Services Contract, liable to the Provider.

Financial Contributions means the financial contributions made by each Partner to a Pooled Fund in any Financial Year.

Financial Year means each financial year running from 1 April in any year to 31 March in the following calendar year.

Force Majeure Event means one or more of the following:

- (a) war, civil war (whether declared or undeclared), riot or armed conflict;
- (b) acts of terrorism;
- (c) acts of God;
- (d) fire or flood;
- (e) industrial action;
- (f) prevention from or hindrance in obtaining raw materials, energy or other supplies;
- (g) any form of contamination or virus outbreak; and
- (h) any other event,

in each case where such event is beyond the reasonable control of the Partner claiming relief

Functions means the NHS Functions and the Health Related Functions set out in **Schedule 2**.

Health Related Functions means those of the health related functions of the Council, specified in Regulation 6 of the Regulations as relevant to the commissioning of the Services and which are set out in **Schedule 1**.

Host Partner means the Partner that will host the Pooled Fund.

Health and Wellbeing Board means the Health and Wellbeing Board established by the Council pursuant to Section 194 of the Health and Social Care Act 2012.

Indirect Losses means loss of profits, loss of use, loss of production, increased operating costs, loss of business, loss of business opportunity, loss of reputation or goodwill or any other consequential or indirect loss of any nature, whether arising in tort or on any other basis.

Individual Scheme means one of the schemes agreed by the Partners to be included within this Agreement using the powers under Section 75 as documented in a Scheme Specification.

Integrated Commissioning means arrangements by which both Partners commission Services in relation to an individual Scheme on behalf of each other is exercise of both the NHS and Council Functions through integrated structures.

Joint (Aligned) Commissioning means a mechanism by which the Partners jointly commission a Service. For the avoidance of doubt, a joint (aligned) commissioning arrangement does not involve the delegation of any functions pursuant to Section 75.

Law means:

- (a) any statute or proclamation or any delegated or subordinate legislation;
- (b) any enforceable community right within the meaning of Section 2 (1) European Communities Act 1972;
- (c) any guidance, direction or determination with which the Partner(s) or relevant third party (as applicable) are bound to comply to the extent that the same are published and publicly available or the existence or contents of them have been notified to the Partner(s) or relevant third party (as applicable); and
- (d) any judgment of a relevant court of law which is a binding precedent in England.

Lead Commissioning Arrangements means the arrangements by which one Partner commissions Services in relation to an Individual Scheme on behalf of the other Partner in exercise of both the NHS Functions and the Council Functions.

Lead Commissioner means the Partner responsible for commissioning an Individual Service under a Scheme Description and Specification.

Losses means all damage, loss, liabilities, claims, actions, costs, expenses (including the cost of legal and/or professional services), proceedings, demands and charges whether

arising under statute, contract or at common law but excluding Indirect Losses and "Loss" shall be interpreted accordingly.

Month means a calendar month.

National Conditions mean the national conditions as set out in the NHS England Better Care Fund Planning Guidance as are amended or replaced from time to time.

NHS Functions means those of the NHS functions listed in Regulation 5 of the Regulations as are exercisable by the CCG as are relevant to the commissioning of the Services and which may be further described in **Schedule 1**.

Non Pooled Fund means the budget detailing the financial contributions of the Partners which are not included in a Pooled Fund in respect of a particular Service as set out in the relevant Scheme Specification.

Non-Recurrent Payments means funding provided by a Partner to a Pooled Fund in addition to the Financial Contributions pursuant to arrangements agreed in accordance with Clause 8.4.

Overspend means any expenditure from a Pooled Fund in a Financial Year which exceeds the Financial Contributions for that Financial Year.

Partner means each of the CCG and the Council, and references to "**Partners**" shall be construed accordingly.

Partnership Board means the 'joint committee' established in accordance with paragraph 10 (2) of the Regulations, which will be responsible for the review of performance and oversight of this Agreement as set out in the governance arrangements in **Schedule 3**, where it is described as the 'Core Officer Group'.

Performance Payment Arrangement means any arrangement agreed with a Provider and one or more Partners in relation to the cost of providing Services on such terms as agreed in writing by all Partners.

Performance Payments means any sum over and above the relevant Contract Price which is payable to the Provider in accordance with a Performance Payment Arrangement.

Permitted Budget means in relation to a Service where the Council is the Provider, the budget that the Partners have set in relation to the particular Service.

Permitted Expenditure has the meaning given in Clause 7.3.

Personal Data means Personal Data as defined by the 1998 Act.

Pooled Fund means any pooled fund established and maintained by the Partners as a pooled fund in accordance with the Regulations

Pooled Fund Manager means the Section 151 (Local Government Act, 1972) officer of the Council, who is the Corporate Director of Finance.

Provider means a provider of any Services commissioned under the arrangements set out in this Agreement.

Public Health England means the SoSH trading as Public Health England.

Quarter means each of the following periods in a Financial Year:

- 1 April to 30 June
- 1 July to 30 September
- 1 October to 31 December
- 1 January to 31 March

and "**Quarterly**" shall be interpreted accordingly.

Regulations mean the NHS Bodies and Local Authorities Partnership Arrangements Regulations 2000 No 617 (as amended).

Scheme Description and Specification means the description of an Individual Scheme agreed by the Partners to be commissioned under this Agreement.

Sensitive Personal Data means Sensitive Personal Data as defined in the 1998 Act.

Services means such health and social care services as agreed from time to time by the Partners as commissioned under the arrangements set out in this Agreement and more specifically defined in each Scheme Description and Specification.

Services Contract means an agreement for the provision of Services entered into with a Provider by one or more of the Partners in accordance with the relevant Individual Scheme.

Service Users means those individual for whom the Partners have a responsibility to commission the Services.

SoSH means the Secretary of State for Health.

Term refers to the period of the Agreement as described in clause 2 of this Agreement.

Third Party Costs means all such third party costs (including legal and other professional fees) in respect of each Individual Scheme as a Partner reasonably and properly incurs in the proper performance of its obligations under this Agreement and as agreed by the Partnership Board.

Working Day means 8.00am to 6.00pm on any day except Saturday, Sunday, Christmas Day, Good Friday or a day which is a bank holiday (in England) under the Banking & Financial Dealings Act 1971.

1.2 In this Agreement, all references to any statute or statutory provision shall be deemed to include references to any statute or statutory provision which amends, extends, consolidates or replaces the same and shall include any orders, regulations, codes of practice, instruments or other subordinate legislation made thereunder and any conditions attaching thereto. Where relevant, references to English statutes and statutory provisions shall be construed as references also to equivalent statutes, statutory provisions and rules of law in other jurisdictions.

1.3 Any headings to Clauses, together with the front cover and the index are for convenience only and shall not affect the meaning of this Agreement. Unless the contrary is stated, references to Clauses and Schedules shall mean the clauses and schedules of this Agreement.

- 1.4 Any reference to the Partners shall include their respective statutory successors, employees and agents.
- 1.5 In the event of a conflict, the conditions set out in the Clauses to this Agreement shall take priority over the Schedules.
- 1.6 Where a term of this Agreement provides for a list of items following the word "including" or "includes", then such list is not to be interpreted as being an exhaustive list.
- 1.7 In this Agreement, words importing any particular gender include all other genders, and the term "person" includes any individual, partnership, firm, trust, body corporate, government, governmental body, trust, agency, unincorporated body of persons or association and a reference to a person includes a reference to that person's successors and permitted assigns.
- 1.8 In this Agreement, words importing the singular only shall include the plural and vice versa.
- 1.9 In this Agreement, "staff" and "employees" shall have the same meaning and shall include reference to any full or part time employee or officer, director, manager and agent.
- 1.10 Subject to the contrary being stated expressly or implied from the context in these terms and conditions, all communication between the Partners shall be in writing.
- 1.11 Unless expressly stated otherwise, all monetary amounts are expressed in pounds sterling but in the event that pounds sterling is replaced as legal tender in the United Kingdom by a different currency then all monetary amounts shall be converted into such other currency at the rate prevailing on the date such other currency first became legal tender in the United Kingdom.
- 1.12 All references to the Agreement include (subject to all relevant approvals) a reference to the Agreement as amended, supplemented, substituted, novated or assigned from time to time.

2 TERM

- 2.1 This Agreement shall come into force on the Commencement Date.
- 2.2 This Agreement shall continue until the 31st March 2017 or in accordance with Clause 21.

3 GENERAL PRINCIPLES

- 3.1 Nothing in this Agreement shall affect:
 - 3.1.1 the liabilities of the Partners to each other or to any third parties for the exercise of their respective functions and obligations (including the Functions); or
 - 3.1.2 any power or duty to recover charges for the provision of any services (including the Services) in the exercise of any local authority function.
- 3.2 The Partners agree to:
 - 3.2.1 treat each other with respect and an equality of esteem;
 - 3.2.2 be open and transparent with information about the performance and financial status of each scheme set out in Schedule 1; and

3.2.3 provide early information and notice about relevant problems.

3.3 For the avoidance of doubt, the aims and outcomes relating to an Individual Scheme may be set out in the relevant Scheme specification.

4 PARTNERSHIP FLEXIBILITIES

4.1 This Agreement sets out the mechanism through which the Partners will work together to establish a single pooled budget.

4.2 The Council delegates to the CCG and the CCG agrees to exercise, on the Council's behalf, the Health Related Functions to the extent necessary for the purpose of performing its obligations under this Agreement in conjunction with the NHS Functions as described in **Schedule 2**.

4.3 The CCG delegates to the Council and the Council agrees to exercise on the CCG's behalf the NHS Functions to the extent necessary for the purpose of performing its obligations under this Agreement in conjunction with the Health Related Functions as described in **Schedule 2**.

4.4 Where the powers of a Partner to delegate any of its statutory powers or functions are restricted, such limitations will automatically be deemed to apply to the relevant Scheme Specification and the Partners shall agree arrangements designed to achieve the greatest degree of delegation to the other Partner necessary for the purposes of this Agreement which is consistent with the statutory constraints.

5 FUNCTIONS

5.1 The purpose of this Agreement is to establish a framework through which the Partners can secure the provision of health and social care services in accordance with the terms of this Agreement.

5.2 This Agreement shall include such functions as shall be agreed from time to time by the Partners.

5.3 Where the Partners add a new Individual Scheme to this Agreement a Scheme Description and Specification for each Individual Scheme shall be in the form set out in Schedule 1 and shall be completed and agreed between the Partners. The initial Scheme Description and Specifications are set out in **Schedule 1**.

5.4 The Partners shall not enter into a Scheme Description and Specification in respect of an Individual Scheme unless they are satisfied that the Individual Scheme in question will improve health and well-being in accordance with this Agreement.

5.5 The introduction of any Individual Scheme will be subject to approval in accordance with the governance process set out in **Schedule 3**.

5.6 The table below summarises the delegation of functions described in the Individual Schemes set out in **Schedule 1**.

Summary of Delegated Functions	
Scheme	Functions Delegated
Scheme 1	None
Scheme 2	None
Scheme 3	None
Scheme 4	None
Scheme 5	<ul style="list-style-type: none"> a. Delegation to the CCG by the Council authority to undertake assessment and prescription of community equipment to meet social care needs. b. Delegation to the Council by the CCG authority to undertake assessment and prescription of community equipment to meet health needs. c. Delegation to the Council by the CCG to act as lead commissioner on behalf of the CCG for the community equipment service as described in Schedule 1B. d. Delegation to the CCG, or agents acting on its behalf, by the Council authority to undertake assessment and prescription of community equipment to meet social care needs. e. Delegation to the CCG, or agents acting on its behalf, by the Council authority to undertake assessment and prescription of standard minor adaptations (as defined in Paragraph 1.1 Schedule 1B of this Agreement) to meet social care need. f. Delegation to the CCG, or agents acting on its behalf, by the Council authority to undertake assessments for non-standard minor adaptations (as defined in Paragraph 1.1 Schedule 1B of this Agreement) to meet social care need.
Scheme 6	Delegation to the Council by the CCG to undertake the brokerage function for nursing home placements for older people on behalf of the CCG.
Scheme 7	Delegation to the Council by the CCG to provide to the CCG or agents acting on its behalf training, advice and support on Safeguarding Adults.
Scheme 8	None

6 COMMISSIONING ARRANGEMENTS

- 6.1 For the duration of the Term each Partner shall retain Lead Commissioner responsibility for the Services within the Schemes described in Schedule 1 for which they had Lead Commissioner responsibility prior to the Commencement Date. This shall include performance management and contract monitoring of all relevant Service Contracts and payment of the Provider of a Services Contract.
- 6.2 For avoidance of doubt, the Council shall undertake Lead Commissioner responsibility for the Community Equipment Service as described in **Schedule 1** and **Schedule 1B**.
- 6.3 Both Partners shall be responsible for compliance with and making payments of all sums due to a Provider pursuant to the terms of each Service Contract.
- 6.4 Both Partners shall work in cooperation and endeavour to ensure that the relevant Services as set out in each Scheme Description and Specification are commissioned within each Partners Financial Contribution in respect of that particular Service in each Financial Year.
- 6.5 Each Partner shall keep the other Partner and the Partnership Board regularly informed of the effectiveness of the arrangements including the Better Care Fund and any Overspend or Underspend in the Pooled Fund.
- 6.6 The Partnership Board will report back to the Health and Wellbeing Board as required by its Terms of Reference.

7 ESTABLISHMENT OF A POOLED FUND

- 7.1 In exercise of their respective powers under Section 75 of the 2006 Act, the Partners have agreed to establish and maintain a pooled fund for revenue and capital expenditure as set out in **Schedule 1**.
- 7.2 The Pooled Fund shall be managed and maintained in accordance with the terms of this Agreement.
- 7.3 It is agreed that the monies held in a Pooled Fund may only be expended on the following:
 - 7.3.1 the Contract Price;
 - 7.3.2 where the Partners are to be the Providers as shall be described in Schedule 1A, the Permitted Budget;
 - 7.3.3 Third Party Costs;
 - 7.3.4 Approved ExpenditureThis shall be "Permitted Expenditure".
- 7.4 The Partners may only depart from the definition of Permitted Expenditure to include or exclude other revenue or capital expenditure with the express written agreement of each Partner.
- 7.5 For the avoidance of doubt, monies held in the Pooled Fund may not be expended on Default Liabilities unless this is agreed by all Partners.

- 7.6 Pursuant to this Agreement, the Partners agree to appoint the Council as Host for Pooled Funds set out in the Scheme Specifications. The Host Partner shall be the Partner responsible for:
- 7.6.1 Managing and accounting for all monies contributed to the Pooled Fund on behalf of itself and the other Partners;
 - 7.6.2 providing the financial administrative systems for the Pooled Fund; and
 - 7.6.3 appointing the Pooled Fund Manager;
 - 7.6.4 ensuring that the Pooled Fund Manager complies with its obligations under this Agreement.

8 POOLED FUND MANAGEMENT

- 8.1 The Partners agree that the Council shall act as host for the purposes of Regulations 7(4) and 7(5) and the Council shall appoint an officer to act as the Pooled Fund Manager for the purposes of Regulation 7 (4).
- 8.2 The Pooled Fund Manager shall have the following duties and responsibilities:
- 8.2.1 the day to day operation and management of the Pooled Fund;
 - 8.2.2 ensuring that all expenditure from the Pooled Fund is in accordance with the provisions of this Agreement and the relevant Scheme Description and Specification;
 - 8.2.3 maintaining an overview of all joint financial issues affecting the Partners in relation to the Services and the Pooled Fund;
 - 8.2.4 ensuring that full and proper records for accounting purposes are kept in respect of the Pooled Fund;
 - 8.2.5 reporting to the Partnership Board as required by the Partnership Board and the relevant Scheme Description and Specification;
 - 8.2.6 preparing and submitting to the Partnership Board Quarterly reports (or more frequent reports if required by the Partnership Board) and an annual return about the income and expenditure from the Pooled Fund together with such other information as may be required by the Partners and the Partnership Board to monitor the effectiveness of the Pooled Fund and to enable the Partners to complete their own financial accounts and returns. The Partners agree to provide all necessary information to the Pooled Fund Manager in time for the reporting requirements to be met.
 - 8.2.7 preparing and submitting reports to the Health and Wellbeing Board as required by it.
- 8.3 In carrying out their responsibilities as provided under Clause 8.2 the Pooled Fund Manager shall deliver the recommendations of the Partnership Board and shall be accountable to the Partners through the Partnership Board.

9 FINANCIAL CONTRIBUTIONS

- 9.1 The Financial Contribution of the CCG and the Council to the Pooled Fund for the first Financial Year of operation of each Individual Scheme shall be as set out in the **Schedule 1**.
- 9.2 Financial Contributions will be paid as set out in the each Scheme Description and Specification.
- 9.3 With the exception of Clause 13, no provision of this Agreement shall preclude the Partners from making additional contributions of Non-Recurrent Payments to the Pooled Fund from time to time by mutual agreement. Any such additional contributions of Non-Recurrent Payments shall be explicitly recorded in Partnership Board minutes and recorded in the budget statement as a separate item.

10 NON FINANCIAL CONTRIBUTIONS

- 10.1 The Scheme Specification shall set out non-financial contributions of each Partner including staff (including the Pooled Fund Manager), premises, IT support and other non-financial resources necessary to perform its obligations pursuant to this Agreement (including, but not limited to, management of service contracts and the Pooled Fund).

11 RISK SHARE ARRANGMENTS, OVERSPENDS AND UNDERSPENDS

Risk share arrangements

- 11.1 The Partners have agreed risk share arrangements as set out in Schedule 4.

Overspends in Pooled Fund

- 11.2 For the Term of the Agreement overspends in the Pooled Fund shall be managed as set out in Schedule 4.

Underspends

- 11.3 For the Term of the Agreement underspends in the Pooled Fund shall be managed as set out in **Schedule 4**.

Benefits

- 11.4 In the event cash savings are delivered, these will be retained by the partner generating the said saving.

12 CAPITAL EXPENDITURE

- 13.1 The Pooled Fund shall not be applied towards any one-off expenditure on goods and/or services outside of the remit of Scheme 5 of **Schedule 1**, specifically the use of Disabled Facilities Grants, without prior approval of the Partnership Board.

13 VAT

- 13.1 The Partners shall agree the treatment of the Pooled Fund for VAT purposes in accordance with any relevant guidance from HM Customs and Excise.

14 AUDIT AND RIGHT OF ACCESS

- 14.1 All Partners shall promote a culture of probity and sound financial discipline and control. The Host Partner shall arrange for the audit of the accounts of the relevant Pooled Fund in accordance with Section 7 of the Local Audit and Accountability Act, 2014.
- 14.2 All internal and external auditors and all other persons authorised by the Partners will be given the right of access by them to any document, information or explanation they require from any employee, member of the Partner in order to carry out their duties. This right is not limited to financial information or accounting records and applies equally to premises or equipment used in connection with this Agreement. Access may be at any time without notice, provided there is good cause for access without notice.

15 LIABILITIES AND INSURANCE AND INDEMNITY

- 15.1 Subject to Clause 16.2, and 16.3, if a Partner (“First Partner”) incurs a Loss arising out of or in connection with this Agreement or the Services Contract as a consequence of any act or omission of another Partner (“Other Partner”) which constitutes negligence, fraud or a breach of contract in relation to this Agreement or the Services Contract then the Other Partner shall be liable to the First Partner for that Loss and shall indemnify the First Partner accordingly.
- 15.2 Clause 16.1 shall only apply to the extent that the acts or omissions of the Other Partner contributed to the relevant Loss. Furthermore, it shall not apply if such act or omission occurred as a consequence of the Other Partner acting in accordance with the instructions or requests of the First Partner or the Partnership Board.
- 15.3 If any third party makes a claim or intimates an intention to make a claim against either Partner, which may reasonably be considered as likely to give rise to liability under this Clause 16. the Partner that may claim against the other indemnifying Partner will:
- 15.3.1 as soon as reasonably practicable give written notice of that matter to the Other Partner specifying in reasonable detail the nature of the relevant claim;
 - 15.3.2 not make any admission of liability, agreement or compromise in relation to the relevant claim without the prior written consent of the Other Partner (such consent not to be unreasonably conditioned, withheld or delayed);
 - 15.3.3 give the Other Partner and its professional advisers reasonable access to its premises and personnel and to any relevant assets, accounts, documents and records within its power or control so as to enable the Indemnifying Partner and its professional advisers to examine such premises, assets, accounts, documents and records and to take copies at their own expense for the purpose of assessing the merits of, and if necessary defending, the relevant claim.
- 15.4 Each Partner shall ensure that they maintain policies of insurance (or equivalent arrangements through schemes operated by the National Health Service Litigation Authority) in respect of all potential liabilities arising from this Agreement.
- 15.5 Each Partner shall at all times take all reasonable steps to minimise and mitigate any loss for which one party is entitled to bring a claim against the other pursuant to this Agreement.

16 STANDARDS OF CONDUCT AND SERVICE

- 16.1 The Partners will at all times comply with Law and ensure good corporate governance in respect of each Partner (including the Partners respective Standing Orders and Standing Financial Instructions).
- 16.2 The Council is subject to the duty of Best Value under the Local Government Act 1999. This Agreement and the operation of the Pooled Fund is therefore subject to the Council's obligations for Best Value and the other Partner will co-operate with all reasonable requests from the Council which the Council considers necessary in order to fulfil its Best Value obligations.
- 16.3 The CCG is subject to the CCG Statutory Duties and these incorporate a duty of clinical governance, which is a framework through which they are accountable for continuously improving the quality of its services and safeguarding high standards of care by creating an environment in which excellence in clinical care will flourish. This Agreement and the operation of the Pooled Fund are therefore subject to ensuring compliance with the CCG Statutory Duties and clinical governance obligations.
- 16.4 The Partners are committed to an approach to equality and equal opportunities as represented in their respective policies. The Partners will maintain and develop these policies as applied to service provision, with the aim of developing a joint strategy for all elements of the service.

17 CONFLICTS OF INTEREST

- 17.1 The Partners shall comply with the agreed policy for identifying and managing conflicts of interest as set out in **Schedule 7**.

18 GOVERNANCE

- 18.1 Overall strategic oversight of partnership working between the partners is vested in the Health and Well Being Board, which for these purposes shall make recommendations to the Partners as to any action it considers necessary.
- 18.2 The Partners have established a Partnership Board to undertake responsibility for management of the pooled fund.
- 18.3 The Partnership Board is based on a joint working group structure. Each member of the Partnership Board shall be an officer of one of the Partners and will have individual delegated responsibility from the Partner employing them to make decisions which enable the Partnership Board to carry out its objects, roles, duties and functions as set out in this Clause 19 and **Schedule 3**.
- 18.4 The terms of reference of the Partnership Board shall be as set out in **Schedule 3**.
- 18.5 Each Partner has secured internal reporting arrangements to ensure the standards of accountability and probity required by each Partner's own statutory duties and organisation are complied with.
- 18.6 The Health and Wellbeing Board shall be responsible for the overall approval of the Individual Schemes, ensuring compliance with the Better Care Fund Plan and the strategic direction of the Better Care Fund, in accordance with the process set out in **Schedule 3**.

19 REVIEW

- 19.1 Save where the Partnership Board agree alternative arrangements (including alternative frequencies) the Partners shall undertake an annual review (“**Annual Review**”) of the operation of this Agreement, any Pooled Fund and the provision of the Services within 3 Months of the end of each Financial Year.
- 19.2 The Partners shall within 20 Working Days of the annual review prepare a joint annual report documenting the matters referred to in this Clause 19. The annual report shall be subject to approval by the Health and Wellbeing Board.
- 19.3 In the event that the Partners fail to meet the requirements of the Better Care Fund Plan and NHS England, the Partners shall provide full co-operation with NHS England to agree a recovery plan.

20 COMPLAINTS

- 20.1 During the term of the Agreement, the Partners will explore establishing a joint complaints system. The application of a joint complaints system will be without prejudice to a complainant’s right to use either of the Partners’ statutory complaints procedures where applicable.
- 20.2 Prior to the development of a joint complaints system or after the failure or suspension of any such joint complaints system the following will apply:
- 20.2.1 where a complaint wholly relates to one or more of the Council’s Health Related Functions it shall be dealt with in accordance with the statutory complaints procedure of the Council;
- 20.2.2 where a complaint wholly relates to one or more of the CCG’s NHS Functions, it shall be dealt with in accordance with the statutory complaints procedure of the CCG;
- 20.2.3 where a complaint relates partly to one or more of the Council’s Health Related Functions and partly to one or more of the CCG’s NHS Functions then a joint response will be made to the complaint by the Council and the relevant NHS organisation, in line with local joint protocol;
- 20.2.4 where a complaint cannot be handled in any way described above or relates to the operation of the arrangements made pursuant to this Agreement or the content of this Agreement, then the Partnership Board will set up a complaints subgroup to examine the complaint and recommend remedies. All complaints shall be reported to the Partnership Board.

21 TERMINATION & DEFAULT

- 21.1 The termination and default provisions as set out in clauses 21.2 to 21.8 of this Agreement shall apply.
- 21.2 Each Individual Scheme may be terminated in accordance with the terms set out in the relevant Scheme Description and Specification (where applicable) provided that the Partners ensure that the Better Care Fund requirements continue to be met.
- 21.3 If any Partner (“**Relevant Partner**”) fails to meet any of its obligations under this Agreement, the other Partner may by notice require the Relevant Partner to take such reasonable

action within a reasonable timescale as the other Partners may specify to rectify such failure. Should the Relevant Partner fail to rectify such failure within such reasonable timescale, the matter shall be referred for resolution in accordance with Clause 23.

- 21.4 Termination of this Agreement (whether by effluxion of time or otherwise) shall be without prejudice to the Partners' rights in respect of any antecedent breach.
- 21.5 In the event of termination of this Agreement, the Partners agree to cooperate to ensure an orderly wind down of their joint activities and to use their best endeavours to minimise disruption to the health and social care which is provided to the Service Users.
- 21.6 Upon termination of this Agreement for any reason whatsoever the following shall apply:
- 21.6.1 the Partners agree that they will work together and co-operate to ensure that the winding down and disaggregation of the integrated and joint activities to the separate responsibilities of the Partners is carried out smoothly and with as little disruption as possible to service users, employees, the Partners and third parties, so as to minimise costs and liabilities of each Partner in doing so;
- 21.6.2 where either Partner has entered into a Service Contract which continues after the termination of this Agreement, both Partners shall continue to contribute to the Contract Price in accordance with the agreed contribution for that Service prior to termination and will enter into all appropriate legal documentation required in respect of this;
- 21.6.3 the Lead Commissioner shall make reasonable endeavours to amend or terminate a Service Contract (which shall for the avoidance of doubt not include any act or omission that would place the Lead Commissioner in breach of the Service Contract) where the other Partner requests the same in writing Provided that the Lead Commissioner shall not be required to make any payments to the Provider for such amendment or termination unless the Partners shall have agreed in advance who shall be responsible for any such payment.
- 21.6.4 where a Service Contract held by a Lead Commissioner relates all or partially to services which relate to the other Partner's Functions then provided that the Service Contract allows the other Partner may request that the Lead Commissioner assigns the Service Contract in whole or part upon the same terms *mutatis mutandis* as the original contract.
- 21.6.5 the Partnership Board shall continue to operate for the purposes of functions associated with this Agreement for the remainder of any contracts and commitments relating to this Agreement; and
- 21.6.6 Termination of this Agreement shall have no effect on the liability of any rights or remedies of either Partner already accrued, prior to the date upon which such termination takes effect.
- 21.7 In the event of termination in relation to an Individual Scheme the provisions of Clause 21.6 shall apply *mutatis mutandis* in relation to the Individual Scheme (as though references as to this Agreement were to that Individual Scheme).

22 DISPUTE RESOLUTION

- 22.1 In the event of a dispute between the Partners arising out of this Agreement, either Partner may serve written notice of the dispute on the other Partner, setting out full details of the dispute.
- 22.2 The Authorised Officer shall meet in good faith as soon as possible and in any event within seven (7) days of notice of the dispute being served pursuant to Clause 22.1, at a meeting convened for the purpose of resolving the dispute.
- 22.3 If the dispute remains after the meeting detailed in Clause 22.2 has taken place, the matter shall be referred in writing to the Chairman of the CCG Board and the Leader of the Council in his capacity as chairman of the Health and Wellbeing Board. The Chairman of the CCG Board and the Leader of the Council shall meet within fourteen (14) days of the date of the referral for the purpose of resolving the dispute.
- 22.4 The decision of the Chairman of the CCG Board and the Leader of the Council as described in clause 22.3 shall be final and binding on both Partners.
- 22.5 Nothing in the procedure set out in this Clause 22 shall in any way affect either Partner's right to terminate this Agreement in accordance with any of its terms or take immediate legal action.

23 FORCE MAJEURE

- 23.1 Neither Partner shall be entitled to bring a claim for a breach of obligations under this Agreement by the other Partner or incur any liability to the other Partner for any losses or damages incurred by that Partner to the extent that a Force Majeure Event occurs and it is prevented from carrying out its obligations by that Force Majeure Event.
- 23.2 On the occurrence of a Force Majeure Event, the Affected Partner shall notify the other Partner as soon as practicable. Such notification shall include details of the Force Majeure Event, including evidence of its effect on the obligations of the Affected Partner and any action proposed to mitigate its effect.
- 23.3 As soon as practicable, following notification as detailed in Clause 23.2, the Partners shall consult with each other in good faith and use all best endeavours to agree appropriate terms to mitigate the effects of the Force Majeure Event and, subject to Clause 23.4, facilitate the continued performance of the Agreement.
- 23.4 If the Force Majeure Event continues for a period of more than sixty (60) days, either Partner shall have the right to terminate the Agreement by giving fourteen (14) days written notice of termination to the other Partner. For the avoidance of doubt, no compensation shall be payable by either Partner as a direct consequence of this Agreement being terminated in accordance with this Clause.

24 CONFIDENTIALITY

- 24.1 In respect of any Confidential Information a Partner receives from another Partner (the "**Discloser**") and subject always to the remainder of this Clause 24, each Partner (the "**Recipient**") undertakes to keep secret and strictly confidential and shall not disclose any such Confidential Information to any third party, without the Discloser's prior written consent provided that:

- 24.1.1 the Recipient shall not be prevented from using any general knowledge, experience or skills which were in its possession prior to the Commencement Date; and
- 24.1.2 the provisions of this Clause 24 shall not apply to any Confidential Information which:
 - is in or enters the public domain other than by breach of the Agreement or other act or omission of the Recipient; or
 - is obtained by a third party who is lawfully authorised to disclose such information.
- 24.2 Nothing in this Clause 24 shall prevent the Recipient from disclosing Confidential Information where it is required to do so in fulfilment of statutory obligations or by judicial, administrative, governmental or regulatory process in connection with any action, suit, proceedings or claim or otherwise by applicable Law.
- 24.3 Each Partner:
 - 24.3.1 may only disclose Confidential Information to its employees and professional advisors to the extent strictly necessary for such employees to carry out their duties under the Agreement; and
 - 24.3.2 will ensure that, where Confidential Information is disclosed in accordance with Clause 24.3.1, the recipient(s) of that information is made subject to a duty of confidentiality equivalent to that contained in this Clause 24;
 - 24.3.3 shall not use Confidential Information other than strictly for the performance of its obligations under this Agreement.
- 24.4 Information provided in accordance with the Partners' respective Whistleblowing Policy shall not constitute a breach of this Clause 24.

25 FREEDOM OF INFORMATION AND ENVIRONMENTAL PROTECTION REGULATIONS

- 25.1 The Partners agree that they will each cooperate with each other to enable any Partner receiving a request for information under the 2000 Act or the 2004 Act to respond to a request promptly and within the statutory timescales. This cooperation shall include but not be limited to finding, retrieving and supplying information held, directing requests to other Partners as appropriate and responding to any requests by the Partner receiving a request for comments or other assistance.
- 25.2 Any and all agreements between the Partners as to confidentiality shall be subject to their duties under the 2000 Act and 2004 Act. No Partner shall be in breach of Clause 24 if it makes disclosures of information in accordance with the 2000 Act and/or 2004 Act.

26 OMBUDSMEN AND INVESTIGATIONS BY REGULATORY BODIES

- 26.1 The Partners will co-operate with any investigation undertaken by the Health Service Commissioner for England or the Local Government Commissioner for England (or both of them) or any other regulatory body in connection with this Agreement.

27 INFORMATION SHARING

- 27.1 The Partners will follow the Information Governance Protocol set out in **schedule 7**, and in so doing will ensure that the operation this Agreement complies with Law, in particular the 1998 Act.

28 NOTICES

- 28.1 Any notice to be given under this Agreement shall either be delivered personally or sent by facsimile or sent by first class post or electronic mail. The address for service of each Partner shall be as set out in this Clause 28.3 or such other address as each Partner may previously have notified to the other Partner in writing. A notice shall be deemed to have been served if:

28.1.1 personally delivered, at the time of delivery;

28.1.2 sent by facsimile, at the time of transmission;

28.1.3 posted, at the expiration of forty eight (48) hours after the envelope containing the same was delivered into the custody of the postal authorities; and

28.1.4 if sent by electronic mail, at the time of transmission and a telephone call must be made to the recipient warning the recipient that an electronic mail message has been sent to him (as evidenced by a contemporaneous note of the Partner sending the notice) and a hard copy of such notice is also sent by first class recorded delivery post (airmail if overseas) on the same day as that on which the electronic mail is sent.

- 28.2 In proving such service, it shall be sufficient to prove that personal delivery was made, or that the envelope containing such notice was properly addressed and delivered into the custody of the postal authority as prepaid first class or airmail letter (as appropriate), or that the facsimile was transmitted on a tested line or that the correct transmission report was received from the facsimile machine sending the notice, or that the electronic mail was properly addressed and no message was received informing the sender that it had not been received by the recipient (as the case may be).

- 28.3 The address for service of notices as referred to in Clause 28.1 shall be as follows unless otherwise notified to the other Partner in writing:

28.3.1 if to the Council, addressed to the **Corporate Director of Adult and Children and Young People's Services**;

Tel: 01895 250506

E.Mail: tzaman@hillingdon.gov.uk

and

28.3.2 if to the CCG, addressed to **Chief Operating Officer**;

Tel: 01895 203005

E.Mail: cmorison@nhs.net

29 VARIATION

- 29.1 No variations to this Agreement will be valid unless they are recorded in writing and signed for and on behalf of each of the Partners.

30 CHANGE IN LAW

- 30.1 The Partners shall ascertain, observe, perform and comply with all relevant Laws, and shall do and execute or cause to be done and executed all acts required to be done under or by virtue of any Laws.
- 30.2 On the occurrence of any Change in Law, the Partners shall agree in good faith any amendment required to this Agreement as a result of the Change in Law subject to the Partners using all reasonable endeavours to mitigate the adverse effects of such Change in Law and taking all reasonable steps to minimise any increase in costs arising from such Change in Law.
- 30.3 In the event of failure by the Partners to agree the relevant amendments to the Agreement (as appropriate), the Clause 22 (Dispute Resolution) shall apply.

31 WAIVER

- 31.1 No failure or delay by any Partner to exercise any right, power or remedy will operate as a waiver of it nor will any partial exercise preclude any further exercise of the same or of some other right to remedy.

32 SEVERANCE

- 32.1 If any provision of this Agreement, not being of a fundamental nature, shall be held to be illegal or unenforceable, the enforceability of the remainder of this Agreement shall not thereby be affected.

33 ASSIGNMENT AND SUB CONTRACTING

- 33.1 The Partners shall not sub-contract, assign or transfer the whole or any part of this Agreement, without the prior written consent of the other Partners, which shall not be unreasonably withheld or delayed. This shall not apply to any assignment to a statutory successor of all or part of a Partner's statutory functions.

34 EXCLUSION OF PARTNERSHIP AND AGENCY

- 34.1 Nothing in this Agreement shall create or be deemed to create a partnership under the Partnership Act 1890 or the Limited Partnership Act 1907, a joint venture or the relationship of employer and employee between the Partners or render either Partner directly liable to any third party for the debts, liabilities or obligations of the other.
- 34.2 Except as expressly provided otherwise in this Agreement or where the context or any statutory provision otherwise necessarily requires, neither Partner will have authority to, or hold itself out as having authority to:
- 34.2.1 act as an agent of the other;
 - 34.2.2 make any representations or give any warranties to third parties on behalf of or in respect of the other; or
 - 34.2.3 bind the other in any way.

35 THIRD PARTY RIGHTS

- 35.1 Unless the right of enforcement is expressly provided, no third party shall have the right to pursue any right under this Contract pursuant to the Contracts (Rights of Third Parties) Act 1999 or otherwise.

36 ENTIRE AGREEMENT

- 36.1 The terms herein contained together with the contents of the Schedules constitute the complete agreement between the Partners with respect to the subject matter hereof and supersede all previous communications representations understandings and agreement and any representation promise or condition not incorporated herein shall not be binding on any Partner.
- 36.2 No agreement or understanding varying or extending or pursuant to any of the terms or provisions hereof shall be binding upon any Partner unless in writing and signed by a duly authorised officer or representative of the parties.

37 COUNTERPARTS

- 37.1 This Agreement may be executed in one or more counterparts. Any single counterpart or a set of counterparts executed, in either case, by all Partners shall constitute a full original of this Agreement for all purposes.

38 GOVERNING LAW AND JURISDICTION

- 38.1 This Agreement and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of England and Wales.
- 38.2 Subject to Clause 22 (Dispute Resolution), the Partners irrevocably agree that the courts of England and Wales shall have exclusive jurisdiction to hear and settle any action, suit, proceedings, dispute or claim, which may arise out of, or in connection with, this Agreement, its subject matter or formation (including non-contractual disputes or claims).

IN WITNESS WHEREOF this Agreement has been executed by the Partners on the date of this Agreement

THE CORPORATE SEAL of THE)
LONDON BOROUGH COUNCIL OF)
HILLINGDON)
was hereunto affixed in the presence)
of:

Signed for on behalf of HILLINGDON
CLINICAL COMMISSIONING GROUP

Authorised Signatory

SCHEDULE 1 – BETTER CARE FUND SCHEME DESCRIPTIONS AND SPECIFICATION

Unless the context otherwise requires, the defined terms used in this Scheme Description and Specification shall have the meanings set out in the Agreement.

Scheme One: Early identification of people with susceptibility to falls, dementia, stroke and/or social isolation
Scheme Strategic Objectives
1.1 This scheme seeks to manage demand arising from demographic pressures by reducing the movement of Hillingdon residents/patients from lower tiers of risk into higher tiers of risk through proactive early identification and facilitating access to preventative pathways.
Scheme Overview
<p>1.2 This scheme builds on the work undertaken under Hillingdon's 2015/16 BCF plan to take forward the anticipatory model of care and apply a more preventative approach to addressing health and social care need. The scheme's focus is people whose current level of need is low and as a result their risk factors would not be identified through the risk stratification process being undertaken in primary care. See scheme 5: <i>Integrated Community-based Care and Support</i> for details of the utilisation of risk stratification as part of the delivery of better anticipatory care in Hillingdon. Identification of this cohort of people will enable early engagement in self-directed care and support and facilitate access to preventative pathways.</p> <p>1.3 People living with dementia, people susceptibility to falls and/or who are socially isolated are disproportionately represented in our non-elective admissions and admissions to long term residential care. In addition, stroke is one of the main causes of disability in the 55 and over population and one of the main causes of death in the 75 and over population. Susceptibility to stroke increases as people age and there are factors that can contribute to a person being particularly at risk. As stroke is a largely preventable condition, early identification of people at risk can help to prevent this life changing condition from occurring.</p> <p>1.4 There is a loss of opportunity in not being able to identify people with these conditions early on in their development and to intervene sooner. The potential impact on outcomes in the medium to long term could be significant.</p> <p>1.5 Key initiatives include:</p> <ul style="list-style-type: none">a) <u>Promotion and further development of an online citizen portal</u> - Access to good information and advice is fundamental to people being able to self-manage their own health and wellbeing. The Connect to Support portal established in 2015/16 will be promoted further in 2016/17 to make it the go-to place for information and advice, including about activities and services to support the health and wellbeing of Hillingdon's residents.b) <u>Making every contact count (MECC)</u> - Training delivered to frontline staff in Q4 about how to identify people who may be at risk of dementia, falls and/or social isolation and how to respond will be evaluated. This will shape the content of any further training to staff who visit people in their own homes. The extent to which this is rolled out further will depend on the readiness of the response to issues raised following staff contact with residents at risk;c) <u>Delivering a system-wide response</u> - This entails setting out what to do when we identify

people with these susceptibilities. It could include a referral to the pilot Hillingdon Health and Wellbeing Service provided by the third sector consortium H4All, which will provide support to older people with one or more long-term condition who need assistance to manage their condition. People referred to this service can also benefit from an assessment using the Patient Activation Measures (PAM). This assessment is intended to identify people needing support to engage more actively in the management of their own condition. People identified as needing support to engage with self-care plans are at greatest risk of increased health and care need and will receive a programme of direct support from the service. Other people will be advised about the options available to address their needs, including being sign-posted to services provided by third sector organisations.

- d) Reviewing the falls strategy - A centralised falls service (with multi-factorial assessment management), assisted discharge from hospital for people who have fallen and a community based falls prevention service were established prior to 2015/16 and have proved successful in preventing emergency admissions. Hillingdon's strategy for supporting people at risk of falling as well as those who have fallen will be reviewed in 2016/17. This will take a comprehensive view of the respective Council and CCG functions and funded services and how collectively with partners falls prevention can be supported.
- e) Supporting and developing the role of the third sector - The evaluation of the impact of the Health and Wellbeing Service pilot will include patterns of utilisation of services provided by Hillingdon's third sector. This will inform how best to target current third sector capacity funded by the Council and/or CCG in order to maximise the outcomes of supporting people to be independent in the community and preventing or delaying escalation and subsequent demand on statutory services. This will help inform commissioning decisions about the appropriate configuration of services to meet local need in the period up to 2020 as part of an integrated model community based care for older people, which links to scheme 5: *Integrated community-based Care and Support*.
- f) Stroke prevention: There are four components to a stroke prevention strategy and these are: increasing physical activity, addressing excess weight issues, smoking cessation and early detection. During the 2016/17 the following initiatives will be undertaken:
 - I. *Increasing physical activity* - There is an existing physical activity programme and targeting this at people aged 55 and over carrying excess weight is expected to have a beneficial outcome.
 - II. *Addressing excess weight issues* - In 2015/16 a weight management project working with 200 residents has been piloted. The results of this will inform the development of a business cases for a tier 2 weight management service directed at obese or overweight people who need personal, time-limited interventions in the community to support them in managing lifestyle changes;
 - III. *Smoking cessation* - The Council, through its public health function, already provides a successful smoking cessation service and this will continue. It will be reviewed during 2016/17 to explore how its effectiveness can be maximised;
 - IV. *Early detection* - A key method for detecting at an early stage susceptibility to stroke is through the NHS health check programme. We currently have an active programme but at 12% of the eligible population being targeted per annum the rates are lower than is ideal and aiming for 20% would be more effective in disease prevention. Hypertension and high cholesterol (both important in causing stroke) are already tested for in NHS health checks. Atrial fibrillation (AF), a

disturbance of heart rhythm, is a major cause of stroke and is not tested as part of the health check programme. During 2016/17 options to increase the rate of health checks (as well as extending them to cover AF) will be explored.

- g) Delivering older people's wellbeing initiatives - The Council will implement the reorganisation of its Health Promotion and Sports Development Services into a Wellbeing Service, which will be able to develop more comprehensive initiatives in partnership with the third sector to improve health and wellbeing by helping to keep people active, both mentally and physically.
- h) Preventing dementia – The actions set out above to prevent stroke and promote the wellbeing of older people will also help to prevent or delay the onset of dementia. This links with scheme 8: *People living well with dementia*.
- i) Identification of carers - Many people who provide care for loved ones free of charge are not aware that they are carers. The work undertaken under this scheme provides an opportunity to identify carers and refer them to the Council for a carer's assessment and/or the third sector for information, advice and appropriate support. This links with scheme 7: *Supporting carers*.
- j) Making best use of assistive technology - The work undertaken under this scheme provides an opportunity to identify people who may benefit from assistive technology, e.g. telecare and telehealth, and to make referrals. This technology can help to provide the residents/patients and their families with greater confidence about them remaining in their own home.

Commissioning Arrangements

1.6 Pooled budget.

The Delivery Chain

Scheme Lead Role

1.7 The Council shall be the lead for this scheme.

Scheme Delivery

1.8 The online resident portal, Connect to Support, is commissioned by the Council;

1.9 A multi-agency, multi-disciplinary clinical working group (CWG) co-ordinates the development of falls and falls prevention services in Hillingdon. The current falls-specific prevention and treatment services are commissioned by the CCG and provided by CNWL, Age UK and THH;

1.10 Support for people with dementia will come from a range of providers including GP Networks, NHS community services, direct Council provision, e.g. TeleCareLine, and the third sector;

1.11 The current screening programme is undertaken in primary care;

1.12 The new Wellbeing Team will work in partnership with the Library Service and the third sector to support older residents to become or remain mentally and physically active. This will help to prevent or delay the onset of dementia, as well as help to prevent stroke;

1.13 The Council provides telecare through its in-house TeleCareLine Service, which includes a response service for those without a family responder or where the family responder is not contactable in the event of an emergency. Telecare equipment is supplied by a private provider.

Investment Requirements				
Service	Provider	Funder		Total
		LBH	HCCG	
a) Health and Wellbeing Service	H4All	543	195	738
b) Connect to Support	Shop4Support	45	0	45
c) Online Services Coordinator	LBH	44	0	44
d) Atrial Fibrillation screening equipment	P & V	5	0	5
e) Older People Wellbeing initiatives	LBH	20	0	20
f) Falls Prevention Service	Age UK	0	140	140
	Primary Care	0	55	55
TOTALS		657	390	1,047

Contribution to BCF Metrics

1.14 This scheme will contribute to the following key BCF metric:
a) Reduction in non-elective admissions

Other Success Measures

1.15 The following measures will be used to identify whether the scheme is working:

- a) Increase in utilisation rates for Connect to Support (new and repeat users) – Baseline to be established in Q4 2015/16.
- b) % of users of Adult Social Care who have found it easy or difficult to access information and advice about services and/or benefits (Test through the Adult Social Care Survey).
- c) Reduction in falls-related emergency admissions (83 admissions prevented).
- d) Proportion of residents/patients who have an improved PAM scoring where there is tangible improvement in engagement in self-directed support.
- e) Number of people assessed through the Health and Wellbeing Service receiving active support from a support coordinator.
- f) Number of people supported by the Health and Wellbeing Service who receive appropriate information or signposting to local groups through the service's triage assessment. This will require a separate survey of service users.

- g) Number of successful referrals to voluntary and community organisations from the H4A Service and the referral outcomes. This will require a system to be put in place to monitor user feedback and identify delivery of intended outcomes.
- h) Numbers of people aged 55 and over participating in stroke prevention activities. Activities that help to prevent stroke will also contribute to reducing the risk of dementia.
- i) % of people aged 55 and over participating in screening programmes.
- j) Evaluation of the training programme for frontline staff who visit residents in their own homes.

Scheme Two: Better care for people at the end of their life

Scheme Strategic Objectives

2.1 This scheme seeks to realign and better integrate the services provided to support people towards the end of their life in order to deliver the ethos of a 'good death.' This is intended to maximise the dignity of the person at end of life, ensure that they receive the right services at the right time and relieve as much as is possible the stress for them and their carers and/or family.

Scheme Overview

2.2 This scheme builds on the work undertaken in 2015/16. The main goals of the scheme are to ensure that people at end of life are able to be cared for and die in their preferred place and to ensure that people at end of life are only admitted to hospital where this is clinically necessary or where a hospital is their preferred place of care or death.

2.3 To achieve these goals the key initiatives under this scheme will include:

- a) Identification of people at end of life - The process for identifying people at end of life resulting from work undertaken in 2015/16 will be implemented. This will ensure that key professionals are supported in diagnosing people with advanced disease who are in the last months/year of life and who are in need of supportive and palliative care. This will support appropriate anticipatory planning being undertaken. This action links with scheme 8: *Living well with dementia*.
- b) Delivering a communications plan for professionals - The communications plan developed in 2015/16 setting out Hillingdon's end of life pathway, including the support available to residents/patients and their carers and/or families will be delivered. This will help to raise awareness of the support available to people at end of life whose preferred place of care is at home and help to prevent hospital admissions that are inappropriate in the context of expressed resident/patient wishes.
- c) Increasing utilisation of multi-disciplinary care and support planning – During 2016/17 partners will be increasing the utilisation of Co-ordinate My Care (CMC) as the advance care planning tool for people at end of life, which is in line with practice across London. This will include exploration of access to Adult Social Care staff and the provision of appropriate training to facilitate this. Increasing the utilisation of CMC will link in to the expansion of the care information exchange (CIE) platform, subject to the success of the pilot which will be undertaken early in 2016/17.
- d) Facilitating seamless care provision between health and social care – The Council will bring its social care spend for people at end of life within the pooled budget to ensure that a

disruption in care is not caused by a transition in funding responsibility between health and social care. The Council will also explore the feasibility of removing the potential charge for people diagnosed as likely to have only having six months to live whose needs are primarily social care. This would help to avoid the complexities and potential disputes that can arise when trying to determine at what point a person's care should be health funded.

- e) Implementing results of market testing of end of life services – In order to reduce the fragmentation of end of life services and avoid the disruption that can arise from a change of provider resulting from a person's needs transitioning from being primarily social care to health care at critical time, the Council and CCG will move towards single or lead provider arrangements.
- f) Developing appropriate training for providers - 'Difficult conversations' training will be delivered to health and social care providers to assist with planning for anticipatory care needs, which will help to avoid crisis situations leading to hospital attendances and admissions, especially where the latter is not the preferred place of care.
- g) Implementing outcome of review of support for carers of people at end of life – Any gaps in service provision to support carers of people at end of life will be considered as part of the work undertaken in scheme 7: *Supporting Carers*. Where additional funding is required appropriate business cases will be developed for consideration by the Council and/or CCG.
- h) Reviewing available information – Access to good, up to date information is critical to support residents/patients and their Carers and families. For residents/patients this will be promoted through the resident online portal Connect for Support. For professionals the additional route is the NHS Directory of Services. The range of services advertised and accuracy of the data will be monitored by the End of Life Forum.

Commissioning Arrangements

2.4 Pooled budget.

The Delivery Chain

Scheme Lead Role

2.5 HCCG shall lead on this scheme, the implementation of which will be overseen by the multi-agency End of Life Forum.

Scheme Delivery

2.6 The providers will be a combination of primary care, community NHS services, acute, social care, London Ambulance Service and voluntary and community sector providers.

Investment Requirements

Service	Provider	Funder		Total
		LBH	HCCG	
a) Community Palliative Team	CNWL	0	106	106
b) Specialist Palliative Personal Care Service	Third Sector	50	0	50

TOTALS		50	106	156
Contribution to BCF Metrics				
2.7 This scheme will contribute to the following key BCF metric: a) Reduction in non-elective admissions.				
Other Success Measures				
2.8 The following measures will be used to identify whether the scheme is working: a) To achieve 90% of people at end of life with an advanced care plan on CMC. b) >50% of people with an advanced care plan on CMC dying in their preferred place of care. c) Positive family/carer experience of the quality of care and support provided at end of life. Securing this information will require a separate survey to be undertaken the sensitive nature of which is likely to necessitate one to one support.				

Scheme Three: Rapid Response and Integrated Intermediate Care
Scheme Strategic Objectives
3.1 Prevention of admission and readmission to acute care following an event or a health exacerbation and enabling recovery through intermediate care interventions with the aim of maximising the person's independence, ability to self-care and remain in their usual place of residence for as long as possible.
Scheme Overview
3.2 Existing crisis response services for adults (aged 18 years and above) with both health and mental health conditions are provided in the community and in-reach to the emergency department (ED) at The Hillingdon Hospital (THH). They also link with the Psychiatric Liaison Service in the ED. The Rapid Response service provides nursing, therapeutic and care needs for up to 10 days and has a fast track referral process to the LBH to establish packages of care or reablement. For people with more severe mental health conditions, including dementia, the Home Treatment Service is available for up to 14 weeks. There is also access to night carers for up to 3 nights and a service which will escort people home from the ED.
3.3 This scheme is aligned with the early supported discharge HomeSafe Service, which is clinically led by Hillingdon Hospital through the Care of the Elderly Team (COTE). The service entails older people aged 65 and over who are admitted through the ED being screened for a comprehensive geriatric assessment (CGA). Patients who receive a CGA will be managed on the HomeSafe pathway. Health and care needs identified are met by community based providers for up to 10 days to facilitate clinically appropriate and timely discharge from acute care. Appropriate onward referrals to address on-going needs are then made.
3.4 The intermediate care provision is made up of the 22 bed Hawthorn Intermediate Care Unit (HICU) on the Hillingdon Hospital site, the Community Rehabilitation Team, Reablement Team, community equipment, telecare services and Prevention and Admission to Hospital Service provided by Age UK for people with low social care needs. 5 step-down beds are provided at Franklin House Nursing Home for people who are medically stable and are a) on a rehabilitation pathway, need a bed-based service but unable to weight bear for 3 weeks or more; or b) are undergoing an assessment for continuing health care (CHC) which has not yet been completed. There is also a flat at the Cottessmore House extracare sheltered housing scheme that is used to meet step-up or step-down needs and supported by private sector care provider with in-reach support from the Reablement Team.

3.5 During 2015/16 an integrated discharge team has been set up in the Acute Medical Unit (AMU) to identify adults with care needs as soon as they are admitted to hospital and to take a more proactive and joint approach between health and social care to discharge management. This will continue into 2016/17.

3.6 Although there has been greater functional alignment between services during 2015/16 they still remain fragmented. During 2016/17 work will take place to explore integration options, including possible incentivisation of providers, that will deliver the following outcomes:

- Reduction in the number of hand-offs between different organisations.
- Resident/patient needs being addressed by the most suitably qualified professional first time.
- Reduction in the number of points of access.
- Reduction in length of stay in intermediate care services.
- Improved resident/patient experience of care.
- Value for money.

3.7 Service options development will also include consideration of procurement routes.

The Delivery Chain

Scheme Lead Role

3.8 HCCG will lead on this scheme, the implementation of which will be overseen by the Systems Resilience Group.

Scheme Delivery

3.9 Crisis response and home treatment services are provided by CNWL and commissioned by the CCG. They link with the Reablement Team which is provided by LBH. They also link into private sector provided homecare commissioned by LBH.

3.10 Telecare services are also provided by LBH and the ED and home from hospital (up to 6 weeks for people with low care needs) service is jointly commissioned by the CCG and LBH, as is the community equipment provision. The night carer service is provided by Harlington Hospice and commissioned by the CCG.

3.11 It is expected that delivery options during 2016/17 will be shaped by the emerging Accountable Care Partnership (ACP).

Commissioning Arrangements

3.12 Pooled budget

Investment Requirements

Service	Provider	Funder		Total
		LBH	HCCG	
a) Rapid Response	CNWL	0	1,546	1,546
b) Hawthorn Intermediate Care Unit	CNWL	0	1,614	1,614
c) Community Rehab	CNWL	0	1,094	1,094
d) Prevention of Admission/Readmission to Hospital (PATH)	Age UK	29	91	120

e) Take Home & Settle	Age UK	0	63	63
f) Reablement Team	LBH	2,211	0	2,211
g) Reablement Physio	CNWL	51	0	51
e) Community Homesafe	CNWL	0	688	688
f) Spot purchased intermediate care beds	Various P & V	341	0	341
g) Step-down beds (Franklin House)	Care Uk	0	198	198
h) Support to step-down beds	CNWL	0	53	53
i) Cottesmore Reablement Flats	Paradigm Housing Group	38	0	38
j) Hospital Social Workers	LBH	210	0	210
k) Mental Health Nurse in Rapid Response	CNWL	40	0	40
TOTAL		2,920	5,347	8,267

Contribution to BCF Metrics

3.13 This scheme will impact on the following BCF metrics:

- a) Reduction in the number of non-elective admissions.
- b) Reduction in permanent admissions of older people aged 65 years and over to residential and nursing care homes, per 100,000 population from 2015/16 baseline.
- c) Increase in % of older people aged 65 years and over who are still at home 91 days post hospital discharge into reablement service from 2015/16 baseline.

Other Success Measures

3.14 The following measures will be used to identify whether the scheme is working:

- 7 admissions a day avoided following referral to Rapid Response by Hillingdon Hospital's Emergency Department and 1 admission per day avoided following referrals from other routes.
- Average number of discharges supported home from Hillingdon Hospital wards by HomeSafe per day.
- Reduction in admissions resulting in a length of stay (LOS) of between 0 and 2 days.
- 78 admissions avoided as a result of the availability of the Rapid Access Care of the Elderly (COTE) clinics.
- Average of 80 referrals to Reablement per month.
- % of new clients who received Reablement where no further request was made for long-term support.
- Number of reablement cases closed within 6 weeks.
- Number of people readmitted to hospital whilst receiving reablement.

3.15 Qualitative feedback will be sought through surveys of residents/patients to capture their feedback about their experience.

3.16 Baselines will be established in Q4 2015/16 against which progress in 2016/17 can be measured.

Scheme Four: Seven Day Working
Scheme Strategic Objectives
<p>4.1 To improve quality and patient safety through reducing inconsistent care provision by:-</p> <ul style="list-style-type: none"> a) Enabling discharge from the acute trust seven days a week for people admitted for either planned or unplanned procedures; b) Enabling access to community services seven days a week thereby preventing unnecessary emergency department attendances and admission and reducing length of stay for people admitted to hospital for either planned or unplanned procedures; c) Reducing the uneven rate of hospital discharge across the week.
Scheme Overview
<p>4.2 This scheme is intended to deliver standard 9 of the 10 Seven Day Working Clinical Standards.</p> <p>4.3 There are a number of interdependencies with other schemes that are critical to the delivery of standard 9 and these include:</p> <ul style="list-style-type: none"> a) <u>Placements for people with challenging behaviour needs</u> - Securing suitable local placements for people with challenging behaviour needs is a key cause of delayed transfers of care and this piece of work falls within the remit of scheme 6: <i>Care Home and Supported Living Market Development</i>; b) <u>Seven day assessments in nursing homes</u> - The availability of suitably qualified staff in nursing homes to undertake assessments of people who have been admitted to hospital and are medically fit for discharge will contribute to delivering a more even spread of discharges across the week. This requirement will be included as a condition of the Dynamic Purchasing System (DPS) tender for care homes that the Council is undertaking with the West London Alliance (WLA) of local authorities. This piece of work falls within the remit of scheme 6: <i>Care Home and Supported Living Market Development</i>. c) <u>Palliative & hospice bed provision</u> - The ability of the Hospital to discharge people who are at end of life is impacted by available service provision and this will also be addressed under scheme 6: <i>Care Home and Supported Living Market Development</i>. This also links with scheme 2: <i>Better care at end of life</i>. <p>4.4 Improvements in managing the discharge process from Hillingdon Hospital introduced in 2015/16 will be carried forward into 2016/17. Essential components of this will be earlier planning and this will be assisted by the following:</p> <ul style="list-style-type: none"> a) <u>Advanced discharge planning on wards</u> - Hospital wards will be set specific targets to facilitate advanced discharge planning to ensure that key enablers such as medication and transport are available. Opportunities for standardising the MDT process on wards on the Hillingdon Hospitals sites will be explored. The objective of this work will be to apply the most effective MDT model consistently to achieve a better experience of care for patients and expedite the discharge of people who no longer need to be in hospital. b) <u>Embedding earlier referrals to Hospital transport</u> - The Hospital has transport available 24/7 365 days a year but earlier planning will assist in enabling referrals to be made earlier in the day in order to avoid a glut of activity around 4pm. This will also help to

improve the experience of care by preventing patients being taken back home late at night.

- c) Developing the Integrated Discharge Team (IDT) - The continuation of the IDT into 2016/17 is subject to the outcome of an evaluation into its effectiveness that will take place in Q4 2015/16. However, the practice of Adult Social Care proactively engaging with the wards to facilitate advanced discharge planning will continue in one form or another. Subject to the availability of accommodation on the Hospital site, there will be an increased social care presence to ensure a prompt response to addressing social care needs, which will contribute to a more even seven day flow out of the Hospital. This links into scheme 3: *Rapid Response and Integrated Intermediate Care*.

4.5 Other required components of the work to improve the discharge process will include:

- a) Addressing needs of people with acute mental health needs - Caring for people admitted to the Emergency Department with acute health needs in addition to severe mental health needs can be very resource intensive and this can impact on the delivery of a smooth discharge pathway for other patients. Through joint working between the CCG, Hillingdon Hospital, CNWL and the UK Border Agency the intention is to release acute mental health beds to ensure that people with acute mental health needs are cared for in the most appropriate setting to support their recovery.
- b) Earlier referrals to Psychiatric Liaison Service (PLS) - Changing practice to ensure early referral of patients showing signs of mental distress are referred to the PLS prior to discharge will also assist in preventing readmission that is avoidable.
- c) Developing the role of the third sector - Linking into scheme 3: *Rapid Response and Integrated Intermediate*, the support from the third sector to people at the point of discharge and in the first few weeks after they have returned home will be considered. The purpose of this will be to ensure that maximum benefit can be obtained from the unique skills available from the third sector to support the independence of residents and prevent readmissions that are avoidable.
- d) Developing a common functional assessment in hospitals in North West London (excluding Hillingdon Hospitals) - Assessment of patient need and function occurs within the hospital and is carried out by the hospital Multi-disciplinary Team (MDT) however, decision-making about which community service(s) is most appropriate is undertaken by the community team. The development of a common tool for assessing a patient's needs and function in hospitals other than Hillingdon Hospital would assist in supporting the discharge process where Hillingdon residents are admitted to other hospitals in north west London.

Commissioning Arrangements

4.6 Pooled budget.

The Delivery Chain

Scheme Lead Role

4.7 Hillingdon Hospital will continue as the lead for this scheme, which will be overseen by the System Resilience Group (SRG). The SRG has responsibility for monitoring delivery of all the clinical standards mandated by NHSE.

Scheme Delivery				
4.8 The services required to deliver a more even hospital discharge process across the week will be provided by a combination of the following providers: The Hillingdon Hospital Foundation Trust, Central North West London Community Health and Mental Health Services, Hillingdon's four GP networks, Adult Social Care, Hillingdon's third sector and the private sector.				
Investment Requirements				
Service	Provider	Funder		Total
		LBH	HCCG	
a) Mental Health Social Workers	LBH	100	0	100
TOTALS		100	0	100
Contribution to BCF Metrics				
4.9 The scheme will impact on the following BCF metrics:				
a) Reduction in non-elective admissions through a reduction in readmissions				
b) % of people supported at home 91 days post discharge into reablement by reducing the number of readmissions related to the cause of the original admission.				
Other Success Measures				
4.10 The following measures will be used to identify whether the scheme is working:				
a) 35% of discharges should occur before midday 7/7.				
b) Weekend discharges are 80% of weekday rates.				
c) Number of people discharged at weekends.				
d) % of people supported at home 91 days post discharge into reablement.				
e) Reduction in differential mortality rates between weekdays and weekends.				
f) Reduction in readmissions within 30 days.				
g) Resident/patient feedback				
h) Carer feedback				
4.11 With the exception of the last two measures, this data is collected automatically. The last two qualitative measures will require new surveys to be undertaken of patients and carers.				

Scheme Five: Integrated Community-based Care and Support				
Scheme Strategic Objectives				
5.1 To ensure that community based care and support works as effectively and as efficiently as possible and is aligned across primary care and community services to deliver anticipatory care in community settings that achieves the best outcomes for patients/residents and delivers value for money.				
Scheme Overview				
5.2 There has been a review and improvement in efficiency of a range of community health services to ensure that value for money from existing services is being achieved. An integrated model of care for older people will be extended where integrated care and support planning approaches facilitate closer integration between health, social care and third sector providers and delivers improved outcomes.				
5.3 This scheme will contribute to this through the following actions:				

- a) Expanding the use of risk stratification tools - The Metrohealth GP network in the north of the borough has been using a combination of multi-provider risk stratification tools, informed GP practice intelligence and informed provider intelligence to detect early signs of frailty to trigger earlier support. During 2016/17 risk stratification tools will be refined and this learning will be rolled out across the borough to all practices.
- b) Mainstreaming personalised care planning - Care planning processes and outcomes have been reviewed in 2015/16. This will enable work the undertaken in 2015/16 and linked to the application of risk stratification tools to be fully embedded in GP networks across the borough to support a reduction in avoidable emergency admissions to hospital. This will be supported by the development of the co-produced Integrated Care and Support Record (ICSR) and, subject to the outcome of the pilot, the further scale up of the care information exchange (CIE) platform.
- c) Embed a multi-disciplinary team (MDT) approach to addressing the needs of residents/patients with complex needs - GP networks will be supported to embed the MDT approach as a cost effective tool for maximising the health and wellbeing of residents/patients living with long-term conditions. This will include training for MDT chairs as well as practical support for the administration of meetings.
- d) Scaling up the integrated model of care for older people across the borough - Building on integrated care planning in primary care, an enhanced model of integrated care provision for older people is currently being piloted with Metrohealth GP network in the north of the borough. This will inform commissioning a system wide integrated model of care for older people in shadow form in 2016/17 and will enable the involvement of other networks as maturity builds. This approach requires new contractual relationships with primary care, community health, acute and the third sector and the development of enablers to drive better outcomes.
- e) Raise awareness within primary care of community service provision and access routes - Training will be provided to staff within primary care about the range of services provided by the Council to support the health and wellbeing of residents/patients in their own homes, including the provision of Disabled Facilities Grants (DFGs). Training will include promotion of the online resident portal Connect to Support and how to access information about the range of services provided by the voluntary and community sector.
- f) Deliver an integrated community equipment service - Community equipment is critical to supporting people with physical disabilities and/or sensory impairments in their own home. People of all ages often have a variety of equipment needs, ranging from daily living equipment such as bath board, hoists, electric beds, etc, to more medical equipment, e.g. pressure relieving mattresses and/or oxygen. To avoid the coordination difficulties posed by having different providers delivering different types of equipment, the community equipment service will be retendered in 2016/17 under a model that brings together as many types of equipment as possible to improve efficiency in meeting the equipment needs of residents/patients. This provision will apply to all adults and children.
- g) Relaunch the retail model for community equipment - The purpose of the retail model is to give residents greater choice by enabling them to access more personalised equipment than is available from the standard catalogue available to the Council and the NHS. Under this model they can pay a top-up if the cost of the equipment item is greater than the equipment prescription value.
- h) Develop an integrated approach to home care market development and management - This will bring together health and social care to ensure better management of medication in the community. A key intended outcome would be to prevent residents/patients needing to

change provider to address their respective health or social care needs unless this was necessary for clinical reasons. Another outcome would be to ensure service availability to support people who had care needs but who did not meet the national eligibility criteria for social care. As part of the joint approach to the management of the homecare market is ensuring the availability of provision to support people in the community living with dementia, which links with scheme 8: *People living well with dementia*.

- i) Expansion of Personal Health Budgets (PHB) – A local offer for PHBs will be developed for residents/patients living with one or more long-term conditions and also children with special educational needs. The PHB offer will not be restricted to people who are eligible for NHS funded Continuing Healthcare. During 2016/17 a three year plan to expand the take-up of PHBs will be developed and this will include joint PHBs and Direct Payments where an adult meets the national eligibility criteria for a financial contribution from the local authority to meet their social care needs. The plan will also address market development issues.

Commissioning Arrangements

5.4 LBH to be lead commissioner for community equipment service.

5.5 Pooled budget.

The Delivery Chain

Scheme Lead Role

5.6 HCCG will lead for this scheme, which will be overseen by the multi-agency Integrated Care Steering Group.

Scheme Delivery

5.7 An Accountable Care Partnership (ACP) is HCCG's preferred model of delivery for integrated care. An ACP is where a group of providers agree to take responsibility for providing all care for a given population for a defined period of time under a contractual arrangement with a commissioner. Under this model providers are held accountable for achieving a set of pre-agreed quality outcomes within a given budget or expenditure target. In Hillingdon the ACP comprises of The Hillingdon Hospitals Foundation Trust, Central North West London Foundation Trust (CNWL), Metrohealth GP network and the H4All third sector consortium.

5.8 Commissioning integrated care from the ACP will initially be for older people with long term conditions, but will progress in scope to all older people and other population groups with long term conditions. This is not expected to occur in 2016/17, which will be a shadow year before the ACP becomes fully operational in 2017/18. The ACP will deliver services under the current contracts held by its constituent organisations and a shadow capitated budget will be developed in 2016/17. A capitated budget is a sum of money based on the estimated needs of a population group and for 2016/17 this will initially be older people with long-term conditions. Both the CCG and the ACP will monitor the cost of the model of care and outcomes in readiness for moving to a full capitated model after April 2017.

5.9 The Council will commission care and support provision in extra care schemes from an independent sector provider and the CCG will commission community health services either from the existing community provider or an independent sector provider following a procurement process. Primary care services will be co-commissioned between the CCG and NHSE from the appropriate GP networks.

5.10 Community equipment is commissioned by the Council on its own behalf and that of the

CCG and the service is provided by a private company. Hillingdon is part of a consortium comprising of 16 London boroughs and CCGs that is led by Hammersmith and Fulham. See **Schedule 1C** for detailed local operation of this service.

5.11 The success of the retail model for community equipment is dependent on there being a range of approved providers. There are currently 16 participating pharmacists and expanding this coverage will be a task for 2016/17.

5.12 Both the Council and the CCG commission homecare providers from a range of private and independent sector companies.

5.13 Individual residents/patients will commission services directly from a range of third sector or private sector providers.

Investment Requirements

Service	Provider	Funder		Total
		LBH	HCCG	
a) Community equipment contract	Medequip Assistive Technology LTD	756	685	1,441
b) Pressure relieving mattresses	DHS	0	200	200
c) Telecare	Tunstall/LBH	262	0	262
d) Continence service	CNWL	0	529	529
e) Community matrons	CNWL	0	677	677
f) District Nursing	CNWL	0	3,287	3,287
g) Twilight Service	CNWL	0	167	167
h) Tissue Viability	CNWL	0	386	386
i) Disabled Facilities Grants	LBH	3,457	0	3,457
j) Packages of care: maintaining eligibility criteria	Various P & V	655	0	655
k) Medication Administration Record (MAR chart) provision	Community Pharmacists	0	8	8
l) Medication administration training	Opus	0	16	16
m) Homecare provider care standards training	Independent Sector	15	0	15
n) Adult Safeguarding	LBH	260	0	260
TOTALS		5,412	5,973	11,385

Contribution to BCF Metrics

<p>5.14 This scheme will impact on the following BCF metrics:</p> <ul style="list-style-type: none"> a) Reduction in non-elective admissions b) Reduction in permanent admissions to care homes of 65 + population. c) Reduction in delayed transfers of care. d) Social care quality of life.
<p>Other Success Measures</p>
<p>5.15 The following measures will be used to identify whether the scheme is working:</p> <ul style="list-style-type: none"> a) Proportion of residents identified as in need of preventative care who have been offered a care plan. b) Proportion of patients who have care planning where there is a tangible improvement in quality of life and level of independence. c) Proportion of patients who have achieved jointly agreed goals in 6 months or have shown a very positive progression towards achievement of their goals. d) Improved patient experience tested by part of patient survey. e) Number of people in receipt of a Personal Health Budget.

<p>Scheme Six: Care Home and Supported Living Market Development</p>
<p>Scheme Strategic Objectives</p>
<p>6.1 Through market reshaping secure:</p> <ul style="list-style-type: none"> a. A vibrant, quality care home market that meets current and future local need; and b. An appropriate mix of supported living provision that provides people with a realistic alternative to care home admission.
<p>Scheme Overview</p>
<p>6.2 This scheme is focused on two areas:</p> <ul style="list-style-type: none"> a) The care home (residential and nursing) primarily for older people but also for younger adults with physical disabilities; and b) The supported living markets for all adults and not just older people. <p>6.3 The scheme will include the following actions:</p> <ul style="list-style-type: none"> a) <u>Launch of market position statements (MPSs)</u> - Through MPSs developers and providers of care homes for older people and other population groups and developers and providers of supported living schemes for older people and other population groups will be advised of LBH/HCCG needs over the next 3 - 5 years to address health and care needs of the population; b) <u>Securing suitable care home provision for people with challenging behaviour needs</u> - Securing suitable local placements for people with challenging behaviour needs, including those associated with dementias, is a key cause of delayed transfers of care. This will be accomplished through providing appropriate wrap-around support for care homes that includes access to medical and clinical expertise to existing providers as well as facilitating new supply, where appropriate. This links with scheme 4: <i>Seven day working</i>; c) <u>Palliative & hospice bed provision</u> - A review of bed based services will consider the need for additional palliative and bed-based hospice provision. Delivery of the outcomes of the review will start in 2016/17 but any new locally based services may take up to two years to come on

stream. This links with scheme 2: *Better care at end of life* and scheme 4: *Seven day working*;

- d) Monitoring quality of service provision: A jointly agreed process for encouraging and monitoring quality of provision within the care home and supported living markets will be embedded;
- e) Managing business failure - A jointly agreed process for identifying and responding to provider business failure that will ensure continuity of service provision will be embedded;
- f) Agreed price for care tool implementation - Implementing an agreed tool for establishing a fair price for care will provide a transparent basis for determining care home fees that allow for market stability and are affordable and provide value for money for commissioners;
- g) Securing agreement on integrated brokerage options – Options for integration of nursing care home brokerage placements following work undertaken in 2015/16 will be considered jointly by the Council and CCG alongside options for joint contracting arrangements;
- h) Implementing preferred contracting options for care homes - Development of a joint care home specification that employs appropriate contractual levers to implement national policy priorities, e.g. seven day working. This will also include partnership working with the West London Alliance (WLA) of local authorities to tender for a Dynamic Purchasing System (DPS) for care homes. A DPS is a fully-electronic process used by public sector bodies to award contracts for works or services and it ensures that the end-to-end procurement process is competitive, fair and transparent.
- i) Development of a menu of in-reach support for care homes and supported living schemes - This would include medical and other clinical advice that will prevent hospital admissions that are avoidable;
- j) Developing the model of care and support for extra care - The development of wrap-around services to ensure that the health and care needs of older people in existing extra care sheltered schemes, Cottesmore House and Triscott House, are met as well as those in two new schemes (Grassy Meadow and Parkview) to be opened in 2018. The intention will be to minimise the circumstances where it is necessary for people living in these schemes to be admitted to care homes to address their needs.

Commissioning Arrangements

6.4 Pooled budget.

The Delivery Chain

Scheme Lead Role

6.5 The Council will lead on this scheme and will be supported by a multi-agency task and finish group.

Scheme Delivery

6.6 The Council and CCG currently commission care home placements separately and often from the same private providers. The need for care home provision will be met by the private or independent sector market and through this scheme different commissioning options will be considered, including lead commissioning arrangements.

<p>6.7 In-reach support from community matrons to care homes is commissioned by the CCG from CNWL. Any enhancement to this service to include other clinical and medical support and also to include supported living schemes would be subject to approval of proposed business cases and could be further developed within the emerging ACP.</p> <p>6.8 The Council currently commissions a private provider to deliver care to the tenants of two existing extra care schemes, Cottesmore House and Triscott House. Housing-related support is provided directly to tenants by the Council. The Council will continue to be the lead commissioner for the service provided to tenants at these schemes and the new ones due to open in 2018. It is expected that core care and support hours, e.g. the level of care required for the safe running of the schemes, will be delivered by a private or independent sector</p>				
Investment Requirements				
Service	Provider	Funder		Total
		LBH	HCCG	
a) Quality Assurance Team	LBH	150	0	150
b) Care Home Prescriber	HCCG	0	32	32
TOTAL		150	32	182
Contribution to BCF Metrics				
<p>6.9 This scheme will impact on the following BCF metrics:</p> <p>a) Reduction in non-elective admissions</p> <p>b) Reduction in permanent admissions to care homes of 65 + population.</p> <p>c) Reduction in delayed transfers of care (mental health).</p> <p>d) Social care quality of life.</p>				
Other Success Measures				
<p>6.10 The following measures will be used to identify whether the scheme is working:</p> <p>a) Reduction in non-elective admissions from care homes.</p> <p>b) Reduction in non-elective admissions from supported living schemes, including extra care.</p> <p>c) Reduction in number of people aged 65 + dying in hospital within seven, fourteen and twenty-one days of admission from a care home where the hospital is not their preferred place of care. This links to scheme 2: <i>Better care at end of life</i>.</p>				

Scheme Seven: Supporting Carers
Scheme Strategic Objective
<p>7.1 This strategic objective of this scheme is that carers are able to say:</p> <ul style="list-style-type: none"> • "I am physically and mentally well and treated with dignity" • "I am not forced into financial hardship by my caring role" • "I enjoy a life outside of caring" • "I am recognised, supported and listened to as an experienced carer"
Scheme Overview
<p>7.2 The 2014 Care Act increased the responsibilities of local authorities towards adult carers. The Act changed the definition of who is a carer so that any adult providing unpaid care to another adult is legally regarded as a carer whether or not they regard themselves as such. Any</p>

carer within this definition has a right to a carer's assessment and also to have their own care and support needs identified from the assessment met by the local authority. This scheme seeks to support the health and wellbeing of carers, both adults and young carers and this will be achieved through the following actions:

- a) Deliver a communications campaign to increase awareness and take up of carers' support/services - The campaign will include identifying "hidden", e.g. people who do not necessarily identify themselves as carers. It will also include a 'What would you do? Where would you go?' initiative to raise awareness for all residents who could become carers at any time.
- b) Reviewing assessment capacity across the borough to provide additional support to carers - The expectation is that as the population ages the number of carers will increase and there consequently needs to be sufficient capacity within the system to permit timely carers' assessments to take place. Some demand may be absorbed by the online self-assessment facility through Connect to Support but the Council will ensure sufficient capacity through its contracts with the third sector. From the autumn of 2016 this flexible response to demand for carers' assessments would come within the carers' hub contract.
- c) Implement the carers' hub contract - Following a tender for an integrated support service for carers in 2015/16 the new contract will be implemented in the autumn of 2016.
- d) Deliver GP annual health checks and flu jab programmes for carers - GP practices will be supported by the Communications Team to proactively identify carers and to register them as carers. Where feasible each practice will identify someone as a carers' champion and the definition of this role will be agreed in consultation with the GP networks. A mechanism for referring carers for a health check following a carer's assessment will also be developed.
- e) Deliver options to extend services for carers - e.g. weekend carers cafes, more activities in winter months and condition specific cafes e.g. dementia, MH, autism and provide access to appropriate and improved 7 day health care services
- f) Delivery of an integrated engagement framework for carers - This is being developed in 2015/16 and is intended to enhance the voice of carers in service planning and delivery, across all providers. It will include use of technology to enable carers to give their views online in a way that is least disruptive to them. Subject to the outcome of a feasibility study, it may also include establishing a Carers' Assembly.
- g) Support for carers of people at end of life – The results of the review of the needs of carers of people at end of life undertaken as part of the work of the End of Life Forum under scheme 2: *Better care at end of life*, will be implemented. Where additional funding is required appropriate business cases will be developed for consideration by the Council and/or CCG.

Commissioning Arrangements

7.3 Pooled budget.

The Delivery Chain

Scheme Lead Role

7.4 The Council shall lead on this scheme and will be supported by the multi-agency Carers Strategy Group.

Scheme Delivery

7.5 Carers' assessments are undertaken by the Council with additional capacity commissioned from Hillingdon Carers by the borough. This will continue during 2016/17.

7.6 Information and advice for carers is commissioned by the Council from a range of third sector providers and these include Hillingdon Carers, Rethink and the Alzheimers' Society. It is intended that the new carers' hub service being tendered during 2015/16 will be delivered by a third sector organisation and provide a single point of access to services for carers. This will include information and advice to young carers and a range of support services, including some therapeutic services.

7.7 The Council has commissioned the Carers' Trust to provide a sitting service for carers of people who do not meet eligibility criteria. This enables carers to take a break of four hours a week. A carers' assessment is not required for them to be able to access this service and any carer requiring more support may be able to receive this following an assessment. This service will be part of the new Carers' Hub Service that will operational from 1st October 2016. Local GP networks are responsible for delivering health checks for carers. Where appropriate, Personal Health Budgets will be made available during 2016/17 to address the specific healthcare needs of carers identified from the health check process. See scheme 5: *Integrated Community-based Care and Support*.

Investment Requirements

Service	Provider	Funder		Total
		LBH	HCCG	
a) Carers' hub, assessments and review	Third sector	600	0	600
b) Services to carers (inc respite)	Various P & V	209	0	209
c) Support to Hillingdon Social Care Direct	LBH	70	0	70
d) Training	Third sector	20	0	20
e) Carer Support Worker	Hillingdon Carers	0	18	18
TOTALS		899	18	917

Contribution to BCF Metrics

7.8 This scheme will impact on the following BCF metrics:

- a) Reduction in non-elective admissions.
- b) Reduction in permanent admissions to care homes of 65 + population.

Other Success Measures

7.9 The following measures will be used to identify whether the scheme is working:

- a) Number of carers' assessments completed.
- b) Number of carers receiving respite or a carer specific service following an assessment.
- c) Through the national carers' survey:
 - I. Proportion of Carers who have found it easy or difficult to find information and advice about support services or benefits
 - II. Carer quality of life questions about:

- Getting enough sleep and eating well
- Having sufficient social contact
- Receiving encouragement and support.

d) Number of carers on GP Carers' Registers.

e) Number of Carers in receipt of a Personal Health Budget. Links with scheme 5: *Integrated Community-based Care and Support*.

Scheme Eight: People living well with Dementia
Scheme Strategic Objective
8.1 The objective of this scheme is that people with dementia and their family carers are enabled to live well with dementia.
Scheme Overview
<p>8.2 Hillingdon's ageing population means that dementia, a condition primarily associated with old age, is going to have a significant impact on the local health and care economy for the foreseeable future. Through more integrated working across health and social care it is intended that this scheme will contribute to people affected by dementia being able to say:</p> <ul style="list-style-type: none"> • I was diagnosed in a timely way. • I know what I can do to help myself and who else can help me. • Those around me and looking after me are well supported. • I get the treatment and support, best for my dementia, and for my life. • I feel included as part of society. • I understand so I am able to make decisions. • I am treated with dignity and respect. • I am confident my end of life wishes will be respected. I can expect a good death. <p>8.3 To achieve this the following actions will be taken:</p> <p>a) <u>Preventing or delaying the onset of dementia</u> - This action links in with the work being undertaken under scheme 1: <i>Early identification of people with susceptibility to falls, dementia, stroke and/or social isolation</i>, as the actions intended to prevent stroke will also assist in preventing or delaying the onset of dementia, e.g. promoting physical activity, nutrition guidance, smoking cessation and early detection of conditions such as hypertension and high cholesterol.</p> <p>b) <u>Implementing a single point of access (SPA) for crisis care</u> - Building on a single point of access to urgent and crisis care in 2015/16, the service will be developed in 2016/17 so that people with urgent mental health needs, including dementia, are able to receive multi-disciplinary assessments of need and onward referral as appropriate. It is envisaged that referrals into the SPA would come from professionals and voluntary and community organisations as well as residents themselves and/or their carers.</p>

- c) Completion of Integrated Multi-disciplinary Team business case - Following modelling work undertaken in 2015/16, a business case will be developed in 2016/17 for a multi-disciplinary service model encompassing Memory Assessment, older people mental health beds and community home treatment services to provide a more integrated service for older people with dementia requiring diagnosis and post-diagnosis support. This will include case management approaches for people living with dementia and other long-term physical health needs. This links into existing integrated care planning for older people and specifically with scheme 5: *Integrated Community-based Care and Support*.
- d) Developing a local dementia resource centre model - A dementia resource centre will be included in the 88 flat Grassy Meadow extra care scheme due to open in early 2018. This resource is primarily intended to meet the social care needs of people living with dementia in the community with family carers, but during 2016/17 health and social care partners will work together to identify how the maximum benefit can be obtained from this facility.
- e) Developing standardised training for providers - The multi-agency Dementia Working Group will develop a training framework for health and social care staff that will address the following three tiers:
- Tier 1: Dementia Awareness ('Essential information') that highlights the basic, essential competencies relevant to all sections of workforce and society.
 - Tier 2: 'Enhanced' builds on tier 1 and highlights competencies needed for those working in general health or social care settings and for those working with people with dementia.
 - Tier 3: 'Specialist' builds on tiers 1 & 2 and is relevant to those working in a more specialist and intensive way with people with dementia.

8.4 It is envisaged that tier 1 and 2 would be available as an e-learning modules.

- a) Securing care home provision for people living with dementia with challenging behaviours – The current limited availability of this provision is the cause of people with dementia staying in inappropriate care settings for longer than is desirable and can contribute to delayed transfers of care. The work being undertaken under scheme 6: *Care Home and Supported Living Market Development* is intended to address this gap in provision.
- b) Securing care provision for people living with dementia at end of life – The work being undertaken under scheme 5: *Integrated Community-based Care and Support* and scheme 6: *Care Home and Supported Living Market Development* will ensure that appropriate service provision is available to address need at this particularly sensitive time.

Commissioning Arrangements

8.5 Pooled budget.

The Delivery Chain

Scheme Lead Role

8.6 HCCG shall lead on this scheme, which will be overseen by the multi-agency Dementia Working Group task and finish project group.

Scheme Delivery

8.7 Information and advice about dementia is commissioned by the Council from the Alzheimer's Society, who also provide an advice centre at the Templeton Centre in Northwood. The CCG commissions CNWL to provide a memory assessment service which is based at the Woodland Centre on the main Hillingdon Hospital site. In-patient provision is also based at the Woodland Centre, which is commissioned by the CCG. Both the Council and the CCG commission CNWL to provide an Admiral Nurse service, which supports carers of people living with dementia.

8.8 There are 29 care homes in Hillingdon that support older people and 26 of these are registered to support people with dementia. The direction for national and local policy is to support people living with dementia in their own homes or in as least restrictive environment as possible for as long as possible, which is one of the reasons for the development of extra care schemes. The commissioning of care homes and care and support provision is addressed within scheme 6: *Care Home and Supported Living Market Development*. This includes provision to address the needs of people living with dementia with challenging behaviours.

8.9 Both the Council and the CCG commission homecare provision from private and independent sector providers to support people in their own homes with their personal care and health needs. The availability of a service to address the care needs of people living with dementia will be addressed under scheme 5: *Integrated Community-based Care and Support*.

8.10 The Council's Wellbeing Team, in partnership with the Libraries Service, provides a range of activities to keep people living with dementia mentally and physically active. This links with scheme 1: *Early identification of people with susceptibility to falls, dementia, stroke and/or social isolation*.

Investment Requirements

Service	Provider	Funder		Total
		LBH	HCCG	
Wren Centre	LBH	300	0	300
Staff & provider training	Third sector	5	0	5
	Totals	305	0	305

Contribution to BCF Metrics

8.11 This scheme will impact on the following BCF metrics:

- Reduction in permanent admissions to care homes of 65 + population.
- Social care quality of life.

Other Success Measures

8.12 The following measures will be used to identify whether the scheme is working:

- Diagnosis rate as a percentage of projected prevalence of dementia within the Hillingdon population.
- Proportion of residents identified as in need of preventative care who have been offered a care plan.
- Number of people in receipt of a Personal Health Budget.
- Evaluation of training delivered to providers.

SCHEDULE 1A - FINANCAL CONTRIBUTIONS SUMMARY

Table 1: Funding Summary 2016/17	
(£,000)	
Source of Funds:	
HCCG BCF Grant	16,558
LBH DFG Grant	3,457
HCCG Voluntary Contribution	1,344
LBH Voluntary Contribution	1,172
Total	22,531

Allocation of Funds:	
Hillingdon CCG	11,965
LB Hillingdon	10,566
Total	22,531

Table 1A: Payment Arrangements Summary	
Funding to be transferred to LBH from HCCG	17,902
Funding to repaid to HCCG to cover contract/service obligations shown in Table 2 below.	11,965
Funding retained by LBH to cover contract/service obligations shown in Table 2 below.	5,937

Table 2: Contract and Provider Breakdown 2016/17					
Contract/Expenditure	Provider	Lead Partner	Funding Partner		TOTAL
			LBH	HCCG	
Scheme 1: Early identification of people with susceptibility to falls, dementia, stroke and/or social isolation					
a) Health and Wellbeing Service	H4All	HCCG	543	195	738

b) Connect to Support	Shop4Support	LBH	45	0	45
c) Online Services Coordinator	LBH	LBH	44	0	44
d) Equipment Provision- Atrial Fibrillation screening	LBH	LBH	5	0	5
e) Wellbeing initiatives for older people	LBH	LBH	20	0	20
f) Falls Prevention Service	Age UK	HCCG	0	140	140
g) Primary Care	GP Networks	HCCG	0	55	55
SCHEME 1 TOTAL			657	390	1,047
Scheme 2: Better care for people at the end of their life					
a) Community Palliative Team	CNWL	HCCG	0	106	106
b) Palliative Personal Care Service	Third sector	LBH	50	0	50
SCHEME 2 TOTAL			50	106	156
Scheme 3: Rapid response and Integrated Intermediate Care					
a) Prevention of Admission/Readmission to Hospital (PATH)	Age UK	HCCG	29	91	100
b) Take Home and Settle	Age UK	HCCG	0	63	63
c) Reablement Team	LBH	LBH	2,262	0	2,262
d) Spot purchased intermediate care beds	Various P & V	LBH	341	0	341
e) Cottesmore Reablement Flats	Paradigm Housing Group	LBH	38	0	38
f) Hospital Social Workers	LBH	LBH	210	0	210
g) Mental Health Nurse	CNWL	LBH	40	0	40
h) Rapid Response	CNWL	HCCG	0	1,546	1,546
i) Hawthorn Intermediate Care Unit (HICU)	CNWL	HCCG	0	1,614	1,614
j) Community Rehab	CNWL	HCCG	0	1,094	1,094
k) Step Down Beds (Franklin House)	Care UK	HCCG	0	198	198
l) Community Rehab Support to Step-down beds	CNWL	HCCG		53	53
m) Community Homesafe	CNWL	HCCG	0	688	688

SCHEME 3 TOTAL			2,920	5,347	8,267
Scheme 4: Seven Day Working					
a) Mental Health Social Workers	LBH	LBH	100	0	100
SCHEME 4 TOTAL			100	0	100
Scheme 5: Integrated Community-based Care and Support					
a) Community Equipment	LBH	LBH	756	685	1,441
b) Pressure Relieving Mattresses	DHS		0	200	200
c) Telecare	Tunstall/LBH	LBH	262	0	262
d) Training for Home Care Providers	LBH	LBH	15	0	15
e) Medication Administration Training (Homecare Providers)	OPUS	HCCG	0	16	16
f) Medication Administration (MAR)	Community Pharmacies	HCCG	0	8	8
g) Continence Service	CNWL	HCCG	0	529	529
h) Community Matrons	CNWL	HCCG	0	677	677
i) District Nursing	CNWL	HCCG	0	3,287	3,287
j) Twilight Service	CNWL	HCCG	0	167	167
k) Tissue Viability	CNWL	HCCG	0	386	386
l) Care Plan Coordination	Primary Care	HCCG	0	67	67
m) Packages of Care: Maintaining Eligibility Criteria	LBH	LBH	655	0	655
n) Disabled Facilities Grants	LBH	LBH	3,457	0	3,457
o) Adult Safeguarding	LBH	LBH	260	0	260
SCHEME 5 TOTAL			5,405	6,021	11,426
Scheme 6: Care Home and Supported Living Market Development					
a) Quality Assurance Team	LBH	LBH	150	0	150
b) Community Matrons	CNWL	HCCG	0	51	51
c) Care Home Prescriber	HCCG	HCCG	0	32	32
SCHEME 6 TOTAL			150	83	233
Scheme 7: Supporting Carers					

a) Carers' hub, assessments and review	Third sector	LBH	600	0	600
b) Services to carers (inc respite)	Various P & V	LBH	209	0	209
c) Support to HSCD	LBH	LBH	70	0	70
d) Training	Third sector	LBH	20	0	20
e) Carer Support Worker					
SCHEME 7 TOTAL			899	0	899
Scheme 8: People Living with Dementia					
a) Wren Centre	LBH	LBH	300	0	300
b) Training for staff/providers	Third sector	LBH	5	0	5
SCHEME 8 TOTAL			305	0	305
PROGRAMME MANAGEMENT TOTAL					
a) Programme Manager	LBH	LBH	80	0	80
PROGRAMME MANAGER TOTAL			80	0	80
TOTAL PLAN VALUE 2016/17			10,566	11,965	22,531

SCHEDULE 1B - OPERATION OF THE COMMUNITY EQUIPMENT LOANS AND MINOR ADAPTATIONS SERVICE

1. Definitions Specific to this Schedule 1B

- 1.1 Defined terms and interpretation for this Schedule 1B shall be as described in Clause 1.1 of this Agreement unless otherwise stated below:
- a) **Community Services Quality Assurance Manager** means the person appointed by the Council to oversee the day to day operation of the Contract.
 - b) **Contract** means the contract with the Service Provider.
 - c) **Door entry systems** refer to systems that facilitate authorised access to the homes of Hillingdon residents where the resident is unable to directly open their front door because of a disability.
 - d) **Eligibility criteria** means the criteria agreed between the Partners to determine access to the Service as described in **Annex A** of this Schedule.
 - e) **Minor adaptations** refer to adaptations costing under £1k.
 - f) **Standard minor adaptations** refer to minor adaptations available through the Service Provider's equipment catalogue.
 - g) **Non-standard minor adaptations** refer to minor adaptations that are not available through the Service Provider's equipment catalogue and for which a procurement process is required to be undertaken.
 - h) **Prescribers** refer to qualified staff from all Stakeholder Teams who are authorised to prescribe equipment.
 - i) **Prescribing Teams** refer to teams across Social Care and the NHS who have prescribers authorised to prescribe equipment to people who are residents of the borough or who are registered with a Hillingdon GP.
 - j) **Service** means either the Equipment Loans Service under Part 1 of this Schedule or the minor adaptations and door entry systems services under Part 2 of this Schedule.
 - k) **Service Provider** means Medequip Assistive Technology Ltd

Part 1 - Equipment Loans Service

1. Services under Part 1 of this Schedule

- 1.1 The Service that is subject to this Agreement is daily living equipment provided from the Equipment Loans Service under the Contract with the Service Provider.
- 1.2 Access to the Services funded under Parts 1 and 2 of this Schedule of the Agreement shall be based on the Eligibility Criteria set out in **Annex A** of this Schedule.

2. Service Aim

- 2.1 The Hillingdon Community Equipment Service (HCES) shall provide value for money by being a high quality, well co-ordinated, cost effective loan equipment service for Service Users registered

with General Practitioners based in Hillingdon who are contracted with NHS England to provide general medical services in Hillingdon or to people resident in the London Borough of Hillingdon who may not be registered with a GP in Hillingdon.

3. Contract

3.1 The Council shall hold the Contract with the Service Provider for the delivery of the Services set out in **Annex B**.

3.2 The Service Provider will carry out the day-to-day requirements of the Services as outlined in **Annex B**. As Host Authority the Council shall have the responsibility for managing the Contract.

3.3 This Agreement includes those current budgets identified under the following headings for Hillingdon Community Equipment Services:

- the Council's equipment staffing and non staff budgets for the Equipment Loans Service
- the CCG's Equipment Loans purchasing budgets

3.4 Resources allocated for 2016/2017 are as follows:

Council	£611,750
HCCG	£611,750
TOTAL	£1,223,500

3.5 A detailed breakdown of the 2016/17 budget can be found in **Annex C**.

3.6 Services will be provided in line with the Eligibility Criteria for services as set out in **Annex A**.

3.7 Ownership of equipment loaned to Service Users for use in their homes rests jointly with the Partners. At the point of termination of the Agreement, separate negotiations will be undertaken regarding the distribution of ownership of loaned equipment provided.

3.8 Where there are issues of service costs rising beyond the additional contributions of each Partner, (e.g. due to differences in pay settlements, failure of budgets to be centrally uplifted, or any other factors), these will be addressed within the CCG and the Council in the first instance, and an attempt made to resolve them within the overall budgetary framework. Ongoing budget monitoring is expected to pay close attention to issues such as staff pay awards, superannuation agreements, registration requirements, legislative changes and any other factors that might potentially lead to cost pressures, and to plan accordingly wherever foreseeable. Where the contributions of each Partner are insufficient to meet the service requirements, agreement will be reached by the Core Officer Group to either increase funding or offer different, less costly options to ensure financial probity and that the Services are delivered within the budgetary constraints.

3.9 Definition of management costs and any shared overheads shall be as agreed between the Partners.

4. Budget Setting

4.1 The budget for the Equipment Loans Service for 2016/17 shall be as set out in Clause 3.4 above.

4.2 The Council shall propose a base budget for consideration by the Partners by end of Q3 2016/17 and a proposed base budget for 2017/18 shall be determined by the end of February 2017 and Stakeholder Teams funded from the Pooled Budget shall be notified of their allocation.

- 4.3 The amount to be provided will cover service developments, inflation and cost pressures.
- 4.4 The VAT regime of the Council will apply as laid out in the CIPFA guidance on Pooled Funds.

5. Monitoring Arrangements

- 5.1 The Council shall employ a Community Services Quality Assurance Manager who shall manage the relationships between Prescribing Teams, the Service Provider and the Partners.
- 5.2 Activity, expenditure and quality of service delivery of the Services under this **Schedule 1B** shall be overseen by the Joint Services Efficiency Group, the role and responsibility of which is set out in **Annex D**.
- 5.3 The Community Services Quality Assurance Manager shall provide monthly updates of activity information, expenditure and projected year-end expenditure as directed by the Equipment Joint Efficiency Group or the Partnership Board.
- 5.4 Prescribing teams shall be given notional budgets against which they will prescribe and their activity will be monitored.
- 5.5 The Council shall provide quarterly financial monitoring reports and year-end accounts showing funds received, funds spent, funds committed and any unspent resources, to the Partnership Board. The Council shall also provide such other reports as deemed necessary to ensure compliance with Audit requirements.
- 5.5 The pooled budget shall not pay the Service Provider for any expenditure above, or different from that previously agreed unless so authorised in advance by the Partners.

6. Changes to Financial Contributions to the Equipment Loans Service

- 6.1 The contributions to the pooled budget arrangements shall be based on the following ratios:

A.	Council	a) Equipment	50%
		b) Activity	50%
B.	HCCG	a) Equipment	50%
		b) Activity	50%

7. Over and underspends

- 7.1 Provisions concerning over and under-spends are addressed in **Schedule 4** of this Agreement.

8. Audit Arrangements

- 8.1 In addition to the provisions in Clause 14 of this Agreement, the Council may in respect of this **Schedule 1C** arrange for an audit of assessments for equipment and the application of the Eligibility Criteria. The costs arising from this audit shall be shared equally by the Partners.

9. Prescribing Authority

- 9.1 The Project Manager shall enable Prescribers to prescribe equipment under this **Schedule 1B** up to a value as directed by the appropriate team manager or service leads from the Partners. Team managers and service leads shall have authority to remove prescribing authority or alter the value to which a Prescriber can prescribe equipment under the Whole Agreement.

9.2 The Pool Manager may, in consultation with the Chair of the Partnership Board, remove the authority of any prescribing team to prescribe equipment under this **Schedule 1B**. This may only take place where there has been persistent and demonstrable failure to comply with the Eligibility Criteria and that has not been remedied following written notice.

Part 2 - Minor Adaptations and Door Entry Systems

10. Services under Part 2 of this Schedule

10.1 The Services that are under Part 2 of this **Schedule 1B** shall be minor adaptations and door entry systems.

11. Funding Responsibility

11.1 The Council shall contribute the funding for the minor adaptations and door entry systems services to the Pooled Budget for 2016/17 as follows:

Minor adaptations	£90,150
Door entry systems	£54,100

11.2 Only prescribers within the Council shall have authority to prescribe minor adaptations and door entry systems.

ANNEX A - ELIGIBILITY CRITERIA FOR ACCESS TO SERVICES UNDER THE EQUIPMENT LOANS SERVICE

1. The person must be deemed to be ordinarily resident in the London Borough of Hillingdon to which they have applied for assistance or they are registered with a GP practice that is a member of NHS Hillingdon CCG.

And

2. The adult's needs arise from or are related to a physical or mental impairment or illness.

And

3. The person is eligible under the Care Act 2014, Chronically Sick and Disabled Persons Act 1970, National Health Service Act 2006 with consideration as needed to the Human Rights Act 1998, Equalities Act 2010, Moving and Handling Operations Regulations 1992 and Lifting Operations, and Lifting Equipment Regulations 1998.

GENERAL CONSIDERATIONS

4. A Therapist, Nurse or trained member of staff, as agreed by the NHS Hillingdon CCG or the London Borough of Hillingdon, may supply equipment following an assessment.

5. Where appropriate the first choice is for the person is to receive rehabilitation or training in alternative techniques to carry out a daily living activity rather than rely on equipment/minor adaptation.

6. Equipment/minor adaptation provision needs to follow the process mapping as for that equipment type detailed below.

7. Identified equipment/minor adaptation must focus on minimising risk to and maximising independence of the Service User.

8. Plans must be made by the prescriber to undertake an appropriate review the equipment/minor adaptation and to ensure its safe usage by the service user and their carers.

9. Staff must be aware which pieces of equipment require an annual review and make arrangements for this.

10. The Service User must be informed at the time of assessment that the equipment provided through the Loan Model (excluding Minor Adaptations), is on loan for their and their carer's exclusive use. All equipment should be looked after and used as instructed by the practitioners and information contained in manufacturers publications as provided at the time of issue. Conditions of Loan document to be issued and recorded in case notes.

11. Managers should ensure that the equipment and services prescribed do not exceed the annual budget allocation and work within their budget limits.

12. Carer's needs should be assessed at the same time as the person. Equipment may be issued with the primary aim of meeting the carer's needs e.g. transfer belt to prevent back injury.

13. Equipment should be provided by residential and nursing care homes if it is the type of equipment required by its residents as part of its statement of purpose /registration. The issue of special equipment to individuals will be considered and if prescribed must not be used by any other resident.

ANNEX B - CONTRACT WITH THE SERVICE PROVIDER



CE Contract_Spec
and Addtln Extension

ANNEX C - EQUIPMENT LOANS SERVICE DETAILED BUDGET BREAKDOWN 2016/17

2016/17 EQUIPMENT LOANS SERVICE BUDGET BREAKDOWN			
	TOTAL	LBH	HCCG
Equipment purchase	755,900	377,950	377,950
Delivery Charges	368,000	184,000	184,000
Staff	50,100	25,050	25,050
Equipment Maintenance	9,000	4,500	4,500
Water Closet Emptying Service	13,000	6,500	6,500
Lead authority role RBK &C	19,500	9,750	9,750
Overheads - Directly attributable	8000	4,000	4,000
Net cost/Budget	1,223,500	611,750	611,750

ANNEX D - JOINT SERVICES EFFICIENCY GROUP TERMS OF REFERENCE



ANNEX D JSEG
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SCHEDULE 2 - FUNCTIONS

1. Functions of NHS Bodies included in the Section 75 are:

- a) The functions of arranging for the provision of services under sections 3, 3A and 3B of, and paragraphs 9 to 11 of Schedule 1, to the 2006 National Health Service Act, including rehabilitation services and services intended to avoid admission to hospital;
- b) The functions of making direct payments under:
 - i. Section 12A (1) of the National Health Service Act, 2006 (direct payments for health care)
 - ii. The National Health Service (Direct Payments) Regulations, 2013

2. Excluded NHS functions are:

- a) Surgery, radiotherapy, the use of Class 4 laser treatments and other invasive treatments and emergency ambulance services.

3. Health-related responsibilities of the Council included in the BCF Plan are:

- a) Functions under Part 1 of the Care Act, 2014.
- b) Functions under Schedule 1 of the Local Authority Social Services Act, 1970 (as amended).
- c) Functions under Part 1 of the Housing Grants, Construction and Regeneration Act, 1996, specifically the provision of Disabled Facilities Grants.

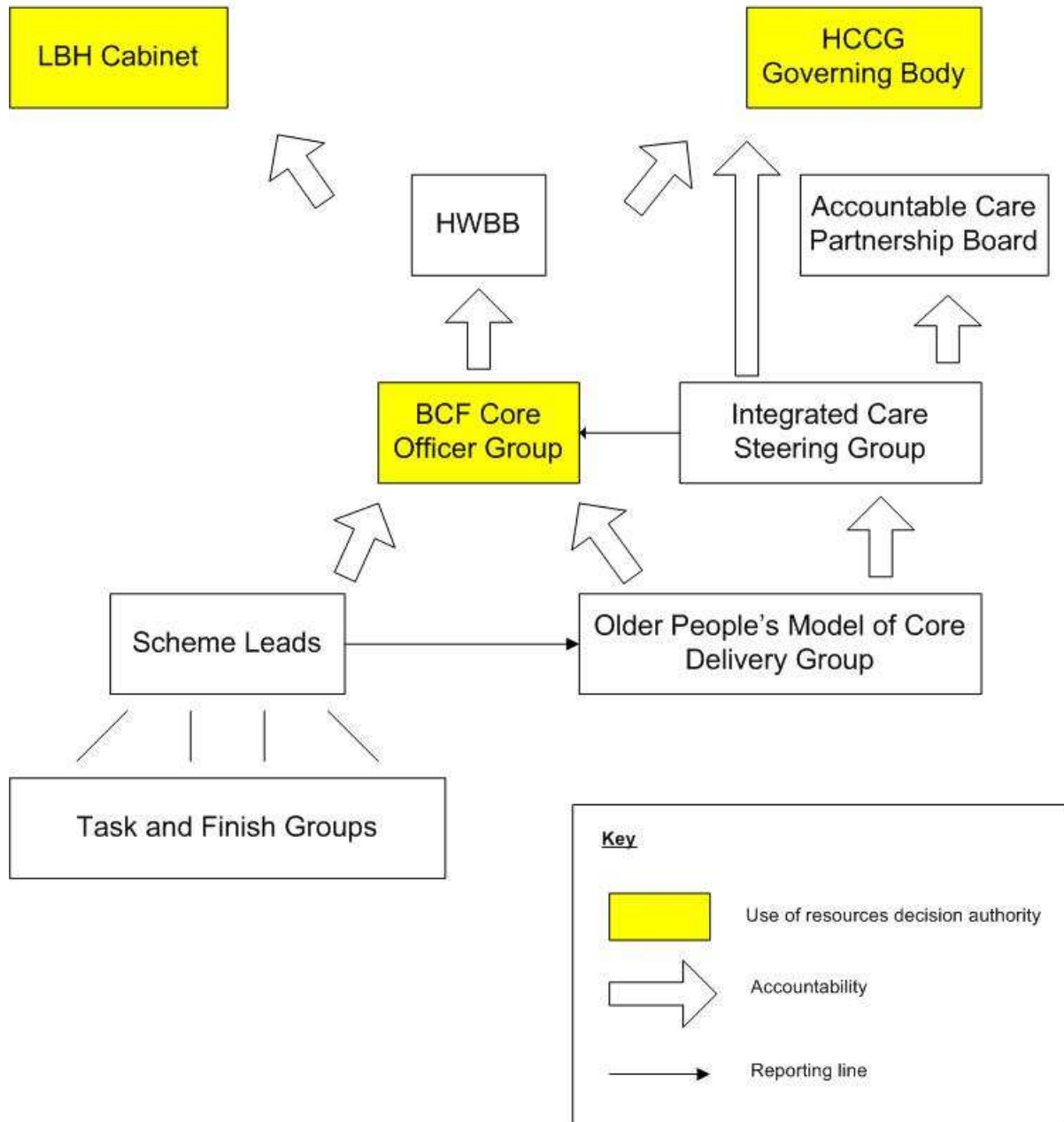
4. Excluded Council functions include:

- a) Functions under sections 4 (providing information and advice), 5 (promoting diversity and equality in provision of services), 14 to 17 (charging and assessing financial resources), 34 to 36 (deferred payment agreements), 42 to 47 (safeguarding adults), 48 to 52 (provider failure) and 69 to 70 (enforcement of debts) of the Care Act, 2014.

SCHEDULE 3 - BETTER CARE FUND GOVERNANCE ARRANGEMENTS

1. Better Care Fund Governance Structure Summary

BCF Plan Governance 2016/17



2. Better Care Fund Governance Structures Terms of Reference

a) Health and Wellbeing Board

2.1 The key purpose of the Health and Wellbeing Board is to fulfil statutory requirements under the 2012 Health and Social Care Act to improve the health and wellbeing of the local population.

2.2 It is specifically required to:

- a) Lead on the duty to assess and publish information about the needs of the local population in the form of the Joint Strategic Needs Assessment (JSNA);
- b) Deliver the duty to prepare and publish a Joint Health and Wellbeing strategy based on the JSNA, to consider Health and Social Care Act flexibilities, e.g. partnership arrangements, lead commissioner arrangements and/or pooled budgets, in developing the strategy and involve local residents and others as appropriate;
- c) Promote integrated and partnership working across areas, including through the promotion of joined up commissioning plans across the NHS, social care and public health; and
- d) Support, be involved in and provide opinion on joint commissioning plans and the review of how well the Health and Wellbeing strategy is meeting needs. This includes providing an opinion on how well the Clinical Commissioning Group (CCG) contributes to the delivery of the joint Health and Wellbeing strategy.

2.3 The Board is also responsible for:

- a) Providing leadership in developing a strategic approach for health and wellbeing in Hillingdon;
- b) Developing the statutory Health and Wellbeing Strategy;
- c) Ensuring that the Health and Wellbeing Strategy is informed and underpinned by the JSNA and is focused upon:
 - Improving the health and wellbeing of the residents of Hillingdon;
 - The continuous improvement of health and social care services;
 - The reduction of health inequalities;
 - The involvement of service users and patients in service design and monitoring; and
 - Integrated working across health and social care where this would improve quality;
- d) Reviewing performance on delivering the Health and Wellbeing Strategy and other key strategic targets;
- e) Holding partner agencies to account for performance on agreed priorities in conjunction with the External Services Scrutiny Committee of the Council;
- f) Influencing and approving the Clinical Commissioning Group (CCG) commissioning plan and annual update;

- g) Collaborative working to develop social care and health related commissioning plans to improve the health and wellbeing of residents of the Borough and monitor implementation and performance;
- h) Agreeing and monitoring delivery of the BCF plan (as shown in governance structure summary); and
- i) Monitoring the performance of Public Health and reviewing services in conjunction with the External Services Scrutiny Committee.

Board Membership

2.4 The Chairman of the Board is the Leader of the Council and the Vice-Chairman is the Cabinet Member for Social Services, Health & Housing.

2.5 Statutory members of the Board include:

- Cabinet Members from the London Borough of Hillingdon
- A representative from Hillingdon Clinical Commissioning Group
- A representative from Healthwatch Hillingdon
- The statutory Director of Adult Social Services
- The statutory Director of Children's Services
- The statutory Director of Public Health

Frequency of Meetings

2.6 The Board meets in public every two months and its agenda and reports are published on the Council's website a week before its meetings. Dates of meetings are also published on the Council's website and can be found by following this link

<http://modgov.hillingdon.gov.uk/ieListMeetings.aspx?CIId=322&Year=0>

2.7 Although the public can attend meetings, there is no public right to speak.

b) Better Care Fund Core Officer Group

2.8 The key purpose of the Core Group is to:

- a. Provide day to day management of the BCF pooled budget established under Section 75 of the National Health Service Act, 2006, in accordance with delegated authority provided by the Council's Cabinet and the CCG's Governing Body;
- b. Undertake the role of '*Partnership Board*' as described in the Section 75 Agreement; and
- c. Act as the executive arm of the BCF Delivery Forum.

2.9 The Core Officer Group will be responsible for:

- a. Considering the development of the BCF within the context of the priorities of the democratically elected administration of the Council and also of the statutory CCG Board;
- b. Making decisions on financial expenditure in accordance with the agreed BCF Plan and agreement of both Partners;
- c. Considering the strategic issues arising from the delivery of the Plan and consulting with the Older People's Model of Care Delivery Group accordingly;
- d. Taking directions from the elected administration of the Council and the statutory CCG Board where required in order to make informed recommendations to the Older People's Model of Care Delivery Group;

- e. Translating recommendations from the Older People's Model of Care Delivery Group into action;
- f. Relaying recommendations from the Older People's Model of Care Delivery Group to the Health and Wellbeing Board and/or CCG Board, as required.

2.10 The Core Officer Group will also:

- a. Be the escalation point for performance issues requiring urgent remedial intervention;
- b. Report on issues arising from the management of the pooled budget to the Health and Wellbeing Board;
- c. Consider opportunities for joint commissioning that may be reflected in the future scope of the BCF and section 75 agreement, subject to approval by the Health and Wellbeing Board, the Council's Cabinet and the HCCG Board.

Group Membership

2.11 The BCF Core Group is chaired jointly by the Council's Director of Adult Social Services and the CCG's Chief Operating Officer.

2.12 Other members include:

- Corporate Director of Finance – LBH
- Chief Finance Officer – HCCG
- Head of Policy and Partnerships – Chief Executive's Office, LBH
- Others by invitation or cooption

Accountability

2.13 The BCF Core Group is accountable to the Health and Wellbeing Board and informs the Older People's Model of Care Delivery Group.

2.14 Council officers who are members of the Core Group will be accountable to the Council's Cabinet and CCG officers will be accountable to the CCG's Governing Body.

Frequency of Meetings

2.15 The BCF Core Group meets monthly. Its meetings are not open to the public due to the confidential and sensitive nature of the information discussed.

Commitment of Resources

2.16 The Core Group has no authority to commit resources to the BCF other than those approved by either the Council's Cabinet or the CCG's Governing Body.

c) Older People's Model of Care Delivery Group

2.17 The key purpose of the Older People's Model of Care Delivery Group is provide partner input into the successful delivery of integration priorities, including the Better Care Fund, and also provides oversight and alignment of the existing plans, strategies and work steams for older people.

2.18 The Delivery Group will be responsible for:

a) Ensure alignment of programmes and initiatives intended to support the health and wellbeing of Hillingdon's 65 and over population or where this group will be the main beneficiaries, including:

- Better Care Fund Plan
- End of Life care strategy
- Dementia Pathway
- Urgent Care Plan
- Long-term Conditions
- Primary Care Plan
- Carers strategy

b) Assess strengths, opportunities, risks and challenges of options for integrating health and social care with regard to delivering service for older people in Hillingdon

c) Identify solutions to identified risks and unlock blockages.

2.19 The Delivery Group must be consulted on any changes to the Plan, its metrics or benefits that may occur during its lifetime.

Older People's Model of Care Delivery Group Membership

2.20 The Older People's Model of Care Delivery Group is chaired jointly by the Council's Head of Social Work and Occupational Therapy and the CCG's clinical lead for integration.

2.21 Other members include:

- Deputy Chief Operating Officer, HCCG
- A non-executive director of the HCCG Board
- GP Network leads
- Director of Integration, The Hillingdon Hospital (THH) or representative
- Head of Adult Services, Central and North West London Foundation Trust (CNWL)
- Head of Mental Health Services, Central and North West London Foundation Trust (CNWL)
- Managing Director, Accountable Care Partnership (ACP)
- Access Team Service Manager, LBH
- Older People's Commissioner, HCCG
- BCF scheme leads
- Hillingdon4All representative
- Hillingdon Healthwatch representative
- Others by invitation or cooption

2.22 Older People's Model of Care Delivery Group members are expected to cascade the information obtained from meetings to appropriate people within their organisations to maximise awareness and understanding of progress with Plan delivery.

Accountability

2.23 The Older People's Model of Care Delivery Group is accountable to the BCF Core Officer Group and the Integrated Care Steering Group.

Frequency of Meetings

2.24 The Older People's Model of Care Delivery Group meets on a monthly basis. Its meetings are not held in public due to the confidential and sensitive nature of the information discussed.

d) Integrated Care Steering Group

2.25 The key purpose of the Integrated Care Steering Group is to ensure a programme of work is developed and delivered which will deliver the whole systems integration plan. It will provide operational direction to the shadow board for the Accountable Care Partnership.

2.26 The Integrated Care Steering Group will be responsible for:

- Identify key workstreams and mechanisms are in place for delivery of the agreed programme.
- Oversee delivery and monitor progress of the overall whole system integration work streams taking any appropriate corrective or remedial actions
- identification of any additional support/resource required to deliver integration plan
- Continuous assessment of the risks relating to the integration plan and impact health and social care system as a whole
- Ensure effective communications and engagement plans are in place across all partners specifically relating to model of care and new ways of working .
- To ensure the detailed plans align with other transformation initiatives particularly BCF and primary care model of care, and is cognisant of the inter-dependencies, including the financial commitments.
- To ensure learning from being an Early Adopter is shared, providing knowledge, information and tools that can be accessed by others eg local GP networks allowing them to develop in parallel.

Group Membership

2.27 The Group is chaired jointly by HCCG's Chief Operating Officer and the Programme Director for the Accountable Care Partnership

2.28 Other members include:

- HCCG integration clinical lead
- Model of care clinical lead, GP network
- Head of Primary Care, HCCG
- GP network Chief Operating Officer
- Deputy Chief Finance Officer, HCCG
- Head of Communications, HCCG
- IT implementation workstream lead, GP network
- Model of Care Delivery Group lead, CNWLI
- BCF Programme Lead, LBH
- Lay representative

Accountability

2.29 The Integrated Care Steering Group is accountable to the CCG's Governing Body and the Accountable Care Partnership Board.

2.30 The Group also reports into the BCF Core Officer Group but is not accountable to it.

Frequency of Meetings

2.31 The Integrated Care Steering Group meets monthly. Its meetings are not held in public due to the confidential and sensitive nature of the information discussed.

e) Accountable Care Partnership Board

2.32 The Accountable Care Partnership Board will be the legally constituted board of trustees for the Accountable Care Partnership (ACP). It will operate in shadow form during 2016/17 pending formal incorporation.

2.33 The Accountable Care Partnership Board will be responsible for the conduct and operation of the Accountable Care Partnership and compliance with its legal obligations.

Board Membership

2.34 Whilst in shadow form the Board will be chaired by the Managing Director of the ACP and other members will include:

- Chief Officers, leads or their representatives from the constituent parts of the ACP, e.g. GP networks, The Hillingdon Hospitals Foundation Trust, Central and North West London Foundation Trust and H4All.
- Lay representation

Accountability

2.35 The Board is accountable to itself.

Frequency of Meetings

2.36 The Board meets monthly. Its meetings during 2016/17 are not held in public due to the confidential and sensitive nature of the information discussed.

3. Roles and Responsibilities: Programme Manager and Scheme Leads

a) Programme Manager

3.1 Identify, analyse and communicate to the Core Officer Group and/or Older People's Model of Care Delivery Group and other key stakeholders all interdependencies between the different schemes in the BCF programme, plus any external dependencies and how they will be managed.

3.2 Monitor progress of the schemes and take action to deal with any exceptional situations that might jeopardise achievement of the plan and its benefits.

3.3 Actively manage identified risks and issues arising from schemes.

3.4 Provide direct support to scheme leads as required.

3.5 Escalate to the Core Officer Group risks or issues that cannot otherwise be managed and recommend mitigation.

3.6 Meet with schemes leads (actually or virtually) on a weekly basis or as required to keep track of progress against schemes plans.

3.7 Produce monthly status reports to the Core Officer Group and Older People's Model of Care Delivery Group that identify progress, risks and mitigation and benefits realisation.

3.8 Produce performance reports on a quarterly basis for the Health and Wellbeing Board and HCCG's Governing Body.

3.9 Manage the delivery of the stakeholder engagement strategy.

b) Scheme Leads

3.10 Establish and lead a project group of relevant stakeholders.

3.11 Define and agree with relevant stakeholders best practice pathways for individual schemes that will contribute to the delivery of BCF benefits.

3.12 Identify baseline position and identify gaps against best practice standards.

3.13 Undertake a risk analysis of pathway options, identify mitigation and recommend preferred option that will deliver BCF objectives and contribute to the delivery of BCF benefits.

3.14 Develop an implementation plan and provide monthly updates to Workstream Lead highlighting delivery risks.

4. Review

4.1 These governance arrangements are subject to approval by the Health and Wellbeing Board and will be subject to review annually from the date of approval.

SCHEDULE 4 – RISK SHARE AND OVER AND UNDER PERFORMANCE

Risk Share

1. The Partners have agreed that they shall each manage their own risks under this Agreement unless otherwise stated in this **Schedule 4**.

Overspends

2. The Partners in their capacity as Lead Commissioners for the Service Contracts at the Commencement Date shall be responsible for managing any overspends in those Service Contracts that may occur during the Term.
3. Liability for any overspends for the service described in **Schedule 1B** (Equipment Loans Service) shall be on the following basis:
 - a. Where an overspend is incurred because of budget maladministration, the liability for this will rest with the Council. Maladministration is defined as expenditure outside the terms of this Agreement and without proper authorisation.
 - b. Where over expenditure occurs as a result of failure of one or more of the Partners to abide by the terms of the Agreement, or an action by one or more of the Partners which is prohibited or against the terms of this Agreement, the liability shall rest with that Partner, (for example, unauthorised capital expenditure; failure to meet contractual obligations to an employee resulting in a claim for compensation; agreement to a particular placement for which formal funding through the right process has not yet been agreed: etc). In these cases it is expected that individual agencies shall already have indemnity or other arrangements for meeting expenditure arising from such failures.
 - c. Where overspends occurs due to unforeseen circumstances that are not due to maladministration, or as a result of failure of one or more of the Partners to abide by the terms of the Agreement, or an action by one or more of the Partners which is prohibited or against the terms of this Agreement, liability shall be shared in proportion to the Partners individual contributions to the pooled budget for the service that is the subject of **Schedule 1B**.
4. The Partners shall inform the Partnership Board in accordance with clause 8 where the remedial actions to address any overspend may impact on one or more of the Individual Schemes set out in **Schedule 1**.
5. The Partnership Board shall use its best endeavours to preserve the integrity of Individual Schemes.
6. Where remedial action is proposed to address over performance that may jeopardise the integrity of an Individual Scheme, a report shall be provided to the Health and Wellbeing Board before any such action is implemented.

Underspends

7. In the event that expenditure from any Pooled Fund is less than the aggregate value of the Financial Contributions made the Partners shall agree how the surplus monies shall be spent, carried forward and/or returned to the Partners.
8. Any underspend shall be retained for the delivery of the Better Care Fund Plan and the use

of any underperformance shall be subject to established governance processes.

SCHEDULE 5 – BETTER CARE FUND PLAN

Insert BCF Plan

SCHEDULE 6 – CONFLICTS OF INTEREST

Definition of a conflict of interest

A conflict of interest occurs where an individual's ability to exercise judgement or act in one role is or could be impaired or otherwise influenced by his or her involvement in another role or relationship. The individual does not need to exploit his or her position or obtain an actual benefit, financial or otherwise. A potential for competing interests and/or a perception of impaired judgement or undue influence can also be a conflict of interest.

Principles for managing conflicts of interest

Conflicts of interest can be managed by:

- **Doing business properly.** If commissioners get their needs assessments, consultation mechanisms, commissioning strategies and procurement procedures right from the outset, then conflicts of interest become much easier to identify, avoid or deal with, because the rationale for all decision-making will be clear and transparent and should withstand scrutiny;
- **Being proactive not reactive.** Commissioners should seek to identify and minimise the risk of conflicts of interest at the earliest possible stage, for instance by considering potential conflicts of interest when electing or selecting individuals to join the governing body or other decision-making roles, and by ensuring individuals receive proper induction and understand their obligations to declare conflicts of interest. They should establish and maintain registers of interests, and agree in advance how a range of different situations and scenarios will be handled, rather than waiting until they arise;
- **Assuming that individuals will seek to act ethically and professionally, but may not always be sensitive to all conflicts of interest.** Most individuals involved in commissioning will seek to do the right thing for the right reasons. However, they may not always do it the right way because of lack of awareness of rules and procedures, insufficient information about a particular situation, or lack of insight into the nature of a conflict. Rules should assume people will volunteer information about conflicts and, where necessary, exclude themselves from decision-making, but there should also be prompts and checks to reinforce this;
- **Being balanced and proportionate.** Rules should be clear and robust but not overly prescriptive or restrictive. They should protect and empower people by ensuring decision making is efficient as well as transparent and fair, not constrain people by making it overly complex or slow.

The Partners shall manage conflicts of interest as follows:

- HCCG - as set out in the *Managing conflicts of interests: Guidance for clinical commissioning groups* (NHS England March 2013)
- LBH – as set out in the *Code of Conduct for Council Employees* (LBH March 2010)

SCHEDULE 7 – INFORMATION GOVERNANCE PROTOCOL

INFORMATION SHARING PROTOCOL

- (A) The purpose of this Protocol is to facilitate the secure sharing of information amongst key public sector, private and voluntary organisations in the London Borough of Hillingdon to support the provision of effective and efficient health and social care services to the populations of the local area.
- (B) This Protocol sets out general principles, standards and governance agreed between the identified Partner Organisations to provide a secure framework for the sharing of information between the Partner Organisations within which they can all operate.
- (C) By signing this document, each Partner Organisation undertakes to implement and adhere to the principles, standards and governance set out in this Protocol, reassuring the other Partner Organisations that patient information will be used and managed only in agreed and appropriate ways.
- (D) This Protocol will be underpinned by service specific Information Sharing Agreements between the Partner Organisations that are designed to meet the specific requirements for the sharing of specific information for specific purposes using specific systems.

A glossary of terms can be found in **Annex 1**.

Parties to this PROTOCOL

We the undersigned agree that each organisation that we represent will adopt and adhere to the principles, standards and governance set out in this Protocol, and are prepared to sign Information Sharing Agreements for the sharing of specific information for specific purposes, using specific systems:

(Please see next page and the list of Partner Organisations in **Annex 2**)

Agency Name	NHS HILLINGDON CLINICAL COMMISSIONING GROUP
Address	Boundary House Cricket Field Road Uxbridge Middlesex UB8 1QG
Responsible Manager	Email Address- ian.goodman@gp-E86001.nhs.uk
Authorised Signatory- Chair of Hillingdon CCG	Signature Date

Agency Name	LONDON BOROUGH OF HILLINGDON
Address	Civic Centre High Street Uxbridge UB8 1UW
Responsible Manager	Email Address- tzaman@hillington.gov.uk
Authorised Signatory- Director of Adult Social Care	Signature Date

This page must be completed by the Caldicott Guardian:

Organisation Name	Brent, Harrow and Hillingdon Clinical Commissioning Groups
Address	3 rd Floor 59-65 Lowlands Road Harrow on the hill HA1 3AW
Contact Details	Email Address- ursula.gallagher@nhs.net
Authorised Signatory- Caldicott Guardian for Brent, Harrow and Hillingdon CCGs	Signature:
	Date:

Each of the above listed organisations shall be a **Partner** and together they shall be the **Partner Organisations**.

1. OVERARCHING PRINCIPLES

1.1 The Partner Organisations recognise that many services cannot be effectively delivered without the exchange of Personal Confidential Data across key public sector, private and voluntary organisations. This Protocol sets out the principles by which the Partner Organisations agree to exchange information, in a manner which is compliant with their legal responsibilities. The Partner Organisations will ensure the accurate, timely, secure and confidential sharing of information where such information sharing is essential for the provision of health and social care to the local population in North West London.

1.2 Each Partner Organisation is responsible for ensuring that robust technical and organisational measures and information governance arrangements are in place to protect the security and integrity of information to ensure a trusted sharing environment.

1.3 Information shared pursuant to this Protocol may not be shared with any other organisation not a signatory to this Protocol without the prior consent of the relevant Partner Organisation and/or patient/client.

1.4 The Partner Organisations recognise that there must be a legal basis for any sharing of Personal Confidential Data.

1.5 The Partner Organisations recognise that where Personal Confidential Data is shared because it is necessary for Direct Care, the patient's consent may usually be implied, providing a legal basis for such sharing.

1.6 The specific purpose for use and sharing information will be defined in the Information Sharing Agreements, however the following principles should form the basis of such Information Sharing Agreements relevant to its type:

1.7 Provided any disclosure is in accordance with this Protocol, Partner Organisations should share Personal Confidential Data when it is needed for the safe and effective care of an individual.

1.8 Where Personal Confidential Data is shared for Indirect Care, consent may not be implied. The Partner Organisations agree to anonymise such data before sharing where possible. Any Personal Confidential Data should only be shared for Indirect Care if:

- a. the Data Subject has given consent;
- b. the data sharing is required by law;
- c. the recipient has approval to receive it under Regulation 5 of the Health Service (Control of Patient Information) Regulations 2002 (otherwise known as Section 251 support).

1.9 The Partner Organisations agree to respect an individual's right to object to the sharing of Personal Confidential Data about them.

Key Legislation and Guidance

1.10 The Partner Organisations are subject to a variety of legal obligations, and statutory and other guidance in relation to the sharing and disclosure of information, including (without limitation):

- Data Protection Act 1998

- Human Rights Act 1998
- Common Law Duty of Confidence
- Caldicott Principles
- ICO Data Sharing Code of Practice
- Confidentiality: NHS Code of Practice
- HSCIC: A guide to confidentiality in health and social care
- NHS England Information Governance and Risk Stratification: Advice and Options for CCGs and GPs
- Department of Health: Information Security: NHS Code of Practice

1.11 This is not an exhaustive list and other legislation applies in specific circumstances.

1.12 Each Partner Organisation must have documented policies and procedures to ensure compliance with the national requirements for data protection, information security and confidentiality and committed to ensuring that any information is shared in accordance with its legal, statutory and common law duties, and, that it meets the requirements of any additional guidance.

1.13 As part of each Information Sharing Agreement each Partner Organisation shall specify how it meets its legal obligations and the legal basis under which information can be shared.

2. INFORMATION GOVERNANCE REQUIREMENTS

2.1 Subject to clause 2.3, each Partner Organisation is required to comply with the then current NHS Information Governance Toolkit as appropriate to its organisation type and adhere to robust information governance management and accountability arrangements, including effective security event reporting and management.

2.2 Subject to clause 2.3, each Partner Organisation must comply with the IGT assessment, reporting and audit requirements relevant to its organisation type. Each Partner Organisation will provide evidence of compliance to the Governing Group or the other Partner Organisations on written request.

2.3 Any Partner Organisation which is a non-NHS organisation and unable to comply with the IGT must obtain prior written approval from the Governing Group to adopt an alternative, but equivalent standard to the IGT for NHS organisations. For the avoidance of doubt, the Governing Group reserves the right to reject/amend any proposed standard at its sole discretion.

2.4 Each Partner Organisation must ensure and maintain its registration with the Information Commissioner under the Data Protection Act 1998.

2.5 In the event of a Security Incident, the responsible Partner Organisation should immediately inform the Governing Group and all other affected Partner Organisations (usually the disclosing Partner Organisation(s)) with as many details as known at that time and regularly update the relevant Partner Organisations and Governing Group thereafter, including any subsequent investigation report or remedial actions. Any affected Partner Organisation will then pass on the information in accordance with incident reporting procedures within their own organisation if appropriate.

2.6 If any Partner Organisation cannot or may not be able to comply with the requirements in this Clause, the partner should inform the Governing Group immediately. The Governing Group will undertake an urgent review and has the discretion to authorise derogation from or amendment to the requirements of this clause, on such terms as the Governing Group considers appropriate, as long as the derogation or amendment is lawful.

3. PERSONAL CONFIDENTIAL DATA: COMMUNICATION AND CONSENT

Communication

3.1 Each Partner Organisation must:

- Effectively inform patients about the ways the information they have provided may be used, who it may be shared with, what will be shared and for what purpose;
- Effectively inform patients that they have the right to opt out of sharing their information or select/restrict which elements of their information may or may not be shared and that any consent can be changed in the future;
- Effectively inform patients of the implications for the provision of care or treatment, such as the potential risks involved if their full record is not made available to health professionals involved in their Direct Care; and
- Ensure fair processing notices are always in place.

3.2 Any Partner Organisation which does not have the ability to mark part of a record as private, must notify the Governing Group and inform the patient that they must decide whether all or none of their record should be shared.

3.3 Each Partner Organisation must ensure that technical and organisational measures are in place to obtain and record consent from patients and allow patients to select which elements of their information may not be shared. These measures must also allow for the patient to withdraw consent and include a process for ceasing processing of such information immediately and give notice to affected Partner Organisations.

3.4 Each Partner Organisation should employ a variety of channels to communicate with its patients regarding information sharing, such as information leaflets, posters, at the point of care, during the patient registration process or when referring into other services.

Consent

3.5 Patient consent must be obtained in line with NHS guidance then in force. Consent can be Explicit Consent or Implied Consent. Each Partner Organisation recognises that different consent arrangements are needed in respect of sharing information for Direct Care and Indirect Care purposes.

3.6 Obtaining Explicit Consent for information sharing is best practice and ideally should be obtained when the patient first accesses the service.

3.7 Partner Organisations must make arrangements for the systematic obtaining of consent.

3.8 Consent must be informed. Each Partner Organisation must ensure that the patient has the capacity to give consent and if not, follow the relevant guidance to obtain the appropriate consent.

3.9 Each Partner Organisation must ensure that technical and organisational measures are in place to obtain and record consent from patients and allow patients to select which elements of their information may not be shared. These measures must also allow for the patient to withdraw consent and include a process for ceasing processing of such information immediately and give notice to affected Partner Organisations.

3.10 Each Partner Organisation will, as a matter of good practice, seek fresh consent if there are significant changes in the circumstances of the individual or the work being undertaken with them.

3.11 Each Partner Organisation must ensure that where required, consent is recorded and a full audit trail retained of who obtained consent.

3.12 Partner Organisations have authority to seek consent only on behalf of their own organisation.

4. DECIDING WHETHER TO SHARE PERSONAL CONFIDENTIAL DATA

4.1 Partner Organisations will follow the decision tree at Annex 3, adapted from the guidance given by the HSCIC in its *Guide to confidentiality in health and social care*.

4.2 Information relating to a deceased person is not subject to the Data Protection Act 1998, however careful consideration should be given and further advice sought before any such information is released. Duties of confidence still apply.

4.3 If a Partner Organisation decides not to disclose some or all of the Personal Confidential Data, the requesting Partner Organisation must be informed why in so far as is permitted by law. For example, if the Partner Organisation is relying on an exemption or on the inability to obtain consent from the patient.

5. SYSTEM SUPPLIER STANDARDS

5.1 Each system operated by any Partner Organisation for sharing clinical information should have NHS Interoperability Toolkit accreditation, thus assuring its system specifications and standards meet the agreed interoperability standards for the NHS. Partner Organisations that operate such systems will provide evidence of compliance to the Governing Group or other Partner Organisations on written request.

5.2 Any proposed non-compliance must be explained, documented and agreed in advance by the Governing Group.

5.3 If any Partner Organisation cannot or may not be able to comply with the requirements in this Clause, the partner should inform the Governing Group immediately. The Governing Group will undertake a review and may in its discretion authorise derogation from the above requirements subject to such conditions as it deems appropriate.

5.4 All partner organisations' systems under this Protocol must have user authentication mechanisms to ensure that all instances of access are auditable against an individual, including the following information:

- Job role and name of staff member accessing the system;
- Organisation name;
- What actions were performed; and
- The date and time the information was viewed.

5.5 The systems and technical measures used by each Partner Organisation for the sharing of Direct Care and Indirect Care must be specified in any Information Sharing Agreement.

6. KEY CONTACTS

6.1 Each Partner Organisation will nominate a person as a key contact to deal with queries and requests for information under this Protocol. This person shall also represent the Partner Organisation in the Governing Group. It is advisable that such appointed contact shall usually be the Partner's Caldicott Guardian or data protection officer or equivalent.

6.2 A Partner Organisation may change its appointed contact at any time on written notice to all Partner Organisations.

6.4 The key contact for each Partner Organisation will ensure dissemination of this Protocol in line with each Partner Organisation's internal arrangements for the distribution of policies, procedures and guidelines and monitor the implementation and compliance of this Protocol within their own Partner Organisation.

7. GOVERNING GROUP

7.1 The purpose of the Governing Group is to oversee, support and maintain the secure sharing of information under this Protocol.

7.2 Each Partner Organisation will have a representative on the Governing Group which in accordance with clause 6 will be each Partner Organisation's key contact under this Protocol.

7.3 Patient representation on the Governing Group will be nominated by Partner Organisations

7.4 The Governing Group will meet at least annually.

7.5 The Governing Group shall have the following powers and responsibilities:

- a. to approve ISAs and additional Partner Organisations to this agreement;
- b. to administer membership of this Protocol
- c. to determine whether a Partner Organisation should cease to be a party to this Protocol for a specific period of time or permanently for non-compliance;
- d. to determine whether a Partner Organisation may derogate from or amend any requirement under this Protocol;
- e. to maintain an information conduit between the Partner Organisations;
- f. to maintain a channel of liaison with pan-London personal information sharing initiatives and relevant NHS and local authority national initiatives;
- g. to investigate breaches of the Protocol and require Partner Organisations to take remedial actions;
- h. to monitor each Partner Organisation's compliance with this Protocol or any ISA. The Governing Group may request evidence of compliance with this Protocol on written request to any Partner Organisation;
- i. to approve common patient communication materials; and
- j. to develop, review and maintain the Protocol to ensure that it reflects any legal and statutory obligations and any other related best practice guidance in relation to information governance.

7.6 The Governance Group may regulate its own procedure subject to the provisions of this Information Sharing Protocol.

7.7 It is noted that there may be specific information sharing protocols already in place between some Partner Organisations, which must be taken into consideration.

7.8 In accordance with clause 6, any Partner Organisation wishing to amend the details of its representative must notify, in writing, the Governing Group, providing details of the newly appointed representative as soon as is practicably possible.

8. DATA RETENTION STANDARDS

8.1 Each Partner Organisation must have a written policy for the retention and disposal of information in accordance with NHS Best Practice guidance.

8.2 No Partner Organisation should retain information for longer than is necessary to achieve the objectives for which the information was obtained.

9. ASSURANCE

9.1 Each Partner Organisation must, so far as possible, ensure the accuracy of the information (correct, complete and up-to-date) which it is sharing under this Protocol and must have in place appropriate systems to update any information if subsequently discovered to be inaccurate.

9.2 If a Partner Organisation is aware of a material inaccuracy or omission in information that it shares under an Information Sharing Agreement, the Partner Organisation must inform the recipient of that inaccuracy or omission.

9.3 Where possible, the NHS number must be used as the unique patient identifier and systems used by the Partner Organisations should connect to the Connecting for Health Personal Demographic Service to ensure the NHS numbers are accurate and demographic data synchronised.

10. STAFF

10.1 Each Partner Organisation is responsible for ensuring that access to shared information is documented and restricted to those staff who have a legitimate and appropriately approved reason to access it and those staff who are properly trained to discharge any relevant obligations in accordance with this Protocol.

10.2 Each Partner Organisation shall provide staff with training on the principles and legal requirements for information sharing and the appropriate tools to enable them to comply with the obligations under this Protocol.

10.3 Each Partner Organisation shall ensure that shared information can only be accessed via username and password and other such methods as shall be appropriate given the sensitive nature of the information.

10.4 Each Partner Organisation shall make it a condition of employment that all employees, agents or contractors will abide by the rules and policies of that Partner Organisation in relation to information governance. This condition should be written into employment and other contracts and each Partner Organisation shall make staff aware that any failure to comply with the requirements outlined in this Protocol is likely to be subject to disciplinary action.

11. SUBJECT ACCESS AND COMPLAINTS

11.1 Each Partner Organisation is responsible for putting into place effective procedures to address complaints about data sharing and subject access requests relating directly to this Protocol. Information about these procedures should be made available to patients.

11.2 Each Partner Organisation must have a designated Data Protection Officer or Information Governance Manager who is responsible for subject access requests and complaints.

11.3 Subject access requests from third parties for data available to organisations under this Protocol are to be directed promptly to the Data Protection Officer or Information Governance Manager of the relevant Partner Organisation.

11.4 Any complaints about data sharing relating directly to this Protocol should be directed promptly to the Data Protection Officer or Information Governance Manager of the relevant Partner Organisation.

12. FREEDOM OF INFORMATION

12.1 The Partner Organisations recognise that public bodies are subject to the requirements of the Freedom of Information Act 2000 (as amended) ("FOIA") and the Environmental Information Regulations ("EIR"). Any such requests relating to information governed by this Protocol should be directed promptly to the Data Protection Officer or Information Governance Manager of the relevant Partner Organisation.

12.2 The Partner Organisations shall process any such requests in accordance with their own policies and shall cooperate with each other to ensure compliance with statutory obligations.

13. AUDIT

13.1 Each Partner Organisation accepts responsibility for independently or jointly auditing its own compliance with this Protocol and any Information Sharing Agreements in which it is involved on a regular basis (at least annually).

13.2 Each Partner Organisation is required to keep and maintain records of all requests for information sharing received and track the flow of Personal Confidential Data.

13.3 This Protocol will be formally reviewed annually by the Governing Group, unless in the Governing Body's opinion new or revised legislation or national guidance necessitates an earlier review.

13.4 Following each review the Governing Group will confirm whether this Protocol remains fit for purpose, or whether to recommend amendments to the Partner Organisations.

ANNEX 1 - GLOSSARY

In this Protocol unless the context otherwise requires the following words and expressions shall have the following meanings:

"Anonymised Data"	means data in a form where the identity of the individual cannot be recognised i.e. when: <ul style="list-style-type: none">• Reference to any data item that could lead to an individual being identified has been removed;• The data cannot be combined with any data sources held by a Partner with access to it to produce personal identifiable data;
"Data Controller"	A company, organisation or person who decides what data is collected, the purposes for which it is used and how that data is handled;
"Direct Care"	means clinical, social or public health activity concerned with the prevention, investigation and treatment of illness and the alleviation of suffering of individuals (all activities that directly contribute to the diagnosis, care and treatment of an individual);
"Explicit Consent"	means articulated patient agreement which gives a clear and voluntary indication of preference or choice, usually given orally or in writing and freely given in circumstances where the available options and the consequences have been made clear, and in relation to data sharing, the consent covers the specific details of processing; the data to be processed; and the purpose for processing;
"Governing Group"	means as defined in paragraph 7 of this Schedule 7 (Governing Group).
"Implied Consent"	means patient agreement that has been signalled by behaviour of an informed patient;
"Indirect Care"	means activities that contribute to the overall provision of services to a population as a whole or a group of patients with a particular condition, but which fall outside the scope of direct care. It covers health services management, preventative medicine, and medical research;
"Information Sharing Agreement(s)"	means the agreement to be entered into between Partner Organisations prior to sharing information that is designed to meet the specific requirements for the sharing of specific information for specific purposes using specific systems and based on the attached template in Appendix 3;
"NHS Information Governance Toolkit" "IGT"	means the set of information governance requirements produced by the Department of Health and now hosted by the Health and Social Care Information Centre. It is a tool with which health and social care organisations can assess their compliance with current legislation and national guidance;
"Partner"	means the organisation(s) party to this Protocol, or
"Partner"	automatically added as a signatory to this Protocol by way of

"Organisations" entering an approved specific Information Sharing Agreement;

"Personal Confidential Data" means personal information about identified or identifiable individuals, which should be kept private or secret. For the purposes of this Protocol 'personal' includes the definition of 'Personal Data', but it is adapted to include dead as well as living people. 'Confidential' includes both information 'given in confidence' and 'that which is owed a duty of confidence' and is adapted to include 'Sensitive Personal Data' as defined in this Protocol;

"Personal Data" has the meaning given to it in the Data Protection Act 1998, namely:

data which relate to a living individual who can be identified:

- (a) from those data; or
- (b) from those data and other information which is in the possession of, or is likely to come into the possession of, the Data Controller,

and includes any expression of opinion about the individual and any indication of the intentions of the Data Controller or any other person in respect of the individual.

Typical examples of this type of data could include a Name, Address, Full Postcode, Date-of-Birth, Email Address, and Telephone Number or a photograph or CCTV image. A unique number such as an employee number or NHS number could be considered as personal data if the organisation holds the identifying data relating to the unique identifier;

"Security Incident" means an actual, suspected or threatened unauthorised exposure, access, disclosure, use, communication, deletion, revision, encryption, reproduction or transmission of any component of Personal Data and/or Sensitive Personal Data or unauthorised access or attempted access to any Personal Data and/or Sensitive Personal Data;

"Sensitive Personal Data" means Personal Data consisting of information as to -

- (a) the racial or ethnic origin of the data subject,
- (b) his political opinions,
- (c) his religious beliefs or other beliefs of a similar nature,
- (d) whether he is a member of a trade union (within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992),
- (e) his physical or mental health or condition,
- (f) his sexual life,
- (g) the commission or alleged commission by him of any offence, or
- (h) any proceedings for any offence committed or alleged to have been committed by him, the disposal of such proceedings or the sentence of any court in such proceedings,

ANNEX 2 - RESPONSIBILITIES OF PARTNER ORGANISATIONS

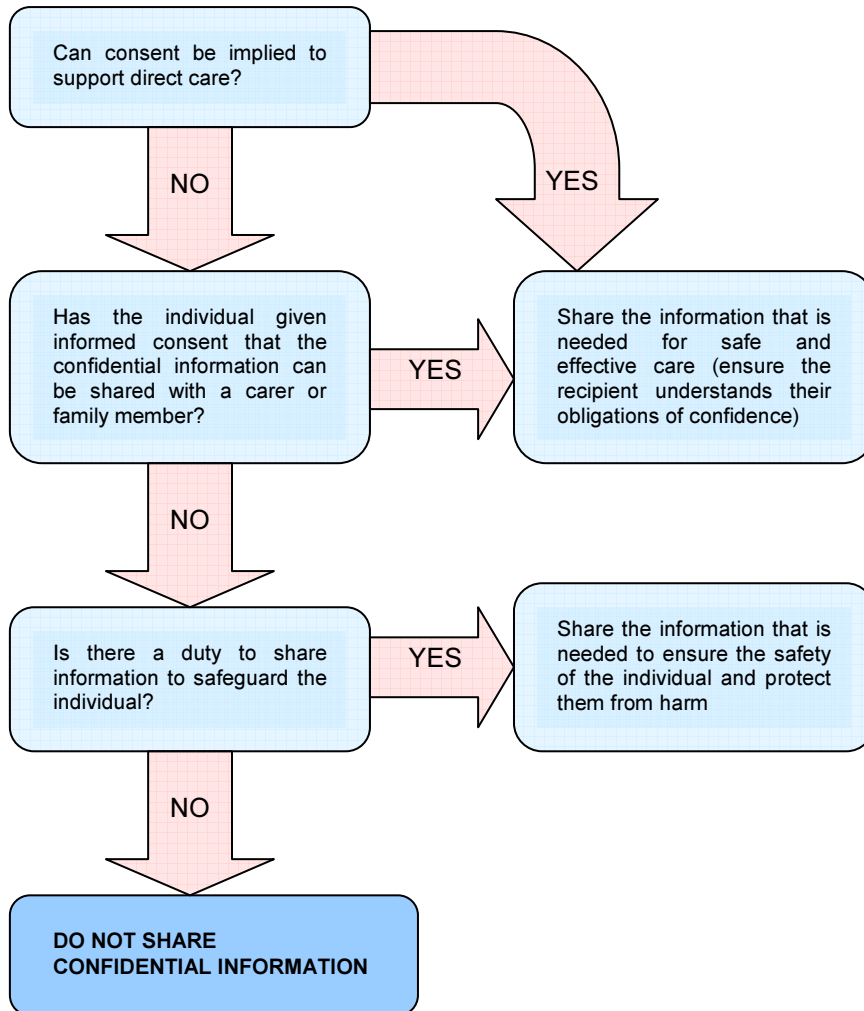
Partner Organisation	Responsibility
Federation of Brent, Harrow and Hillingdon CCGs	Governing Group (Informatics Sub-Committee)
NHS Hillingdon Clinical Commissioning Group	Host of Protocol

The table below sets out the Partner Organisations for Hillingdon.

Partner Organisation	Responsibility
GP Practices within NHS Hillingdon CCG	Primary Healthcare provision – direct care
Hillingdon Hospitals NHS Foundation Trust	Secondary Healthcare provision – direct care
Central and North West London NHS Foundation Trust	Community and mental healthcare provision – direct care
London Borough of Hillingdon	Social Services – direct care Telecare services – direct care
Greenbrook Healthcare Ltd – Urgent Care Centre at Hillingdon Hospital	Urgent care services – direct care
Harmoni Ltd – Out of Hours and 111 services	OOH and 111 services – direct care
Imperial College Healthcare NHS Trust – including West London Breast Screening	Secondary Healthcare provision – direct care and screening services
North West London Hospitals NHS Trust (Northwick Park Hospital) – Accident and Emergency Service	Secondary Healthcare provision – direct care and screening services
Ealing Hospital NHS Trust	Secondary Healthcare provision – direct care
Royal Brompton and Harefield NHS Foundation Trust (Harefield Hospital)	Secondary Healthcare provision – direct care
West Hertfordshire Hospitals NHS Trust (Watford General Hospital)	Secondary Healthcare provision – direct care
Heatherwood and Wexham Park Hospital NHS Foundation Trust	Secondary Healthcare provision – direct care
West Middlesex University Hospital NHS Trust	Secondary Healthcare provision – direct care
London Ambulance Service	Emergency care services – direct care
North West London Commissioning Support Unit	Clinical Quality and Patient Safety – clinical audit and/or investigation; recording, monitoring and analysing serious incidents; supporting the CCG in its statutory responsibilities for clinical quality and patient safety in all elements of the commissioning cycle
Age UK - Hillingdon	Support services as per agreed care pathways – direct care

Royal Marsden – Host of the Co-ordinate My Care (CMC) Programme	Host of shared electronic healthcare record created with patient consent
Healthcare Gateway Ltd - Medical Interoperability Gateway	Host of Information Technology solution that enables the sharing of electronic patient records

ANNEX 3 - DECIDING WHETHER TO SHARE PATIENT/RESIDENT CONFIDENTIAL INFORMATION



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PLANNING OBLIGATIONS QUARTERLY FINANCIAL MONITORING REPORT

Cabinet Member	Councillor Keith Burrows
Cabinet Portfolio	Planning, Transportation and Recycling
Officer Contact	Nicola Wyatt Residents Services
Papers with report	Appendix 1 - attached <u>A3 size copies will be available in Group Offices to view</u>

1. HEADLINE INFORMATION

Summary	This report provides financial information on s106 and s278 agreements up to 31st March 2016 against respective portfolio areas.
Putting our Residents First	This report supports the following Council objectives of: <i>Our Built Environment; Our Heritage and Civic Pride; Financial Management</i> Planning obligations are an established delivery mechanism for mitigating the effect of development, making it acceptable in planning terms and achieving the aims of the Community Strategy and other strategic documents that make up the Local Development Framework.
Financial Cost	As at 31 March 2016 the Council holds £12,680k relating to s106 and s278 agreements. Of this £3,524k is allocated / earmarked for projects and £4,034k relates to funds that the Council holds but is currently unable to spend directly, leaving a residual balance of funds that the Council holds of £5,082k that is currently spendable and not yet allocated/earmarked towards specific projects. In Quarter 4, the Council has received additional income of £1,626k and spent £6,172k.
Relevant Policy Overview Committee	Residents' and Environmental Services
Ward(s) affected	All

2. RECOMMENDATION

That the Cabinet notes the updated financial information attached at Appendix 1

Reasons for recommendation

Planning best practice guidance encourages 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. This report details the financial planning obligations held by the Council and what progress has and is being made in allocating and spending those funds.

Alternative options considered / risk management

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

Policy Overview Committee comments

None at this stage.

3. INFORMATION

Supporting Information

1. Appendix 1 provides a schedule of all agreements on which the Council holds funds. The agreements are listed under Cabinet portfolio headings. The appendix shows the movement of income and expenditure taking place during the financial year; including information at 31 December 2015 (which was the subject of the report in March 2016) as well as up to 31 March 2016. Text that is highlighted in bold indicates key changes since the Cabinet report of 17 March 2016. Figures indicated in bold under the column headed 'Total income as at 31/03/16' indicate new income received and shaded cells indicate where funds are held in an interest bearing account). The table shows expenditure between 1 January and 31 March 2016 of £6,172k (compared to £271k during the previous quarter) and income of £1,626k (compared to £3,323k during the previous quarter) within the same period.
2. The balance of s278/106 funds that the Council held at 31 March 2016 is £12,680k. It should be noted that the 'balance of funds' listed, i.e. the difference between income received and expenditure, is not a surplus. Included in the balance at 31 March 2016 are those s278/106 funds that the Council holds but is unable to spend for a number of reasons, such as cases where the funds are held as a returnable security deposit for works to be undertaken by the developer and those where the expenditure is dependant on other bodies such as transport operators. The column labelled "balance spendable not allocated" shows the residual balance of funds after taking into account funds that the Council is unable to spend and those that it has allocated to projects. The 'balance of funds' at 31 March 2016 also includes funds that relate to projects that are already underway or programmed, but where costs have not been drawn down against the relevant s106 (or s.278) cost centre.
3. In summary, of the 'total balance of funds' that the Council held at 31 March 2016 (£12,680k) £4,034k relates to funds that the Council is unable to spend and £3,524k is allocated/earmarked for projects, leaving a residual balance of funds that the Council

holds of £5,082k that is currently spendable and not yet earmarked/allocated towards specific projects and £40K that relates to interest on the interest bearing schemes.

Financial Implications

As at 31st March 2016 the s106/278 balance is £12,680k. This is inclusive of £4,034k which the Council holds on behalf of its partners who are responsible for project delivery e.g. NHS Property Services (formerly PCT) and TFL. A further £3,524k has been earmarked to specific projects. The residual balance of £5,082k represents amounts yet to be allocated for any specific use although projects are being put in place to utilise this balance and £40k relates to interest on the interest bearing schemes. As and when a specific interest bearing Section 106 balance is required to be returned to a developer the amount of cumulative interest since the balance was received is transferred to the scheme from the total balance of accumulated interest on interest bearing schemes and then repaid to the developer.

4. Table 1 provides additional detail of the s106/278 contributions in accordance to service area. In quarter 4 additional income received in s106/278 monies was £1,626k whilst expenditure totalling £6,172k was financed by the contributions. Annual interest earned on the interest bearing schemes was £4k with interest paid of £1k in the year.

Table 1 – S106/278 contributions by service area

Service Area	Balance b/f (01/01/16)	Income Received	Total	Spend	Balance c/f (31/03/16)	Earmarked Balances	Balance Spendable not allocated
	£'000	£'000	£'000	£'000	£'000	£'000	£'000
S278							
Planning, Transportation & Recycling	1,447	982	2,429	(101)	2,328	2,328	0
S106							
Planning, Transportation & Recycling	3,336	212	3,548	(233)	3,315	1,544	1,771
Central Services, Culture & Heritage (CSL)	362	0	362	(165)	197	56	141
Community, Commerce & Regeneration (PPR)	1,929	301	2,230	(65)	2,165	1,095	1,070
Education & Children Services	6,883	31	6,914	(5,416)	1,498	1,214	284
Environment	1,042	100	1,142	(154)	988	210	778
Social Services, Housing, Health & Wellbeing	2,187	0	2,187	(38)	2,149	1,111	1,038
Interest on interest bearing schemes	37	4	41	1	40	40	0

Sub-Total (S278/106)	17,223	1,630	18,853	(6,171)	12,680	7,598	5,082
Less: Sums held on behalf of partners	3,256	945	4,201	(167)	4,034	4,034	0
Total LBH Balances	13,967	685	14,652	(6,004)	8,646	3,564	5,082

The unallocated balance of £5,082k represents amounts yet to be allocated for specific projects, however, proposals are in various stages of development to utilise these balances. The unallocated balances are generally required to be spent towards the following areas and within the specific terms identified in the individual agreements:

Table 2 - S106 unallocated balances breakdown

Category	£'000
Affordable Housing	1,038
Air Quality	403
Carbon Reduction	175
Community Facilities	314
Economic Development	149
Libraries	96
Nature Conservation	40
Public Realm / Town Centres	894
Schools	284
TFL/Highways	1,029
Training schemes	600
Travel Plans	60
Total	5,082

It is expected that the majority of the remaining unallocated Education & Children's Services balances of £284k will be utilised to support the Primary and Secondary School Expansions programme. Officers will continue to review the applicability of unallocated balances within existing and proposed capital and revenue budgets in order to minimise the impact on the council's internal resources.

Contributions which are not spent within the designated time frame may need to be returned to the developer. As at end of March 2016 it has been identified that £257k needs to be spent within twelve months, i.e. 31st March 2017, to prevent the risk of repayment. From this amount £180k has been identified for use towards existing or new schemes.

In addition, there are balances totalling £218k which were not able to be spent within the terms of the existing agreements and may therefore need to be returned. Negotiations with relevant developers to secure alternative schemes for these contributions are currently on-going.

Table 3 -The outturn for the year is summarised below:-

S278 / S106	£'000
Balance b/fwd as at 01/04/2015	12,115
Total Income for the year (01/04/2015 to 31/03/2016)	7,590
Total Expenditure for the year (01/04/2015 to 31/03/2016)	7,065
Balance c/fwd (excluding interest) as at 31/03/2016	12,640

Total expenditure for the year in the above table includes £5,336k applied to finance capital expenditure and £1,729k revenue expenditure.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and notes that substantial Section 106 / Section 278 balances remain available to support investment in local infrastructure, with £7,598k of the £12,680k available for Council-managed schemes earmarked against specific projects. A further £5,082k remains uncommitted at this time. Within these available balances, £257k will become repayable to developers if not utilised before 31 March 2017.

Legal

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

Corporate Property and Construction

There are no Corporate Property and Construction implications arising from the recommendation in the report.

6. BACKGROUND PAPERS

District Auditor's "The Management of Planning Obligations" Action Plan May 1999
Monitoring Officers Report January 2001

Planning Obligations Supplementary Planning Document Adopted July 2008 and revised 2014
Cabinet Report March 2016

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CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
SECTION 278									
PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING									
PT1278/2709 (Includes Former PT129) *16	Botwell	Stockley Park Phase 3 "Trident Site" 379777/W/96/1447 (new permission 379777/APP/2015/1004)	618,441.14	17,000.00	616,222.55	2,500.00	601,441.14	0.00	Spend is engineering fees. Development not yet implemented and highways works not started. Funds currently held are for security deposit and fully refundable subject to the due and proper implementation of the Highway works. £2,500 engineering fees transferred from PT1278/27. A further £12,500 of Engineering fees needs to be claimed from developer should works commence. Interest added.
PT1278/30115 *22	Heathrow Villages	Terminal 5, Land at Longford Roundabout, Heathrow s278 10 Jan 02 47853/93/246	10,500.00	5,500.00	10,500.00	0.00	5,000.00	0.00	Fees & security (£5,000) associated with Highway Works to be undertaken by developer. Works consisted of temporary access works from Longford Roundabout to Western Perimeter Road. Access installed & will be removed following completion of Terminal 5. Security to be retained pending outcome of BAA proposals to make this access two-way and permanent for buses and emergency services vehicles as well as cyclists. Two way access implemented. Officers investigating whether all required works have been completed. Works completed, security to be refunded after maintenance period. £5,000 fees claimed by ECU.
PT1278/3486A *18	Brunel	Brunel site 532/SPP/2001/1858 - Highways Works at Junction Hillingdon Hill / Kingston Lane & Pelican Crossing on Kingston Lane	392,358.87	197,448.22	392,358.87	0.00	194,910.65	0.00	Highway Works - £150k refundable security. £124,637.12 received for highway works at junction of Hillingdon Hill and Kingston Lane. £65,271.32 received for Kingston Lane Pedestrian Crossing. £20,500 supervision fees. If the supervision fee following final completion exceeds 10% of the costs of the works plus statutory undertakers costs and TTS payment then the excess is to be refunded. Works complete and signals switched on. Officers continue to chase Brunel to perform remedial works to grass verges and are investigating options for the use of some of the security for the Council to perform the remedial works if necessary. Final certificate sent 30/4/09.
PT1278/4487A *20	Brunel	Brunel s278 16 April 04 532/SPP/2002/2237 - Traffic Calming on Cleveland Road & New Entrance on Kingston Lane	102,018.78	81,080.74	102,018.78	0.00	20,938.04	0.00	Traffic Calming on Cleveland Road & roundabout on Kingston Lane. £30,900 spent on engineering fees. £150k Refundable security deposit. £3,200 for Traffic DC project management costs. £58,982.38 TTS estimate for Pedestrian Crossing on Cleveland Road. Further payments received following receipt of estimate of works to cover security/costs. £10,000 received for improvements to a footpath on the site to be retained a security for Brunel to implement the works and to be transferred to P184/87B-D. Traffic Calming on Cleveland Road (including new signalised crossing) & roundabout on Kingston Lane at new entrance to Brunel University now complete. TIL invoice paid. Residual on TIL payment due to VAT not claimed - funds to be held on as contingency for extra TIL costs. Interest Accrued. Remedial work completed and signed off in December 2007.
PT1278/46135 *32	Northwood	10A Sandy Lodge Way, Northwood 54671/APP/2002/54	7,458.07	2,458.00	7,458.07	0.00	5,000.07	0.00	Improvement of visibility for junction of Sandy Lodge Way & Woodridge Way. ECU fees have been claimed and £5,000 security remains. Works substantially complete 12 month maintenance period ended 16 September 2006. Final certificate has been prepared. Security held to part offset outstanding education contribution which is being sought via legal proceedings.
PT1278/47	Various	Refunds Various	38,643.15	15,938.10	38,643.15	0.00	22,705.05	0.00	Funds transferred to here as refunds related to the Heinz, Hayes Park and former BT site, Glencoe Road, Yeading, developments, not yet taken up by developer or owners. Also £10.79 from Wimpey Site Beaconsfield Road and £232.98 from Former Magnatex Site Bath Road which is residual interest omitted from refunds related to those schemes. Officers looking into appropriate recipients for refunds. Remaining balance from PT137/40F (£838.48) transferred from PT137/40B.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015/2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT278/48	Various	No Legal Agreement Various	231,317.99	218,817.99	187,690.87	175,190.87	56,438.06	43,627.12	0.00	No Legal Agreement - consultancy fees. £14,000 to be transferred to a PPR (08/09) for construction training secured from the s106 agreement for Budgens Site, South Ruislip. ECU fees claimed in relation to Bishop Ramsey school S278 works. £5,200 security deposit received for car park at Mount Vernon Hospital. Security deposit returned following completion of highway works at Mount Vernon Hospital. £25,448 received and £22,247 claimed by ECU this quarter as fees associated with 278 highways works. £3,201 is as a security deposit for heavy duty crossing (Caterfold Building, Blyth Road). Deposit received for highway works (Alfa Foods)/fees claimed. Further deposits received and claimed for highway works.
PT278/49/117*23	Yeading	Grand Union Village Southall 327/APP/2000/2106	77,331.55	77,331.55	55,222.89	55,222.89	0.00	22,108.66	0.00	Security deposit (£5K + interest) for highways works involving traffic calming to the junction with Glencoe Rd and a cycleway/footway on Broadmead Rd to Hayes Bypass. £2,363.10 for TIL costs for Broadmead Road Toucan Crossing proposed as part of works. Additional income is £1K of engineering fees. Detailed plans of works and design agreed. Consultation undertaken during February 2007 for traffic calming and toucan crossing. Officers chasing TIL for implementation. Following consultation Cabinet Member agreed to works to be carried out. Works completed Aug 09. Further £11,447 received for LBH fees. £43,775.89 paid towards TIL signal costs.
PT278/57/140 A	Pinkwell	MOD Records Office Stockley Road Hayes 18399/APP/2004/2284	419,128.68	419,128.68	325,719.61	325,719.61	0.00	93,409.07	0.00	£188,737.70 (including £170,027.34 for Transport For London signals unit) for installation of two sets of traffic signals, one at the entrance to the site the other at Lavender Rise on Stockley Road and £190,686.91 received in respect of the Council's costs for supervision of the works (to be carried out by the owner). Works complete. Stage 3 road safety audit now agreed await completion of remedial works. Remedial works completed. Additional item of works being sought by officers who are chasing the developer for this. Council's costs of £205,686.71 claimed. TTS invoice for signals at Lavender Rise paid. Funding for additional items of works (removal of right turn lane) and BT cabling received. Design work and public consultation completed. Removal of right turn lane completed Sept 09. Scheme in maintenance period awaiting financial completion.
PT278/60/147B	West Drayon	DERA Site, Kingston Lane, West Drayton - Highways 45658/APP/2002/3012	56,816.26	56,816.26	0.00	0.00	0.00	56,816.26	0.00	£55,000 was received towards the total cost of highway works for the purchase and installation of traffic signals at Station Road/ Porters Way Junction and any such other incidental work as identified by the Council to support the development. Funds not spent by February 2014 are to be refunded together with interest accrued. These works to be performed by developer of RAF Porters Way (see PT278/62/148A). Funds to be retained as a contingency for these works.
PT278/62/149A*51	Botwell	Hayes Goods Yard 10057/APP/2004/2996&2999	7,000.00	7,000.00	0.00	0.00	0.00	7,000.00	0.00	The Council's costs due upon lodgement of documents by the developer for the design, administration and supervision of the works to the public highways surrounding the site to be performed by the developer. £5,000 received as a security deposit for the due and proper execution of the highways works by the developer.
PT278/63/175A*49	South Ruislip	BFFO, R.A.F Northolt 189/APP/2006/2091	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	£5k received as the security deposit for the due and proper implementation of junction works at the White House Gate entrance to the development. Signals complete and in operation. Currently within 12 month maintenance period. Date of final completion to be confirmed.
PT278/64/173	Eastcote & East Ruislip	R.A.F. Eastcote 10189/APP/2004/1781	19,200.00	19,200.00	12,201.13	12,201.13	0.00	6,998.87	0.00	Engineers fees paid prior to the execution of an agreement to secure access works associated with this application. Walling restriction in Lime Grove undertaken. Elm Ave/Lime Grove junction improvement pending. Elm Ave Pedestrian crossing technical approval pending (£5,500) design fees received plus further £6,700 for temporary footpath works carried out by LBH. £7,500 engineering fees claimed. Funds spent towards temporary footpath works. Further £5,000 security deposit for proper execution of highway works.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015/2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/278/65/182 *52	Heathrow Villages	Longford Roundabout - Fifth Arm, 63369/APP/2007/2294	9,521.00	9,521.00	4,521.00	4,521.00	0.00	5,000.00	0.00	Remaining balance is a security deposit for developer implementation of bus only access to Terminal 5 Heathrow. Spend on supervision costs. Works complete, security to be refunded following maintenance period.
PT/278/72/231A *66	West Ruislip	R.A.F West Ruislip (Ickenham Park) Design check on S278 Designs 38402/APP/2007/1072	53,986.57	53,986.57	45,486.57	45,486.57	0.00	8,500.00	0.00	Fees received for design checks. Peican crossing and signals on Long Lane. S278 agreement and technical approval pending. Further £18,000 returnable deposit received to ensure reinstatement of temporary crossover on Alysham Drive. Further fees received towards inspection fees and traffic orders. Spend towards fees & inspection. Works completed, deposit returned.
PT/278/73	South Ruislip	R.A.F Northolt., South Ruislip/Main Gate 189/APP/2007/1321	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00	Fees received for design checks. Junction improvements at West End Road/ Bridgewater Road. S278 agreement and technical approval pending.
PT/278/74/209C	Yiewsley	Proposed Tesco development, Trout Road, Yiewsley 609/APP/2007/3744	120,300.26	120,300.26	117,300.26	117,300.26	0.00	3,000.00	0.00	Fees received for design checks for proposed junctionworks and carriageway widening at Trout Road. S278 agreement and technical approval pending. Further fees received & claimed for inspection works.
PT/278/76/198A *60	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as a security deposit for due and proper execution of highways improvements.S278 agreement.
PT/278/77/197 *62	Ruislip Manor	Windmill Hill Public House, Pembroke Road, Ruislip 11924/APP/2632	24,000.00	24,000.00	1,000.00	1,000.00	0.00	23,000.00	0.00	Fees received for design checks (£1,000). £23,000 received as a security deposit to ensure works are carried out to a satisfactory standard. £1,000 engineering fees claimed.
PT/278/78/238G *76	West Ruislip	Fmr Mill Works, Bury Street, Ruislip 6157/APP/2009/2069	19,782.00	19,782.00	14,782.00	14,782.00	0.00	5,000.00	0.00	Fees received for design checks and monitoring & supervision. £5,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring (£14,782).
PT/278/81/249E *84	Townfield	Fmr Glenister Hall, 119 Minot Drive, Hayes., 40169/APP/2011/243	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	Fees received for design checks and monitoring and supervision. £4,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. Fees claimed for design checks & monitoring.
PT/278/82/273A *87	Uxbridge South	Autogild House (Ltd), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	99,115.00	99,115.00	7,920.00	7,920.00	0.00	91,195.00	0.00	Fees received and claimed for design checks & monitoring of s278 works. £19,195 received towards upgrading of traffic lights at junction of Cowley Mill Road. £72,000 received as a security deposit to ensure highway works are carried out to a satisfactory standard. £5,920 received & claimed for design checks.
PT/278/83/283A *90	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge 585/APP/2009/2752	182,096.00	187,096.00	150,596.00	135,596.00	15,000.00	31,500.00	0.00	£40,000 received and claimed for design checks & monitoring of 278 highway works. £31,500 received as a security deposit to ensure highway works are carried out to a satisfactory standard. £94,596 received and claimed by ECU towards fees associated with s278 agreement. Further £15,000 received and claimed towards design fees.
PT/278/85 *93	Yiewsley	GSK Stockley Park, 5 Iron Bridge Road. 3057/APP/2012/2573	6,210.00	6,210.00	1,210.00	1,210.00	0.00	5,000.00	0.00	Fees received and claimed for design checks. £5,000 received as a security deposit to ensure highway works are carried out to an acceptable standard.
PT/278/86/237E	Eastcote & East Ruislip	Bishop Ramsey School (lower site), Eastcote Road, Ruislip - High Grove access 19731/APP/2006/1442	14,146.46	14,146.46	10,729.21	10,729.21	0.00	3,417.25	0.00	Funds received for the completion of remedial highway works and fees associated with the 278 agreements. £7,963.58 claimed towards remedial works & fees 13/14. Further £307.63 claimed.
PT/278/98/214D *111	Pinkwell	Hyde Park Hayes, Dawley Road, Hayes (HP14 & 5) 40652/APP/2012/2030	22,500.00	22,500.00	2,500.00	2,500.00	0.00	20,000.00	0.00	Fees received and claimed for design checks & monitoring of s278 works. £20,000 received as a returnable security deposit.
PT/278/89/049 *115	Harefield	West London Composting, New Years Green Lane, Harefield.	106,884.18	106,884.18	0.00	0.00	0.00	106,884.18	0.00	Funds received as a returnable bond to ensure the satisfactory completion of the highway works associated with the development.
PT/278/103/370A *116	Uxbridge	Belmont House (formerly Senator Court), Belmont Road, Uxbridge. 68385/APP/2012/2388	56,171.39	56,171.39	4,936.53	4,936.53	4,936.53	51,234.86	0.00	Funds held as a returnable bond to ensure the satisfactory completion of the highway works associated with the development. £4,936.53 fees claimed for design for design checks.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015/2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
PT/278/105/350C * 122	South Ruislip	Fmr Aria Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	AS AT 31/03/16 951,810.00	AS AT 31/03/16 73,310.00	AS AT 31/12/15 0.00	To 31/03/16 73,310.00	AS AT 31/03/16 878,500.00	AS AT 31/03/16 0.00	£5,000 received as a returnable deposit and £871,000 received as a bond deposit for the completion of highway works. Funds to be returned with interest on satisfactory completion of the works. Further £73,310 received and claimed by ECU for fees and checks. £2,500 to be used for payment of traffic orders.
		SECTION 278 SUB - TOTAL	3,664,737.35	1,336,551.13	1,235,741.13	152,184.59	2,328,186.22	0.00	
		SECTION 106							
		PORTFOLIO: PLANNING TRANSPORTATION AND RECYCLING							
PT/05/04a *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	339,111.08	212,469.24	212,469.24	0.00	126,641.84	0.00	The balance is for improvements to public transport serving the south side of London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum sought in determining any scheme. No time limits. BAA proposal for upgrade of bus services to the south side of Heathrow. S106 funding (from this case and PT/05/4b) would be used to 'pump prime' these services. £210,000 allocated to enhancements to 350 and 423 bus services (Cabinet Member decision 21/10/09). Enhanced services commenced December 09. £70,084 payment to London Buses (bus service agreement 09/10). Year 2 & 3 payments to London buses (£70,084). £23.5k allocated towards a pedestrian crossing facility on the A4 Colnbrook By-Pass (Cabinet Member Decision (29/03/2012). £2,217 paid towards upgrade of crossing facility on A4.
PT/05/04b *2	Heathrow Villages	BA World Cargo / 50045A/95/1043	406,331.57	173,645.35	173,645.35	0.00	232,686.22	0.00	The balance is for improvements to public transport serving London Heathrow. Any scheme supported by these funds should provide a significant benefit to BA employees in the vicinity of Heathrow and the views of the Heathrow Transport Forum are to be sought in determining any scheme to be funded. See update to PT/05/04a above regarding the remainder of the balance. No time limits.
PT/24/55 (see E/05) *28	Pinkwell	Former Athington Hotel, Shepiston Lane, Harrington - Highway Works 382/BH/97/0714	23,639.34	8,018.67	7,256.54	1,966.13	15,620.67	0.00	Highway Improvement Works according to the 3rd Schedule of the agreement (13.14.1K). Excess funds are to be refunded to the developer following the date of the Final Account. Works (to right hand turn lane) have been carried out as part of the Harrington Community School development. Reasonable time for spend has elapsed. Owners permission obtained to complete any outstanding works as required under the agreement. Funds allocated (Cabinet Member decision 5/01/2011). External highway works completed 31/3/11. Issues resolved with the owners of the site, works to be completed March 2016 . Awaiting invoices
PT/25/55 *24	South Ruislip	J Sainsbury, 11 Long Drive, Ruislip 33667/T/97/0684	37,425.09	0.00	0.00	0.00	37,425.09	0.00	Highway improvements adjacent to the site. Legal advice stated that because of time that has elapsed, it would not be reasonable to proceed without Sainsbury's agreement. Officers investigating the potential to utilise these funds for traffic congestion mitigation at that junction to complement current works that have been commissioned for that location. A portion of land owned by Sainsbury's would need to be dedicated as public highway for the scheme to be feasible. Traffic congestion mitigation scheme is fully funded. Officers investigating whether improvements could be tied into 114 bus route project. Excess funds are to be refunded to the developer following the date of the Final Account.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/37/40B-C (see: PPR/29)	Botwell	Land at Thorn EMI Complex - Highways Works & Environmental Improvements 51588/APP/2000/366&1418 (Old Vinyl Factory 5987/APP/2012/1693)	559,443.43	559,443.43	378,904.27	372,697.36	6,888.91	180,539.16	74,928.07	Project 40B- Environmental improvements in Blyth Road. Funds committed to highways works on Blyth Road and subway CCTV. Unspent funds at 6 months of occupation to be refunded. New agreement signed. 19/04/13. Funds to be used towards public realm improvements in the vicinity of the site and Hayes Town Centre (see agreement for further details). No time limit for spend. £838.48 (remaining balance from PT/37/40F) transferred to PT/278/47. £12,500 allocated towards lighting scheme in Blyth Road. £100,000 allocated towards Hayes Town Centre Improvements (Cabinet Member Decision 19/06/2015). Spend towards lighting scheme in Blyth Road.
PT/37/40E *47	Botwell	Land at Thorn EMI Complex - Parking 51588/APP/2000/366&1418 (Old Vinyl Factory 5987/APP/2012/1693)	32,805.42	32,805.42	0.00	0.00	0.00	32,805.42	0.00	Project 40E - £30,000 received for controlled parking in Blyth Road area. New agreement signed 19/04/13. Funds held to be used towards controlled parking zones in the vicinity of the development or if not required, towards the same purpose as PT/37/40B above. No time limit for spend.
PT/42/41	Heathrow Villages	Temp Stockpiling at Bedford Court. 47853/SP/2003/113	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	0.00	£50,000 for landscape enhancement on specified land around the development. Unexpended funds at 19 June 2006 were to be repaid to the developer. Following consultations with BAA it has been agreed to spend the funds as part of the Colne Valley project. Deed of variation has been secured to remove time limits.
PT/44/03	Various	S278 Surplus	166,309.96	166,309.96	95,545.86	95,545.86	0.00	70,764.10	0.00	Income is from underspends on s278 projects where surplus funds do not have to be refunded. First priority for use of funds is to address otherwise irretrievable deficits from overspent projects. A further £1,391,64 transferred to reconcile overspend on PT/278/26/127. £1,945.35 used towards zebra crossing scheme at PT/105/175B. Balance transferred from PT/21/39A (£2,165.41). Spend towards consultants for cycle scheme at PT/103/174A and footpath scheme at PT/88/140B. £500 spent towards Kingsend study at PT/120/241A. Remaining balance transferred from CSL/2/147E. Remaining balance transferred from PT/109.
PT/54/21C	Botwell	Former EMI Site, Dawley Road - Landscaping 6198/BS/98/1343	57,000.00	57,000.00	0.00	0.00	0.00	57,000.00	0.00	£50,000 for Landscaping on adjacent land and £7,000 for maintenance of the landscaping works. Funds to be held for landscaping in accordance with the agreement subject to Crossrail. No time constraints.
PT/61/89B (see: E/35)	West Drayton	LHR Training Centre, Stockley Close / 51458/97/1537	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	£25,000 for improvements at the junction of Stockley Road & Stockley Close / Lavender Rise, West Drayton. Scheme provided using TIL funding. Further improvements to area have been implemented as part of the MOD development. Funds to be held as contingency for any works required to the junction arising out of the MOD development. No time constraints.
PT/65/74A (see EYL/40, E/20 & E/21)	Uxbridge North	Land at Johnson's Yard (former garage site), Redford Way, Uxbridge - Street Lighting 53936/APP/2002/1357	18,893.88	18,893.88	17,871.38	17,871.38	0.00	1,022.50	0.00	Street lighting according to the agreement drawing. No time constraints. Expenditure due to commencement of project for street lighting on Redford Way at Johnson's Yard. Columns & lanterns installed and working. Unable to install column in footpath leading to the high Street. Last column installed. Connection by Southern Electric were programmed for July 07. Columns all connected but require painting. Officers chasing painting contractor to progress. Painting completed - final invoices paid. Final balance to be confirmed after closure of 08/09 financial year accounts.
PT/76/119	Northwood	Land at 64 Ducks Hill Road Northwood, 26900L/99/1077	35,253.56	35,253.56	28,119.15	28,119.15	0.00	7,134.41	0.00	To provide a speed camera, anti-skid surface and associated road markings in Ducks Hill Road. Speed camera cannot be installed in this location, as the accident rate in this location is below the threshold established by TIL. Deed of variation not required site included in vehicle activated sign (VAS) forward programme. Officers looking into feasibility of 'Driver Feedback Sign'. Implementation due Spring 2007, subject to feasibility. Quotes being sought with the view to possible purchase of signs. Interest accrued. No time constraints. Utilities works completed Nov 08. Scheme programmed for implementation April/May 2010. Spend towards the provision of anti skid and electrical work. VAS signs installed, scheme complete, awaiting invoices.

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			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/80/112 (formerly PT/278/05)	Uxbridge South	Grand Union Park, Packet Boat Lane, site ref. 1197 (various applications)	47,774.85	47,774.85	2,228.56	2,228.56	0.00	45,546.29	0.00	No time constraints. Officers looking into project for spend of balance at junction of Packet Boat Lane & Cowley High Street. Cabinet Member for P&T concerned with affect of proposal and blind road bend heading towards Uxbridge. Funds to be held until sight lines are resolved.
PT/82/114 (formerly PT/278/23)	Uxbridge South	Waterloo Road, Uxbridge - Highway Works / 332BD/99/2069	13,169.44	13,169.44	11,577.00	11,577.00	0.00	1,592.44	0.00	Highway Works for alternative traffic management on Waterloo Road. No time limits. Cabinet Member for Planning & Transportation has approved use of funds to extend the Uxbridge South Parking Management Scheme approved. Implementation occurred in the Autumn. £11k spend on Waterloo Road from the Parking Revenue Account to be recharged to this case for next quarter. Recharge completed.
PT/84/87B-D (Formerly part of PT/278/44)	Brunel	Brunel s106 16 April 04 532/SPP/2002/2237	27,614.47	27,614.47	15,164.48	15,164.48	0.00	12,449.99	0.00	£3,000 + interest for monitoring of landscape management plan (87B). £10,000 + interest for monitoring of green travel and public transport obligations (87D), and £200 + interest initial payment associated with footpath works to be undertaken by Council (87C). Engineers inspected site to ascertain whether works are required & whether further payments are due late Jan 2006. Officers chasing Brunel to provide a disabled ramp from the back of the privately owned footway at Hillingdon Hill. Interest accrued. £10k plus interest received for improvements (including lighting) to the footpath alongside the River Pinn linking 'Site 2' to Uxbridge Road. Footpath works complete, security deposit plus interest returned.
PT/88/140C *38	Pinkwell	MOD Records Office, Stockley Road, Hayes - Prologis Park 18399/APP/2004/2284	754,743.82	754,743.82	578,271.96	450,090.96	128,181.00	176,471.86	0.00	Funds received as the public transport contribution to enhance the level of public transport to and from the area of the development site. Funds allocated towards the extension of the U4 bus route on to the site for a 5 year period (Cabinet Member Decision 29/05/2012) TMO approved TfL bus shelter installed on site. Spend towards implementation of yellow lines to allow bus to run. DOY now completed to extend time limit to spend funds to March 2017. Bus extension operational from end of Sept 2012. £24,786 paid towards the provision of bus stop on the Prologis site. Payment to TfL for first year of operation 12/13. £33,513 further TfL costs. Payment to TfL for second year of operation 13/14. Payment to TfL for third year of operation 14/15.
PT/88/140F *46	Pinkwell	MOD Records Office, Stockley Road, Hayes - Parking 18399/APP/2004/2284	73,774.40	73,774.40	0.00	0.00	0.00	73,774.40	73,774.40	Funds received for parking management system in Bourne Avenue and surrounding streets of the new and existing estate roads utilised within the residential part of the development. There are currently no plans to consult with residents of the area on a Parking Management Scheme. However, any resident objections to increases in commuter parking on residential roads generated by the MOD development may give reason to spend these funds. Officers continue to monitor the parking situation. Funds must be spent within 7 years following date of receipt i.e. Dec 2013. No parking scheme has been requested. Time limit has now passed. Officers in contact with developer.
PT/101/170A	Botwell	11 - 21 Clayton Road, Hayes 56840/APP/2004/630	30,527.21	30,527.21	12,974.24	12,974.24	0.00	17,552.97	10,000.00	Funds received for parking management in the area. Funds held to be used in combination with those at case ref. PT/37/40E should any scheme be required. Funds not spent by 31 August 2014 are to be refunded. £13,000 from this contribution allocated towards the implementation of a parking management scheme in Blyth Road, Clarendon Road & Clayton Road (Cabinet Member Decision 16/03/2012). Scheme completed April 2012. £10,000 can be retained.
PT/102/161D	Yiewsley	Honeywell Site, Trout Road Yiewsley 335/APP/2002/2754	77,151.50	77,151.50	68,448.16	66,889.23	1,054.72	8,703.34	8,703.34	Funds received towards public transport and community facilities initiatives in the West Drayton area. Funds to be spent by September 2014. Funds allocated towards public transport initiatives in the West Drayton area to include bus stop accessibility and enhancement of the pedestrian link along Tavistock Road to West Drayton Station and bus interchange (Cabinet Member Decision 22/04/2014). Scheme completed September 2014. £10,000 can be retained towards other schemes related to the development. Outstanding invoice paid this quarter.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
PT/103/174A	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	AS AT 31/03/16 100,000.00	AS AT 31/12/15 100,000.00	AS AT 31/03/16 97,997.19	AS AT 31/12/15 97,187.10	To 31/03/16 24,581.26	AS AT 31/03/16 2,002.81	AS AT 31/03/16 0.00	Contribution received for the West Drayton to Heathrow Cycle Scheme. Funds not spent by 16 November 2015 are to be repaid. Funds allocated towards the implementation of a traffic calming scheme on Hatch Lane (which forms part of the route). Cabinet Member Decision 11/7/2013. Scheme completed July 2013. Funds reallocated towards the second phase of the scheme in Holloway Lane (Cabinet Member Decision 10/03/2014). Scheme substantially completed August 2014. Additional works completed 2015. Outstanding invoice paid. Scheme closed.
PT/104/147H	West Drayton	DERA Site, Kingston Lane, West Drayton 45658/APP/2002/3012	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received for the installation and maintenance of CCTV cameras on the site as specified in the relevant planning permission. Cameras to be installed by the developer. Funds to be retained as security. No time constraints.
PT/106/149E	Botwell	Hayes Goods Yard 10057/APP/2005/2996 & 2999	119,402.15	119,402.15	119,402.15	114,084.13	74,819.52	0.00	0.00	Funds received towards enhancements to the London Cycle Network, route 88A or any other cycle route likely to be used by the occupiers of the development. Funds to be spent by Oct 2015. £25k allocated and spent towards cycle access to canal at Hayes Town Centre (Cabinet Member decision 22/7/2011). £27,320 allocated towards cycle improvements at Dawley Roundabout (Cabinet Member Decision 18/7/2013). Scheme complete awaiting invoices. £67,082 allocated towards cycle way improvements in Coldharbour Lane as part of Hayes TC scheme (Cabinet Member Decision 29/1/15). £67,082 claimed towards Coldharbour Lane scheme. Outstanding invoices paid, schemes closed.
PT/108/155E	West Drayton	Former RAF Porters, West Drayton. 5107/APP/2005/2082	1,003.90	1,003.90	1,003.90	1,003.90	1,003.90	0.00	0.00	Funds received to provide a local walking bus scheme. Funds to be spent within 3 years of receipt (Jan 2012). Funds allocated towards the development of a walking bus scheme in association with West Drayton Primary school (Cabinet Member decision 30/12/2011). Scheme not viable, time limit has expired, contribution returned to developer.
PT/110/198B *61	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge - Bond 3114/APP/2008/2497	14,240.00	14,240.00	0.00	0.00	0.00	14,240.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the travel plan. To be refunded after 10 years.
PT/111/204A *63	Uxbridge	106, Oxford Road, Uxbridge. 26198/APP/2008/2338	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel Plan Bond received to ensure compliance by the tenant of its monitoring and reporting obligations in accordance with the travel plan. Returnable.
PT/113/198C	Uxbridge	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge Public Transport 3114/APP/2008/2497	24,410.43	24,410.43	0.00	0.00	0.00	24,410.43	24,410.43	Contribution towards the provision of public transport improvements in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
PT/114/209A *67	Yiewsley	Tesco, Trout Road, Yiewsley. 60529/APP/2007/3744	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	0.00	Travel Plan Bond received to ensure compliance by the owner for monitoring and reporting in accordance with the Travel Plan. To be refunded five years following first occupation.
PT/115/209B	Yiewsley	Tesco, Trout Road, Yiewsley. 60529/APP/2007/3744	4,850.00	4,850.00	0.00	0.00	0.00	4,850.00	0.00	Contribution received for the purpose of the purpose of setting up a car club. Funds to be spent within 5 years of receipt (March 2015). Allocated towards setting up Henz car club in Trout Road (Cabinet Member Decision 7/02/2014).
PT/116/210A	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49996/APP/2008/3561	30,140.58	30,140.58	30,140.58	30,140.58	11,408.46	0.00	0.00	Contribution received towards the cost of upgrading two bus shelters in the vicinity of the development. Funds to be spent within 5 years of receipt (March 2015). Further £104,58 received as indexation payment. Funds allocated to bus stop upgrades (Cabinet Member Decision 4/12/14). Scheme complete.
PT/117/231B	West Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	30,000.00	30,000.00	29,961.05	26,450.03	26,738.45	38.95	0.00	Funds received towards improvements to cycle route 89/network 93 as part of the London Cycle Network. Funds to be spent within 5 years of receipt (Nov 2015). Funds allocated towards improved provision for cyclists in Ickenham High Road (Cabinet Member Decision 29/1/15). Scheme complete, outstanding invoices paid. Scheme closed.

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PT/119/209D	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	31,874.14	31,874.14	7,655.00	7,655.00	0.00	24,219.14	0.00	Funds received for the purpose of the provision of 3 upgraded or replacement bus shelters within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016). Further £874.14 received as indexation payment. £7,665 allocated towards bus stop improvements in Yiewsley High Road (Cabinet Member Decision 7/02/2014). Scheme complete. Balance allocated towards provision of remaining bus shelters (Cabinet Member Decision 19/02/2016). Awaiting invoices.
PT/121/242A	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	34,000.00	34,000.00	34,000.00	34,000.00	0.00	0.00	0.00	Funds received towards the cost of providing new and improved bus stops/shelters in the vicinity of the development. No time limit on spend. Funds allocated towards bus stop scheme (Cabinet Member Decision 03/06/2015). Scheme complete.
PT/122/248A	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 36074/APP/2009/1418	54,486.29	54,486.29	0.00	0.00	0.00	54,486.29	0.00	Contribution received towards street scene improvements within the vicinity of the land. Funds to be spent within 5 years of receipt (July 2016). Funds allocated towards phase 2 of Uxbridge gateway scheme (Cabinet Member Decision 17/12/2015).
PT/124/261	West Drayton	Land at Stockley Close Estate, West Drayton. 56244/APP/2003/1437	60,000.00	60,000.00	45,441.10	6,755.44	38,685.66	14,568.90	0.00	Contribution received towards providing accessibility improvements including public transport in the vicinity of the land. Funds to be committed within 3 years of receipt (Dec 2014). Funds committed towards accessibility improvements to bus stops on Lavender Rise and towpath improvements between Stockley Road and West Drayton Station (Cabinet Member Decision 17/10/2014). £8,755.44 spent towards access to bus stops 14/15. Towpath works programmed for Sept 2015. Scheme substantially complete March 2016.
PT/125/242C	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	369,910.54	369,910.54	0.00	0.00	0.00	369,910.54	369,910.54	£210,000 received as the phase 2 & 3 payments towards improvements and additions to TfL bus services within vicinity of the development (see legal agreement for further details). No time limits for spend. £159,910.54 received June quarter as the Phase 4 payment.
PT/126/242D *82	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton. 5107/APP/2009/2348	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Travel plan bond received to ensure compliance by the owner of its monitoring and reporting obligations. To be refunded after 10 years.
PT/127/238H	West Ruislip	Fmr Mill Works, Bury St, Ruislip. 6157/APP/2009/2069	34,603.50	34,603.50	34,603.50	0.00	34,603.50	0.00	0.00	Contribution received towards carbon reduction projects in the Ruislip area. Earmarked towards projects to reduce CO2 emissions at Ruislip Early Years Centre. Funds to be spent within 7 years of receipt (Apr 2019). Funds spent towards Compass Theatre scheme as part of end of year financing, subject to Cabinet Member approval.
PT/128/276A	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	22,155.20	22,155.20	0.00	0.00	0.00	22,155.20	22,155.20	Contribution received towards the provision of public transport infrastructure in the vicinity of the site. Measures considered include upgrade to bus stops, improvements to bus services and cycle ways (see agreement for further details). Funds to be spent within 7 years of receipt (9/7/2019).
PT/129/277A	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	0.00	Funds received towards co-ordinating and monitoring the green travel plan associated with the site. No time limits for spend.
PT/130/277B	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	40,965.69	40,965.69	0.00	0.00	0.00	40,965.69	0.00	Contribution received towards off site highway works to the Clock House Roundabout, Heathrow. No time limits for spend. Funds allocated towards a TfL scheme for footpath/cycleway improvements at the Clockhouse Roundabout (Cabinet Member Decision 5/11/2014).
PT/131/273B	Uxbridge South	Autoguild House (Ltd), 121 Cowley Rd, Uxbridge. 7008/APP/2010/2758	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Funds received as the Travel Plan bond to be used by the Council to cover the Council's expenses in monitoring compliance by the owner with the travel Plan for a ten year period. Balance to be refunded after 10 years (2022).
PT/132/149J *88	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	0.00	Travel Plan bond received to ensure the completion by the owner of 3 travel surveys. £5,000 to be returned on completion of each survey.
PT/133/149K	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	62,500.00	62,500.00	0.00	0.00	0.00	62,500.00	62,500.00	Contribution received towards the establishment of parking management areas within the area no further than 800m from the boundary of the site. Funds to be spent within 7 years of receipt (Nov 2019).

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			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/134/149L	Botwell	Hayes Goods Yard (High Point) 10057/APP/2005/2996 & 2999	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.00	Contribution received towards the maintenance of the towpath directly opposite the site (as defined in the agreement). Funds to be spent within 7 years of receipt (Nov 2019). Funds allocated towards appropriate maintenance works (Cabinet Member Decision 07/05/2015).
PT/135/198E	Uxbridge South	Fmr Gas works, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.00	Contribution received towards the implementation of directional signage on Cowley Mill Road and junction with St John's Road (see agreement for details). Funds to be spent within 7 years of receipt (March 2020).
PT/136/297A	Heathrow Villages	Fmr Technician Site, 276 Bath Rd, Sipson, West Drayton. 35293/APP/2009/1938	34,541.66	34,541.66	0.00	0.00	0.00	34,541.66	34,541.66	Contribution received towards the cost of upgrading the bus stops and the installation of drop kerbing / tactile paving to enable pedestrian access over Bath Road in the vicinity of the site. Funds to be spent within 7 years of receipt (May 2020).
PT/137/300A *101	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received as the "TFL Feasibility Contribution" to be used by TfL to carry out a feasibility study into capacity and improvement options for the Parkway and Bulls Bridge Roundabout. No time limits for spend.
PT/138/300B *102	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received to be used by TfL to carry out required improvement works to the junction at The Parkway and Bulls Bridge Roundabout. No time limits
PT/139/300C	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	15,000.00	15,000.00	0.00	0.00	0.00	15,000.00	15,000.00	Contribution received towards improvements to the grand Union Canal frontage within the vicinity of Bulls Bridge. No time limits.
PT/140/315A	Phinkwell	Asda Unit 4 Westlands Estate, Millington Road, Hayes 32157/APP/2011/872	458,800.00	458,800.00	0.00	0.00	0.00	458,800.00	458,800.00	Contribution to be used towards (but not limited to) the provision of footway and public realm improvements between the land and Hayes Town Centre. No time limits for spend.
PT/141/315B	Phinkwell	Asda Unit 4 Westlands Estate, Millington Road, Hayes 32157/APP/2011/872	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Contribution received towards the provision of a new bus stop outside the store and "real time" bus travel information (see agreement for details). No time limits for spend.
PT/143/323A	Cavendish	150 Field End Road, (initial House), Eastcote, Pinner 25760/APP/2013/3632	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Contribution received towards improving town centre facilities in the Authority's Area. No time limits for spend.
PT/144/198H	Uxbridge South	Former Gas Works site (Kier Park) Cowley Mill Road, Uxbridge 3114/APP/2012/2881	40,635.00	40,635.00	0.00	0.00	0.00	40,635.00	40,635.00	Funds received as the "reduced public transport contribution" to be applied towards the hopper bus service or other public transport links relating to the site (see legal agreement). Funds to be spent within 7 years of receipt (May 2021).
PT/145/198J	Uxbridge South	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	20,317.00	20,317.00	0.00	0.00	0.00	20,317.00	20,317.00	Contribution received towards the provision or improvement of cycling in the vicinity of the site in accordance with the Council's adopted cycleway strategy. Funds to be spent within 7 years of receipt (May 2021).
PT/146/198K	Uxbridge South	Former Gas Works Site (Kier Park) at Cowley Mill Road, Uxbridge 3114/APP/2008/2497	66,031.00	66,031.00	0.00	0.00	0.00	66,031.00	0.00	Funds received towards the reconstruction of the footway and kerbing on both sides of Cowley Mill Road between the site access and Cowley Road, together with minor improvements to the footway and kerbing on the eastern side of Waterloo Road. Funds to be spent within 7 years of receipt (May 2021). Funds allocated towards footpath scheme (Cabinet Member Decision 01/03/2016).
PT/148/327 *105	Northwood Hills	Northwood School, Potter Street, Northwood. 12850/APP/2013/1810	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Contribution received as the travel plan bond to ensure compliance by the owner to its monitoring and reporting obligations. Funds to be returned at the end of the monitoring period (2024).
PT/149/325C	West Drayton	Stockley Close Units 1623 & 1685 51469/APP/2013/2973	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Funds received as the travel plan contribution. For use by the Council to co-ordinate and monitor the Occupier Green Travel Plans (see agreement for specific terms of use). Funds to be spent within 5 years of receipt (December 2019).
PT/150/344A	Uxbridge South	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	45,000.00	45,000.00	11,855.00	0.00	11,855.00	33,145.00	33,145.00	Contribution to be used by the Council to offset the shortfall in energy savings and enable the Council to make annual energy carbon savings elsewhere in the Authority's area. Funds to be spent within 5 years of receipt (July 2020). £11,500 used towards Compass Theatre scheme as part of end of year financing. Subject to Cabinet Member approval.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/151/345A	Uxbridge South	Charter Place, Vine Street, Uxbridge 30675/APP/2014/1345	25,000.00	0.00	25,000.00	0.00	25,000.00	25,000.00	Contribution received towards improvement of the area from the High Street through to Windsor Street to Charter Place (see agreement for details). No time limits for spend.
PT/152/334B	Uxbridge South	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	20,000.00	0.00	20,000.00	0.00	20,000.00	20,000.00	Funds received as the travel plan contribution. For use by the Council to co-ordinate and monitor the Occupier Green Travel Plans (see agreement for specific terms of use). Monies to be returned at the end of the monitoring period.
PT/153/345B	South Uxbridge	Charter Place, Vine Street, Uxbridge 30675/APP/2014/1345	20,000.00	0.00	20,000.00	0.00	20,000.00	20,000.00	Funds received as the travel plan bond, to be used to ensure that the obligations outlined in the approve travel plan are satisfactorily carried out.
PT/154/350A	South Ruislip	Fmr Arla Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	135,000.00	0.00	135,000.00	0.00	135,000.00	135,000.00	Contribution towards the provision of public transport infrastructure improvements and related initiatives in the authority's area including: bus priority measures/improvements to bus services and cycle provision (see legal agreement for details). Funds to be spent within 7 years of receipt (Sept 2022).
PT/155/283D	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/ APP/ 2009/2752	63,366.34	0.00	63,366.34	0.00	63,366.34	63,366.34	Contribution received as the first of two instalments towards the provision of bus stops serving the development, in line with the S106 Planning Obligations SPD 2008. Funds to be spent within 10 years of receipt (Oct 2025).
PT/156/40G	Botwell	Land at Thorn EMI Complex (Old Vinyl Factory). 51588/APP/2000/1827 & 5987/APP/2012/1838	50,722.94	0.00	50,722.94	0.00	50,722.94	0.00	Contribution received towards TFL Bulls Bridge Roundabout Study, as specified in the agreement. TFL to confirm the need for the study within a year of receipt (Nov 2016)
PT/157/355A *119	Botwell	Form EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	20,000.00	0.00	20,000.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned 10 years from occupation.
PT/158/371A *123	Heathrow Villages	272-276 Bath Rd, Hayes 464/APP/2014/2886	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/159/372A	Yiewsley	Phase 3, Stockley Park, Stockley Road. 37977/APP/2015/1004	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	contribution received to fund a flood attenuation feasibility study for packet Boat Lane (see agreement for details). Funds to be spent within 7 years of receipt (Jan 2023).
PT/160/354C *124	Botwell	Land on west side of Dawley Road, Hayes (EC House) 38065/APP/2014/2143	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/161/373 *125	Townfield	Airlink House, 18-22 Pump Lane, Hayes 5505/APP/2015/1546	4,000.00	0.00	0.00	0.00	4,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/162/249G	Townfield	Fmr Glenister Hall, 114 Minet Drive, Hayes 40168/APP/2011/243	2,500.00	0.00	0.00	0.00	2,500.00	2,500.00	Funds received towards the implementation of passing bays in Hunters Grove (if required). See agreement for details.
PT/163/40I	Botwell	Old Vinyl Factory, Blyth Rd, Hayes. 51588/APP/2000/1827 & 5987/APP/2012/1838	20,390.78	0.00	0.00	0.00	20,390.78	20,390.78	Contribution received towards the cost of upgrading the bus stops on Clarendon Road and providing Legible London signage in the vicinity of the site. Funds to be spent within 7 years of receipt (March 2023)
PT/164/374A	Botwell	Global Academy, Old Vinyl Factory, Blyth Road, Hayes. 5505/APP/2015/1546	120,000.00	0.00	0.00	0.00	120,000.00	120,000.00	Contribution to be used by TFL towards bus service improvements made necessary by the development, namely additional bus service provision on specified route serving the development and related infrastructure. Funds to be spent within 7 years of receipt (March 2023).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PT/165/374B *126	Botwell	Global Academy, Old Vinyl Factory, Blyth Road, Hayes. 5505/APP/2015/1546	20,000.00	0.00	0.00	0.00	0.00	20,000.00	0.00	Funds received as the travel plan bond to ensure that the obligations contained in the approved travel plan are satisfactorily carried out. Any remaining funds to be returned at the end of the monitoring period (10 years from occupation).
PT/166/359B	Viewsley	26-36 Horton Rd, Viewsley 3507/APP/2013/2327	50,500.00	50,500.00	0.00	0.00	0.00	50,500.00	50,500.00	Contribution to be used by the Council towards the provision of CCTV, provision of lighting, closure/gating of paths and links; safety improvements to public transport interchanges; facilities and car parks; enhanced night bus networks to and from major new facilities and leisure uses within the Authority's area (see agreement for details). Spent within 7 years of receipt (Jan 2023).
		PLANNING TRANSPORTATION & RECYCLING SUB - TOTAL	5,330,395.57	5,118,504.79	2,015,297.79	1,783,805.53	395,786.51	3,315,097.78	1,770,577.76	
		PLANNING TRANSPORTATION & RECYCLING TOTAL	8,985,132.92	7,801,713.55	3,351,848.92	3,019,546.66		5,643,284.00	1,770,577.76	
PORTFOLIO: EDUCATION AND CHILDREN'S SERVICES										
EYL/107/201A	Barnhill	360, Uxbridge Road, Hayes. 7517/APP/2007/188	77,414.00	77,414.00	77,414.00	42,399.00	35,015.00	0.00	0.00	Funds received towards nursery places (£2,291), primary school places (£40,108), and secondary school places (£35,015) within a 3 mile radius of the development. Funds not spent by June 2016 must be returned. Primary and nursery contributions allocated and spent towards Grange Park primary expansion as part of phase 1 of the primary expansion programme (Cabinet Member decision 6/12/2011). Remaining funds allocated and spent towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/110/205C	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	3,755,319.11	3,755,319.11	3,755,319.11	3,086,954.11	668,365.00	0.00	0.00	A total of £3,755,319 received in three instalments towards the cost of providing nursery, primary or secondary education places or improvements in the North Secondary Planning Area. Funds to be spent by September 2016. £658,998 has been allocated and spent towards expansion at Ruislip High School (Cabinet Member Decision 21/10/2010) and £342,000 towards Deansfield Early Years Centre (Cabinet Member Decision 28/10/2010). A further £779,000 has been allocated and spent towards the expansion of Hailyn Primary School and £666,496.96 allocated and spent towards Field End Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/03/13). £414,115.99 not used in financing 2013/14. Reallocated and spent towards Hailyn Primary School (Cabinet Member Decision 19/03/2015). Remaining funds allocated and spent towards Northwood School (Cabinet Member Decision 29/03/2016).
EYL/118/214B	Uxbridge	Hillingdon House Farm. 2543/APP/2005/870	1,090,166.31	1,090,166.31	741,313.09	741,313.09	0.00	348,853.22	0.00	£256,399.34 received as first instalment towards the cost of providing nursery (£64,099), primary (£110,251.72) and secondary (£82,047) school places within the London Borough of Hillingdon. First contribution to be spent before April 2017. Primary contribution (£110,251.72) allocated and spent towards expansion at Whitehall School, (part of phase 1 of the school expansion programme). Cabinet Member decision 6/12/2011. Second instalment (£268,661.94) received. Second contribution to be spent before Oct 2018. Final instalment (£565,065) received. Final contribution to be spent before Jan 2019. £631,061 allocated and spent to expansion at Hermitage Primary School (Cabinet Member Decision 24/01/2014). Remaining funds earmarked towards Abbotsfield School as part of the Council's Secondary School Expansion programme, subject to Cabinet Member approval.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
EYL/119/216	Charville	119 to 137 Charville Lane, Hayes. 38290/APP/2006/2501	56,316.00	56,316.00	27,139.00	27,139.00	0.00	29,177.00	0.00	Funds received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary child yield arising from the development. No time limits. Primary and nursery components allocated and spent towards primary school expansion at Grange Park School as part of phase 1 of the school expansion programme (Cabinet Member decision 6/12/2011). Remaining funds earmarked towards Abbotsfield School as part of the Council's Secondary School Expansion programme, subject to Cabinet Member approval.
EYL/132/232	Hillingdon	23, Sweetcroft Lane, Hillingdon. 8816/APP/2004/3045	42,280.88	42,280.88	22,573.00	22,573.00	0.00	19,707.88	0.00	Funds to be used towards the costs of providing additional primary school facilities (£22,573) & secondary school facilities (£19,707) relating to the development. Funds to be spent within 7 years of receipt (October 2017). £22,573 allocated and spent towards expansion at The Hermitage Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013). Remaining funds earmarked towards Abbotsfield School as part of the Council's Secondary School Expansion programme, subject to Cabinet Member approval.
EYL/137/237B	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	426,346.97	426,346.97	426,346.97	426,346.97	0.00	0.00	0.00	Funds received towards the costs of providing primary education places to primary schools in Primary Area 3. Funds to be spent by February 2016. Contribution allocated and spent towards improvements at White Heath Primary School (retrospective), Cabinet Member Decision 28/01/2016).
EYL/138/238C	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	512,742.69	512,742.69	512,742.69	512,742.69	214,303.31	0.00	0.00	Funds received as 50% of the education contribution towards the cost of providing nursery, primary and secondary facilities in the Borough (See legal agreement). Funds to be spent by February 2018. Further £261,446.35 received as remaining 50% education contribution. £112,742 allocated and spent towards expansion at Ruislip Gardens Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/3/2013). Further £185,696 allocated and spent towards expansion at Ruislip Gardens Primary School (Cabinet Member Decision 24/01/2014). Remaining funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion programme (Cabinet member Decision 29/03/2016).
EYL/140/209G	Yiewsley	Tesco, Trout Road, Yiewsley 60929/APP/2007/3744	231,454.55	231,454.55	69,612.21	36,971.13	32,641.08	161,842.34	0.00	A total contribution of £231,454.55 was received towards the cost of providing secondary school places and improvement of facilities within a 3 mile radius of the site and primary places within a 2 mile radius of the site. All contributions to be spent by March 2017. £20,251.99 has been allocated and spent towards expansion at Colham Manor Primary School as part of Phase 1 of the Primary Schools Expansion Programme (Cabinet Member Decision 6/12/2011). £1,671.91 has been allocated and spent towards expansion at Rabbfarm Primary School (Cabinet Member Decision 24/01/2014). Further £15,047.23 allocated and spent towards expansion at Rabbs Farm Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). £194,483 allocated and £32,641 spent towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/158/242B	West Drayton	West Drayton Village (north site) off Porteus Way, West Drayton. 5107/APP/2009/2346	4,162,355.83	4,162,355.83	4,162,355.83	3,000,000.00	1,162,355.83	0.00	0.00	Funds received as first, second third and fourth instalments towards the costs of providing educational improvements in the Authority's area (see legal agreement for details). No time limit for spend. £1,500,000 allocated and spent towards expansion at West Drayton Primary School (Cabinet Member Decision 24/01/2014). Further £1,500,000 spent towards expansion at Rabbfarm Primary School 2013/14 closing (Cabinet Member Approval 23/07/2014). 1,162,355 allocated and spent towards St martin's Primary School (new school) as part of the Council's Primary Expansion Programme (Cabinet Member Decision 29/03/2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
EYL/165/267B	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	60,915.00	60,915.00	27,341.00	27,341.00	0.00	33,574.00	0.00	Contribution received towards the provision of education facilities and places as detailed in the agreement. Funds to be split as follows: nursery £7,185.; primary £20,156.; secondary £33,574. No time limits for spend. £20,156 allocated and spent towards expansion at Wood End Primary School as part of Phase 2 of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). £7,185 allocated and spent towards expansion at Rosedale Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). Remaining funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/169/276C	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	1,158,245.50	1,158,245.50	762,750.86	762,750.86	0.00	395,494.64	0.00	First instalment £375,570.86 received towards the cost of providing education improvements or facilities to accommodate extra children in the Authority's area (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). Second instalment £387,160 received towards the same purpose (spend July 2020). £375,570 allocated and spent towards expansion at Rosedale Primary School (Cabinet Member Decision 24/01/2014). £87,180 spent towards expansion at Heathrow Primary School 2013/14 closing (Cabinet Member Approval 23/07/2014). Final instalment received (Spend by February 2022). Remaining funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/203/320	Northwood	15 Nicholas Way, Northwood 16824/APP/2012/3220	12,796.00	12,796.00	0.00	0.00	0.00	12,796.00	12,796.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details). Funds to be spent within 5 years of receipt (Feb 2019).
EYL/206/358	Northwood	Land forming part of Oakhurst, Northgate, Northwood. 6712/APP/2011/2712	13,391.12	13,391.12	0.00	0.00	0.00	13,391.12	13,391.12	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
EYL/211/330	Harefield	Little Hammonds, Breakspear Rd North, Harefield	33,436.00	33,436.00	17,869.51	17,869.51	0.00	15,566.49	0.00	Fund received towards the provision of educational facilities within the London Borough of Hillingdon. No time limits for spend. Funds allocated towards expansion at Harefield Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 19/03/2015). £17,869.51 spent 2014/15.
EYL/213/332	Hillingdon East	43 and land rear of 35-47 Snowden Avenue, Hillingdon 6231/APP/2012/3075	15,932.00	15,932.00	15,932.00	15,932.00	0.00	0.00	0.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery and primary yield arising from the development. No time limits. Funds spent towards expansion at Hillingdon Primary School as part of the Primary Expansion Programme. (Cabinet Member Decision 07/07/2015)
EYL/214/33A	Yewlsley	39 High Street, Yewlsley 24485/APP/2013/138	94,188.38	94,188.38	94,188.38	94,188.38	0.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds spent towards expansion at Rabbs Farm Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 07/07/2015).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
EYL/215/334	Pinkwell	43-44 Fairley Ave, Heyes 69055/APP/2014/37	14,118.00	14,118.00	14,118.00	14,118.00	0.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds spent towards expansion at Pinkwell Primary School as part of the Primary Expansion Programme (Cabinet Member Decision 07/07/2015).
EYL/216/335	West Ruislip	157-161 High Street, Ruislip 64711/APP/2011/214	2,176.00	2,176.00	2,176.00	2,176.00	2,176.00	0.00	0.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery, primary and secondary school child yield arising from the development. No time limits for spend. Funds allocated and spent towards Ruislip Gardens Primary School scheme, as part of the Council's Primary Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/217/336	Northwood	Lam Adj to 27 Lees Ave, Northwood 69195/APP/2013/1310	25,593.00	25,593.00	25,593.00	25,593.00	25,593.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Abbotsfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/218/337	Northwood	37 Moor Park Road, Northwood 45811/APP/2013/3765	12,796.00	12,796.00	12,796.00	12,796.00	12,796.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/219/338A	Uxbridge South	37 St John's Road, Uxbridge 15811/APP/2012/2444	47,714.00	47,714.00	0.00	0.00	0.00	47,714.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/220/340	Uxbridge North	6 & 6a High Street, Uxbridge 1538/APP/2011/2003	9,133.00	9,133.00	0.00	0.00	0.00	9,133.00	0.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery and primary yield arising from the development. No time limits. Funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/221/341	Northwood	Plumtree Cottage, 89 Ducks Hill Road, Northwood 4730554/APP/2014/3276	2,265.00	2,265.00	2,265.00	2,265.00	2,265.00	0.00	0.00	Contribution received towards additional or improved educational facilities within a 3 mile radius of the site to accommodate the nursery and primary yield arising from the development. No time limits. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).
EYL/222/342	Northwood	London School of Theology, Green Lane, Northwood 10112/APP/2013/1837	29,834.07	29,834.07	29,834.07	29,834.07	29,834.07	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion programme (Cabinet Member Decision 29/03/2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
EYL/224/343	Harefield	Royal Quay, Coppermill Lock, Harefield 43159/APP/20131094	75,649.88	75,649.88	75,649.88	75,649.88	75,649.88	0.00	0.00	Funds received towards the costs of providing nursery, secondary and post 16 year old education or improvements or facilities in the authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limit for spend. £46,369.86 allocated and spent towards Northwood School and £30,280 allocated and spent towards Glebe Primary School project as part of the Council's Primary and Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/223/346A	Northwood	42-46 Ducks Hill Road, Northwood 49987/APP/2013/1451	128,490.42	128,490.42	128,490.42	128,490.42	128,490.42	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/225/347A	North Uxbridge	Honeycroft Day Centre, Honeycroft Hill, Uxbridge 6046/APP/2013/1834	44,835.90	44,835.90	0.00	44,835.90	0.00	44,835.90	0.00	Contribution received towards providing educational improvements or facilities in parts of the Authority's area south of the A40; to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details). Funds to be spent/committed within 7 years of receipt (May 2022). Funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/226/351A	Northwood	103, 105 & 107 Ducks Hill Road, Northwood. 64345/APP/2014/1044	29,531.00	29,531.00	29,531.00	29,531.00	29,531.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northwood School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/227/348C	Uxbridge North	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68764/APP/2011/2711	40,922.25	40,922.25	0.00	40,922.25	0.00	40,922.25	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/228/352	Barnhill	Land lying south of Shakespeare Ave (Scout Hut), Hayes. 16910/APP/2012/2612 & 16910/APP/2014/2274	66,660.00	66,660.00	0.00	66,660.00	0.00	66,660.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated towards Abbotsfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).
EYL/229/353	West Ruislip	28 Withy Lane, Ruislip. 6885/APP/2014/987	5,081.00	5,081.00	5,081.00	5,081.00	5,081.00	0.00	0.00	Contribution received towards providing educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces (see agreement for details) No time limits for spend. Funds allocated and spent towards Northfield School as part of the Council's Secondary School Expansion Programme (Cabinet Member Decision 29/03/2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
EYL/230/283C	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 585/ APP/ 2009/2752	2,545,734.13	2,545,734.13	2,545,734.13	0.00	2,545,734.13	0.00	0.00	Contribution received as the first instalment towards providing education, educational improvements or facilities in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvements and expansion of playground and external leisure spaces. Contribution to be spent within 10 years of receipt (Oct 2025). Funds spent towards Council's School Expansion Programme as part of end of year financing. Subject to formal approval.
EYL/231/356A	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	59,368.17	59,368.17	0.00	0.00	0.00	59,368.17	59,368.17	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
EYL/232/357	Ickenham	66 Long Lane, Ickenham 20545/APP/2012/2848	20,041.43	20,041.43	0.00	0.00	0.00	20,041.43	20,041.43	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
EYL/233/359A	Yiewsley	26-36 Horton Rd, Yiewsley 3507/APP/2013/2327	147,530.70	147,530.70	0.00	0.00	0.00	147,530.70	147,530.70	Contribution received to be used by the Council towards providing education, educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). Spend within 7 years of receipt (Jan 2023).
EYL/234/375	South Ruislip	35 Edwards Ave, Ruislip. 35683/APP/2012/864	16,138.00	0.00	0.00	0.00	0.00	16,138.00	16,138.00	Contribution received towards additional or improved education facilities within a 3 mile radius of the site to accommodate nursery, primary and secondary school child yield arising from the proposal. No time limit for spend.
EYL/235/376	West Ruislip	16-18 Kingsend, Ruislip 63221/APP/2012/878	2,224.00	0.00	0.00	0.00	0.00	2,224.00	2,224.00	Funds received towards the cost of providing educational places within the London Borough of Hillingdon. No time limit on spend.
EYL/236/377	Northwood	Littlehurst, Northgate, Northwood. 31866/APP/2013/3686	12,796.00	0.00	0.00	0.00	0.00	12,796.00	12,796.00	Contribution received to be used by the Council towards providing education; educational improvements or facilities, in the Authority's area to include new school facilities; improvements to existing school facilities to accommodate extra children; improvement and expansion of playground and external leisure spaces (see agreement for details). No time limits for spend.
		EDUCATION, YOUTH AND LEISURE SUB - TOTAL	15,081,932.29	15,050,774.29	13,684,166.15	8,167,988.46	5,416,177.69	1,497,766.14	284,285.42	
PORTFOLIO: COMMUNITY, COMMERCE AND REGENERATION										
PPR/47/26A (formerly PT/56/26A)	Botwell	Trident Site, Phase 3 Stockley Park - Hayes Hub/H50 & Botwell Common Road, Zebra Crossing 37977/P/94/335	2,601,600.00	2,601,600.00	1,808,071.42	1,808,071.42	0.00	793,528.58	0.00	See Cabinet report 18 December 2003. Balance allocated to Hayes & Hillingdon Station Improvements and associated interchange initiatives. Project on-hold due to design issues. Officers investigating alternative improvements to area around the station. No time limits. Funds earmarked towards realim improvements to the public transport interchange and public realm improvements as part of the Crossrail/Hayes Town Centre Scheme.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PPR/49/174C	Heathrow Villages	Terminal 2, Heathrow 62360/APP/2006/2942	350,000.00	350,000.00	346,721.80	300,400.00	46,321.80	3,278.20	3,677.00	Contribution towards the Local Labour Strategy, as defined in the agreement. No time limits. Second instalment £100,000 received 1/12/09. £200,000 allocated to the delivery of the Strategy as outlined in Allocation report. (Cabinet Member decision 27/10/10). Third instalment of £100,000 received towards same purpose 31/3/11. £14,000 spent towards accelerate 50% match funding to support long term unemployed into work. £88,000 allocated and £42,900 spent towards support for Economic Development post within LBH 12/13 (Cabinet Member Decision 19/3/13). Final instalment (£50,000) received towards the Labour Strategy. £44,100 spent towards Economic Development post 2013/14. Further £91,323 allocated towards the continuation of the Economic Development Officer Post. (Cabinet Member Decision 10/9/2014). Spent towards Economic Development Officer Post 2015/16.
PPR/49/174D	Heathrow Villages	Terminal 2, Heathrow Airport. 62360/APP/2006/2942	531,426.00	531,426.00	450,000.00	450,000.00		81,426.00	0.00	Funds received towards the Local Labour Strategy, as defined in the agreement. No time limits. A total of £450,000 due to be received under this agreement has been allocated towards the Heathrow Academy Programme (Cabinet Member decision 19/11/12). Total of £261,000 paid towards Academy Programme 2012/13. Further £270,246 received towards the Programme.
PPR/52/149G	Botwell	Former Hayes Goodyard site. 10057/APP/2005/2996&299	75,360.00	75,360.00	75,220.72	75,220.72	2,300.90	139.28	0.00	Funds received towards improvements to open space to the canal towpath opposite the site. Any remainder to be expended towards purchasing new equipment for the YMCA Youth Centre as necessitated as a result of the development. Funds not spent within 7 years (May 2016) to be returned. Funds allocated towards Western View canal side improvement scheme (Cabinet Member decision 22/7/2011). Scheme began on site Oct 2011 and now substantially complete. Scheme complete.
PPR/53/149H	Botwell	Former Hayes Goodyard site. 10057/APP/2005/2996&299	6,000.00	6,000.00	2,000.00	2,000.00	0.00	4,000.00	0.00	£2,000 received towards the maintenance and operation by the Council of the station approach cameras. Funds spent towards operation of station cameras 09/10. Further £4,000 received as 2nd & 3rd annual instalments.
PPR/56/198D	Uxbridge	Former Gas Works site (Kier Park), Cowley Mill Road, Uxbridge 3114/APP/2008/2497	12,205.22	12,205.22	0.00	0.00	0.00	12,205.22	12,205.22	Contribution towards the employment training initiatives promoted by the Council to encourage employment in the vicinity of the land. Funds to be spent within 7 years of receipt (Nov 2016).
PPR/57/238D	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	20,679.21	20,679.21	0.00	0.00	0.00	20,679.21	0.00	Contribution towards construction training initiatives within the Borough. Funds to be spent within 7 years of receipt (February 2016). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/58/238C	Eastcote	Highgrove House, Eastcote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	9,667.50	9,667.50	0.00	0.00	0.00	9,667.50	0.00	Contribution received towards construction training and the provision of a work place co-ordinator within the Borough. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/60/209E	Yiewsley	Tesco, Trout Road Yiewsley. 60529/APP/2007/3744	37,186.49	37,186.49	0.00	0.00	0.00	37,186.49	0.00	Contribution received for the purposes of providing additional CCTV facilities and/or additional safety measures within the vicinity of the site. Funds to be spent within 5 years of receipt (March 2016). Further £2,186.49 received as indexation payment. Intended scheme no longer feasible and time limit has now expired. Alternative schemes being investigated, with a view to approaching the developer for a DOV.
PPR/61/247	Townfield	Former Hayes Sports and Social Club, 143 Church Road, Hayes. 65797/APP/2010/1176	7,663.99	7,663.99	0.00	0.00	0.00	7,663.99	0.00	Contribution received towards the cost of providing construction training courses delivered by the provision of a construction work place co-ordinator within the Authority's Area. Funds to be spent within 10 years of receipt (June 2021). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PPR/62/231C	Ruislip	Former RAF West Ruislip (Ickenham Park), High Road, Ickenham. 38402/APP/2007/1072	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00	Funds received towards the installation of 3 CCTV cameras and associated infrastructure within the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2015). Funds transferred from PT/118/231C. Original scheme not viable and time limit has now expired. Officers in negotiation with developer for an alternative scheme. Request for DOV has been declined by the developer. Contribution to be returned.
PPR/63/248B	Uxbridge	97 Oxford Road, Highbridge Park, Uxbridge. 3807/APP/2008/1418	21,794.51	21,794.51	21,794.51	12,600.00	9,194.51	0.00	0.00	Contribution received towards the purpose of providing construction training schemes for Hillingdon. Funds to be spent within 5 years of receipt (July 2016). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13). £11,820 spent towards Construction Workplace Co-ordinator 2014/15. Balance spent towards Construction Workplace Co-ordinator 2015/16.
PPR/64/262C	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	9,360.44	9,360.44	0.00	0.00	0.00	9,360.44	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/65/263C	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	9,782.64	9,782.64	0.00	0.00	0.00	9,782.64	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. No time limits. Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13).
PPR/66/265B	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	39,826.13	39,826.13	9,950.39	0.00	9,950.39	29,875.74	0.00	Funds received towards the provision of construction training courses delivered by recognised providers and the provision of a construction work placement coordinator within Hillingdon. Funds to be spent within 5 years of receipt (Nov 2016). Funds allocated towards the services of a Construction Workplace Co-ordinator within the Borough (Cabinet Member Decision 19/3/13). £9,236 spent towards work place co-ordinator, post 2015/16.
PPR/67/266C	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	9,236.85	9,236.85	0.00	0.00	0.00	9,236.85	9,236.85	Contribution received to be used for the provision of approved training schemes in the hospitality & leisure industry (see legal agreement for details). Funds to be spent within 5 years of receipt (Nov 2016).
PPR/68/265D	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	53,289.47	53,289.47	0.00	0.00	0.00	53,289.47	53,289.47	Contribution to be used for public realm improvements within the vicinity of the site, in accordance with the Council's SPD. Funds to be spent within 5 years of receipt (Nov 2016). Funds allocated towards public realm improvements on Old Bath Road, in the vicinity of the site (Cabinet Member Decision 28/08/2016).
PPR/69/276D	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	54,107.14	54,107.14	0.00	0.00	0.00	54,107.14	37,433.86	First instalment (£21,111.11) towards improvements to local community facilities within the Authority's area. Funds to be spent within 7 years of receipt (July 2019). £16,322 received as second instalment towards the same purpose (spend July 2020). Final instalment £16,673.28 received this quarter (spend by February 2022). Earmarked towards phase 2 of Townfield community centre.
PPR/70/267C	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	10,000.00	10,000.00	3,742.97	3,742.97	0.00	6,257.03	6,257.03	Funds to be used for the purpose of improving community facilities in the vicinity of the development. No time limits for spend. Funds allocated towards upgrading cinema equipment at The Beck Theatre (Cabinet Member Decision 28/08/2014). Scheme complete, contribution not required, funds to be reallocated.
PPR/71/277C	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	20,579.41	20,579.41	0.00	0.00	0.00	20,579.41	20,579.41	Contribution received towards public realm improvements in the vicinity of the development including CCTV, footpath safety, safer town centres, public transport interchange facilities (see agreement for details). Further contribution received towards the same purpose. No time limits for spend.
PPR/72/277D	Heathrow Villages	The Portal, Scylla Rd, Heathrow Airport. 50270/APP/2011/1422	51,609.49	51,609.49	0.00	0.00	0.00	51,609.49	51,609.49	Contribution received towards training persons within the locality of the development for jobs of a nature to be carried out within the development. Further contribution received towards the same purpose. No time limits for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PPR/75/291A	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	13,699.22	13,699.22	0.00	0.00	0.00	13,699.22	13,699.22	Contribution to be used towards construction training courses delivered by recognised providers and the provision of a work place co-ordinator within the authority's area. No time limits.
PPR/76/282C	West Ruislip	Lyon Court 28-30 Pembroke Road, Ruislip. 66895/APP/2011/3049	47,950.86	47,950.86	0.00	0.00	0.00	47,950.86	47,950.86	Contribution to be used towards construction training courses delivered by recognised providers and the provision of a work place co-ordinator within the authority's area. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
PPR/77/282D	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip 66895/APP/2011/3049	25,330.03	25,330.03	0.00	0.00	0.00	25,330.03	25,330.03	Contribution received towards the provision of CCTV, lighting, safety improvements to public transport facilities and car parks or safer town centres (see agreement for details). Funds to be spent within 5 years of completion of the development (estimated to be 2019).
PPR/78/198F	Uxbridge	Fmr Gasworks Site, Cowley Mill Road (Kier Park), Uxbridge. 3114/AP/2012/2881	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Contribution received towards employment and training initiatives promoted by the Council in association with Uxbridge College or any other approved provider. Funds to be spent within 7 years of receipt (March 2020).
PPR/79/298E	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	16,353.04	16,353.04	0.00	0.00	0.00	16,353.04	16,353.04	Contribution received towards construction training courses delivered by recognised providers and the provision of a construction work place co-ordinator for Hillingdon Residents. No time limits for spend.
PPR/80/297B	Heathrow Villages	Fmr Technician Site, 276 Bath Rd, Sipson. 35293/APP/2009/1938	46,055.55	46,055.55	0.00	0.00	0.00	46,055.55	46,055.55	Funds received towards public realm improvement works to be delivered within the vicinity of the land. Funds to be spent within 7 years of receipt (May 2020).
PPR/81/81/297C	Heathrow Villages	Fmr Technician Site, 271 Bath Rd, Sipson. 35293/APP/1938	16,695.14	16,695.14	0.00	0.00	0.00	16,695.14	16,695.14	Contribution received towards the provision of training in the hospitality and leisure industry (see agreement for further details). Funds to be spent within 7 years of receipt (May 2020).
PPR/82/301B	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	22,192.63	22,192.63	0.00	0.00	0.00	22,192.63	22,192.63	Contribution received towards public realm improvements in the vicinity of the development including, CCTV, footpath safety, safer town centres, public transport interchange facilities in the locality of the site (see agreement for details). Funds to be spent within 5 years of receipt (July 2018)
PPR/83/301D	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	19,669.95	19,669.95	0.00	0.00	0.00	19,669.95	19,669.95	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. Funds to be spent within 5 years of receipt (July 2018).
PPR/87/303C	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	7,731.96	7,731.96	0.00	0.00	0.00	7,731.96	7,731.96	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's Area. No time limits.
PPR/85/306B	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	7,875.62	7,875.62	0.00	0.00	0.00	7,875.62	7,875.62	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits.
PPR/86/309B	Uxbridge South	Former Dagenham Moors, Junction St Johns Rd & Cowley Mill Rd 188/APP/2008/3309	17,190.00	17,190.00	0.00	0.00	0.00	17,190.00	17,190.00	Contribution received towards the cost of providing construction training schemes in the Borough. Funds to be spent within 7 years of receipt (Oct 2020)
PPR/88/325A	West Drayton	Stockley Close Units 1623 & 1685 51458/APP/2013/2973	20,713.00	20,713.00	0.00	0.00	0.00	20,713.00	20,713.00	Funds received as the "construction training scheme shortfall costs" & the "co-ordinator costs" towards construction training courses delivered by recognised providers and provision of a construction work place co-ordinator within the Authority's Area. Funds to be spent within 5 years of receipt (April 2019).
PPR/89/329B	Townfield	Land at Pronto Industrial Estate, 565-591 Uxbridge Road, Hayes 4404/APP/2013/1650 4404/APP/2008/3558	35,813.52	35,813.52	0.00	0.00	0.00	35,813.52	35,813.52	Contribution received towards the costs of providing construction training schemes within the London Borough of Hillingdon. Funds to be spent within 10 years of receipt (July 2024).
PPR/90/331B	Cavendish	216 Field End Road, Eastcote. 6331/APP/2010/2411	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	Contribution received towards the costs of providing construction training schemes within the London Borough of Hillingdon. No time limit for spend.
PPR/91/331C	Cavendish	216 Field End Road, Eastcote. 6331/APP/2010/2411	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Contribution to be used by the Council towards community facilities in the Authority's area. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
PPR/92/333B	Yiewsley	39 High Road, Yiewsley 24485/APP/2013/138	22,543.13	22,543.13	0.00	0.00	0.00	22,543.13	22,543.13	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits.
PPR/93/333C	Yiewsley	39 High Road, Yiewsley 24485/APP/2013/138	25,010.10	25,010.10	0.00	0.00	0.00	25,010.10	25,010.10	Contribution received as the "public realm contribution" towards the provision of CCTV, lighting, closure/gating of paths and links, safety improvements to public transport interchanges, facilities, and car parks, enhanced night bus networks to and from major new facilities and leisure uses within the authority's area. No time limits for spend.
PPR/95/343B	Harefield	Royal Quay, Coppermill Lock, Harefield 43159/APP/20131094	17,700.00	17,700.00	17,700.00	17,700.00	0.00	0.00	0.00	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits. Contribution returned, paid in error.
PPR/94/346B	Northwood	42-46 Ducks Hill Road, Northwood 49987/APP/2013/1451	8,026.42	8,026.42	0.00	0.00	0.00	8,026.42	8,026.42	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator serving the locality of the development. No time limits.
PPR/96/347B	North Uxbridge	Honeycroft Day Centre, Honeycroft Hill, Uxbridge 6046/APP/2013/1834	24,335.69	24,335.69	0.00	0.00	0.00	24,335.69	24,335.69	Contribution received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent/committed within 7 years of receipt (May 2022).
PPR/97/314C	Pinkwell	Hyde Park Hayes, Dawley Road, Hayes (HP4 & 5) 40652/APP/2012/2030	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	10,000.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend.
PPR/99/344C	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	4,800.00	4,800.00	0.00	0.00	0.00	4,800.00	4,800.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend.
PPR/100/351B	Northwood	103, 105 & 107 Ducks Hill Rd, Northwood	10,959.04	10,959.04	0.00	0.00	0.00	10,959.04	10,959.04	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend.
PPR/101/348D	Uxbridge North	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	3,331.89	3,331.89	0.00	0.00	0.00	3,331.89	3,331.89	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limits for spend.
PPR/102/354A	Botwell	Land on west Side of Dawley Road, Hayes (E C House). 38065/APP/2014/2143	9,644.70	9,644.70	0.00	0.00	0.00	9,644.70	9,644.70	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 7 years of receipt (Sept 2022)
PPR/103/356B	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	31,792.72	31,792.72	0.00	0.00	0.00	31,792.72	31,792.72	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.
PPR/104/355B	Botwell	Form EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	82,800.00	82,800.00	0.00	0.00	0.00	82,800.00	82,800.00	Contribution received towards investment in local energy efficiency and carbon reduction measures within the Authority's area. Spend within 7 years of receipt (Nov 2022).
PPR/105/355C	Botwell	Form EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	9,600.00	9,600.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds received towards the provision of a construction work place co-ordinator. Funds to be spent within 7 years of receipt (Nov 2022).
PPR/106/360A	Heathrow Villages	Form Unitair Centre, Great South West Rd, Feltham, 49559/APP/2014/334	9,984.00	9,984.00	0.00	0.00	0.00	9,984.00	9,984.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
PPR/108/371B	Heathrow Villages	275-276 Bath Rd, Hayes 464/APP/2014/2886	AS AT 31/03/16 19,600.00	AS AT 31/12/15 0.00	AS AT 31/03/16 0.00	AS AT 31/12/15 0.00	To 31/03/16 0.00	AS AT 31/03/16 19,600.00	AS AT 31/03/16 19,600.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.
PPR/109/378A	Townfield	Hayes Gate House, Uxbridge Road, Hayes 2385/APP/2013/2523	138,774.29	0.00	0.00	0.00	0.00	138,774.29	138,774.29	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 5 years of receipt (Jan 2021).
PPR/110/372B	Yiewsley	Phase 3, Stockley Park Stockley Road, 37977/APP/2015/1004	9,600.00	0.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds received as the "Phase 1 " payment towards the provision of a construction workplace coordinator within the Authority's area. Funds to be spent within 7 years of receipt (Jan 2023).
PPR/111/379A	Townfield	1-3 Uxbridge Rd, Hayes. 1911/APP/2012/3185	99,175.00	0.00	0.00	0.00	0.00	99,175.00	99,175.00	Funds received towards the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 7 years of receipt (March 2023).
PPR/113/274C	Botwell	Global Academy, Old Vinyl Factory, Blyth Road, Hayes. 5505/APP/2015/1546	9,600.00	0.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds received towards the provision of a construction work place co-ordinator within the Authority's area. Funds to be spent within 7 years of receipt (March 2023).
PPR/114/380A	Ickenham	211-213 Swakeleys Rd, Ickenham. 70701/APP/2015/3026	9,600.00	0.00	0.00	0.00	0.00	9,600.00	9,600.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.
PPR/115/381	South Ruislip	555 Stonefield Way, Ruislip	14,600.00	0.00	0.00	0.00	0.00	14,600.00	14,600.00	Funds received towards the cost of providing construction training courses delivered by recognised providers and/or the provision of a construction work place co-ordinator within the Authority's area. No time limit for spend.
		COMMUNITY, COMMERCE & REGENERATION TOTAL	4,900,121.99	4,599,172.70	2,735,201.81	2,669,735.11	85,467.60	2,164,920.18	1,070,335.83	
PORTFOLIO: CENTRAL SERVICES, CULTURE & HERITAGE										
CSL/6/189A	Ruislip	30 Kings End, Ruislip 46299/APP/2006/2165	7,674.48	7,674.48	0.00	0.00	0.00	7,674.48	0.00	Towards the provision of community facilities in the immediate vicinity of the land. No time limits. Earmarked towards Manor Farm Library. Subject to formal allocation of funding.
CSL/9/199A	Ruislip	41, Kingsend, Ruislip. 2792/APP/2006/3451	9,338.43	9,338.43	0.00	0.00	0.00	9,338.43	0.00	Funds received towards the provision of community facilities in the Borough. No time constraints. Earmarked towards Manor Farm Library. £782 from this contribution has been allocated towards new equipment at Manor Farm Library (Cabinet Member decision 29/03/2016)
CSL/10/200B	Manor	Former Ruislip Manor Library, Victoria Road, Ruislip. 14539/APP/2008/2102	5,200.00	5,200.00	0.00	0.00	0.00	5,200.00	0.00	Funds received towards improvements to nearby by community facilities. Earmarked towards Ruislip Manor Library and Community Resources Centre. Subject to formal allocation of funding.
CSL/11/205B	Eastcote	RAF Eastcote, Lime Grove, Ruislip. 10189/APP/2004/1781	277,131.54	277,131.54	276,881.40	276,881.40	0.00	250.14	0.00	Contribution towards the provision or improvement of leisure, youth and/or cultural services within Eastcote and East Ruislip ward boundary. Funds to be spent by September 2014. £265k from this contribution has been allocated towards Highgrove pool improvement programme (Cabinet Member approval received 1/09/2011). Scheme completed 2013. Remaining balance allocated towards the upgrade of the Music studio at Ruislip Youth Centre (Cabinet Member Decision 09/07/2014).
CSL/12/215A	Ruislip	5 - 11, Reservoir Road, Ruislip 61134/APP/2006/260	13,338.00	13,338.00	0.00	0.00	0.00	13,338.00	13,338.00	Contribution received towards the provision of community facilities in the locality. No time limits on spend. Earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal allocation.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015/2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
CSL/13/219A	Yeading	Rear of Syney Court, Perth Avenue, Hayes. 65936/APP/2010/883	414.00	414.00	414.00	0.00	414.00	0.00	0.00	Funds received towards the provision or improvement to library facilities and or library books within the Borough. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/15)
CSL/14/220	Townfield	Trescott House, Hayes . 36261/APP/2010/215	1,599.00	1,599.00	0.00	0.00	0.00	1,599.00	1,599.00	Funds received towards additional or improved library facilities in the vicinity of the site. No time limits.
CSL/19/231D	Ruislip	Former RAF Ruislip (Ickenham Park), High Road, Ickenham, 38402/APP/2007/1072	269,750.00	269,750.00	269,750.00	166,516.60	269,750.00	0.00	0.00	Funds received towards the construction of a new facility or the extension of an existing facility to provide for improvement of leisure, elderly, youth and/or cultural services within the locality of the land. Funds to be spent by November 2015. Funds allocated and spent towards improvements to the Compass Theatre (Cabinet Member Decision 23/09/15). Scheme complete.
CSL/17/238A	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	31,645.25	31,645.25	0.00	0.00	0.00	31,645.25	31,645.25	Funds received as 50% of the community facilities contribution towards community facilities, schemes or measures within the Borough. Funds to be spent by February 2018. Further £16,135.84 received as remaining 50% of community facilities contribution. Funds earmarked towards the provision of a new community facility at the former RAF Eastcote, Lime Grove. Subject to formal allocation.
CSL/18/238B	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	3,268.46	3,268.46	0.00	0.00	0.00	3,268.46	3,268.46	Funds received towards the provision of library facilities and/or library books within the Borough. Funds to be spent by February 2018.
CSL/21/209F	Yiewsley	Tesco, Trout Road, Yiewsley, 60929/APP/2007/3744	66,988.81	66,988.81	66,988.81	15,935.07	66,988.81	0.00	0.00	Contribution received for the purpose of improving existing community facilities within the Yiewsley area. Funds to be spent by March 2016. Further £3,938.81 received as index linking payment. £38,125 allocated towards improvements to Yiewsley & West Drayton Community Centre (Cabinet Member Decision 24/08/15). Remaining £28,863 allocated and spent towards the scheme, (Cabinet Member Approval 19/02/2016).
CSL/22/241B	Ruislip	28 & 29a Kingsend, Ruislip. 5740/APP/2008/1214	3,250.00	3,250.00	0.00	0.00	0.00	3,250.00	0.00	Funds received towards the expansion of local community facilities in the area of the development. Funds to be spent within 5 years of receipt (April 2016). Funds allocated towards improved facilities at Manor Farm Library (Cabinet Member report 29/03/2016).
CSL/24/244A	Townfield	505 to 509 Uxbridge Road, Hayes. 9912/APP/2009/1907	2,150.96	2,150.96	0.00	0.00	0.00	2,150.96	2,150.96	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. Funds to be spent by June 2018.
CSL/25/249A	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	4,167.60	4,167.60	0.00	0.00	0.00	4,167.60	4,167.60	Funds received towards the provision of or improvement to library facilities and/or library books within LBH. No time limits.
CSL/26/249B	Townfield	Fmr Glenister Hall, Minet Drive, Hayes. 40169/APP/2011/243	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.00	Funds received towards the provision of necessary capacity enhancements at the Townfield Community Centre. No time limit for spend.
CSL/27/210D	Botwell	Hayes Stadium, Judge Heath Lane, Hayes. 49986/APP/2008/3561	13,813.07	13,813.07	12,664.00	12,664.00	0.00	1,149.07	1,149.07	Contribution received towards the provision of library facilities in the borough of Hillingdon. Funds to be spent within 5 years of receipt (Sept 2016). Further £1,328.07 received as index linking payment. £12,664 from this contribution allocated to scheme to provide air conditioning to meeting rooms at Botwell Library. (Cabinet Member Decision 18/8/13).
CSL/28/262A	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	555.53	555.53	555.53	0.00	555.53	0.00	0.00	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/29/263A	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A) 67080/APP/2010/1419	356.03	356.03	356.03	0.00	356.03	0.00	0.00	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/30/267A	Botwell	Fmr Ram PH, Dawley Rd, Hayes 22769/APP/2010/1239	644.23	644.23	644.23	0.00	644.23	0.00	0.00	Contribution received towards the provision of library facilities in the borough of Hillingdon. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/31/276B	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	10,771.94	10,771.94	0.00	0.00	0.00	10,771.94	10,771.94	Contribution received towards the provision of library books and/or library books within the Authority's area. Funds to be spent by July 2019

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
CSL/32/278A	Botwell	6-12 Clayton Road, Hayes 62528/APP/2009/2502	528.08	528.08	528.08	528.08	528.08	0.00	0.00	Contribution received towards the provision or improvement of library facilities and/or library books within the Authority's area. No time limits for spend. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/33/284B	Yiewsley	Former Honeywell site, Trout Road, West Drayton (live/work units). 335/APP/2010/1615	529.85	529.85	529.85	0.00	529.85	0.00	0.00	Contribution towards the provision or improvement to library facilities and/or library books within the Authority's area. No time limits for spend. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/34/291B	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	575.00	575.00	575.00	0.00	575.00	0.00	0.00	Contribution received towards the provision of library facilities and/or library books within the authority's area. No time limits for spend. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/35/282E	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip. 66895/APP/2011/3049	2,263.48	2,263.48	1,163.88	0.00	1,163.88	1,099.60	0.00	Contribution received towards the provision of library facilities and/or library books within the authority's area. Funds to be spent within 5 years of completion of the development (estimated to be 2019). Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/36/299B	Cavershish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	955.56	955.56	955.56	0.00	955.56	0.00	0.00	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/37/299C	Cavershish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	11,028.95	11,028.95	11,028.95	11,028.95	0.00	0.00	0.00	Contribution received towards the provision or improvement of community facilities within the Authority's area. No time limit for spend. Funds spent as part of end of year financing towards a scheme to provide an extension to Eastcote Bowls Club. (Cabinet Member Approval 07/07/2015).
CSL/38/301C	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	1,375.61	1,375.61	1,375.61	0.00	1,375.61	0.00	0.00	Contribution received towards the provision of library facilities and/or library books serving the locality of the development. Funds to be spent within 5 year of receipt (July 2018). Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/39/303D	Botwell	70 Wood End Green Rd, Hayes 5791/APP/2012/408	1,459.67	1,459.67	0.00	0.00	0.00	1,459.67	1,459.67	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits for spend.
CSL/40/304B	Yeading	Fmr Tasman House, 111 Maple Road, Hayes 38097/APP/2012/3168	684.48	684.48	684.48	0.00	684.48	0.00	0.00	Contribution towards the provision of or improvement to library facilities and/or library books within the Authority's area. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/41/306C	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	493.40	493.40	493.40	0.00	493.40	0.00	0.00	Contribution received towards the provision of library books within the authority's area. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/43/313	South Ruislip	Queenswalk Resource Centre, Queens Walk, Ruislip 12059/APP/2012/2570	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.00	Funds received as a contribution towards sports and leisure facilities at Deansfield Primary School. Funds to be used towards sports items such as goal posts, rounders equipment training kit and other sporting equipment (see agreement for details). No time limit for spend.
CSL/44/242F	West Drayton	Drayton Garden Village (fmr NATS site), Porters Way, West Drayton 5107/APP/2009/2348	34,000.00	34,000.00	0.00	0.00	0.00	34,000.00	34,000.00	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits
CSL/45/319B	Northwood Hills	117 Pinner Rd, Northwood 12055/APP/2006/2510	2,580.63	2,580.63	0.00	0.00	0.00	2,580.63	2,580.63	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits
CSL/46/321B	Chiarville	The Grange, Pine Place, Hayes 51066/APP/2009/546	392.00	392.00	392.00	0.00	392.00	0.00	0.00	Contribution received towards the provision of or improvement to library facilities and/or library books in Hillingdon. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/48/323E	Cavershish	150 Field End Road (Initial House), Eastcote, Pinner 25760/APP/2013/3632	1,500.73	1,500.73	1,500.73	0.00	1,500.73	0.00	0.00	Contribution received towards the provision of or improvements to library facilities and/or books within the Authority's Area. No time limits. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015).
CSL/49/329C	Townfield	Land at Pronto Industrial Estate, 565-591 Uxbridge Road, Hayes 4404/APP/2013/1650 4404/APP/2008/3558	1,764.67	1,764.67	0.00	0.00	0.00	1,764.67	1,764.67	Contribution towards the cost of providing library facilities and other associated initiatives within the London Borough of Hillingdon. Funds to be spent within 10 years of receipt (July 2024).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
CSU/50/329D	Townfield	Land at Pronto Industrial Estate, 565-591 Uxbridge Road, Hayes 4404/APP/2013/1650 4404/APP/2008/3558	11,875.30	11,875.30	11,875.30	11,875.30	0.00	0.00	0.00	Contribution received towards community facilities to be provided within the London Borough of Hillingdon. Funds to be spent within 10 years of receipt (July 2024). Funds spent as part of end of year financing towards Hayes End Library redevelopment scheme to provide a new improved library. (Cabinet Member Decision 07/07/2015)
CSU/51/331D	Cavendish	216 Field End Road, Eastcote 6331/APP/2010/2411	458.62	458.62	458.62	0.00	458.62	0.00	0.00	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend. Allocated and spent towards eBooks scheme (Cabinet Member Decision 22/12/2015)
CSU/52/333D	Yiewsley	39 High Street, Yiewsley 24485/APP/2013/138	1,321.00	1,321.00	0.00	0.00	0.00	1,321.00	1,321.00	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/54/343C	Harefield	Royal Quay, Coppermill Lock, Harefield 43159/APP/2013/1094	1,846.79	1,846.79	0.00	0.00	0.00	1,846.79	1,846.79	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/53/346C	Northwood	42-46 Ducks Hill Road, Northwood 49987/APP/2013/1451	1,355.94	1,355.94	0.00	0.00	0.00	1,355.94	1,355.94	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/55/347C	North Uxbridge	Honeycroft Day Centre, Honeycroft Hill, Uxbridge 6046/APP/2013/1834	1,291.11	1,291.11	0.00	0.00	0.00	1,291.11	1,291.11	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/56/351C	Northwood	103, 105 & 107 Ducks Hill Rd, Northwood	659.51	659.51	0.00	0.00	0.00	659.51	659.51	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/57/348E	Uxbridge North	Lancaster & Heritage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	805.36	805.36	0.00	0.00	0.00	805.36	805.36	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/59/283E	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge. 5857 APP/2009/2752	21,122.11	21,122.11	0.00	0.00	0.00	21,122.11	21,122.11	Contribution received as the first instalment. To be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. Funds to be spent within 10 years of receipt (Oct 2025).
CSU/61/356D	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	1,591.97	1,591.97	0.00	0.00	0.00	1,591.97	1,591.97	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. No time limits for spend.
CSU/62/359C	Yiewsley	26-36 Horton Rd, Yiewsley 35077/APP/2013/2327	2,694.68	2,694.68	0.00	0.00	0.00	2,694.68	2,694.68	Contribution to be used by the Council towards the provision of or improvement to library facilities and for library books within the Authority's area. Spend within 7 years of receipt (Jan 2023)
		CENTRAL SERVICES, CULTURE & HERITAGE - TOTAL	857,211.83	857,211.83	659,815.46	494,901.22	347,365.81	197,396.37	140,563.72	
PORTFOLIO: FINANCE PROPERTY & BUSINESS SERVICES										
E/02/18	West Drayton	Old Mill House, Thorney Mill Road, West Drayton 41706C/91/1904	59,556.42	59,556.42	52,577.45	52,577.45	0.00	6,978.97	0.00	Revenue cost (12K) spent. The balance is required for the establishment and management of a nature reserve on nearby land. Works identified and now awaiting quotations from contractors. Officers have liaised with London Wildlife Trust and contractors with regards to phasing of the works (access and conservation improvements) required to improve the nature reserve. Works have now been scheduled by the area officer. Spend towards tree and footpath works. Further spend towards maintenance works. There are no time constraints upon the expenditure of the funds.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/17/26D (see: PT/56 & PPR/18)	Botwell	Trident Site, Phase 3 Stockley Park - Lake Farm & Botwell Green Play Area 379777/P/94/335	1,323,400.00	1,323,400.00	1,323,400.00	1,323,370.96	1,728.67	0.00	0.00	Balance for Lake Farm. Friends of Lake Farm now agreed scope of works. Engineering Consultancy have been commissioned to commence works to enhancing slope of BMX track Botwell Green Play area complete. See Cabinet report 18 December 2013. Planning permission for skate park granted. No time limits for spend. Skate Park project completed July 2013. Balance towards seating. Scheme complete.
E/26/93 (Formerly PT/33)	Heathrow Villages	H.S.A Land, Bath Road 41687S/98/16	12,396.46	12,396.46	12,396.46	9,812.37	1,304.34	0.00	0.00	Available for Environmental Improvements in Bath Rd area. Balance allocated to improvements scheme at Berkeley Meadows also using funds at E/10/85. See update at E/10/85. Interest accrued. No time constraints. Spend towards tree planting. Scheme complete.
E/28/71 (Formerly PT/140)	Botwell	Land at Hendrick Lovell, S.W of Dawley Road, Hayes 43554/C/92/787	12,692.00	12,692.00	267.81	267.81	0.00	12,424.19	0.00	Landscaping works (12.69K). Limited to specific area of land. Delays caused by land being in Stockley Park Consortium ownership. Green Spaces team is looking into the potential for a scheme within the parameters of the legal agreement. Site overgrown preventing planting trees in preferred location. The trees officer has suggested two locations on the site where they could be planted instead. Officers currently considering feasibility. No time constraints.
E/32/01 (Formerly PT/4301)	Townfield	Sainsbury Minet Site - Grapes Junction / 4060 /H/91/1970	1,008,500.00	1,008,500.00	1,008,186.10	1,008,186.10	2,235.00	313.90	0.00	The balance has been included in s 106 dated 10 May 2004 for Lombardy Retail Park, Coldharbour Lane for the Council to use the funds for the following specified improvements: (see agreement for details). Sainsbury has given approval for a scheme in Lombardy Park. Playground, lighting and footpath works completed 2011. Unspent funds to be repaid January 2011. Remaining balance diminishes to be spent towards Lombardy playground.
E/38/153B	Heathrow Villages	Polar Park, Bath Road, Harmondsworth 2964/APP/2002/1436 & 1437	10,000.00	10,000.00	7,764.09	7,764.09	0.00	2,235.91	0.00	Funds received towards Air Quality initiatives within the vicinity of the site. No time constraints. Funds allocated towards two monitoring stations in vicinity of the site. (Cabinet Member Decision 22/6/2010). £7,764.09 spent towards air quality monitoring.
E/42/140J	Pinkwell	MCD Records Office Stockley Road/Bourne Avenue, Hayes 18399/APP/2004/2284	104,308.09	104,308.09	104,120.23	104,120.23	0.00	187.86	0.00	To be applied towards the provision and maintenance of open space and recreational facilities within the area of the site. £25,000 allocated to Bourne Park Playing Fields. Balance allocated to Pinkwell Park (Cabinet Member Decision 6/8/09). Drainage works to the Bourne Park Playing Fields are now complete. Funds not spent including interest within 7 years of receipt (January 2014) are to be repaid. Path works completed March 2013. New playground equipment installed and scheme now complete.
E/47/177B	Manor	41-55, Windmill Hill, Ruislip planning ref.48283/APP/2006/2353	38,258.39	38,258.39	32,124.97	32,124.97	0.00	6,133.42	0.00	Funds received towards open green space and recreational open space within a 3 mile radius of the land. This sum includes approximately £8k for bins and benches and £30k for children's play space. Funds not spent within 5 years of receipt (24 December 2012) are to be refunded. Officers currently drawing up a programme of works for Warrender Park. Funds allocated towards a scheme of improvements at Warrender Park (Cabinet Member Decision 3/9/2010). Works complete Dec 12. Accounting adjustment made, scheme to be closed.
E/49/179B	Botwell	555-569 & t/o 51-553 Uxbridge Road, Hayes planning ref. 41390/APP/2006/1346	33,912.00	33,912.00	17,755.00	17,755.00	0.00	16,157.00	0.00	Funds received towards improvement to the open space facilities at Rosedale Park adjoining the land. No time limits. Spend towards improvements to Park Pavilion.
E/51/186C	Yiewsley	92-104, High St., Yiewsley 59189/APP/2005/9476	60,616.20	60,616.20	60,616.20	60,616.20	22,554.99	0.00	0.00	Funds received towards open space improvements at Yiewsley Recreation Ground. Funds unspent at 20/04/2015 to be returned. Spend towards footpath works completed Dec 09. Remaining funds to be spent towards play builder scheme. Completed June 2010. Remaining balance allocated towards the installation of a skate board park at Yiewsley Recreation Ground. (Cabinet Member Decision 24/03/2015). Scheme complete.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/53/192B	Uxbridge	126/127, Waterloo Road Uxbridge 2325/APP/2006/3452	20,913.64	20,913.64	20,913.64	11,271.70	9,641.94	0.00	0.00	Funds received towards provision of public open space in the locality of the site. Officers looking at a programme of improvements to Rockingham Recreation Ground. No time limits. Funds to be spent towards playbuilder scheme, due to commence spring 2010. Playbuilder scheme completed August 2010. Remaining balance allocated and spent towards a new playground at Rockingham Recreation Ground (Cabinet Member Decision 29/03/2016). Scheme complete April 2016.
E/54/194D	Uxbridge	Frays Adult Education Centre, Hatfield Road, Uxbridge. 18732/APP/2006/1217	44,509.05	44,509.05	44,509.05	41,536.22	2,972.83	0.00	0.00	Funds received towards the provision of open space facilities within the Borough of Hillingdon. No time limits. Funds allocated to Hillingdon Court Park (reconstruction of the bowling green). Cabinet Member decision 20/7/09. Scheme completed October 09. Remaining balance to be reallocated. Remaining balance allocated and spent towards a new playground at Rockingham Recreation Ground (Cabinet Member Decision 29/03/2016). Scheme complete April 2016.
E/59/155F	West Drayton	Former RAF - Porters Way, West Drayton 5107/APP/2005/2082	20,000.00	20,000.00	9,291.00	9,291.00	0.00	10,709.00	0.00	Funds received towards the maintenance of play facilities at Stockley Recreation Ground (Mulberry Parade). Funds to be spent by Dec 2012. £10,415 allocated towards costs incurred in maintaining the playground (Cabinet Member Decision 7/11/2012). Developer has agreed that the remaining balance can be retained and spent towards the continued maintenance of the play equipment (letter received June 2015).
E/62/231E	Ruislip	Former RAF Ruislip (Ickenham park), High Road, Ickenham. 38402/APP/2007/1072	146,879.75	146,879.75	44,059.48	30,383.12	13,676.36	102,820.27	0.00	Funds received as a commuted sum towards the maintenance of the playing fields as part of the scheme for a period of 10 years. Spend subject to conditions as stipulated in the legal agreement. £44,063 allocated towards the annual cost of maintaining the playing fields provided at Ickenham Park development (Cabinet Member Decision 7/11/2012). £15,191.56 Spend towards maintenance costs 2012/13. Maintenance costs claimed 2014/15. Maintenance costs claimed 2015/16.
E/65/237C	Eastcote	Bishop Ramsey School (lower site), Eascote Road, Ruislip. 19731/APP/2006/1442	80,431.31	80,431.31	80,000.00	0.00	80,000.00	431.31	0.00	Contribution received towards the off site provision of formal recreational open space in the vicinity of the site. Funds to be spent by February 2016. Contribution allocated and spent towards improvements at Churchfield Gardens. (Cabinet Member Decision 18/12/2015). Scheme complete.
E/66/239D	Eascote	Highgrove House, Eascote Road, Ruislip. 10622/APP/2006/2294 & 10622/APP/2009/2504	10,000.00	10,000.00	7,214.17	7,214.17	536.00	2,785.83	0.00	Contribution received towards the cost of enhancement and/or nature conservation works at Highgrove Woods. No time limits. Funds allocated towards conservation works at Highgrove Woods Nature Reserve (Cabinet Member Decision 16/3/12). Works on going.
E/67/209H	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	35,742.27	35,742.27	35,742.27	35,742.27	35,742.27	0.00	0.00	Contribution received for the purposes of expanding the existing facilities at Yiewsley Recreation Ground. Funds to be spent by March 2016. Further £2,101.57 received as indexation payment. Contribution allocated towards the installation of a skate Board Park at Yiewsley Recreation Ground. (Cabinet Member Decision 24/03/2015). Scheme complete.
E/69/246B	Botwell	561& 563 Uxbridge Road, Hayes. 63060/APP/2007/1385	20,175.83	20,175.83	0.00	0.00	0.00	20,175.83	0.00	Contribution received towards the cost of improving Rosedale Park which adjoins the land. No time limit on spend.
E/71/250	South Ruislip	Land adjacent to Downe Barns Farm, West End Road, West End Road, Northolt. 2282/APP/2006/2475	30,000.00	30,000.00	15,000.00	15,000.00	0.00	15,000.00	15,000.00	Funds received as maintenance instalments to assist with the management of Ten Acres Wood Nature Reserve including, staffing, tree & river Maintenance and volunteers' tools & equipment. Funds to be spent within 11 years of receipt (August 2021). £15,000 allocated towards ongoing management works at the reserve (Cabinet Member Decision 7/11/2012). Spend towards stock fencing and ditch restoration at the reserve. £5,000 spent towards access improvements at the reserve.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/73/265E	Heathrow Villages	Former Longford House, 420 Bath Road, Longford (Premier Inn). 2985/APP/2009/680 & 2985/APP/2010/2988	26,644.74	26,644.74	26,644.74	13,935.56	0.00	0.00	Funds received for the monitoring and implementation of air quality management measures on the land on or in the vicinity of the development. Funds to be spent within 5 years of receipt (Nov 2016). Funds allocated towards the Borough Air Quality Monitoring Programme (Cabinet Member Decision 09/07/2014). Spend towards operation of air quality monitoring stations in the borough.	
E/74/271	Townfield	Fmr Airlink House, Land to the north of Pump Lane, Hayes. 5505/APP/2010/2455	12,500.00	12,500.00	12,500.00	12,500.00	0.00	0.00	Funds received towards initiatives to improve air quality in the Authority's Area. See legal agreement for further details. No time limits for spend. Funds allocated towards the Borough Air Quality Monitoring Programme (Cabinet Member Decision 09/07/2014).	
E/75/272	Heathrow Villages	White Hart PH, Bath Rd, Harlington. 4129/APP/2011/453	12,500.00	12,500.00	12,500.00	12,500.00	0.00	0.00	Funds received towards initiatives to improve air quality in the Authority's Area. See legal agreement for further details. No time limits for spend. Funds allocated towards the Borough Air Quality Monitoring Programme (Cabinet Member Decision 09/07/2014). Spend towards operation of air quality monitoring stations in the borough.	
E/76/276E	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	199,656.76	199,656.76	0.00	0.00	199,656.76	0.00	First instalment (£64,740) of a contribution received towards improvements to local recreation and sports facilities within the vicinity of the land. Funds to be spent within 7 years of receipt (July 2019). £66,741 received as the second instalment towards the same purpose (spend July 2020). Final instalment £68,174 received (spend by Feb 2022).	
E/77/276F	Townfield	Fmr Hayes FC, Church Road, Hayes 4327/APP/2009/2737	27,018.91	27,018.91	0.00	0.00	27,018.91	0.00	First instalment (£8,761) of a contribution received towards air quality improvements in the Authority's area including measures to reduce emissions, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (July 2019). £9,031 received as the second instalment towards the same purpose (spend by July 2020). Final instalment received this quarter (spend Feb 2022).	
E/78/282A	West Ruislip	Lyon Court, 28-30 Pembroke Road, Ruislip. 68895/APP/2011/3049	10,000.00	10,000.00	10,000.00	548.38	0.00	0.00	Contribution received as the first instalment towards the cost of providing a scheme to protect and enhance the off site nature conservation interest in the locality of the site. Estimated time limit for spend 2019 (see agreement for details). Funds allocated towards ecological improvements at Pinn Meadows (Cabinet Member Decision 31/10/13). Scheme complete.	
E/79/277E	Heathrow Villages	The Portal Scyllia Rd, Heathrow Airport	25,804.75	25,804.75	25,804.75	25,804.75	0.00	0.00	Contribution received towards air quality improvements in the Authority's area including measures to reduce emissions, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Further contribution towards the same purpose. No time limit for spend. Funds allocated towards the Borough Air Quality Monitoring Programme (Cabinet Member Decision 09/07/2014). Spend towards operation of air quality monitoring stations in the borough.	
E/80/249F	Townfield	Glenister Hall, 119 Minet Drive, Hayes 40169/APP/2011/243	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00	Contribution received towards the provision and maintenance of junior football pitches/refreshment of cricket wicket at Grassy meadows (see agreement for details). No time limits.	
E/82/288B	Yiewsley	Versatile House, Bentinck Road, Yiewsley 59436/APP/2010/721	12,717.00	12,717.00	12,347.24	12,347.24	369.76	0.00	Contribution received towards improvements to open space facilities in the vicinity of the site. No time limits for spend. Funds allocated towards the provision of a skate park facility at Yiewsley Recreation Ground. (Cabinet Member Decision 24/03/2015). Scheme complete.	
E/83/198G	Uxbridge	Fmr Gasworks Site, Cowley Mill Road, Uxbridge (Kier Park). 3114/APP/2012/2881	15,000.00	15,000.00	0.00	5,945.92	9,054.08	0.00	Contribution received towards undertaking an assessment of air quality within the vicinity of the site. Funds to be spent within 7 years of receipt (March 2020). Funds allocated towards Borough Air Quality Monitoring Programme (Cabinet Member Decision 09/07/2014). £5,945 spent towards the operation of air quality monitoring stations in the Borough.	
E/84/297D	Heathrow Villages	Fmr Technicolor Site, 271 Bath Rd, Sipson. 35293/APP/1938	17,270.83	17,270.83	0.00	0.00	17,270.83	17,270.83	Funds received to be used by Hillingdon Council towards initiatives to improve air quality within LBH. Funds to be spent within 7 years of receipt (May 2020).	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/85/300D	Townfield	Fmr Powergen Site, North Hyde Gardens, Hayes 13226/APP/2012/2185	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Contribution received to be used towards reducing emissions, tree & other planting, vehicle restrictions, use of cleaner fuels, environmental management and air quality strategy (see legal agreement for details). No time limits.
E/86/305B	Northwood	London School of Theology, Green Lane, Northwood 10112/APP/2012/2057	30,609.90	30,609.90	0.00	0.00	0.00	30,609.90	0.00	Contribution received towards the provision of tennis courts within Northwood Recreation Ground. No time limits.
E/87/314A	Pinkwell	Building 5, Hyde Park Hayes, Millington Road, Hayes 45753/APP/2012/2029	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	12,500.00	Contribution towards initiatives to improve air quality in the Borough including: use of low fuel technology, tree planting, use of cleaner fuels and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Dec 2018).
E/88/314B	Pinkwell	Building 5, Hyde Park Hayes, Millington Road, Hayes 45753/APP/2012/2029	59,160.00	59,160.00	59,160.00	21,945.00	37,215.00	0.00	37,215.00	Funds received as the "carbon offsetting contribution" to be used by the Council to ensure the shortfall of carbon dioxide savings generated on-site is met by allowing energy efficient measure (see agreement for details). Funds to be spent within 5 years of receipt (Dec 2018). £21,945 allocated towards the installation of solar panels at Pine Community Centre (Cabinet Member Decision 10/2015). Scheme complete. £37,215 used towards Compass Theatre scheme as part of end of year financing. Subject to Cabinet Member approval.
E/89/315C	Pinkwell	Asda Unit 3 Westlands Estate, Millington Rd, Hayes 32157/APP/2011/872	26,323.47	26,323.47	0.00	0.00	0.00	26,323.47	26,323.47	Contribution received as the "air quality contribution" to be used by the Council towards air quality monitoring in the Authority's area. No time limits for spend.
E/90/325B	West Drayton	Stockley Close Units 1623 & 1685 25760/APP/2013/3632	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology, tree and other planting, restrictions on certain types of vehicles, use of cleaner fuels, use of combined heat & power, environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (April 2019).
E/91/323B	Cavendish	150 Field End Road (Initial House), Eastcote, Finner 25760/APP/2013/3632	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	55,000.00	Funds received towards the costs of improvements to public open space in the Authority's Area. No time limits for spend.
E/92/333E	Yiewsley	39 High Street, Yiewsley 24468/APP/2013/138	6,262.53	6,262.53	0.00	0.00	0.00	6,262.53	6,262.53	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology, tree and other planting, restrictions on certain types of vehicles, use of cleaner fuels, use of combined heat & power, environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (April 2019).
E/93/326	Pinkwell	Prologis Park, Stockley Road, Hayes 18398/APP/2013/3449	21,789.00	21,789.00	0.00	0.00	0.00	21,789.00	21,789.00	Contribution received as the "allowable solutions" (energy) contribution. Funds to be used towards local carbon emissions reduction initiatives in the London Borough of Hillingdon. No time limit for spend.
E/94/338B	Uxbridge South	37 St John's Road, Uxbridge 15811/APP/2012/2444	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	20,000.00	Contribution received towards the cost of environmental and ecological mitigation measure and enhancements at the Little Britain site of Metropolitan Importance for Nature Conservation as made necessary by the development. No time limits for spend.
E/95/344D	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	25,000.00	25,000.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology, tree and other planting, restrictions on certain types of vehicles, use of cleaner fuels, use of combined heat & power, environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (July 2020).
E/96/344E	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	5,750.00	5,750.00	0.00	0.00	0.00	5,750.00	5,750.00	Contribution received towards the maintenance of the footpath works as shown on a plan attached to the agreement. Funds to be spent within 5 years of receipt (July 2020).
E/97/344F	South Uxbridge	Building 63, Phase 500, Riverside Way, Uxbridge 56862/APP/2014/170	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	5,000.00	Contribution received towards the cost of tree works to those trees sited in the adjoining nature reserve. Funds to be spent within 5 years of receipt (July 2020).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/98/354B	Botwell	Land on west Side of Dawley Road, Hayes (EC House). 38065/APP/2014/2143	12,558.21	12,558.21	0.00	0.00	0.00	12,558.21	12,558.21	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (Sept 2022).
E/99/350B	West Ruislip	Fmr Aila Dairy Site, Victoria Rd, Ruislip. 66819/APP/2014/1600	50,000.00	50,000.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Sept 2022).
E/100/40H	Botwell	Land at Thorn EMI Complex (Old Vinyl Factory). 51588/APP/2000/1827 & 5987/APP/2012/1838	25,361.47	25,361.47	0.00	0.00	0.00	25,361.47	25,361.47	Contribution received towards initiatives to improve air quality within the Authority's area. Funds to be spent within 7 years of receipt (Nov 2022)
E/101/355D	Botwell	Fmr EMI Site, Dawley Rd, Hayes 8294/APP/2015/1406	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	12,500.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Nov 2022).
E/102/360B	Heathrow Villages	Fmr Unilair Centre, Great South West Rd, Feltham. 49559/APP/2014/334	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	26,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/103/359D	Yiewsley	26-38 Horton Rd, Yiewsley 3507/APP/2013/2327	12,625.00	12,625.00	0.00	0.00	0.00	12,625.00	12,625.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (Jan 2023).
E/104/371C	Heathrow Villages	272-276 Bath Rd, Hayes 464/APP/2014/2886	25,000.00	0.00	0.00	0.00	0.00	25,000.00	25,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
E/105/378B	Townfield	Hayes Gate House, Uxbridge Road, Hayes 2385/APP/2013/2523	12,625.00	0.00	0.00	0.00	0.00	12,625.00	12,625.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 5 years of receipt (Jan 2021).
E/106/732C	Yiewsley	Phase 3, Stockley Park, Stockley Road. 37977/APP/2015/1004	50,000.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). Funds to be spent within 7 years of receipt (Jan 2023).
E/107/356C	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	15,450.00	15,450.00	0.00	0.00	0.00	15,450.00	15,450.00	Contribution received towards the maintenance and provision of open spaces; the maintenance and provision of children's play spaces; the provision of off-site community facilities to be used for the benefit of residents within the Authority's area. No time limit for spend.

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
E/108/380B	Ickenham	211-213 Swakeleys Rd, Ickenham 70701/APP/2015/3026	12,500.00	0.00	0.00	0.00	0.00	12,500.00	12,500.00	Funds to be used towards initiatives to improve air quality in the Authority's Area including (but not limited to): use of low fuel technology; tree and other planting; restrictions on certain types of vehicles; use of cleaner fuels; use of combined heat & power; environmental management and air quality strategy (see agreement for details). No time limit for spend.
		FINANCE PROPERTY & BUSINESS SERVICES SUB-TOTAL	4,028,418.98	3,928,293.98	3,040,840.57	2,885,913.31	291,189.25	987,578.41	778,406.18	
PORTFOLIO: SOCIAL SERVICES, HOUSING, HEALTH & WELLBEING										
H/8/186D *54	Yiewsley	92-105, High St., Yiewsley 59189/APP/2005/3476	15,615.26	15,615.26	15,615.26	15,615.26	15,615.26	0.00	0.00	Funds received towards the cost of providing additional primary health facilities in the Borough. Funds not spent by 20/04/2015 must be returned. Funds allocated towards phases 2-5 of the HESA extension (Cabinet Member Approval 25/02/2015). Funds transferred to NHS Property Services, April 2015.
H/9/184C *55	West Ruislip	31-46, Pembroke Rd, Ruislip 59816/APP/2006/2896	21,754.72	21,754.72	21,754.72	21,754.72	13,170.29	0.00	0.00	Contribution received towards primary health care facilities within a 3 mile radius of the development. Funds not spent by July 2015 must be returned to the developer. £8,584 allocated towards improvements at King Edwards Medical Centre, Ruislip (Cabinet Member Decision 6/12/2013). Funds transferred to NHS Property Services (Feb 2014). Remaining balance allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Approval 12/06/2015). Funds transferred to HCCG (July 2015).
H/10/190D *56	Uxbridge	Armstrong House & The Pavilions. 43742/APP/2006/252	43,577.59	43,577.59	43,577.59	43,577.59		0.00	0.00	Contribution received towards primary health care facilities in the borough. Funds not spent by July 2015 are to be returned to the developer. Funds allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Approval 12/06/2015). Funds transferred to HCCG (July 2015).
H/11/195B *57	Ruislip	Highgrove House, Eascole Road, Ruislip. 10622/APP/2006/2494	3,156.00	3,156.00	0.00	0.00	0.00	3,156.00	0.00	Funds received towards the provision of local health care facilities in the vicinity of the site. No time limits.
H/13/194E *59	Uxbridge	Frays Adult Education Centre, Herefield Road, Uxbridge. 18732/APP/2006/1217	12,426.75	12,426.75	0.00	0.00	0.00	12,426.75	0.00	Funds received towards the provision of healthcare facilities in the Borough. No time limits.
H/18/219C *70	Yeading	Land rear of Sydney Court, Perth Avenue, Hayes. 6593/6APP/2009/2629	3,902.00	3,902.00	0.00	0.00	0.00	3,902.00	0.00	Funds received towards the cost of providing health facilities in the Authorities Area. No time limits. £1,800 earmarked towards conversion of existing office space to an additional consulting room at the Pine Surgery, Hayes, subject to formal approval.
H/20/238F *72	West Ruislip	Former Mill Works, Bury Street, Ruislip. 6157/APP/2009/2069	31,441.99	31,441.99	0.00	0.00	0.00	31,441.99	0.00	£15,409 received as 50% of the health contribution towards providing health facilities in the Borough (see legal agreement for further details). First instalment to be spent by February 2016. £16,032 received as remaining 50% health contribution. Funds to be spent by June 2016.
H/21/237D *73	Eastcote	Bishop Ramsey School (lower site), Eastcote Road, Ruislip. 19731/APP/2006/1442	22,516.57	22,516.57	22,516.57	22,516.57	22,516.57	0.00	0.00	Funds received towards the provision of primary health care facilities in the Uxbridge area. Funds to be spent by February 2016. Funds allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Approval 12/06/2015). Funds transferred to HCCG (July 2015).
H/22/239E *74	Eastcote	Highgrove House, Eascole Road Ruislip. 10622/APP/2006/2494 & 10622/APP/2009/2504	7,363.00	7,363.00	0.00	0.00	0.00	7,363.00	0.00	Funds received towards the cost of providing health facilities in the Borough (see legal agreement for further details). No time limits.
H/23/209K *75	Yiewsley	Tesco, Trout Road, Yiewsley. 60929/APP/2007/3744	37,836.35	37,723.04	37,836.35	0.00	37,836.35	0.00	0.00	Contribution received towards the provision of local health service infrastructure in the Yiewsley, West Drayton, Cowley area. Funds to be used by the Council towards an eligible scheme by March 2016. Further £2,218.04 received as indication payment for the contribution. Contribution allocated towards clinical improvements at Otterfield Medical Centre (Cabinet Member Decision 15/02/2016). Funds transferred to HCCG (February 2016).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
H/24/184A	West Ruislip	31-46 Pembroke Road, Ruislip 59816/APP/2006/2896	49,601.53	49,601.53	49,601.53	49,601.53	49,601.53	0.00	0.00	Funds have been earmarked towards the dining centre for Northwood and Ruislip elderly persons association (Elm Park). Funds not spent by 1/07/2015 to be returned. Funds transferred to Social Services, Health & Housing Portfolio from CSU/5/184A. Contribution allocated towards improvements at the Elm Park Dining Centre. (Cabinet Member Decision 19/03/2015). Scheme completed June 2015. All invoices now received.
H/27/262D *80	Charville	Former Hayes End Library, Uxbridge Road, Hayes. 9301/APP/2010/2231	5,233.36	5,233.36	0.00	0.00	0.00	5,233.36	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities; new health premises or services (see legal agreement for details). No time limit for spend.
H/28/263D *81	South Ruislip	Former South Ruislip Library, Victoria Road, Ruislip (plot A). 67080/APP/2010/1419	3,353.86	3,353.86	0.00	0.00	0.00	3,353.86	0.00	Funds received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities; new health premises or services (see legal agreement for details). No time limit for spend.
H/30/276G *85	Townfield	Fmr Hayes FC, Church Road, Hayes. 4327/APP/2009/2737	104,319.06	104,319.06	68,698.26	68,698.26	0.00	35,620.80	0.00	First instalment of a contribution (£33,826) received towards the cost of providing health facilities in the Authority's area including the expansion of health premises to provide additional facilities; new health premises or services (see legal agreement for details). Funds to be spent within 7 years of receipt (July 2019). £34,871 received as the second instalment towards the same purpose (spend July 2020). £68,698.86 allocated towards phases 2-5 of the HESA extension (Cabinet Member Decision 4/12/2014). Final instalment (£35,620.80) received this quarter (spend by Feb 2022). £68,698.86 transferred to NHS Property Services 24/02/2015.
H/32/284C *89	Yiewsley	Former Honeywell site, Trout Road, West Drayton (live/work units). 335/APP/2010/1615	5,280.23	5,280.23	0.00	0.00	0.00	5,280.23	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/33/291C *91	West Drayton	Fmr Swan PH, Swan Road, West Drayton. 68248/APP/2011/3013	5,416.75	5,416.75	0.00	0.00	0.00	5,416.75	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/34/282F *92	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip. 669895/APP/2011/3049	15,031.25	15,031.25	0.00	0.00	0.00	15,031.25	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
H/35/282G	West Ruislip	Fmr Lyon Court, 28-30 Pembroke Road, Ruislip. 669895/APP/2011/3049	40,528.05	40,528.05	0.00	0.00	0.00	40,528.05	40,528.05	Funds received as the affordable housing contribution to be used by the Council to provide subsidized housing through a registered social landlord to persons who can't afford to rent or buy houses generally available on the open market. Funds to be spent within 5 years of completion of the development (estimated to be 2019).
H/36/299D *94	Cavendish	161 Elliot Ave (fmr Southbourne Day Centre), Ruislip. 66033/APP/2009/1060	9,001.79	9,001.79	0.00	0.00	0.00	9,001.79	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits for spend.
H/37/301E *95	Northwood	37-45 Ducks Hill Rd, Northwood 59214/APP/2010/1766	12,958.84	12,958.84	0.00	0.00	0.00	12,958.84	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 5 years of receipt (July 2018).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
H/39/304C *97	Yeading	Fmr Tasman House, 111 Maple Road, Hayes 38097/APP/2012/3168	6,448.10	6,448.10	0.00	0.00	0.00	6,448.10	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to be spent within 7 years of receipt (August 2020).
H/40/306D *98	Hillingdon East	Fmr Knights of Hillingdon, Uxbridge 15407/APP/2009/1838	4,645.60	4,645.60	4,645.60	4,645.60	4,645.60	0.00	0.00	Contribution received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits. Funds allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Decision 12/06/2015). Funds transferred to HCCG (July 2015).
H/41/309D *99	Uxbridge South	Former Dagenham Motors, Junction of St Johns Rd & Cowley Mill Rd, Uxbridge 188/APP/2008/3309	12,046.96	12,046.96	12,046.96	12,046.96	12,046.96	0.00	0.00	Contribution received towards the cost of providing health care facilities within the London Borough of Hillingdon as necessitated by the development. Funds to be spent within 7 years of receipt (Oct 2020). Funds allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Decision 12/06/2015). Funds transferred to HCCG (July 2015).
H/42/242G *100	West Drayton	West Drayton Garden Village (north site) off Ponders Way, West Drayton. 5107/APP/2009/2348	337,574.00	337,574.00	0.00	0.00	0.00	337,574.00	0.00	Contribution received towards providing additional primary health care facilities in the West Drayton area including expansion of existing premises to provide additional facilities and services to meet increased patient numbers, new health premises on the land or in the local area (see agreement for details). No time limits.
H/43/319C	Northwood Hills	117 Pinner Road, Northwood 12055/APP/2006/2510	221,357.83	221,357.83	0.00	0.00	0.00	221,357.83	221,357.83	Contribution to be used towards the cost of providing affordable housing in the Authority's area. No time limits for spend.
H/44/319D *103	Northwood Hills	117 Pinner Road, Northwood 12055/APP/2006/2510	24,312.54	24,312.54	0.00	0.00	0.00	24,312.54	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/45/323F	Cavendish	150 Field End Road (Initial House), Eastcote, Pinner 25760/APP/2013/3632	86,000.00	86,000.00	0.00	0.00	0.00	86,000.00	86,000.00	Contribution received towards subsidised housing available through a Registered Provider to persons who cannot afford to rent or buy houses generally available on the open market. No time limit for spend.
H/46/323G *104	Cavendish	150 Field End Road (Initial House), Eastcote, Pinner 25760/APP/2013/3632	14,126.88	14,126.88	0.00	0.00	0.00	14,126.88	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/47/329E *106	Townfield	Land at Pronto Industrial Estate, 585-597 Uxbridge Road, Hayes 4404/APP/2013/1650 4404/APP/2008/3558	14,066.23	14,066.23	0.00	0.00	0.00	14,066.23	0.00	Contribution received towards the cost of providing healthcare facilities in the London Borough of Hillingdon. Funds to be spent within 10 years of receipt (July 2024).
H/48/331E *107	Cavendish	216 Field End Road, Eastcote 6331/APP/2010/2411	4,320.40	4,320.40	0.00	0.00	0.00	4,320.40	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/49/283B *108	Uxbridge North	Former RAF Uxbridge, Hillingdon Road, Uxbridge 585/APP/2009/2752	624,507.94	624,507.94	177,358.31	177,358.31	177,358.31	447,149.63	0.00	Contribution received towards the provision of healthcare facilities serving the development, in line with the S106 Planning Obligations SPD 2008. Funds to be spent within 10 years of receipt (August 2024). £177,358 from this contribution is allocated towards capacity improvements at Uxbridge Health Centre (Cabinet Member Decision 12/06/2015). Funds transferred to HCCG (July 2015).

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015/2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
H/50/333F *109	Yiewsley	39 High street, Yiewsley 24485/APP/2013/138	12,444.41	12,444.41	0.00	12,444.41	0.00	12,444.41	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/51/231H *110	Ruislip	Fmt RAF West Ruislip (Ickenham Park), High Road, Ickenham 38402/APP/2013/2685 & 38402/APP/2012/1033	17,374.27	17,374.27	0.00	17,374.27	0.00	17,374.27	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/52/205G	Eastcote	Former RAF Eastcote (Pembroke Park), Lime Grove, Ruislip 10189/APP/2014/3354 & 3359/3356 & 3360	298,998.00	298,998.00	0.00	298,998.00	0.00	298,998.00	298,998.00	Funds received as the affordable housing contribution to be used by the Council to provide subsidized housing through a registered social landlord to persons who can't afford to rent or buy houses generally available on the open market. No time limit for spend.
H/54/343D *112	Harefield	Royal Quay, Coppermill Lock, Harefield 43159/APP/20131094	8,698.77	8,698.77	0.00	8,698.77	0.00	8,698.77	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/53/346D *113	Northwood	42-46 Ducks Hill Road, Northwood 49887/APP/2013/1451	8,434.88	8,434.88	0.00	8,434.88	0.00	8,434.88	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/55/347D *114	North Uxbridge	Honeycroft Day Centre, Honeycroft Hill, Uxbridge 6046/APP/2013/1834	12,162.78	12,162.78	0.00	12,162.78	0.00	12,162.78	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Funds to spent/committed within 7 years of receipt (May 2022).
H/56/348A	North Uxbridge	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	390,564.64	390,564.64	0.00	390,564.64	0.00	390,564.64	390,564.64	Contribution received to be used by the Council to provide subsidised housing available through a Registered Social Landlord to persons who cannot afford to rent or buy houses generally available on the open market. No time limits for spend. Index linking received.
H/57/351D *116	Northwood	103, 105 & 107 Ducks Hill Road, Northwood. 64345/APP/2014/1044	6,212.88	6,212.88	0.00	6,212.88	0.00	6,212.88	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/58/348B *117	Uxbridge North	Lancaster & Hermitage Centre, Lancaster Road, Uxbridge. 68164/APP/2011/2711	7,587.72	7,587.72	0.00	7,587.72	0.00	7,587.72	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/59/356E *120	Yiewsley	Packet Boat House, Packet Boat Lane, Cowley 20545/APP/2012/2848	14,997.03	14,997.03	0.00	14,997.03	0.00	14,997.03	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. No time limits.
H/60/359E *121	Yiewsley	26-36 Horton Rd, Yiewsley 35077/APP/2013/2327	25,273.45	25,273.45	0.00	25,273.45	0.00	25,273.45	0.00	Funds received towards the cost of providing health facilities in the Authority's area including expansion of health premises to meet increased patient numbers, new health services at local level, any new facilities required to compensate for the loss of a health facility caused by the development. Spend within 7 years of receipt (Jan 2023).
		SOCIAL SERVICES HEALTH & HOUSING SUB-TOTAL	2,602,470.26	2,602,356.95	453,651.15	415,814.80	376,368.46	2,148,819.11	1,037,448.52	

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
		SECTION 106 SUB - TOTAL	32,800,550.92	32,156,314.54	22,488,872.93	16,418,158.43	6,912,355.32	10,311,577.99	5,081,637.43	
		Interest on all interest bearing schemes	40,664.10	36,999.53	498.74	498.74	498.74	40,165.36	0.00	
		GRAND TOTAL ALL SCHEMES	36,505,952.37	34,876,522.83	23,826,022.80	17,654,398.30	7,065,038.65	12,679,929.57	5,081,637.43	
NOTES										
The balance of funds remaining must be spent on works as set out in each individual agreement.										
Bold and strike-through text indicates key changes since the Cabinet report for the previous quarter's figures.										
Income figures for schemes within shaded cells indicate where funds are held in interest bearing accounts.										
* Denotes funds the Council is unable to spend currently (totals £4,033,938.86)										
* 2: PT105 £291,713.30 is restricted to public transport serving London Heathrow and subject to approval from BAA and bus operators.										
* 16: PT27827 £601,441.14 is to be held as a returnable security deposit for the highways works (to be later refunded).										
* 18: PT27834 £194,910.65 includes a returnable security deposit for the highway works (to be later refunded) plus interest.										
* 20: PT27844 £20,938.04 includes a returnable security deposit for the highway works (to be later refunded) plus interest.										
* 22: PT27830 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded)										
* 23: PT27849 £22,108.66 includes a returnable security deposit for the highway works (to be later refunded)										
* 24: PT275 £37,420.67 reasonable period* for expenditure without owner's agreement has lapsed										
* 28: PT24 £15,620.67 reasonable period* for spend has elapsed. Awa. Agreement with developer being sought										
* 32: PT27846 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 38: PT188140C £176,471.86 funds have been received to provide a specific bus service through TIL, therefore implementation is not within control of the Council.										
* 46: PT188140F £73,774.40 there has not been any petitions for parking schemes in the area.										
* 47: PT3740E £32,805.42 there has not been any petitions for parking schemes in the area.										
* 48: PT27863 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 51: PT27862/149A £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 52: PT27865 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 54: H18186D 0.00 funds have been received to provide Primary Health Care facilities in the borough.										
* 55: H18184C £0.00 funds have been received to provide Primary Health Care facilities in the borough.										
* 56: H10190D £0.00 funds have been received to provide Primary Health Care facilities in the borough.										
* 57: H11799B £3,156.00 funds have been received to provide health care services in the borough.										
* 59: H13194E £12,428.75 funds have been received to provide health care services in the borough.										
* 60: PT127876 £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 61: PT110198B £14,240.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 62: PT27877/197 £23,000.00 held as security for the due and proper execution of the works.										
* 63: PT111205A £20,000.00 is to be held as a returnable deposit for the implementation of the travel plan (later to be later refunded)										
* 67: PT114208A £25,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)										
* 70: H18219C £3,902.00 funds have been received to provide Health Care services in the borough.										
* 72: H20238F £31,441.99 funds have been received to provide Health Care services in the borough.										
* 73: H121237D £0.00 funds have been received to provide Primary Health Care facilities in the borough.										
* 74: H22239E £7,363.00 funds have been received to provide Health Care services in the borough.										
* 76: H123209K £0.00 funds have been received to provide Health Care services in the borough.										
* 76: PT27878/238G £5,000.00 is to be held as a returnable security deposit for the highway works (to be later refunded).										
* 80: H27262D £5,233.36 funds have been received to provide Health Care services in the borough.										
* 81: H28263D £3,353.86 funds have been received to provide Health Care services in the borough.										
* 82: PT126242D £20,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (later to be later refunded)										
* 84: PT27878/1249E £4,000.00 funds received as a security deposit to ensure proper execution of works (to be later refunded)										
* 85: H300276G £35,620.80 funds received to provide health care facilities in the borough.										
* 87: PT27882/273A £72,000.00 funds received as a security deposit to ensure proper execution of works (to be later refunded)										
* 88: PT1321149J £15,000.00 funds to be held as a returnable deposit for the implementation of the travel plan (to be later refunded)										
* 89: H32284C £5,280.23 funds received to provide health care facilities in the borough.										
* 90: PT27883/292 £31,500.00 funds to be held as a returnable deposit for highways works (to be later refunded).										
* 91: H33291C £5,416.75 funds received to provide health care facilities in the borough.										
* 92: H34282F £15,031.25 funds received to provide health care facilities in the borough.										
* 93: PT27885 £5,000.00 funds to be held as a returnable deposit for highways works (to be later refunded).										
* 94: H36299D £9,001.79 funds received to provide health care facilities in the borough.										
* 96: H37301E £12,958.84 funds received to provide health care facilities in the borough.										
* 97: H38304C £6,448.10 funds received to provide health care facilities in the borough.										
* 98: H40306D £0.00 funds received to provide health care facilities in the borough.										
* 99: H41309D £0.00 funds received to provide health care facilities in the borough.										
* 100: H42242G £337,574.00 funds received to provide health care facilities in the borough.										
* 101: PT137300A £10,000.00 funds to be used by TIL for traffic study at Bulls Bridge roundabout										
* 102: PT138300B £20,000.00 funds to be used towards TFL scheme at Bulls Bridge roundabout										
* 103: H44319D £24,312.54 funds received to provide health care facilities in the borough.										
* 104: H46323G £14,128.88 funds received to provide health care facilities in the borough.										

CASE REF.	WARD	SCHEME / PLANNING REFERENCE	TOTAL INCOME	TOTAL INCOME	TOTAL EXPENDITURE	TOTAL EXPENDITURE	2015 / 2016 EXPENDITURE	BALANCE OF FUNDS	BALANCE SPENDABLE NOT ALLOCATED	COMMENTS (as at mid May 2016)
			AS AT 31/03/16	AS AT 31/12/15	AS AT 31/03/16	AS AT 31/12/15	To 31/03/16	AS AT 31/03/16	AS AT 31/03/16	
*105: PT1748/327			£20,000.00							
*106: H/47329E			£14,066.23							
*107: H/48/331E			£4,320.40							
*108: H/49/283B			£47,149.63							
*109: H/50/333F			£12,444.41							
*110: H/61/231H			£17,374.27							
*111: PT127/898/339			£20,000.00							
*112: H/54/343D			£8,696.77							
*113: H/63/346D			£8,434.88							
*114: H/55/347D			£12,162.78							
*115: PT127/899/249			£106,884.18							
*116: H/67/351D			£6,212.88							
*117: H/68/348B			£7,597.72							
*118: PT127/103/370A			£51,234.86							
*119: PT171/355A			£20,000.00							
*120: H/69/356E			£14,897.03							
*121: H/60/359E			£25,273.45							
*122: PT127/105/390C			£878,500.00							
*123: PT158/371A			£20,000.00							
*124: PT160/354C			£4,000.00							
*125: PT161/373			£20,000.00							
*126: PT164/374A			£4,033,938.86							

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COUNCIL BUDGET - 2015/16 REVENUE AND CAPITAL BUDGET OUTTURN

Cabinet Member	Councillor Jonathan Bianco
Cabinet Portfolio	Finance, Property and Business Services
Report Author	Paul Whaymand, Corporate Director of Finance
Papers with report	Appendices A - F

HEADLINE INFORMATION

Purpose of report	<p>This report provides the Council's forecast financial position and performance against the 2015/16 revenue budget and Capital Programme.</p> <p>A net in-year underspend of £3,566k is reported against 2015/16 General Fund revenue budgets at outturn, representing an improvement of £1,546k from the position previously reported to Cabinet. This improvement includes £1,213k of equipment capitalisation reported as an exceptional item.</p> <p>The outturn positions on other funds and the Capital Programme are also detailed within the body of this report.</p>
Contribution to our plans and strategies	<p>Putting our Residents First: <i>Financial Management</i> Achieving Value for Money is an important element of the Council's Medium Term Financial Plan.</p>
Financial Cost	N/A
Relevant Policy Overview Committee	Corporate Services and Partnerships
Ward(s) affected	All

RECOMMENDATIONS

That Cabinet:

1. Note the outturn budget position as at March 2016 (Month 12).
2. Note the Treasury Management Update as at 31 March 2016.
3. Continue the delegated authority up until the July 2016 Cabinet meeting to the Chief Executive to approve any consultancy and agency assignments over £50k, with final sign-off of any assignments made by the Leader of the Council. Cabinet are also asked to note those consultancy and agency assignments over £50k approved under delegated authority between the 21 April 2016 and 23 June 2016 Cabinet meetings, detailed at Appendix F.

4. Ratify the release of Development & Risk Contingency funds to Operating Budgets as set out in table 5 and approved by the Corporate Director of Finance in full consultation with the Leader of the Council.
5. Approve the rephrasing of £24,782k General Fund and £162k of Housing Revenue Account Capital Budgets from 2015/16 into future years as outlined in Appendix D.
6. Approve the addition of the following grants to 2016/17 revenue budgets:
 - a) Cabinet Office - Individual Electoral Registration Grant (£104,427) to Administration
 - b) Department for Education - Early Implementer Innovator Grant (£92,150) to Residents Services
7. Approve acceptance of Planning Performance Agreement income in respect of the following applications:
 - a) Waterloo Wharf, Uxbridge (£23,500)
 - b) Nestle Site (Commercial Phase), Nestles Avenue, Hayes (£38,600)
 - c) Nestle Site (Residential and other Phases), Nestles Avenue, Hayes (£89,000)
 - d) Access Self Storage Site, Nestles Avenue, Hayes (£34,100)
 - e) Harefield Hospital (£10,000)
8. Approve release of £1,881k from Development and Risk Contingency for Increased National Insurance Contributions to General Fund Operating Budgets in 2016/17.
9. Ratify an Emergency Contract Decision taken by the Leader of the Council and Chief Executive on 13 May 2016 to award contracts to Specialist Care Service and Care Outlook to transfer domiciliary care and support provision to residents living in the central area of Hillingdon from Mihomecare. This contract will be for a period of one year with the option to extend the arrangements for a further three (1+1+1) years.
10. Approve a contract variation of £72.5k to R Benson Property Maintenance for additional works that are required as part of the refurbishment of Harlington Bowls Club and Pinkwell Pavilion.
11. Approve release of £32k capital funding from the Harlington Bowls Club and Pinkwell Pavilion approved budget to cover revised total project costs.

INFORMATION

Reasons for Recommendations

1. The reason for the monitoring recommendation is to ensure that the Council achieves its budgetary objectives, providing Cabinet with an update on performance at outturn against budgets approved by Council on 26 February 2015. In addition, a comprehensive update on the Council's Treasury Management activities for the year is included at Appendix E.
2. Recommendation 4 - At the Cabinet meeting on 21 April 2016 delegated authority was granted to the Director of Finance, in consultation with the Leader of the Council, to make necessary budget virements to allow closure of the 2015/16 accounts. Release of contingency funding to cover previously reported pressures was approved under this power, with allocations detailed in Table 5.

3. Recommendation 5 - The re-phasing of £24,782k 2015/16 General Fund and £162k HRA capital expenditure and financing budgets is recommended to realign existing unspent budgets to match delivery on various projects and programmes of works in future years and does not represent additional expenditure to the approved capital programme.
4. Recommendation 6 seeks approval to release grant funding to service budgets in the new financial year. Further support from the Cabinet Office has been made available to support the continuation of Individual Electoral Registration, which will be utilised to fund additional costs incurred by the authority in meeting new responsibilities. The Early Implementer Innovate grant is intended to support extension of the free entitlement to early years childcare to 30 hours per week, with funding to be utilised for a project officer and awareness raising initiatives.
5. Recommendation 7 seeks authority to accept Planning Performance Agreement income in order to expedite the processing of five major planning applications, gift funding has been offered by developers which if accepted by Cabinet will be utilised to fund dedicated staff to support these applications.
6. Recommendation 8 seeks authority to release £1,881k from 2016/17 Development and Risk Contingency to manage the increase in Employer's National Insurance Contributions for those employees within the pension scheme following the abolition of contracting out from April 2016. This is to be funded from the specific contingency established for this purpose.
7. Recommendation 9 - This emergency decision was taken because the incumbent care provider (Mihomecare) had served notice on the contract for domiciliary care and support to residents in the Central area of Hillingdon and it was imperative that the Council had a new provider in place as soon as possible to deliver care to older and disabled people living in this area (Eastcote, Ruislip Manor, Ruislip Gardens and Hillingdon areas). The new providers appointed provide similar services in other parts of the Borough to residents. All service users and their carers were contacted and advised about the change in care agency and supported with information and advice during the transition. As an alternative, officers had considered spot purchased arrangements, but it was determined that this would be likely to cause delays in service delivery and would not achieve best value for the Council.
8. Recommendations 10 and 11 - R Benson Property Maintenance were appointed to carry out the refurbishment of Harlington Bowls Club and Pinkwell Pavilion and whilst on site unforeseen items were identified due to the dilapidated nature of the building requiring further work. There is also a requirement for additional health & safety measures for the nursery being provided as part of the project. The contract variation of £72.5k can be managed from utilising the existing project contingency sum and other under spends on the original approved project budget of £318k. The original capital release approval was for a total project estimated cost of £263k following contract award. As a result of the contract variation the revised project cost is £295k and therefore a further release of £32k is required to complete the project. The total level of released funding will be within the original approved project budget of £318k.

SUMMARY

REVENUE

9. An underspend on normal operating activities of £1,903k is reported at outturn for General Fund revenue budgets, with management action across all service areas delivering underspends of £3,436k on Directorate Operating Budgets and £1,538k across Corporate Operating Budgets, which is sufficient to contain £3,071k emergent pressures within contingency. This represents an improvement of £333k on the position reported at Month 11. An adverse movement on Looked After Children's placement spend was off-set by improvements across other operating budgets. Outside normal operating activity, the previously reported recovery of £450k Icelandic investments and capitalisation of £1,213k of investment in equipment brings the headline underspend to £3,566k for 2015/16.
10. The 2015/16 revenue budget contained savings of £10,034k, including £127k items brought forward from 2014/15. At outturn, £8,202k of savings were banked in full, with the remaining £1,832k rephased in the MTFE and fully covered in-year with alternative savings.
11. General Fund balances total £39,005k at 31 March 2016, a net drawdown of £1,434k. The net drawdown comprises of the £5,000k drawdown to smooth the impact of front-loaded government funding cuts off-set by the £3,566k in-year underspend.
12. With the exception of the Collection Fund, there are no material variances on other funds affecting the General Fund position. Within the Collection Fund, an improved position is reported from Month 11 due to increased income from Heathrow Airport, which has led to a surplus on Business Rates of £382k. This is supplemented by a £2,385k surplus on Council Tax. £1,500k of the net surplus will be released to the General Fund in 2016/17, with the remainder of £1,267k available to support 2017/18 budgets.

CAPITAL

13. As at outturn an underspend of £32,242k is reported on the £81,221k General Fund Capital Programme for 2015/16, with £7,460k favourable cost variances and £24,782k slippage on project expenditure. A favourable movement of £2,013k is reported on cost variances, primarily as a result of releasing uncommitted budget where capacity already exists in 2016/17 budgets. Re-phasing is recommended to realign existing unspent budgets to match delivery on various projects and programmes of works in future years and does not represent additional expenditure to the approved capital programme.
14. General Fund Capital receipts applied in year totalled £23,411k and this included £13,138k in accumulated General Fund Share of Right to Buy receipts which were utilised to minimise prudential borrowing.

FURTHER INFORMATION

General Fund Revenue Budget

15. An underspend of £1,903k is reported on normal operating activities at outturn. This position incorporates a £3,436k net underspend across Directorate Operating Budgets and an underspend of £1,538k across Corporate Operating Budgets, off-set by contingency pressures of £3,071k, primarily relating to Children's Social Care placements and Asylum services. In addition, a £450k favourable exceptional item is reported in relation to the recovery of the majority of outstanding Icelandic investments, alongside a £1,213k favourable movement in respect of capitalisation of expenditure which brings the reported underspend across the General Fund to £3,566k.
16. The Council's General Fund revenue budget contained £10,034k savings, with £8,202k banked and the balance covered in full in-year with alternative savings.

Table 1: General Fund Overview

Original Budget	Budget Changes	Service	Month 12		Variance (+ adv / - fav)		
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Movement from Month 11
£'000	£'000		£'000	£'000	£'000	£'000	£'000
186,216	3,192	Directorate Operating Budgets	189,408	185,972	(3,436)	(3,035)	(401)
8,792	(2,036)	Corporate Operating Budgets	6,756	5,218	(1,538)	(1,370)	(168)
12,340	(972)	Development & Risk Contingency	11,368	14,439	3,071	2,835	236
1,604	(184)	Priority Growth	1,420	1,420	0	0	0
208,952	0	Sub-total Normal Activities	208,952	207,049	(1,903)	(1,570)	(333)
		<u>Exceptional Items</u>					
		Recovered Icelandic Investment		(450)	(450)	(450)	0
		Capitalisation		(1,213)	(1,213)	0	(1,213)
208,952	0	Total Net Expenditure	208,952	205,386	(3,566)	(2,020)	(1,546)
(203,952)	0	Budget Requirement	(203,952)	(203,952)	0	0	0
5,000	0	Net Total	5,000	1,434	(3,566)	(2,020)	(1,546)
(40,439)	0	Balances b/fwd	(40,439)	(40,439)			
(40,439)	0	Balances c/fwd 31 March 2016	(35,439)	(39,005)			

17. There is an exceptional item relating to a payment received in respect of outstanding Icelandic investments, which enabled release of £450k from the remaining impairment of these investments. 98% of the £15,000k invested with Heritable has now been recovered.
18. In addition, the review of the Council's 2015/16 investment in equipment identified £1,213k of expenditure suitable for financing from capital resources, thereby delivering an improvement in the outturn position from Month 11 projections. The Council's 2016/17 budget assumes continuation of this revised approach to financing expenditure, reducing the need to identify savings from service budgets.

19. At 31 March 2015 General Fund Balances totalled £40,439k. After applying the budgeted drawdown of £5,000k and the £3,566k 2015/16 underspend, the closing balance at 31 March 2016 was £39,005k. The Council's current MTFF assumes that balances will remain between £19,500k and £31,000k to manage emergent risks, with sums above that level earmarked for use to smooth the impact of government funding cuts.

Directorate Operating Budgets (£3,436k underspend, £401k improvement)

20. An overview of the forecast outturn on Directorate Operating Budgets is contained in Table 2, with further detail for each directorate contained within Appendix A. Variances relating to those more volatile areas of activity managed through Development and Risk Contingency are expanded upon below.

Table 2: Directorate Operating Budgets

Original Budget	Budget Changes	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Movement from Month 11	
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
11,133	135	Admin	Expenditure	11,268	11,076	(192)	(189)	(3)
(1,331)	55		Income	(1,276)	(1,244)	32	37	(5)
9,802	190		Sub-Total	9,992	9,832	(160)	(152)	(8)
16,867	251	Finance	Expenditure	17,118	17,271	153	(108)	261
(2,583)	(866)		Income	(3,449)	(3,737)	(288)	(26)	(262)
14,284	(615)		Sub-Total	13,669	13,534	(135)	(134)	(1)
111,957	(1,642)	Residents Services	Expenditure	110,315	112,735	2,420	(983)	3,403
(53,323)	971		Income	(52,352)	(56,038)	(3,686)	(99)	(3,587)
58,634	(671)		Sub-Total	57,963	56,697	(1,266)	(1,082)	(184)
139,147	6,110	Social Care	Expenditure	145,257	147,446	2,189	2,020	169
(35,651)	(1,822)		Income	(37,473)	(41,537)	(4,064)	(3,687)	(377)
103,496	4,288		Sub-Total	107,784	105,909	(1,875)	(1,667)	(208)
186,216	3,192	Total Directorate Operating Budgets		189,408	185,972	(3,436)	(3,035)	(401)

21. The Administration position is showing an underspend of £160k at outturn, an £8k improvement on Month 11. The underlying underspend is mainly due to elected Members no longer being eligible for membership of the Local Government Pension Scheme and shortfalls in income within the group managed through underspends on expenditure.
22. An underspend of £135k is reported against Finance budgets, primarily arising from vacant posts held across the Directorate.
23. Residents Services is reporting an underspend of £1,266k at outturn, an improvement of £184k from Month 11 due to a number of compensatory movements across the Directorate. These movements included £433k additional provision being set aside for dilapidations and additional provision for redundancy costs arising from extensive restructuring across the Group during 2015/16. There were off-set by reduced pressures from non-capitalisable project costs identified at Month 11. The headline underspend includes £1,325k underspends against the Directorate's £51,830k staffing budget and strong income generation across planning and highways functions. This is off-set by pressures on property maintenance budgets and shortfalls in income at Uxbridge Town Centre car parks and Imported Food sampling at Heathrow Airport.
24. An underspend of £1,875k is reported across Social Care, with a £208k improvement from Month 11 as a result of £80k reduction in staffing spend and £377k of increased income

offset by an adverse movement on Deprivation of Liberty Assessment (DoLS) expenditure. Across the Group, underspends of £2,161k within workforce budgets account for the majority of the reported variance, netted down by pressures on DOLS and Children's Allowances.

Corporate Operating Budgets (£1,538k underspend, £168k improvement)

25. Corporately managed expenditure includes revenue costs of the Council's Capital Programme, externally set levies and income arising from the provision of support services to other funds and ring-fenced budgets.
26. On-going reviews of capital financing options and proactive treasury management delivered an in-year underspend of £1,269k on Interest and Investment Income, an improvement of £169k from Month 11.

Table 4: Corporate Operating Budgets

Original Budget £'000	Budget Change £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
0	0	Interest and Investment Income	Salaries	0	0	0	0	0
9,861	(494)		Non-Sal Exp	9,367	8,098	(1,269)	(1,100)	(169)
(691)	153		Income	(538)	(538)	0	0	0
9,170	(341)		Sub-Total	8,829	7,560	(1,269)	(1,100)	(169)
493	3	Levies and Other Corporate Budgets	Salaries	496	476	(20)	(20)	0
11,924	(218)		Non-Sal Exp	11,706	11,657	(49)	(50)	1
(12,235)	(1,480)		Income	(13,715)	(13,915)	(200)	(200)	0
182	(1,695)		Sub-Total	(1,513)	(1,782)	(269)	(270)	1
0	0	Housing Benefit Subsidy	Salaries	0	0	0	0	0
151,736	(104)		Non-Sal Exp	151,632	151,632	0	0	0
(152,296)	104		Income	(152,192)	(152,192)	0	0	0
(560)	0		Sub-Total	(560)	(560)	0	0	0
8,792	(2,036)	Total Corporate Operating Budgets		6,756	5,218	(1,538)	(1,370)	(168)

Development & Risk Contingency (£3,071k overspend, £236k adverse movement)

27. The Council set aside £11,368k to manage volatile and uncertain elements of budgets within the Development & Risk Contingency, which included £10,368k in relation to specific risk items and £1,000k as General Contingency to manage unforeseen issues. As expected with such volatile areas, a number of variances are reported, including significant growth in the cost of supporting Looked After Children.

Table 5: Development & Risk Contingency

Original Budget	Budget Changes	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Movement from Month 11	
£'000	£'000		£'000	£'000	£'000	£'000	£'000	
400	0	Fin.	Uninsured Claims	400	300	(100)	(100)	0
236	(236)	Residents Services	Carbon Reduction Commitment	0	0	0	0	0
1,836	0		Impact of welfare reform on homelessness	1,836	1,836	0	0	0
2,211	0		Waste Disposal Levy (Demand-led Tonnage Increases)	2,211	2,211	0	(7)	7
1,272	0	Social Care	Asylum Funding Shortfall	1,272	2,128	856	971	(115)
465	0		Social Care Pressures (Children's)	465	4,719	4,254	3,910	344
(117)	0		Early Support Cost Avoidance	(117)	(117)	0	0	0
1,298	0		Potential Shortfall in Social Care & Health Integration Funding	1,298	1,298	0	0	0
129	0		Social Care Pressures (Adult)	129	129	0	0	0
380	0		Increase in Transitional Children due to Demographic Changes	380	380	0	0	0
393	0		Winterbourne View	393	10	(383)	(383)	0
520	0		SEN Transport	520	520	0	0	0
250	0	Corp. Items	Pump Priming for BID Savings	250	250	0	0	0
2,067	(736)		Care Act New Burdens	1,331	775	(556)	(556)	0
1,000	0		General Contingency	1,000	0	(1,000)	(1,000)	0
12,340	(972)	Total Development & Risk Contingency		11,368	14,439	3,071	2,835	236

28. There has been movement on a limited number of Contingency items from Month 11 forecast to outturn, mainly relating to support for Children within Social Care.
29. A £115k improvement is reported on the outlook for Asylum, resulting from reductions in expected spend on allowances. The £2,128k call on contingency represents the net cost to Hillingdon residents of supporting Asylum Seekers in 2015/16, with Government funding insufficient to meet the overall costs arising from Unaccompanied Asylum Seeking Children.
30. A further adverse movement of £344k is reported on the cost of Looked After Children in respect of sustained high numbers of mother and baby placements and significant demand

for residential placements for teenage children. The overall reported pressure of £4,254k is higher than the Contingency provision included in the Council's 2016/17 budget, although a number of initiatives are planned to manage down this cost going forward.

31. The 2015/16 budget included £1,000k of General Contingency to manage unforeseen cost pressures over and above those specific items included in Development & Risk Contingency. There have been no calls on General Contingency during 2015/16.

Priority Growth

32. The 2015/16 General Fund revenue budget set aside £804k of unallocated Priority Growth, in addition to £800k of specific growth monies to support HIP Initiatives. £184k has been allocated from Unallocated Priority Growth, including £150k support for the First Time Buyer's Initiative and £17k match funding for the Textile Recycling donation to the Mayor's Charity. The remaining Unallocated Growth monies will be carried forward as an earmarked reserve to support future initiatives.
33. The original HIP Initiatives Budget has been supplemented by £430k of uncommitted funds brought forward from 2014/15, providing a balance of £1,230k for investment in 2015/16. Approved projects totalled £444k, leaving £786k available for new initiatives. This unspent balance remains available to fund new projects from 2016/17 onwards.

Table 6: Priority Growth

Original Budget	Budget Changes	Priority Growth	Month 12		
			Revised Budget	Approved Allocations	Unallocated Balance
£'000	£'000		£'000	£'000	£'000
800	0	HIP Initiatives Budgets	800	14	(786)
430	0	B/fwd Funds	430	430	0
804	(184)	Unallocated Priority Growth	620	0	(620)
2,034	(184)	Total Priority Growth	1,850	444	1,406

Schools Budget, Parking Revenue Account and Collection Fund

34. The outturn positions on other funds were favourable at year end and will not adversely impact upon the General Fund in 2015/16 or 2016/17.
35. A headline pressure of £3,217k is identified on the Schools Budget at outturn, representing an adverse movement of £809k from Month 11 to reflect deferral of grant income for Three and Four Year Old Provision into 2016/17. There is sufficient capacity within retained DSG balances to finance the in-year pressure, with £1,709k relating to the one-off release of the 2014/15 surplus to individual schools and £399k increases in the cost of SEN placements under the new banded funding model. An outturn balance of £866k remains in retained schools balances at 31 March 2016.
36. A surplus of £602k is forecast on the Parking Revenue Account at outturn, an improvement of £250k on the position at Month 11 due to higher than anticipated income being recorded for the year. Surplus balances within the Parking Revenue Account will be available to support future investment, including support for introduction of CCTV Enforcement of School Keep Clear Zones if required.
37. The Collection Fund is reporting a surplus of £2,767k at outturn, a £807k improvement on Month 11. This is as a result of confirmation of the significant number of properties at

Terminal 2, Heathrow Airport, which opened in June 2014, now being brought into the rating list by the Valuation Office Agency. Within the overall position, a surplus of £2,385k is reported on Council Tax with a £382k surplus on Business Rates. The Council's 2016/17 budget draws down £1,500k of this surplus, with the remainder available to support the 2017/18 General Fund budget.

Housing Revenue Account

38. There is a surplus of £1,706k on the Housing Revenue Account, a £198k improvement from Month 11 after providing for additional legal costs in relation to the Triscott House dispute. Unallocated General Balances within the HRA have reached £33,946k as a result of the forecast £1,706k surplus and £1,663k planned contribution to balances. This outturn position reflects the full delivery of the £2,448k savings included in the 2015/16 budget.
39. 130 properties have been sold under Right to Buy arrangements during 2015/16. Sufficient expenditure on the acquisition of new properties has been incurred to fully utilise the initial tranche of retained receipts and therefore avoid repayment to DCLG.

Future Revenue Implications of Capital Programme

40. Appendix D to this report outlines the outturn position for the 2015/16 Capital Programme, which was an underspend of £32,242k. This underspend includes £24,782k recommended rephasing and £7,460k cost underspends after allowing for the capitalisation of £1,213k equipment expenditure. The reported cost underspend remains broadly consistent with that reflected in the Council's 2016/17 to 2020/21 MTF and is therefore not expected to impact materially upon future capital financing costs.
41. While overall expenditure remains consistent with previous projections, application of £13,182k accumulated Capital Receipts has enabled the Council to avoid new borrowing in 2015/16 and therefore defer borrowing costs in later years of the MTF. The impact on 2016/17 budgets will be reflected in budget monitoring, with longer-term implications captured through future refreshes of the MTF.

Appendix A – Detailed Group Forecasts (General Fund)

ADMINISTRATION (£160k underspend, £8k improvement)

45. The Administration Group is showing an underspend of £160k at outturn, an improvement of £8k on the Month 11 position. The majority of the overall underspend in the Group is largely due to reduced expenditure on Members' Allowances as Members are no longer part of the Local Government Pensions Scheme, this additional budget has been removed from 2016/17 budgets as part of the MTFF process.

Table 7: Administration Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
1,461	52	Democr. Services	Salaries	1,513	1,510	(3)	(7)	4
1,841	60		Non-Sal Exp	1,901	1,811	(90)	(86)	(4)
(658)	(111)		Income	(769)	(741)	28	15	13
2,644	1		Sub-Total	2,645	2,580	(65)	(78)	13
2,319	80	Human Resources	Salaries	2,399	2,414	15	(51)	66
626	60		Non-Sal Exp	686	582	(104)	(46)	(58)
(286)	38		Income	(248)	(231)	17	30	(13)
2,659	178		Sub-Total	2,837	2,765	(72)	(67)	(5)
1,955	34	Legal Services	Salaries	1,989	2,011	22	36	(14)
111	0		Non-Sal Exp	111	86	(25)	(28)	3
(341)	41		Income	(300)	(294)	6	10	(4)
1,725	75		Sub-Total	1,800	1,803	3	18	(15)
592	0	Policy & Partnerships	Salaries	592	597	5	5	0
2,228	(151)		Non-Sal Exp	2,077	2,065	(12)	(12)	0
(46)	87		Income	41	22	(19)	(18)	(1)
2,774	(64)		Sub-Total	2,710	2,684	(26)	(25)	(1)
6,327	166	Admin. Directorate	Salaries	6,493	6,532	39	(17)	56
4,806	(31)		Non-Sal Exp	4,775	4,544	(231)	(172)	(59)
(1,331)	55		Income	(1,276)	(1,244)	32	37	(5)
9,802	190		Total	9,992	9,832	(160)	(152)	(8)

FINANCE (£135k underspend, £1k improvement)

46. The Finance Group is showing an underspend of £135k at outturn, an improvement of £1k on the Month 11 position.
47. The overall underspend position is due to salaries underspends in Operational Finance following the restructure of Assistant Finance Business Partners; in Revenues and Benefits as a result of a high level of vacant posts within the Housing Benefits service; and in Strategic Finance due to a vacant post and maternity leave.

Table 8: Finance Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
487	(10)	Internal Audit	Salaries	477	482	5	5	0
56	4		Non-Sal Exp	60	63	3	3	0
0	6		Income	6	(5)	(11)	(11)	0
543	0		Sub-Total	543	540	(3)	(3)	0
2,185	(152)	Procurement	Salaries	2,033	2,053	20	21	(1)
121	507		Non-Sal Exp	628	728	100	100	0
(2)	(564)		Income	(566)	(597)	(31)	(28)	(3)
2,304	(209)		Sub-Total	2,095	2,184	89	93	(4)
3,360	(102)	Operation. Finance	Salaries	3,258	3,176	(82)	(94)	12
679	(311)		Non-Sal Exp	368	408	40	10	30
(159)	(91)		Income	(250)	(288)	(38)	2	(40)
3,880	(504)		Sub-Total	3,376	3,296	(80)	(82)	2
3,868	219	Revenues & Benefits	Salaries	4,087	4,012	(75)	(75)	0
2,285	(46)		Non-Sal Exp	2,239	2,202	(37)	(37)	0
(2,166)	(36)		Income	(2,202)	(2,188)	14	11	3
3,987	137		Sub-Total	4,124	4,026	(98)	(101)	3
1,300	76	Strategic Finance	Salaries	1,376	1,323	(53)	(54)	1
2,526	66		Non-Sal Exp	2,592	2,824	232	13	219
(256)	(181)		Income	(437)	(659)	(222)	0	(222)
3,570	(39)		Sub-Total	3,531	3,488	(43)	(41)	(2)
11,200	31	Finance Directorate	Salaries	11,231	11,046	(185)	(197)	12
5,667	220		Non-Sal Exp	5,887	6,225	338	89	249
(2,583)	(866)		Income	(3,449)	(3,737)	(288)	(26)	(262)
14,284	(615)		Total	13,669	13,534	(135)	(134)	(1)

48. The year-end drawdown from the Insurance contingency was £300k, as per the projection at Month 11.
49. The contingency of £400k provided for Insurance was fully utilised in 2014/15, as costs exceeded the available base budget of £359k. Payments of £850k were made in 2014/15, significantly lower than in previous years of which the £91k over budget was funded by a release from the Insurance provision. The payments this year have dropped and claim payments were in the region of £660k.

50. In addition to the improvement in the claim payments position, there has also been a reduction in the projected Insurance provision required to be held to cover the Council's liability for open Insurance claims, which further supports the reduction in the draw upon contingency. The provision held at the end of 2014/15 was significantly lower than in previous years as a result of robust challenging of claims by the Insurance team and successful mitigation of a variety of high value claims, which has continued into this year.

Table 9: Finance Development & Risk Contingency

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 12		Variance (+ adv / - fav)		
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000
400	0	Uninsured Claims	400	300	(100)	(100)	0
400	0	Current Commitments	400	300	(100)	(100)	0

RESIDENTS SERVICES (£1,266k underspend, £184k improvement)

51. Residents Services reported an underspend of £1,266k at outturn, excluding pressure areas provided for in contingency. The overall variance results from underspends across the group and favourable income movements in highways and planning, off-set by income pressures at Cedars and Graingers car parks and in Imported Food sampling.

Table 10: Residents Services Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Forecast Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
13,368	202	Deputy Director Residents Services	Salaries	13,570	14,147	577	130	447
21,204	(1,308)		Non-Sal	19,896	19,928	32	50	(18)
(10,051)	1,067		Exp	(8,984)	(8,571)	413	471	(58)
24,521	(39)		Sub-Total	24,482	25,504	1,022	651	371
1,844	404	Development and Assets	Salaries	2,248	2,263	15	0	15
7,575	49		Non-Sal	7,624	7,807	183	469	(286)
(2,397)	(251)		Exp	(2,648)	(2,696)	(48)	0	(48)
7,022	202		Sub-Total	7,224	7,374	150	469	(319)
803	(324)	Estates and Tenancy Management	Salaries	479	388	(91)	(15)	(76)
1,254	(2)		Non-Sal	1,252	1,843	591	(61)	652
(3,414)	210		Exp	(3,204)	(3,355)	(151)	22	(173)
(1,357)	(116)		Sub-Total	(1,473)	(1,124)	349	(54)	403
5,050	(47)	Policy, Highways and Community Engagement	Salaries	5,003	4,692	(311)	(134)	(177)
6,004	(488)		Non-Sal	5,516	5,863	347	(146)	493
(12,572)	1,098		Exp	(11,474)	(12,055)	(581)	(287)	(294)
(1,518)	563		Sub-Total	(955)	(1,500)	(545)	(567)	22
4,135	(2,153)	Planning and Development	Salaries	1,982	1,911	(71)	(54)	(17)
1,626	(562)		Non-Sal	1,064	1,123	59	(3)	62
(2,972)	(164)		Exp	(3,136)	(3,901)	(765)	(496)	(269)
2,789	(2,879)		Sub-Total	(90)	(867)	(777)	(553)	(224)
12,777	(1,527)	Green Spaces, Sport & Culture	Salaries	11,250	11,212	(38)	80	(118)
9,229	(329)		Non-Sal	8,900	8,800	(100)	(168)	68
(9,819)	(276)		Exp	(10,095)	(10,147)	(52)	(24)	(28)
12,187	(2,132)		Sub-Total	10,055	9,865	(190)	(112)	(78)
7,916	(73)	Communication, ICT and Customer Development	Salaries	7,843	7,573	(270)	(188)	(82)
4,241	202		Non-Sal	4,443	4,620	177	(6)	183
(2,767)	83		Exp	(2,684)	(2,665)	19	(4)	23
9,390	212		Sub-Total	9,602	9,528	(74)	(198)	124
5,279	(107)	Business and Technical Support	Salaries	5,172	4,356	(816)	(529)	(287)
879	451		Non-Sal	1,330	1,547	217	(15)	232
(3,772)	190		Exp	(3,582)	(3,343)	239	293	(54)
2,386	534		Sub-Total	2,920	2,560	(360)	(251)	(109)
3,537	746	Policy and Standards - Education, Housing and Public Health	Salaries	4,283	3,963	(320)	(277)	(43)
5,236	3,224		Non-Sal	8,460	10,699	2,239	(116)	2,355
(5,559)	(986)		Exp	(6,545)	(9,305)	(2,760)	(74)	(2,686)
3,214	2,984		Sub-Total	6,198	5,357	(841)	(467)	(374)
54,709	(2,879)	Residents Services	Salaries	51,830	50,505	(1,325)	(987)	(338)
57,248	1,237		Non-Sal	58,485	62,230	3,745	4	3,741
(53,323)	971		Exp	(52,352)	(56,038)	(3,686)	(99)	(3,587)
			Income					

58,634	(671)	Total	57,963	56,697	(1,266)	(1,082)	(184)
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52. The Council's 2015/16 contingency budget contained provision for areas of expenditure or income within Residents Services for which there was a greater degree of uncertainty. At outturn, the required contingency call was against the full provision (£7k adverse). The position against these contingency items is shown in Table 11 below.

Table 11: Development and Risk Contingency

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 12		Variance (+ adv / - fav)		
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000
1,836	0	Impact of welfare reform on homelessness	1,836	1,836	0	0	0
2,211	0	Waste Disposal Levy (Demand-led Tonnage Increases)	2,211	2,211	0	(7)	7
4,047	0	Current Commitments	4,047	4,047	0	(7)	7

53. The financial year 2015/16 has seen continuing pressures on the Housing Needs budget that has required a full drawdown of the £1,836k contingency. The temporary accommodation expenditure requirement remained consistently above the original MTFE forecast, showing a net increase in the final quarter of 2015/16 as per Table 12.
54. Within this increase, a higher proportion continues to be in high cost Bed & Breakfast (B&B) placements given the challenges on housing supply. Key variables in terms of keeping B&B type accommodation to a minimum are the prevention rate on approaches for housing and the supply of properties.
55. These pressures have been partially mitigated by net demand over the year being lower than expected and a slowdown in the end of lease PSL properties. This in turn has reduced spend on Finders' Fee, Find Your Own and other schemes. Further mitigation has been provided through vacancy management, voids turnover, better than expected performance on arrears and ongoing work to control average cost of B&B accommodation.

Table 12: Housing Needs performance data

	2015/16		
	January	February	March
Homeless Threat, Priority Need & Eligible	117	100	97
Presenting As Homeless	49	44	57
Duty Accepted	39	26	31
Households in Temporary Accommodation	578	591	610
Households in B&B	201	221	225

56. An additional £2,211k was added to the base budget to resource expected increases in the waste disposal levy, which has been required in full. West London Waste Authority (WLWA) are indicating a further improvement to the £1,900k underspend forecast previously reported, which if maintained until year end will increase WLWA reserves above their target level of £4,200k for 2016/17.

57. In this instance, WLWA will make recommendations regarding disbursement of excess reserves to boroughs. The recommendations will be made when the level of underspend and reserves are confirmed. WLWA have stated this will be following the impact of pension and property valuations and other year-end adjustments in June 2016.

Deputy Director Residents Services (£1,022k overspend, £371k adverse movement)

58. There was a £447k adverse movement in staffing costs at outturn. Residents Services has undergone extensive restructuring during 2015/16, with a corresponding requirement to fund redundancy costs. These were met by a drawdown from earmarked reserves of £300k and the remaining pressure of £576k contained within the group's overall base budget.
59. Throughout the majority of 2015/16, there was a sustained pressure in Imported Food sampling income - at outturn this represented a pressure of £430k. This represents a £41k favourable movement from Month 11, continuing an improving trend following implementation of new EU statutory charges for increased testing of animal products originating from New Zealand.
60. Following the cessation of the short-term grant funding from the DCLG in support of weekly recycling and food waste collections, the Council has built up an earmarked reserve from the initial funding tranches. It is anticipated this will be sufficient to fund the cost of continuing to run the service over the next two financial years. The earmarked reserve is therefore projected to be used in full by the end of 16/17.

Development and Assets (£150k overspend, £319k improvement)

61. There was a net favourable movement of £319k at outturn. The majority of the movement relates to corporate construction costs where the capitalisation of CCT fees was finalised at year end.
62. There was also reduced Facilities Management contract spend further to final billing for monthly chargeable fees.

Estates and Tenancy Management (£349k overspend, £403k adverse movement)

63. At outturn the service reported a net favourable movement (before provisions) of £30k. This was mainly due to further improvements in the garages income position.
64. The overall position for Residents Services has enabled an increase in the provision for dilapidations (£433k adverse).

Policy, Highways & Community Engagement (£545k underspend, £22k adverse movement)

65. The outturn underspend in staffing costs resulted from delays to recruitment across the service and the impact of vacant posts within planning specialists and the matching of external grant to budgeted expenditure.
66. There was a net adverse movement of £22k across the service area at outturn, after netting off the effect of non-staffing movements against favourable movements in income.

Planning and Development (£777k underspend, £224k improvement)

67. There was an overall outturn favourable movement of £224k, primarily as a result of Development Control income being ahead of target, resulting in an improvement of £269k from the Month 11 position.

68. The adverse movement of £62k in non-salaries was netted down by £17k favourable movement in staffing costs.

Green Spaces, Sport & Culture (£190k underspend, £78k improvement)

69. There was an outturn underspend on salaries across the group of £38k (£118k favourable). The movement reflects delays to recruitment across the directorate, as new structures continue to be actively recruited to.
70. There were other minor non-salary and income movements across the service, net effect £40k adverse.

Communications, ICT and Customer Development (£74k underspend, £124k adverse movement)

71. There was an outturn underspend on staffing of £270k, £82k favourable movement, relating to vacant posts in ICT and the Contact Centre.
72. There was a net adverse movement of £206k reflecting the residual pressure on HGfL budgets, reflecting in the main reducing income and redundancy costs, following the discontinuation of the service.

Business and Technical Support (£360k underspend, £109k improvement)

73. The off-street parking income at the Cedars and Grainges multi-storey car parks experienced pressure relating to the loss of season ticket income at both car parks throughout the financial year. Despite some uplift in income at smaller car parks throughout the Borough, at outturn the service had a net income pressure of £239k (£54k favourable).
74. There was an outturn underspend of £816k in Technical Administration and Business Support, due to the impact of vacant posts that were held open during the restructuring process for this service, an improvement of £287k compared to Month 11, reflecting slower than anticipated recruitment.
75. As a consequence the directorate has been able to contribute £300k to earmarked reserves for redundancies in 2016/17 as the restructuring of Technical Administration and Business Support continues into the new financial year.

Policy and Standards - Education, Housing and Public Health (£841k underspend, £374k improvement)

76. There was an outturn underspend of £841k, with the key variances represented by staffing underspend across each service, including the BID review held in-year for the Performance & Intelligence team, vacant posts in the Low Cost Home Ownership team and staffing reviews within the School Improvement Service.
77. There was an underspend in non-B&B Temporary Accommodation (Old PSL and and MPA schemes) plus in-house PSL.

SOCIAL CARE (£1,875k underspend, £208k improvement)

78. The Social Care outturn position for 2015/16 is reporting an underspend of £1,875k, an improvement of £208k on the Month 11 projections. Within the salaries position there is an underspend of £2,161k, an improvement of £80k, due to staff recruitment taking longer than previously forecast across specific services and a high number of vacancies that existed in the Children's Early Intervention and Prevention Service, All Age Disabilities Service and Adult Social Work Service. The underspend generated by these vacancies have been netted down by the additional cost of agency staff particularly within Children's Services, whilst the service continues with a major staff recruitment campaign to the new structures. There were a number of significant pressures on non salary expenditure within the service which the Social Care Directorate mitigated through the robust management of the demand for both children's and adult social care. The final outturn position is summarised in the following table, with more detail provided in the paragraphs below:

Table 13: Social Care Operating Budgets

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
1,038	657	Safeguarding Children	Salaries	1,695	1,665	(30)	54	(84)
1,579	(1,020)		Non-Sal Exp	559	580	21	123	(102)
(150)	(831)		Income	(981)	(1,005)	(24)	(8)	(16)
2,467	(1,194)		Sub-Total	1,273	1,240	(33)	169	(202)
3,545	1,044	Children's Early Intervention Services	Salaries	4,589	4,019	(570)	(762)	192
3,631	576		Non-Sal Exp	4,207	3,558	(649)	(357)	(292)
(707)	(186)		Income	(893)	(1,058)	(165)	(86)	(79)
6,469	1,434		Sub-Total	7,903	6,519	(1,384)	(1,205)	(179)
2,091	(194)	Looked After Children	Salaries	1,897	3,291	1,394	73	1,321
744	(48)		Non-Sal Exp	696	3,391	2,695	2,735	(40)
(294)	336		Income	42	(2,772)	(2,814)	(2,827)	13
2,541	94		Sub-Total	2,635	3,910	1,275	(19)	1,294
8,352	1,687	Children's Resources	Salaries	10,039	8,704	(1,335)	123	(1,458)
12,429	838		Non-Sal Exp	13,267	14,551	1,284	735	549
(7,177)	243		Income	(6,934)	(7,306)	(372)	(422)	50
13,604	2,768		Sub-Total	16,372	15,949	(423)	436	(859)
5,402	2,635	All-Age Disabilities	Salaries	8,037	6,957	(1,080)	(1,127)	47
44,007	314		Non-Sal Exp	44,321	45,982	1,661	1,707	(46)
(6,852)	(1,267)		Income	(8,119)	(8,512)	(393)	(384)	(9)
42,557	1,682		Sub-Total	44,239	44,427	188	196	(8)
4,294	7	Adult Social Work	Salaries	4,301	3,844	(457)	(395)	(62)
29,110	501		Non-Sal Exp	29,611	29,268	(343)	(307)	(36)
(8,267)	(175)		Income	(8,442)	(8,642)	(200)	(60)	(140)
25,137	333		Sub-Total	25,470	24,470	(1,000)	(762)	(238)
9,018	(287)	Adult's Early Intervention & Prevention	Salaries	8,731	8,643	(88)	(13)	(75)
3,370	(87)		Non-Sal Exp	3,283	3,014	(269)	(39)	(230)
(11,826)	169		Income	(11,657)	(11,604)	53	77	(24)
562	(205)		Sub-Total	357	53	(304)	25	(329)
2,185	(4)	Safeguarding, Quality & Partnerships	Salaries	2,181	2,180	(1)	14	(15)
7,165	140		Non-Sal Exp	7,305	7,046	(259)	(431)	172
(378)	(111)		Income	(489)	(603)	(114)	23	(137)
8,972	25		Sub-Total	8,997	8,623	(374)	(394)	20
294	315	Directorate & Support Services	Salaries	609	615	6	(47)	53
893	(964)		Non-Sal Exp	(71)	138	209	(66)	275
0	0		Income	0	(35)	(35)	0	(35)
1,187	(649)		Sub-Total	538	718	180	(113)	293
36,219	5,860	Social Care Total	Salaries	42,079	39,918	(2,161)	(2,080)	(81)
102,928	250		Non-Sal Exp	103,178	107,528	4,350	4,100	250
(35,651)	(1,822)		Income	(37,473)	(41,537)	(4,064)	(3,687)	(377)
103,496	4,288		Total	107,784	105,909	(1,875)	(1,667)	(208)

79. The Council's 2015/16 Development and Risk Contingency contained provision for areas of expenditure within Social Care for which there is a greater degree of uncertainty. In part this is caused by in-year demographic changes in the number of adults and children requiring care and support for a range of care needs, including Asylum seekers and SEN Transport. Table 14 sets out the forecast spend against the Development and Risk Contingency.

Table 14: Social Care Development & Risk Contingency

Original Budget £'000	Budget Changes £'000	Development & Risk Contingency	Month 12		Variance (+ adv / - fav)		
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Movement from Month 11
			£'000	£'000	£'000	£'000	£'000
1,272	0	Asylum Funding Shortfall	1,272	2,128	856	971	(115)
465	0	Social Care Pressures (Children's)	465	4,719	4,254	3,910	344
(117)	0	Early Support Cost Avoidance	(117)	(117)	0	0	0
1,298	0	Potential Shortfall in Social Care & Health Integration Funding	1,298	1,298	0	0	0
129	0	Social Care Pressures (Adults)	129	129	0	0	0
380	0	Increase in Transitional Children due to Demographic Changes	380	380	0	0	0
393	0	Winterborne View	393	10	(383)	(383)	0
520	0	SEN transport	520	520	0	0	0
4,340	0	Current Commitments	4,340	9,067	4,727	4,498	229

Asylum Service (£856k overspend, £115k improvement)

80. This service required £2,128k from contingency, £856k above the budget and an improvement of £115k on the Month 11 position, due to a reduction in the cost of allowances. The overspend relates primarily to a reduction in the Home Office Grant, notified in March 2015, and a reduction in the grant funding received relating to the change in the age profile of Asylum Seeking Children. Growth in the over-18 population increased at a higher rate than the number of new Asylum Seekers below-18, where the grant is significantly higher (£114 per day for eligible under 16's and £91 per day for eligible 16 to 17 year olds, compared to £150 per week for eligible 18+).
81. Over the last few months, it has become evident that Hillingdon was starting to experience a slight increase in the number of Asylum Seeking Children. This position will continue to be monitored closely in the 2016/17 financial year.

Social Care Pressures - Children's Demographics (£4,254k overspend, £344k adverse movement)

82. The outturn position was a £4,719k contingency requirement, £4,254k above budget and an adverse movement of £344k on the Month 11 position. This resulted from abnormally high numbers of mother and baby placements and a high number of teenage children in residential placements, where there was difficulty in stepping down the type of provision due to the complex needs of the children. Earlier assumptions were based on a number of children being moved on, but this was not possible within the 2015/16 financial year.

83. The service ended the year with 34 high cost placements, including residential placements for children with complex needs and identified safeguarding risks, an in-year increase of 9 placements from the beginning of the financial year, equating to an in-year annual increased cost of approximately £1,800k. Throughout the year the service had 3 children in secure placements (one of which costs £6,250 per week) and 9 placements in high cost residential placements as a result of safeguarding responsibilities as the children needed to be placed out of borough, where the weekly costs are in the region of £4,000. The service also experienced a significant increase in the number of mother and baby placements.
84. During the year, Senior Management implemented a vigorous monitoring and review process to ensure that the correct decisions were being made on the most appropriate placement for an individual child. Decisions were being scrutinised and then agreed at a weekly panel meeting and reviewed further each month with the main focus on higher cost placements.
85. Over the last year, a number of changes to legislation impacted on services for children, including the extension of the Staying Put legislation, which increased the age range for children to 21 (up from 18) to stay in their current foster care placement; a significant move towards the issuing of Special Guardianship Orders; and a court ruling requiring connected persons to be paid an allowance equivalent to an In-House Foster Carer. These changes added to the cost of placements.
86. However, it should be noted that the number of Looked After Children placements stabilised and were consistently within the range of 340 to 360 placements over the months from May 2015, those with a Child Protection Plan were consistent and stabilised on 340 cases, and those where children have been identified as Children in Need was relatively consistent standing at approximately 645 cases. Social Work caseloads have been consistently at or slightly below the recommended safe level since December 2014. Additionally, from April 2015, the service reduced the number of IFA placements and was able to use more In-House Foster Carers, improving the proportions from a split of 54% IFA to 46% In-House at the beginning of the year, to 48% IFA and 52% In-House at the end of the year.

Early Support Cost Avoidance (Nil variance, nil movement)

87. The service successfully delivered a saving of £117k identified within the Development and Risk Contingency, through a review of the resources required to deliver the new Early Support and Intervention services.

Social Care and Health Integration Fund (Nil variance, nil movement)

88. The service drew down £1,298k from Contingency to fund the additional cost of appointing agency staff, whilst the service implemented a major recruitment campaign.

Social Care Pressures (Adults) (Nil variance, nil movement)

89. The full contingency of £129k for Adult Demographic changes was drawn down at year end.

Increase in Transitional Children (Nil variance, nil movement)

90. Similarly the full contingency of £380k for Transitional Children was drawn down.

Winterbourne View (£383k underspend, nil movement)

91. One client from the Winterbourne cohort transferred in 2015/16 at a part year effect cost of £10k. Further clients are expected to transfer early in 2016/17 and it is anticipated the contingency will be needed in 2016/17.

SEN Transport (Nil variance, nil movement)

92. The full contingency of £520k has been drawn down against SEN Transport. Work continues in reviewing this service and re-routing of school transport.

DIRECTORATE OPERATING BUDGETS

Safeguarding Children (£33k underspend, £202k improvement)

93. The outturn position is an underspend of £33k, an improvement of £202k on the Month 11 position, due to a reduction in the cost of the Local Safeguarding Children's Board activity, the cost of which will fall in 2016/17, and a slight reduction in the cost of agency staff. The underspend relates to £30k on staffing due to a realignment of the Safeguarding Board function, which now covers all of Social Care, an overachievement of £24k on income, reflecting a range of recharges to external service users, netted down by an overspend of £21k on non-staffing which relates to an increase in Child Protection, LSCB and Family Conference delivery costs.

Children's Early Intervention Services (£1,384k underspend, £179k improvement)

94. The outturn position is an underspend of £1,384k, an improvement of £179k on the Month 11 position, due primarily to an improved position on the school based Children Centre costs. This relates to an underspend of £570k on salaries due to a number of recruitment difficulties to a relatively high number of posts in the new structure; an underspend of £649k on non-staffing costs from the cessation of the CfBT (young people's support, information, advice and guidance services) contract; lower commitments being made on targeted support programmes; and an underspend on the Children Centre programme delivery budgets, including school based centres. There was a surplus of £165k on income, primarily relating to the receipt of additional grant income for the next phase of the Troubled Families programme.

Looked After Children (£1,275k overspend, £1,294k adverse movement)

95. The outturn position is an overspend of £1,275k, an adverse movement of £1,294k on the Month 11 position, relating to the balance of workforce spend across salary budgets in this service and Children's Resources. The overspend reported relates to a £1,394k overspend on staffing costs, due to the continued use of agency staff; an overspend of £2,695k on non-staffing costs, which primarily relates to the cost of the Skylakes managed service; and a surplus of £2,814k on income reflecting the use of earmarked reserves to fund the Skylakes service up to the end of March 2016.

Children's Resources (£423k underspend, £859k improvement)

96. The outturn position for the service is an underspend of £423k, an improvement of £859k on the Month 11 position, relating to the balance of workforce spend across salary budgets in this service and Children's Resources. However, there was a significant increase in the cost of providing support for families under Section 17 regulations or who have No Recourse to Public Funds (NRPF) and an increase in the cost of Legal support. The underspend reported relates to an underspend of £1,335k on staffing and the receipt of additional income of £372k, from the use of earmarked reserves to fund the Coram and HCL managed service and the cost of agency staff and the receipt of additional grant income for the use of Hillingdon Adopters by Other Local Authorities. This was netted down by an overspend of £1,284k on non-staffing costs due primarily to the cost of allowances, including the cost of temporary Bed and Breakfast accommodation and the cost of providing financial support to families under

Section 17 regulations or who have No Recourse to Public Funds (NRPF), and the cost of Legal support.

All Age Disabilities (AAD) (£188k overspend, £8k improvement)

97. The AAD restructure was implemented during the year, as a result of this implementation a number of posts were not filled during the year and the staffing budget was underspent by £1,080k, an adverse variance of £47k from the Month 11 forecast position. The movement from Month 11 was offset by a corresponding underspend in non staffing costs with the SEN Reform Grant. £360k of the underspend is offset by reduced recharge income from the Dedicated Schools Grant (DSG).
98. The non staffing budget had a pressure of £1,661k, a favourable movement of £46k from the Month 11 forecast. The principal element of this pressure arises from the slippage in the Supported Living Programme.
99. A key continuing pressure on the placements budgets arises from the devolution of the Independent Living Fund (ILF) from the DWP to the Council in July 2015. The fund provided additional resources to 34 clients and there are a number of these clients receiving support which may be classified as continuing health care (CHC) and CHC referrals have been made to the CCG. To date the outcome of six cases has been received, two have received CHC funding, one is joint funded and three have been declined. The outcome of another two are still awaited and if assessed as eligible for CHC then funding received from the CCG will further help to mitigate this pressure in future years, this has not changed since Month 11.
100. The Department of Health have announced £542k of grant for 2016/17 to cover the ILF pressures for these clients. The additional costs of these clients is estimated at £643k leaving a full year pressure of £101k for 2016/17 if no further clients receive CHC funding.

Social Work (£1,000k underspend, £238k improvement)

101. The staffing budget was £457k underspent at year end, a favourable movement of £62k from the Month 11 forecast, as a result of reduced costs in the Social Work Teams with recruitment taking longer than planned. Many of the vacant posts within the Social Work Teams have now been filled.
102. The non-staffing budget underspent by £343k, a favourable movement of £36k from the Month 11 forecast position.
103. Income overachieved budget by £200k, a favourable movement of £140k from the Month 11 forecast. The favourable movement was in respect of additional funding from Hillingdon CCG for one client receiving a backdated CHC assessment and other clients receiving joint funding from the new arrangements for sharing costs for clients being discharged from hospital under S117 of the Mental Health Act.

Adults' Early Intervention & Prevention (£304k underspend, £329k improvement)

104. There is an underspend of £304k within the Adults EI&P Service, a favourable movement of £329k since the Month 11 forecast.
105. The staffing position improved by £75k as the contingent labour budget was not fully utilised. This was due to the proactive management action in significantly reducing the level of staff absence and therefore the requirement for agency support.

106. The non-staffing expenditure has underspent by £269k, a favourable movement of £230k since the Month 11 forecast position. The main areas of movement relate to Equipment & Materials £60k variance; Transport £34k; Utilities £25k; Catering £30k.
107. At year end the income was underachieved by £53k, an improvement of £24k from the Month 11 forecast. The improvement was in respect of the earmarked reserve for Dementia Training that was drawn down.

Safeguarding, Quality & Partnerships (£374k underspend, £20k adverse movement)

108. There was a £1k underspend on staffing, an improvement of £15k from the Month 11 forecast.
109. The non-staffing budget was underspent by £259k, this was an adverse movement of £172k from the Month 11 forecast. £50k of this movement was for the lift at Church Road Supported Housing Scheme which has been funded by an earmarked reserve which was forecast as a net variance, the balance was in respect of the cost of assessments associated with DoLS cases. The pressure on DoLS assessments was offset by underspends against placement budgets within Mental Health Services.
110. In 2015/16 the net DoLS pressure was £199k, after receiving £111k of one off Government Grant. As the number of referrals for DoLS increases, this pressure is continuing to grow and will likely impact upon the 2016/17 budget position. To date no additional central government funding has been announced to cover this pressure.
111. Income exceeded budget by £114k, an improvement of £137k from the Month 11 forecast position. The improved position was from the earmarked reserve for the Church Road lift for £50k being drawn down to cover expenditure. The balance was from additional income from Health as a contribution towards clients discharge from hospital under S117 of the Mental Health Act.

Directorate & Support (£180k underspend, £293k adverse movement)

112. This budget was underspent by £180k at year end an adverse movement of £293k from the Month 11 forecast position. The movement relates to additional costs relating the Care Act than previously anticipated. The income recovered was from the CCG as a contribution towards a joint funded post leading on the review of the Learning Disabilities Pooled Budget.

Better Care Fund

113. The outturn position for the BCF was a pressure of £374k against the total pooled budget of £17,991k, £195k remains the responsibility of the CCG whilst £179k of this pressure falls to the Council, an improvement of £144k, from Month 11.
114. The Council pressure is made up of £534k on the Care Act burdens from the cost of providing support and Care to Carers as a new responsibility following the implementation of the Care Act. This pressure is off-set by underspends on the TeleCareLine service of £124k and the capitalisation of expenditure on telecare equipment (£167k) using the annual social care capital grant within the BCF to fund this expenditure. There is also an underspend of £64k on the reablement service which is currently undergoing a restructuring as part of BID process. The balance of the pressure has been funded by contingency provision to fund pressures relating to the implementation of Care Act requirements.

Appendix B – Other Funds

SCHOOLS BUDGET

Dedicated Schools Grant (£3,217k overspend, £809k adverse movement)

115. The Dedicated Schools Grant outturn position is a £3,217k overspend, an adverse movement of £809k on the Month 11 projections. The additional overspend is predominantly as a result of an increase in the number of three and four year olds in Early Years provision for which funding will not be received until next financial year therefore impacting on the overall DSG overspend in 2015/16.

116. The overspend on the DSG, in the main, reflects the planned use of the surplus balance that was carried forward from 2014/15, where additional resources totalling £1,709k were delegated to schools above the actual amount of DSG. The remaining pressure relates to an increase in the number of children in Early Years provision along with the increased costs of Special Educational Need/Education Health and Care Plan placements. High Needs costs continue to increase as the new banded funding rates are applied along with the impact of the introduction of the changes set out in the Children and Families Act 2014, which extends the age range down to 0 and up to 25, where there is evidence of additional pressures coming through in pre-school and post 16 children. The following table summarises the Total DSG income and expenditure for 2015/16.

Table 15: DSG Income and Expenditure 2015/16

Original Budget	Budget Changes	Funding Block	Month 12		Variance (+ adv / - fav)		
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Change from Month 11
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(145,373)	8,311	Dedicated Schools Grant Income	(137,062)	(137,213)	(151)	(146)	(5)
113,606	(10,709)	Delegated to Schools	102,897	105,561	2,664	2,190	474
4,581	201	Early Years	4,782	4,319	(463)	(556)	93
3,604	245	Centrally Retained	3,849	4,477	628	521	107
23,582	1,952	Special Needs	25,534	26,073	539	399	140
0	0	Total Schools Budget	0	3,217	3,217	2,408	809
		Balance Brought Forward 1 April 2015	(4,083)	(4,083)			
		Balance Carried Forward 31 March 2016	(4,083)	(866)			

Dedicated Schools Grant Income (£151k surplus, £5k improvement)

117. The budget has been realigned to reflect the receipt of additional funding for two year old placements above the current DSG, which was notified on the 19 February 2016. The surplus outturn position of £151k, relates to an adjustment to the Early Years Pupil Premium, where it was previously anticipated that any unspent funds would have to be returned to the DfE, however it has now been confirmed that all Council's can keep their original funding.

Delegated to Schools (£2,664k overspend, £474k adverse movement)

118. The overspend is due to Schools Forum agreeing to utilise part of the surplus balance carried forward from 2014/15 by delegating more resources to schools than were provided in the DSG budget allocation. The adverse movement from the Month 11 position is due to the increase in three and four year old provision. Funding for the additional Early Years children will not be adjusted by the DfE until next financial year leading to an overspend in 2015/16 in this area.

Early Years (£463k underspend, £93k adverse movement)

119. The Early Years funding block is underspent by £463k, an adverse movement of £93k on the Month 11 position. This underspend is made up of £175k on two year old provision, £273k on the two year old capacity funding budget where funding has been agreed but works not yet started, an underspend of £185k on the Early Years Educational Psychology provision, where there has been uncertainty around the delivery model required and an underspend of £155k relating to funding set aside to support the placement of vulnerable children. This is netted down by an overspend of £325k across the Early Years Centres and Early Years Advisory teacher service.

Centrally Retained (£628k overspend, £107k adverse movement)

120. The centrally retained budgets are overspent by £628k. £244k of the overspend is due to the cost of the three new Basic Need Academy school set up costs and diseconomies of scale funding, including Lake Farm and John Locke, which opened in September 2014 and St Martin's, which opened in September 2015. The increased costs of support services in line with the 2014/15 outturn figures, which have been charged to the DSG is contributing £182k to the overspend. Additionally there is a £146k cost pressure in relation to the Barnhill PFI contract as the PFI grant is cash limited, whereas the PFI contract allows for indexation. The £116k overspend on the admissions team is also contributing to the overall overspend on the centrally retained DSG. These areas of overspend have all been addressed with an increase to the budgets for 2016/17.

Special Needs (£539k overspend, £140k adverse movement)

121. The Special Needs budget is overspent by £539k. The overspend is due to an increase in the high needs population, especially in the post-19 age range, and the continued roll out of the new banded funding model. It is worth noting that there is a significant movement in the spend on Independent School placements, which is significantly lower than that incurred in 2014/15.

School Academy Conversions

122. The Academies Act 2010 allows schools to convert to academy status and by doing so will receive funding directly from the Education Funding Agency (EFA). Schools can convert at any point in the year, once they have converted, a number of adjustments are required to realign the DSG grant budget and the amount delegated to schools.
123. The DfE maintain a register online, indicating which schools are proposing to convert. For Hillingdon, Chantry Special School (renamed the Young People's Academy) converted on 1 April 2015 and The Hillingdon Tuition Centre (renamed The Skills Hub) converted on 1 September 2015 (this was delayed by one month).

Year End Balances

124. The DSG is allowed to carry forward any in year over or underspend. At the end of the 2014/15 financial year, the DSG had a surplus balance of £4,083k. It should be noted that where the DSG is expected to underspend, it is anticipated that this will be factored into the total DSG available for delegation in the following year. At its meeting on 15 January 2015, Schools Forum agreed to include £1,709k of this surplus within the Schools Delegated Budget for 2015/16, additionally they agreed to set aside £337k for two year old capacity funding as an earmarked reserve for the two year old free entitlement offer in 2015/16. Based on the outturn position reported in the table above, the year-end balance has reduced to

£866k. Whilst this is less than projected, there will be an increase in DSG funding in July 2016 due to the increase in the actual numbers of 3 & 4 year olds in Early Years provision.

Maintained School Balances

125. A review of school year end balances has identified an increase in the number of maintained schools in deficit. Across Hillingdon, there is only one school that has an approved licensed deficit, however, a further three primary schools have deficit balances at 31 March 2016 and it is expected that one or all of these may need to apply for a licensed deficit in 2016/17. Any schools that fall into deficit are subject to more focused monthly monitoring by LA officers to ensure that everything possible is being done to address the situation.
126. The following table provides an update on the year end financial position of schools maintained by the Council, based on school outturns:

School Type	Total Number of Schools	Number of Schools In Deficit	Value of Deficit £000
Nursery	1	0	0
Primary	51	3	62
Secondary	2	1	761
Special	2	0	0
Total	56	4	823

127. Maintained schools started the year with an opening surplus balance of £12.5 million (revenue and capital), based on the school outturn positions, the total balances as at 31 March 2016 have increased by £0.3 million to £12.8 million.

PARKING REVENUE ACCOUNT (£602k surplus, £250k improvement)

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

Table 16: Parking Revenue Account

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)		
			Revised Budget £'000	Outturn £'000	Month 12 £'000	Month 11 £'000	Movement £'000
(4,076)	0	Income	(4,076)	(4,386)	(310)	(102)	(208)
4,076	0	Expenditure	4,076	3,784	(292)	(250)	(42)
0	0	In-year (Surplus) / Deficit	0	(602)	(602)	(352)	(250)

129. At outturn, an in-year surplus of £602k was recorded for the 2015/16 financial year. There was a total income surplus of £310k (£208k favourable). The overall position reflects a recovery in Penalty Charge Notice (PCN) income late in the financial year, as well as additional income from parking bay suspensions, permits and bailiffs. The income position is supplemented by underspends of £292k (£42k favourable), including contracted expenditure.

COLLECTION FUND (£2,767k surplus, £767k improvement)

130. The collection of local taxes is managed through the Council's Collection Fund in order to avoid short-term volatility in income impacting on provision of services. Sums quoted relate to the Council's own share of income and disregard monies collected on behalf of the Greater London Authority and Central Government.
131. An improved position for the Collection Fund is reported at outturn, with a further £807k increase in retained Business Rates as recently reported growth at Heathrow was confirmed alongside substantial backdating of income to secure a £382k surplus for the year. A marginal £40k adverse movement is reported on Council Tax.
132. Overall a surplus of £2,767k is reported on the Collection Fund for 2015/16, with £1,500k of this surplus being released to the General Fund in 2016/17 and the remainder available to support the Council's 2017/18 budget. This headline position consists of a £2,385k surplus on Council Tax and a £382k surplus on Business Rates.

Table 17: Collection Fund

Original Budget £'000	Budget Changes £'000	Service	Month 12		Variance (+ adv / - fav)			
			Revised Budget £'000	Outturn £'000	Variance (As at Month 12) £'000	Variance (As at Month 11) £'000	Movement from Month 11 £'000	
(115,652)	0	Council Tax	Gross Income	(115,652)	(116,302)	(650)	(789)	139
14,153	0		Council Tax Support	14,153	13,400	(753)	(654)	(99)
(2,697)	0		B/fwd Surplus	(2,697)	(3,679)	(982)	(982)	0
(104,196)	0		Sub-Total	(104,196)	(106,581)	(2,385)	(2,425)	40
(111,480)	1,215	Business Rates	Gross Income	(110,265)	(111,206)	(941)	648	(1,589)
(860)	(1,215)		Section 31 Grants	(2,075)	(2,075)	0	24	(24)
60,287	0		Less: Tariff	60,287	60,287	0	0	0
4,598	0		Less: Levy	4,598	5,067	469	(337)	806
500	0		B/fwd Deficit	500	590	90	90	0
(46,955)	0	Sub-Total	(46,955)	(47,337)	(382)	425	(807)	
(151,151)	0	Total Collection Fund	(151,151)	(153,918)	(2,767)	(2,000)	(767)	

133. A surplus of £2,385k is reported on Council Tax at outturn, which represents an adverse movement of £40k on the position reported at Month 11 due to adjustments to doubtful debt provisions. The overall surplus reflects strong collection performance during 2015/16, lower than projected demand for the Council Tax Reduction Scheme and release of the brought forward surplus from 2014/15.
134. A further significant improvement is reported on Business Rates, with the overall deficit being replaced with a £382k surplus relating to confirmation of values for the new properties at Heathrow Terminal 2 identified at Month 11, including backdating to June 2014 in a number of high value cases. Within this reported position, the backdated income from Heathrow properties has been sufficient to off-set higher than budgeted loss of income from empty properties.

Appendix C – HOUSING REVENUE ACCOUNT

135. The Housing Revenue Account (HRA) showed an n-year surplus of £3,369k for the year, an improvement of £198k from Month 11, £1,706k in excess of the budgeted £1,663k surplus. The table below presents key variances by service area:

Table 18: Housing Revenue Account

Original Budget	Budget Changes	Function	Month 12		Variance (+ adv / - fav)		
			Revised Budget	Outturn	Variance (As at Month 12)	Variance (As at Month 11)	Change from Month 11
£'000	£'000		£'000	£'000	£'000	£'000	£'000
(57,573)	0	Rent Income	(57,573)	(57,520)	53	165	(112)
(5,346)	0	Other Income	(5,346)	(4,834)	512	474	38
(62,919)	0	Net Income	(62,919)	(62,354)	565	639	(74)
10,806	0	Housing Management	10,806	11,718	912	(108)	1,020
5,320	0	Tenant Services	5,320	4,262	(1,058)	(461)	(597)
5,078	0	Repairs	5,078	4,679	(399)	(265)	(134)
3,477	166	Planned Maintenance	3,643	2,089	(1,554)	(1,313)	(241)
19,810	(166)	Contribution to Works to Stock	19,644	19,644	0	0	0
15,212	0	Interest & Investment Income	15,212	15,116	(96)	0	(96)
373	0	Provision for Bad and Doubtful Debts	373	378	5	0	5
1,180	0	Development & Risk Contingency	1,180	1,099	(81)	0	(81)
61,256	0	Operating Costs	61,256	58,985	(2,271)	(2,147)	(124)
(1,663)	0	(Surplus) / Deficit	(1,663)	(3,369)	(1,706)	(1,508)	(198)
(30,577)	0	General Balance 1 April 2015	(30,577)	(30,577)	0	0	0
(32,240)	0	General Balance 31 March 2016	(32,240)	(33,946)	(1,706)	(1,508)	(198)

Income

136. Rental income improved by £112k from the position shown in Month 11 and reflects a reduction in rental income loss due to void properties and fewer RTB sales.

137. The number of RTB applications averaged 14 per month for the period from April 2012 to December 2014. However, since January 2015 the number of RTB applications has averaged 19 per month, a significant increase in activity on previous trends.

138. The reason for the slowdown in RTB completions is due to an increase in cancellations when compared to previous years. This is explained by the following:

- The increase in house prices has deterred some applicants from proceeding with their applications. This is highlighted by the large number of valuation reviews in the system.
- The Fraud team have included an additional information sheet re: financial information into the application process which has deterred some applicants from proceeding. The Fraud team have also identified tenants trying to exercise the RTB when they were not entitled to, usually through sub-letting.
- The Notice to Complete which allows the Council to cancel applications which are not progressing. Tenants have 12 weeks to complete after legal are instructed to

progress or the Council serve notices to complete, and these notices last for 4 months after which the application is cancelled.

139. A reduction of £38k is reported on other income from Month 11, relating to reduced tenant service charge and leaseholder income receipts.

Expenditure

140. Housing Management costs increased by £1,020k compared to Month 11. This is mainly due to a £729k new provision relating to the on-going legal fees relating to Triscott House. Although, the case is progressing the costs are now significantly greater than previously expected. The Housing Management spend also includes a favourable write back of two provisions to revenue in respect of dilapidation costs and an industrial tribunal case.
141. Tenant Services underspent by £1,058k, an increase of £597k compared to Month 11. This was mainly due to underspends on heating and utilities bills of £209k partly due to a mild winter; a recharge for Pooled Transport of £71k as the service now use dedicated vehicles; a reduction in buildings insurance costs of £70k; building cleaning, tree and playground maintenance of £62k; water rates administration and voids costs of £112k; additional income from care services and services of 66k; and other net miscellaneous of £8k.
142. The repairs service budget underspent by £399k, an improvement of £134k from Month 11. The underspend is mainly due to delays in carrying out the planned electrical testing. The required works will now be carried out in the new financial year. However, the underspend excludes the spend on external management of services and interim support of £271k which was fully funded from the repairs element of the Development & Risk Contingency budget.
143. Planned maintenance underspent by £1,554k, an increase of £241k compared to Month 11 forecasts. This is mainly due to underspends of £200k on the various servicing contracts (CCTV, Water Quality, and Ventilation), underspend on asbestos costs of £11k and other efficiency savings of £31k due to improved management in procuring works.
144. Interest and Investment Income. The outturn actual spend was £15,116k, an improvement of £96k, due to interest earned on HRA balances being higher than forecast in Month 11.

Savings

145. The original budget included savings of £2,448k which are now fully banked.

HRA Capital

146. The forecast outturn on the HRA Capital Programme is set out in the table below:

Table 19: HRA Capital Expenditure

2015/16 HRA Capital Expenditure Outturn					Analysis of 2015/16 Variance	
Directorate	2015/16 Revised Budget £'000	2015/16 Actual £'000	2015/16 Variance £'000	2015/16 Movement from Month 11 £'000	2015/16 Cost Variance £'000	Re-Phasing to 2016/17 Variance £'000
Dwelling Components	7,750	1,721	(6,029)	(279)	(6,029)	-
Estates / Blocks	2,477	389	(2,088)	(99)	(2,088)	-
Welfare	2,600	1,851	(749)	2	(749)	-
Other Projects	524	397	(127)	-	(127)	-
Contingency	2,000	-	(2,000)	-	(2,000)	-
Total Works to Stock	15,351	4,359	(10,992)	(375)	(10,992)	-
Purchase & Repair	4,267	4,001	(266)	482	-	(266)
Council New Build	5,927	6,125	198	198	-	198
Supported Housing	872	778	(94)	(63)	-	(94)
Land Appropriations	3,508	3,508	-	-	-	-
Total Major Projects	14,574	14,412	(162)	617	-	(162)
Former New Build Schemes	97	-	(97)	-	(97)	-
Grand Total	30,022	18,771	(11,251)	242	(11,089)	(162)

Works to Stock

147. The Works to Stock Capital Programme underspent by £10,992k. This was an expected result of a fundamental review of how the programme is managed and programmed. More emphasis is now placed on the need to spend rather than spending on a cyclical basis irrespective of need. This brings the HRA more into line with practices elsewhere in the Council. There is sufficient existing budget provision already in 2016/17 to not require any re-phasing from 2015/16 as a result of the new approach. The main reasons for the underspends are set out below.

- Dwelling Components & Estates and Block Renewal - the respective underspends of £6,029k and £2,088k respectively arise as a result of the new approach outlined above.
- Welfare - sheltered scheme upgrades and conversions projects that are still being developed are the main reason for the underspend of £749k. Spend on adaptations of HRA properties exceeded budget by £342k due to the volume of demand for these services and clearance of prior years' backlog.
- Other Projects - £397k expenditure was incurred on purchasing the remaining new housing fleet vehicles, resulting in an underspend of (£127k).
- Contingency - The contingency budget of £2,000k remained uncommitted.

Major Projects

148. The Major Projects programmes have delivered almost to budget in 2015/16. Grassy Meadow and Parkview sites have been appropriated to the HRA for redevelopment as supported housing at a value of £3,508k.

149. Purchase and Repair - sixteen buy-backs were achieved in 2015/16 at a cost of £4,001k (inclusive of stamp duty and refurbishment costs incurred in 2015/16). Funding of £266k is to be re-phased in respect of currently identified properties that will be purchased in 2016/17. Spend for 2015/16 was £482k higher than Month 11 forecast, due to the completion of one property which had not been forecast to complete before the year-end deadline.
150. Council New Build - the Council purchased Packet Boat House (a 41 unit new development) from Paradigm Housing in 2015/16. The Council's contribution is £6,125k (inclusive of £414k stamp duty) with a further contribution of £4,589k Trickle Transfer funds held by Paradigm. The increase in spend compared to Month 11 forecast is due to the increase in stamp duty costs resulting from changes in stamp duty rules and calculations.
151. Supported Housing - the Grassy Meadow and Parkview supported housing sites obtained planning approval and professional fees were incurred to progress the design of these developments in 2015/16. Tenders for the construction works are currently under evaluation. Spend in 2015/16 is slightly below budget and Month 11 forecasts, due to lower than anticipated professional fees.
152. Former New Build schemes - this scheme relating to Triscott House is in contractual dispute which is expected to go through arbitration in 2016/17.

HRA Capital Receipts

153. There have been 130 RTB Sales during 2015/16, 10 lower than projected at Month 11 due to a number of completions taking place after 31 March 2016. Capital expenditure on the provision of new dwellings has been sufficient during 2015/16 to avoid the repayment of any previously retained receipts to HM Treasury.

Appendix D - GENERAL FUND CAPITAL PROGRAMME

154. At outturn an underspend of £32,242k is reported on the £81,221k General Fund Capital Programme for 2015/16, with £7,460k favourable cost variances and £24,782k slippage on project expenditure. A favourable movement of £2,013k is reported on cost variances, primarily as a result of releasing uncommitted budget where capacity already exists in 2016/17 budgets.

Capital Programme Overview

155. Table 20 below sets out the outturn on General Fund capital projects, with project level detail contained in annexes A - C to this report. General Fund capital expenditure outturn totalled £48,979k against a revised budget of £81,221k resulting in an overall underspend of £32,242k in 2015/16.

Table 20: General Fund Capital Programme Summary

2015/16 General Fund Capital Programme Outturn					Analysis of 2015/16 Variance	
Directorate	2015/16 Budget £'000	2015/16 Actual £'000	2015/16 Variance £'000	Movement from Month 11 £'000	2015/16 Cost Variance £'000	Re-Phasing to 2016/17 Variance £'000
Schools Programme	34,391	25,652	(8,739)	(186)	(2,730)	(6,009)
Main Programme	17,704	9,867	(7,837)	484	(1,275)	(6,562)
Programme of Works	25,421	13,193	(12,228)	(1,111)	(2,076)	(10,152)
Future Projects	3,194	267	(2,927)	(41)	(868)	(2,059)
Total Main Programme	80,710	48,979	(31,731)	(854)	(6,949)	(24,782)
Development & Risk Contingency	511	-	(511)	-	(511)	-
Total Capital Programme	81,221	48,979	(32,242)	(854)	(7,460)	(24,782)
Movement from Month 11	141	(713)	(854)		(2,013)	1,159

156. The total underspend of £32,242k consists of £7,460k net cost underspend variances and £24,782k net slippage proposed to be re-phased into future financial years. The reduction in expenditure of £713k from the Month 11 forecast is due mainly to ongoing works on several major programmes and projects being re-profiled for completion early in 2016/17. These include Highways Structural Works and Transport for London Borough Principal Road programmes and the Cedars and Grainges car parks improvements project.

157. The movement of £2,013k in cost underspends from Month 11 is largely due to a combination of uncommitted budgets in the Capital Programme as at financial year end or schemes which are able to be financed from the 2016/17 approved budget allocation and hence do not require re-phasing. This is also reflected in the £1,159k reduction in total re-phasing.

158. The general contingency budget had £511k remaining funds which were not required in year. As there is a 2016/17 contingency budget allocation of £1,500k it is not proposed that these funds are re-phased.

Capital Financing - General Fund

159. Table 21 below outlines the outturn financing for the Capital Programme, with the total underspend of £32,242k comprised of £27,470k on Council resourced schemes and £4,772k on schemes funded from grants and contributions.

Table 21: General Fund Capital Programme Financing Summary

	Revised Budget 2015/16 £'000	Outturn 2015/16 £'000	Variance £'000	Financing Cost Variance 2015/16 £'000	Financing Re-Phasing into 2016/17 Variance £'000
Council Resource Requirement	52,801	25,331	(27,470)	(5,010)	(22,460)
Financed By					
Capital Receipts	9,956	23,411	13,455	39	13,416
CIL	2,000	1,920	(80)	-	(80)
Prudential Borrowing	40,845	-	(40,845)	(5,049)	(35,796)
Total Council Resources	52,801	25,331	(27,470)	(5,010)	(22,460)
Grants & Contributions	28,420	23,648	(4,772)	(2,450)	(2,322)
Total Programme	81,221	48,979	(32,242)	(7,460)	(24,782)

160. Capital receipts applied in year totalled £23,411k and this included £13,138k in accumulated General Fund Share of Right to Buy receipts which were utilised to minimise prudential borrowing. Major sales in 2015/16 included the former RAF/USAF school site and Fassnidge Depot. The favourable income variance of £39k was due to a higher than anticipated sale price on one site sold in 2015/16.

161. Community Infrastructure Levy receipts for the year totalled £1,920k from several developments and the shortfall of £80k on the revised budget is expected to be recovered in future years as further CIL liable developments emerge. CIL receipts have been fully utilised to support financing of infrastructure related capital expenditure in 2015/16.

162. Grants and Contributions report a shortfall of £2,450k which is mainly due to the shortfall of £2,303k in Basic Needs and Capital Maintenance grant awards for 2015/16 since the original budget was set. There was also a grant financed underspend of £202k on Private Sector Renewal grants received that were lower than assumed in the budget. There were other small favourable movements of £55k on Section 106 and third party contributions above the revised budget. Net grants and contributions totalling £2,322k require to be re-phased in to 2016/17. This largely relates to the Transport for London programme and schools' Devolved Formula Capital.

163. Prudential borrowing has been deferred into future years due to the accelerated use of capital receipts in 2015/16. As a result borrowing provision of £35,796k will be re-phased consisting of £22,460k relating to carried forward expenditure budgets on existing Council resourced schemes and also £13,336k to offset reduced future capital receipts that will no longer be available due to their utilisation in 2015/16. A saving of £5,049k has been achieved on cost under spends on various Council resourced schemes and programmes.

Appendix 1a - 2015/16 Schools Expansions Programme

Prior Years Cost	Project	2015/16 Revised Budget	2015/16 Outturn	2015/16 Variance	Cost Variance	Project Re-phasing to future years	2015/16 Project Financed by:		
							Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Schools Programme								
127,228	Primary Schools Expansions	12,082	8,877	(3,205)	(2,705)	(500)	3,609	2,622	2,646
0	New Primary Schools Expansions	300	278	(22)	0	(22)	278	0	0
84	Secondary Schools Expansions	300	115	(185)	0	(185)	0	115	0
1,207	Secondary Schools New Build	21,499	16,198	(5,301)	0	(5,301)	8,893	6,055	1,250
0	Hearing Impaired Resource Base (Vyners)	210	184	(26)	(25)	(1)	184	0	0
128,519	Total Schools Programme	34,391	25,652	(8,739)	(2,730)	(6,009)	12,964	8,792	3,896

Appendix 1b - 2015/16 Main Programme

Prior Year Cost	Project	2015/16 Revised Budget	2015/16 Outturn	2015/16 Variance	Cost Variance	Project Re-phasing to future years	2015/16 Project Financed by:		
							Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Main Programme								
3,899	Environmental Assets	556	113	(443)	(378)	(65)	113	0	0
5,196	Purchase of Vehicles	492	424	(68)	(68)	0	405	0	19
0	Natural England Fencing & Gating	30	0	(30)	0	(30)	0	0	0
32,198	Hillingdon Sports & Leisure Centre	100	0	(100)	0	(100)	0	0	0
285	Sport & Cultural Projects	678	636	(42)	(7)	(35)	283	0	353
237	Yiewsley Health Centre	4,302	0	(4,302)	0	(4,302)	0	0	0
813	Eascote House Buildings and Gardens	399	352	(47)	0	(47)	60	0	292
158	ICT Infrastructure	822	715	(107)	0	(107)	715	0	0
1,089	Harlington Road Depot Refurbishment	236	195	(41)	(41)	0	195	0	0
0	Uxbridge Cemetery Gatehouse & Chapel	150	12	(138)	0	(138)	12	0	0
0	Social Care Investment	580	0	(580)	(580)	0	0	0	0
255	Hayes Town Centre Improvements	2,096	1,216	(880)	0	(880)	3	1,145	68
25	Inspiring Shopfronts	147	111	(36)	0	(36)	96	0	15
0	Gateway Hillingdon	50	79	29	0	29	79	0	0
45	Whiteheath Farm Refurbishment	50	0	(50)	(265)	215	0	0	0
326	Grounds Maintenance	677	677	0	0	0	677	0	0
19	West Drayton Cemetery & Resurfacing	450	6	(444)	(220)	(224)	6	0	0
192	Kings College Pavilion Running Track	38	23	(15)	(15)	0	0	0	23
0	Telecare Equipment	300	167	(133)	(433)	300	0	167	0
152	CCTV Programme	140	52	(88)	(88)	0	52	0	0
1	Youth Centres Kitchen Upgrades	142	113	(29)	(25)	(4)	0	83	30
9,488	Libraries Refurbishment - Central Library	0	13	13	13	0	13	0	0
0	Yiewsley Library Purchase	702	707	5	5	0	707	0	0
609	Infant Free School Meals	1,222	1,024	(198)	0	(198)	254	713	57
0	Youth Centre Project	150	97	(53)	0	(53)	0	97	0
0	Cedars & Grainges Car Park	2,998	1,720	(1,278)	(404)	(874)	1,520	0	200
0	Dementia Centre	53	47	(6)	0	(6)	0	47	0
0	Equipment Capitalisation	0	1,213	1,213	1,213	0	1,213	0	0
25,035	Major Projects Completing in 2015/16	144	155	11	18	(7)	94	61	0
80,023	Total Main Programme	17,704	9,867	(7,837)	(1,275)	(6,562)	6,497	2,313	1,057

Appendix 1c - 2015/16 Programme of Works

Prior Years Cost	Project	2015/16 Revised Budget	2015/16 Outturn	2015/16 Variance	Cost Variance	Project Re-phasing to future years	2015/16 Project Financed by:		
							Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Programme of Works								
N/A	Leaders Initiative	536	210	(326)	0	(326)	210	0	0
N/A	Chrysalis Programme	1,896	1,227	(669)	(894)	225	1,100	0	127
N/A	Civic Centre Works Programme	1,300	108	(1,192)	(223)	(969)	108	0	0
N/A	Formula Devolved Capital to Schools	1,986	1,528	(458)	0	(458)	0	444	1,084
N/A	Highways Localities Programme	236	177	(59)	0	(59)	177	0	0
N/A	Highways Structural Works	3,276	2,534	(742)	0	(742)	2,534	0	0
N/A	Pavement Priority Growth	2,000	563	(1,437)	0	(1,437)	563	0	0
N/A	ICT Single Development Plan	682	258	(424)	0	(424)	202	56	0
N/A	Property Works Programme	480	260	(220)	(220)	0	170	70	20
N/A	Road Safety	380	249	(131)	(78)	(53)	249	0	0
N/A	Street Lighting	144	47	(97)	0	(97)	47	0	0
N/A	Transport for London	5,161	2,431	(2,730)	(24)	(2,706)	0	2,431	0
N/A	Urgent Building Condition Works	3,597	764	(2,833)	0	(2,833)	0	155	609
N/A	Disabled Facilities Grant	2,300	2,246	(54)	(54)	0	338	1,769	139
N/A	Adaptations for Adopted Children	200	80	(120)	(120)	0	80	0	0
N/A	Private Sector Renewal Grant	562	99	(463)	(463)	0	(9)	86	22
N/A	Landlord Property Renovation Grant	200	52	(148)	0	(148)	28	24	0
N/A	Section 106 Projects	485	360	(125)	0	(125)	0	0	360
	Total Programme of Works	25,421	13,193	(12,228)	(2,076)	(10,152)	5,797	5,035	2,361

Appendix 1d - Future Projects

Total Cost including Prior Years	Project	2015/16 Revised Budget	2015/16 Outturn	2015/16 Variance	Cost Variance	Project Re-phasing to future years	2015/16 Project Financed by:		
							Council Resources	Government Grants	Other Cont'ns
£'000		£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
	Future Projects								
0	Youth Centre Projects x 2	0	0	0	0	0	0	0	0
0	Environmental and Recreational Initiatives	32	0	(32)	(32)	0	0	0	0
0	Capital Priority Growth	0	0	0	0	0	0	0	0
0	RAGC Car Park	100	0	(100)	0	(100)	0	0	0
0	Car Park Resurfacing	180	41	(139)	(139)	0	41	0	0
0	Ruislip Lido Boat House	286	1	(285)	0	(285)	1	0	0
0	Bowls Club Refurbishments	150	38	(112)	0	(112)	0	0	38
0	Harlington/Pinkwell Bowls Club & Football Pavilion	303	156	(147)	0	(147)	0	0	156
0	Haste Hill Golf Club	400	0	(400)	(250)	(150)	0	0	0
0	New Years Green Lane EA Works	0	0	0	0	0	0	0	0
0	New Theatre	200	0	(200)	0	(200)	0	0	0
0	New Museum	200	0	(200)	0	(200)	0	0	0
0	Battle of Britain Bunker Projects	896	31	(865)	0	(865)	31	0	0
0	Local Plan Requirement	197	0	(197)	(197)	0	0	0	0
0	Community Safety Assets	250	0	(250)	(250)	0	0	0	0
0	Total Future Projects	3,194	267	(2,927)	(868)	(2,059)	73	0	194
	Development & Risk Contingency								
	General Contingency	511	0	(511)	(511)	0	0	0	0
	Provision for Additional Secondary Schools Funding	0	0	0	0	0	0	0	0
	Total Development & Risk Contingency	511	0	(511)	(511)	0	0	0	0
208,541	Total GF Capital Programme	81,221	48,979	(32,242)	(7,460)	(24,782)	25,331	16,140	7,508

Appendix E – Treasury Management Report as at 31 March 2016

Summary

164. This report summaries the Council's treasury management activities during 2015/16 and presents details of capital financing, borrowing, debt management and investment transactions alongside an outturn position.
165. During the year the Council utilised internal balances and no new borrowing was taken to fund capital expenditure. The Council's loan portfolio has an average rate of 3.01%. The portfolio was reduced by £12.3m with debt that matured naturally leaving a balance at year end of £314.7m (GF £79.1m, HRA £235.6m). Total interest paid over the year was £9.6m (GF £2.8m, HRA £6.8m).
166. Investment income returns for the year on internally managed cash yielded 0.57% (0.57% 2014/15), resulting in total investment income this year of £992k.
167. At the start of the financial year there were unpaid investments with Icelandic bank Heritable of £0.8m. During the year the administrators of Heritable issued a dividend leaving a principal balance of £0.3m outstanding at year end. There will be no further distributions until outstanding administration issues come to a conclusion.

The Borrowing Requirement and Debt Management

	Balance on 31/3/2015 £m	New Borrowing £m	Debt Maturing £m	Debt Prematurely Repaid £m	Balance on 31/3/2016 £m	Average Rate %
CFR	401				389	
GF Loans						
PWLB Fixed Rate	60.38	-	2.28	-	58.10	3.48
Market Fixed Rate	15.00	-	-	-	15.00	4.28
PWLB Variable Rate	7.50	-	1.50	-	6.00	0.67
Total GF Loans	82.88	0.00	3.78	0.00	79.10	
HRA Loans						
PWLB Fixed Rate	171.07	-	8.50	-	162.57	3.17
Market Fixed Rate	33.00	-	-	-	33.00	4.03
PWLB Variable Rate	40.00	-	-	-	40.00	0.67
Total HRA Loans	244.07	0.00	8.50	0.00	235.57	
Total Loans	326.95	0.00	12.28	0.00	314.67	3.01
Other Long Term Liabilities	2.22		0.27		1.95	
Total External Debt	329.17		12.55		316.62	

168. The Council's underlying need to borrow is measured by the Capital Financing Requirement (CFR) which at 31/3/2016, was £389m (31/3/2015 £401m). The Council's borrowing requirement, the difference between the CFR and total physical borrowing, was £74m, representing the level of internal borrowing, primarily supported by the Council's own reserves.
169. The Council holds £266.67m of PWLB debt (£64.10m General Fund and £202.57m HRA) containing a broad range of loan types including Maturity and EIP loans with fixed and variable rates and with varying maturities. With interest rates remaining low the strategy of holding a proportion of variable rate debt proved successful as a hedge against the fixed element.
170. The Council has £48m of market loans (£15m General Fund and £33m HRA), which are LOBO loans (Lender's Option Borrower's Option), of which £13m of loans were in their option

state in 2015/16. During the year the lenders of these loans did not exercise any call options and therefore the loans remain outstanding on the same terms.

171. The Council's loan portfolio has an average rate 3.01% with the General Fund loans average rate of 3.42% and HRA average rate of 2.87%. By using internal resources in lieu of borrowing, loan interest costs for the year totalled £9.6m, avoiding interest costs of approximately £2.2m that would have been incurred otherwise. There was no early repayment of debt in year due to premiums charged on premature repayment being cost prohibitive.
172. In January 2015 the Department of Communities and Local Government (CLG) confirmed that HM Treasury (HMT) would be taking the necessary steps to abolish the Public Works Loans Board. HMT has confirmed however that its lending function will continue and local authorities will retain access to borrowing rates which offer value for money. The Council intends to use the PWLB's replacement as a potential source of borrowing if required.

Investment Activity

173. The table below shows investment balances on 31st March 2016 whilst the average balance of investments over the year was £174.3m.

Investments	Balance on 31/3/2015 £m	Balance on 31/03/2016 £m
Call Accounts	15.00	0.4
Notice Accounts	7.00	10.00
Money Market Funds	44.10	30.10
Pooled Funds	-	10.00
Short Term Investments	54.20	79.40
Long Term Investments	5.00	-
Investment Default (Principal only)	0.80	0.30
Total Investments	126.10	130.20
Average Rate % Received	0.57%	0.57%

174. Security of capital remained the Council's chief investment objective. This was maintained by following the Council's counterparty policy as set out in its Treasury Management Strategy Statement for 2015/16. Investments during the year included deposits with the Debt Management Office and Local Authorities, purchase of Treasury Bills and a Covered Bond, investments in AAA-rated Money Market Funds & Pooled Funds and deposits, both instant access and fixed term with Banks and Building Societies systematically important to the UK banking system. In addition to the instant access facility which opened with Swedish bank Svenska Handelsbanken at the end of 2014/15 and represented the first use of an overseas institution since the collapse of the Icelandic banking system in 2008, a further Swedish bank, one Australian and two Singaporean banks have been used for deposits in 2015/16. All of which hold a minimum credit rating of A+ or higher.
175. **Credit Risk:** Counterparty credit quality was assessed and monitored with reference to credit ratings (Council's minimum long-term counterparty rating of BBB+ across all three rating agencies, Fitch, Standard & Poor's and Moody's). However reliance does not rest solely with these agencies and are supplemented by use of market/economic information, media updates and intelligence from the Council's Treasury Advisers. With the introduction of the Banking Reform Act in January 2015 the Council optimised its use of Bail-in exempt instruments and institutions by utilising T-bills, local authorities, a covered bond and banks where this legislation has not been adopted.

176. **Liquidity:** In keeping with CLG's Guidance on Investments, the Council maintained a sufficient level of liquidity through the use of Money Market Funds, targeted maturity deposits and the use of call accounts.
177. **Yield:** The Council sought to optimise returns commensurate with its objectives of security and liquidity. The UK Bank Rate was maintained at 0.5% through the year with short-term money market rates also remaining at very low levels. Short-term money was placed in fixed-term deposits when capacity allowed as these were paying higher rates of interest than those offered on most instant access accounts. Once capacity was exhausted instant access accounts were utilised. A small proportion of longer dated deposits were placed to enhance income in a low interest rate environment. The two approaches resulted in an average return on investments of 0.57%
178. All investments made during the year complied with the Council's agreed Treasury Management Strategy, Prudential Indicators, Treasury Management Practices and prescribed limits. Maturing investments were repaid to the Council in full and in a timely manner.

Investments with Icelandic Banks

179. At the beginning of 2015/16 the Council had unpaid investments of £0.8m with Heritable Bank. In August 2015 a further dividend was received from the administrators of Heritable leaving a principal balance of £0.3m. Until outstanding administration issues come to a conclusion there will be no further distributions.

Compliance with the Prudential Code and Prudential Indicators

180. The Local Government Act 2003 gave freedoms to Local Authorities to borrow subject to macroeconomic considerations however, only on condition that compliance with the Prudential Code is observed. The code developed a series of 'Prudential Indicators' (Annex A) that were designed to provide greater information to the Council Tax payer and the rent payer on the impact of any borrowing decisions taken.
181. The main objectives of the Prudential Code are to demonstrate affordability of the authority's capital expenditure plans and ensure prudent external borrowing levels, which are sustainable in the future. It also verifies that treasury management decisions are taken in accordance with best professional practice.
182. The Council can confirm that it has complied with its Prudential Indicators for 2015/16, set in February 2015 as part of the Council's Treasury Management Strategy Statement. The levels of debt were measured on an ongoing basis during the year for compliance with the Authorised Limit of £504m and the Operational Boundary of £474m, the former being somewhat higher to allow for fluctuations in cash-flow. Total external borrowing and other long-term liabilities were maintained within both limits; at its peak this figure was £329.17m.

Upper limits for Interest Rate Exposure:

Upper Limits for Interest Rate Exposure	Actual Level at 31/03/16 %	2015/16 Approved %
Upper Limit for Fixed Interest Rate Exposure on Debt	85	100
Upper Limit for Fixed Interest Rate Exposure on Investments	(0)	(75)
Upper Limit for Variable Interest Rate Exposure on Debt	15	50
Upper Limit for Variable Interest Rate Exposure on Investments	(100)	(100)

Maturity Structure of Fixed Rate borrowing:

	Upper limit %	Lower limit %	Actual Borrowing as at 31/3/2016 (£m)	Percentage of total as at 31/3/2016
under 12 months	25	0	5.78	2.15%
12 months and within 24 months	25	0	15.78	5.87%
24 months and within 5 years	50	0	45.44	16.91%
5 years and within 10 years	100	0	27.50	10.24%
10 years and within 20 years	100	0	64.00	23.82%
20 years and within 30 years	100	0	33.57	12.50%
30 years and within 40 years	100	0	23.60	8.78%
40 years and within 50 years	100	0	31.00	11.54%
50 years and above	100	0	22.00	8.19%

(The above table includes LOBO's as fixed rate and at their maturity date)

183. For 2015/16 the Prudential Indicator which limits principal sums invested for periods longer than 364 days was set at £32m. During the year there was one £2.5m covered bond purchased for Bank of Scotland with a maturity of more than 364 days. Non-Treasury related Prudential Indicators are included in Annex A.

Balanced Budget

184. The Council complied with the Balanced Budget requirement.

Training

185. As part of the Council's continuous performance and development programmes, officers received treasury management training by attending workshops and seminars provided by the Council's treasury advisers Arlingclose.

A) Estimated and Actual Capital Expenditure

Prudential Indicator	2015/16	2015/16
Capital Expenditure	Estimated (£m)	Outturn (£m)
General Fund	97	48
HRA	26	20
Total	123	68

B) Estimated and Actual Ratio of Financing Costs to Net Revenue Stream

Prudential Indicator	2015/16	2015/16
Ratio of Financing Costs to Net Revenue Stream	Estimated %	Outturn %
General Fund	4%	4%
HRA	25%	25%
Total	9%	9%

C) Capital Financing Requirement

Prudential Indicator	Estimated (£m)	Outturn (£m)
CFR	2015/16	2015/16
General Fund	231	183
HRA	211	206
Total	442	389

Within the General Fund, as additional Capital Receipts were used to reduce the borrowing requirement budgeted for the HRA there has been rephasing of projects to be funded from borrowing in future years, accounting for the reduction in capital expenditure & CFR for 2015/16.

D) Actual External Debt

Actual External Debt as at 31/03/2016	£m
Borrowing	314.67
Other Long-term Liabilities	1.95
Total	316.62

E) Incremental Impact of Capital Investment Decisions

Incremental Impact of Capital Investment Decisions	2015/16 (£)
Increase in Band D Council Tax	-24.40
Increase in average weekly housing rents	0.00

As an indicator of affordability, the Incremental Impact of Capital Decisions shows the notional impact of capital investment decisions on Council Tax and Housing Rent levels and represents the impact on these if the financing of the Capital Programme were to be funded from taxes and rents. The reduction in Band D Council Tax noted above reflects savings from and the reported underspend on Interest & Investment Income budgets in 2015/16. The fixed nature of the HRA business plan results in no incremental increase in housing rents.

F) HRA Limit on Indebtedness

Following settlement and the introduction of the self-financing regime, a borrowing cap of £303.3m has been imposed by HM Treasury on HRA indebtedness. Current HRA CFR at 31 March 2016 is £206.0 and actual borrowing is £235.6 This gives the HRA potential headroom borrowing of up to £67.7m to finance future capital.

NB: All 2015/16 estimated comparator figures match the 2015/16 Treasury Management Strategy Statement.

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

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

Table 27: Consultancy and agency assignments

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Administration						
Housing Lawyer	01/10/2015	01/04/2016	30/09/2016	27	27	54
Finance						
Senior Category Manager	11/05/2015	02/05/2016	31/07/2016	116	29	145
Head of Category Management	18/01/2016	18/04/2016	15/07/2016	33	35	68
Category Manager	17/08/2015	04/04/2016	04/07/2016	37	35	72
Residents Services						
Project Manager	08/07/2013	11/04/2016	03/07/2016	198	22	220
Senior School Improvement Advisor	01/09/2015	15/04/2016	15/07/2016	47	26	73
Senior School Improvement Advisor	01/09/2015	15/04/2016	06/05/2016	47	20	67
Casual Smoking Cessation Sessional Advisors	01/04/2013	11/04/2016	03/07/2016	91	8	99
Highways Technician	29/06/2015	31/05/2016	28/08/2016	55	16	71
Education Officer	09/03/2015	16/05/2016	07/08/2016	64	16	80
Education Officer	31/08/2015	16/05/2016	07/08/2016	48	16	64
Development Surveyor	10/03/2014	02/05/2016	31/07/2016	67	13	80
Quantity Surveyor	03/04/2011	06/06/2016	04/12/2016	462	75	537
Project Engineer	10/06/2013	13/06/2016	11/09/2016	190	19	209
Planning Service Manager	27/07/2015	25/04/2016	21/10/2016	86	60	146
Development Surveyor	01/07/2011	11/04/2016	10/07/2016	307	18	325
Planning Enforcement Officer	06/10/2014	03/06/2016	02/12/2016	102	33	135
Major Applications Planner	20/10/2014	02/06/2016	02/12/2016	88	40	128
Right to Buy officer	25/03/2013	01/05/2016	15/08/2016	114	9	123
Legal Assistant	10/01/2013	29/04/2016	28/10/2016	121	20	141
Legal Assistant	01/04/2016	29/04/2016	28/10/2016	44	19	63
Housing Lawyer	06/01/2014	16/05/2016	13/11/2016	95	27	122
Planning Enforcement Officer	27/04/2015	16/05/2016	22/05/2016	53	13	66
Senior Estates Surveyor	01/11/2015	02/05/2016	31/07/2016	44	22	66

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
DFG Adaptations Surveyor	01/12/2015	02/05/2016	28/10/2016	28	42	70
OPHS Officer	01/06/2014	23/04/2016	15/07/2016	67	10	77
Telecare Officer	01/06/2014	28/05/2016	19/08/2016	59	8	67
Major Applications (PPA) Planner	01/11/2015	15/05/2016	11/11/2016	36	38	74
Major Applications (PPA) Planner	01/11/2015	10/05/2016	04/11/2016	36	38	74
Social Care						
Social Worker	06/10/2014	06/06/2016	03/07/2016	45	5	50
Early Years Practitioner	30/03/2015	06/06/2016	03/07/2016	50	2	52
Social Worker	01/08/2015	06/06/2016	03/07/2016	47	5	52
Independent Reviewing Officer	05/10/2015	06/06/2016	03/07/2016	49	7	56
Senior Social Worker	17/08/2015	07/03/2016	01/05/2016	53	7	57
Social Worker	05/05/2015	06/06/2016	03/07/2016	57	6	63
Advanced Practitioner	10/08/2015	06/06/2016	03/07/2016	58	6	64
Social Worker	04/05/2015	06/06/2016	03/07/2016	60	5	65
Child Protection Chair	17/08/2015	02/05/2016	03/06/2016	57	9	65
Independent Domestic Violence Advisor	12/01/2015	06/06/2016	03/07/2016	63	4	67
Early Years Practitioner	01/05/2015	06/06/2016	03/07/2016	70	2	72
Social Worker	08/09/2014	06/06/2016	03/07/2016	67	6	73
Social Worker	04/02/2015	06/06/2016	03/07/2016	70	5	75
Panel Advisor	10/08/2015	06/06/2016	03/07/2016	69	7	76
Senior Social Worker	01/06/2015	06/06/2016	03/07/2016	70	6	76
Child Protection Chair	20/07/2015	06/06/2016	03/07/2016	69	7	76
Participation Worker YOS - NEET	15/06/2014	06/06/2016	03/07/2016	73	3	76
Social Worker	27/10/2014	06/06/2016	03/07/2016	82	6	88
Social Worker	01/10/2013	06/06/2016	03/07/2016	84	5	89
Social Worker	13/04/2015	06/06/2016	03/07/2016	87	6	93
Child Protection Chair	13/04/2015	06/06/2016	03/07/2016	88	7	95
Social Worker	18/05/2015	06/06/2016	03/07/2016	90	6	96
Social Worker	06/01/2015	06/06/2016	03/07/2016	91	6	97
Social Worker	05/03/2014	06/06/2016	03/07/2016	99	6	105
Practice Improvement Practitioner	08/05/2014	06/06/2016	03/07/2016	104	7	111
Practice Improvement Practitioner	17/11/2014	06/06/2016	03/07/2016	113	6	119

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Social Worker	06/06/2014	06/06/2016	03/07/2016	114	6	120
Social Worker	27/10/2014	06/06/2016	03/07/2016	115	6	121
Senior Social Worker	25/09/2013	06/06/2016	03/07/2016	115	6	121
Social Worker	19/06/2014	06/06/2016	03/07/2016	122	6	128
Social Worker	13/05/2014	06/06/2016	03/07/2016	124	6	130
Social Worker	30/09/2014	06/06/2016	03/07/2016	125	6	131
Social Worker	19/08/2014	06/06/2016	03/07/2016	127	5	132
Social Worker	05/09/2014	06/06/2016	03/07/2016	129	6	135
Team Manager	30/09/2014	02/05/2016	03/06/2016	127	9	135
Social Worker	19/06/2014	06/06/2016	03/07/2016	130	6	136
Social Worker	23/12/2013	06/06/2016	03/07/2016	135	6	141
Corporate Parenting Manager	01/09/2014	06/06/2016	03/07/2016	139	6	145
Child Sexual Exploitation (CSE) Co-ordinator	03/11/2014	06/06/2016	03/07/2016	140	6	146
Social Worker	11/08/2014	06/06/2016	03/07/2016	143	7	150
Social Worker	03/03/2014	06/06/2016	03/07/2016	148	4	152
Social Worker	01/04/2013	06/06/2016	03/07/2016	152	6	158
Social Worker	02/12/2013	06/06/2016	03/07/2016	153	6	159
Team Manager - MASH	28/09/2014	06/06/2016	03/07/2016	152	7	159
Senior Social Worker	30/04/2012	06/06/2016	03/07/2016	156	6	162
Independent Reviewing Officer	27/05/2014	06/06/2016	03/07/2016	164	7	171
Social Worker	01/04/2013	06/06/2016	03/07/2016	184	6	190
Social Worker	01/01/2013	06/06/2016	03/07/2016	186	5	191
Social Worker	19/12/2011	06/06/2016	03/07/2016	186	6	192
Case Progression Manager	07/04/2014	06/06/2016	03/07/2016	192	7	199
Social Worker	01/01/2013	06/06/2016	03/07/2016	193	6	199
Social Worker	19/12/2011	06/06/2016	03/07/2016	217	6	223
MASH Manager	13/01/2014	06/06/2016	03/07/2016	227	10	237
Social Worker	19/12/2011	06/06/2016	03/07/2016	239	6	245
Team Manager	01/01/2013	06/06/2016	03/07/2016	241	7	248
Social Worker	05/03/2012	06/06/2016	03/07/2016	254	6	260
Social Worker	06/01/2012	06/06/2016	03/07/2016	265	6	271
Social Worker	05/03/2012	06/06/2016	03/07/2016	270	6	276
Residential Care Worker	01/04/2012	02/05/2016	26/06/2016	109	4	113
Assistant Psychologist	12/11/2014	02/05/2016	26/06/2016	80	5	85
Lead Nurse	07/12/2014	02/05/2016	26/06/2016	87	11	104
Approved Mental Health Worker	01/03/2014	02/05/2016	26/06/2016	97	13	110

Post Title	Original Start Date	Approved From	Proposed End Date	Previous Approval £'000	Approved £'000	Total £'000
Lead Approved Mental Health Practitioner	01/06/2012	02/05/2016	26/06/2016	169	10	179
Occupational Therapist	07/10/2013	02/05/2016	26/06/2016	154	10	164
Special Needs Officer	05/01/2015	02/05/2016	26/06/2016	54	4	58
Safeguarding and DOLS Co-ordinator	19/10/2014	02/05/2016	26/06/2016	69	13	82
Speech & Language therapist	16/03/2015	02/05/2016	26/06/2016	70	14	84
Care Act Programme Implementation Manager	02/10/2014	02/05/2016	26/06/2016	248	28	276
Occupational Therapist	01/04/2015	02/05/2016	26/06/2016	73	11	84
Senior Social Worker	29/03/2015	02/05/2016	26/06/2016	61	9	70
Community Learning Disability Nurse	30/04/2015	02/05/2016	26/06/2016	53	5	58
Approved Mental Health Worker	29/06/2015	02/05/2016	26/06/2016	58	2	70
Contract Management Officer	24/08/2015	02/05/2016	26/06/2016	90	18	108
AMHP	01/06/2015	02/05/2016	26/06/2016	62	12	74
Maingrade Educational Psychologist	15/11/2015	02/05/2016	26/06/2016	60	17	77
Principle Educational Psychologist	01/06/2015	02/05/2016	26/06/2016	75	14	99
AMPH Social Worker	18/08/2015	02/05/2016	26/06/2016	54	12	66
AMHP	12/09/2015	02/05/2016	26/06/2016	51	11	62
Senior Social Worker	01/08/2015	02/05/2016	26/06/2016	45	11	56
LD Programme Review	29/07/2015	02/05/2016	26/06/2016	88	20	108
Business Objects Officer	19/10/2015	02/05/2016	26/06/2016	69	21	90
Social Worker	10/08/2015	02/05/2016	26/06/2016	41	10	51
SEND Transport Consultant	03/03/2014	02/05/2016	26/06/2016	180	91	271
Senior Residential Worker	01/09/2014	02/05/2016	29/05/2016	68	3	71
Team Manager	03/11/2014	02/05/2016	29/05/2016	121	7	128

SCHOOL CAPITAL PROGRAMME - UPDATE

Cabinet Members	Councillor David Simmonds CBE Councillor Jonathan Bianco
Cabinet Portfolios	Deputy Leader of the Council / Education & Children's Services Finance, Property & Business Services
Officer Contact	Bobby Finch, Residents Services.
Papers with report	Appendix 1: Summary of school construction projects.

1. HEADLINE INFORMATION

Summary	This report provides Cabinet with an update on the primary and secondary school expansions, the school condition works programme and other school capital works.
Putting our Residents First	This report supports the following Council objectives of: <i>Our People; Our Built Environment; Financial Management</i> Investment in schools to adequately address the impact of the population increase within the London Borough of Hillingdon on existing school places. This project also forms part of the Hillingdon Improvement Programme.
Financial Cost	The forecast of the existing Primary Schools capital programme is £140,022k including prior years. The approved budget for the new Primary Schools expansions programme is £27,400k. The Secondary Schools expansion and replacement programme budgets total £144,154k and there is an additional £194k forecast for the Hearing Impairment Resource Base at Vyners School and £1,800k for additional temporary classrooms.
Relevant Policy Overview Committee	Children, Young People and Learning.
Ward(s) affected	All wards.

2. RECOMMENDATION

That Cabinet note the progress made with primary and secondary school expansions, the school condition programme and other school capital projects.

Policy Overview Committee comments

None at this stage.

3. INFORMATION

3.1 PRIMARY SCHOOLS

School Places Forecast

The demand for school places in Hillingdon has been rising in recent years and is forecast to continue to rise in line with national and London-wide predictions. Demand for reception places at primary school level is being driven by rising birth rates which the GLA are now predicting to be slightly higher than they previously forecast. Demand for new school places is also arising due to new house building and families moving into the Borough. Overall, at primary school level, the need for additional school places has largely been met by the successful school places expansion programme to date, with some excess demand forecast in future years, mainly in the north of the Borough. Primary and secondary forecasts will be updated by July using the latest published population data available. All on-time applicants were offered Reception places on Offer Day (18 April 2016).

The latest forecast for school places indicates a residual need for four additional forms of entry in primary schools in the north of the Borough, which is expected to arise from 2016. This includes demand for places for pupils resident in neighbouring boroughs. There is also some emerging pressure in the south of the Borough, centred on the Hayes area.

Phase 4 - Temporary Modular Classroom Installation

Silwood Facilities Ltd has been appointed to install the modular temporary classroom units at Hillside Infant School and Newnham Infant School. The ground works at Newnham were completed over the half term break and the modular unit will be installed during the school summer holidays. All the works at Hillside will take place over the school summer holidays. Both projects will be completed by the end of August 2016.

Phase 4 - Permanent School Expansions

In addition to the temporary expansions there is also a need for permanent expansions. Members have reviewed the feasibility options on 3 schools sites deemed suitable for expansion and officers have provided feedback to schools on the options that have been selected. The 3 school sites are:

- Hillside Infant and Junior Schools
- Newnham Infant and Junior Schools
- Warrender Primary School

As previously reported, following notification from the appointed consultants of their intention to increase the fee for these projects, a decision was taken to retender the consultancy services. This tender exercise has now been completed and Arcadis LLP has been appointed as the multi-disciplinary consultants for these projects. The consultants in conjunction with the project team will now start to progress the designs for these projects to a stage which will allow planning application to be submitted.

Local Authority Building Control Awards (LABC) London Building Excellence Awards

On the 13 May 2016 Officers from the Building Control and Capital Programme Team attended the Local Authority Building Control (LABC) London Building Excellence Awards where both the Rabbsfarm Primary School rebuild project and St Martin's CE Primary School new build project were nominated awards. Rabbsfarm was awarded the Best Educational Building and will now go forward to the national LABC Building Excellence Awards.

3.2 SECONDARY SCHOOLS

School Places Forecast

The rising demand for school places is now moving into secondary schools. The latest forecast shows a longer-term sustained pressure for additional secondary school places. The planned expansions of Northwood, Abbotsfield and Swakeleys schools will add 5.5 forms of entry capacity. Over the next five years, 19 additional forms of entry are forecast to be required. The forecast need for additional secondary school places is higher in the northern parts of the Borough, where there tends to be a higher number of pupils living outside the Borough travelling to a Hillingdon school and capacity in existing schools is lower. A new free school, Pinner High School, is opening in Harrow in 2016, close to the border with Hillingdon and this offers an additional choice for Hillingdon residents. All on-time applicants were offered places for September 2016, despite an 8% rise in applications.

Officers have visited secondary schools in Hillingdon to inform options for the provision of additional school places, which have been considered in the first instance by Members. Officers are now progressing discussions with the relevant schools

Priority Schools Building Programme (PSBP)

The school buildings at Abbotsfield, Swakeleys and Northwood Secondary Schools require improvement and have attracted funding from the Education Funding Agency (EFA) Priority School Building Programme for all three schools to be rebuilt. Abbotsfield and Swakeleys rebuild projects are being managed by the EFA with the exception of the offsite highways works which will be carried out by the Council. The Northwood rebuild project is being directly managed by the Council.

Northwood School

Construction works are progressing to the contractual delivery programme, with the completion of Phase 1 of the works scheduled for the 30 September 2016. Whilst there have been minor non critical delays on the new sports hall, this has been largely mitigated with the remaining programme slippage expected to be recovered in time for the Phase 1 handover.

Scaffolding has largely been removed from the external envelope of the main school building and the external cladding works are significantly advanced. Internal works such as plastering, decorating, suspended ceilings and joinery works are now at an advanced stage throughout the building. All services (electricity, gas and water) have been connected, permitting the testing and commissioning of the mechanical and electrical systems and equipment to be started.

The Council's Highways department are continuing to progress the Section 278 highway improvement works committed to as part of Section 106 agreement. Engagement with the

relevant statutory bodies including Transport for London has commenced. The logistics management and implementation for the highway works is being closely reviewed to ensure there is minimal disruption to both the main construction works and local residents.

Abbotsfield and Swakeleys Schools

Following the signing of the Section 106 agreement by all parties planning consent for the schemes has now been issued. The Education Funding Agency is making arrangements to commence works on site during June 2016.

3.3. SCHOOLS CONDITION PROGRAMME

School Condition Programme Phase 1

In January 2016 Cabinet approved the current school condition programme of works. The programme has been split into 2 tranches as outlined in table 1.

Table 1: School Condition Programme Phase 1 - Projects Approved at January 2016 Cabinet.

School	Summary of Proposed Works	Date of Works
Tranche 1		
Yeading Junior	Boiler and window replacement.	Summer 2016
Minet Infant and Junior	New hot water generator.	June/July 2016
Hayes Park Primary	Replacement heating and hot water systems	Summer/Autumn 2016
Heathrow Primary	New roofing	May - Aug 2016
Tranche 2		
Warrender Primary	Fire safety upgrade, boiler replacement plant and front entrance adaptation works	Summer/Autumn 2016
Coteford Infant	Partial roof renewal, new internal lighting in the roof void areas and new external lighting	Summer/Autumn 2016
Field End Junior	New roofing	Summer/Autumn 2016
Colham Manor Primary	Replacement heating and hot water systems	Summer/Autumn 2016
Newnham Infant & Junior	Replacement heating and hot water systems	Summer/Autumn 2016

Tranche 1

Heathrow Primary: The roofing works at Heathrow Primary are being undertaken by the appointed contractors Tower Asphalt Limited. The works have stayed onsite and are scheduled to be completed in early August 2016.

Minet Infant and Junior: The installation of a new hot water generator at Minet Infant and Junior will be undertaken by Hellaby's Ltd. Officers are working with the school to find a mutually convenient date during June or July complete the 2-3 days worth of works.

Yeading Junior and Hayes Park Primary: The works at both of these schools will be undertaken by G&D Higgins Mechanical Services Ltd and are scheduled commence at the start of the school summer holidays.

Tranche 2

Cabinet Member approval has been received to place building contracts for the tranche 2 projects (Colham Manor Primary, Coteford Infant, Field End Junior, Newnham Infant and Junior

and Warrender Primary). Formal agreement to contributions to the project based on the actual building contract values are now being sought from the school.

School Condition Programme Phase 2

Work has started on developing the next phase of the programme and a number of potential projects for inclusion have already been identified.

3.5. FINANCIAL IMPLICATIONS

Month 1 Monitoring - Financial Summary

The Schools Expansion Capital Programme budget has been adjusted to reflect the forecast position following 2015/16 year end slippage and re-phasing adjustments subject to Cabinet approval.

As such the total programme revised budget is £313,570k for the period up to 2020/21 including prior years. This includes £140,022k for existing primary schools expansions, £27,400k for new primary schools expansions and £144,154k for secondary schools expansions and replacements. An additional £194k was added for the provision of a Hearing Impairment Resource Base at Vyners School with a further £1,800k included for additional temporary classroom as and when the need arises during construction.

At this early stage of the new financial year, the forecast for the schools expansion programme is to budget. The monthly monitoring process will update this position as and when material movements occur with respect to the agreement of final accounts on completed schemes and post tender estimates of new schemes.

Phase 4 - Temporary Modular Classroom Installation

Early estimations suggest the need for potential bulge classes in the Ruislip area following analysis of applications received for primary school places. Silwood Facilities Ltd have now been appointed to install modular classrooms at both Hillside and Newnham over the 2016/17 school summer holidays. The total project cost for both installations will be funded from the £1,716k Phase 3A budget that currently remains unallocated and is more than sufficient to cover the cost.

Phase 4 - Permanent School Expansions

Members have now reviewed the proposed options to meet the permanent expansion needs in Primary Schools and have confirmed the potential expansion of three schools. This will be funded from the initial £27,400k set aside for Phase 4 permanent expansions. Approval has now been received for Arcadis Ltd to be appointed as the Multi-Disciplinary consultants up to design stage.

The latest forecast demand position indicates a need for an additional form of entry above and beyond the 3 that are due to be delivered via the phase 4 expansions. As things stand there is no budget provision in the capital programme for this additional need and the overall funding requirement will be reviewed and assessed as part of the in year Capital MTFP planning process.

Secondary School Expansion

Costs associated with the expansion of secondary schools to meet future increased demand (excluding Northwood and Abbotsfield) have been reflected in the revised budget of £95,900k approved by Council in February 2016. This is to meet the potentially additional demand

requirement of 14.5 FE's. The estimated cost of the programme will be clearer once all options have been fully analysed, costs reviewed and approval obtained for the preferred course of action.

The forecast demand beyond 2020/21 remains uncertain but will be reviewed annually as part of the pupil placement planning forecast and considered for accordingly as part of future budget strategies.

Priority Schools Building Programme Phase 1 (Secondary Schools Replacement)

Northwood - The ongoing works at Northwood School are progressing well with the exception of a minor non critical delay with respect to the new sports hall. The project remains on course to complete to scheduled milestones and to targeted timescales. The forecast outturn remains to budget at £35,184k with officers continuing to closely monitor the various concurrent work streams that are progressing.

Abbotsfield / Swakeley's School - The Education Funding Agency (EFA) are managing the re-building of Abbotsfield school through the Priority Schools Building Programme (PSBP) with the Council making a contribution of £13,070k covering an additional 2.5 forms of entry, FF&E and highways works, a vocational centre and additional SRP provision for Abbotsfield School. The highways works will include the provision of 50 drop-off places and a contribution to Transport for London in relation to the cost impact of increased bus services for higher pupil numbers arising from expansion.

Swakeley's School is an approved rebuild project being managed 100% by the EFA following an independent application by the school to be considered for the PSBP programme.

Following negotiations between the Council and the EFA, agreement has been reached with respect to the additional contributions that will be required from the Council. This includes the Council now being responsible for the provision of photovoltaic panels for the vocational centre at an estimated additional cost of £141k in addition to funding an estimated £75k representing one third of Swakeley's element of the S106 contribution to TFL which is expected to be £225k in total.

At this early stage of the project, efforts will be made to manage these additional costs within the approved budget however this will be somewhat dependent on the cost of the S278 highway works. Any potential pressures will be communicated in future reports once a reliable estimate has been established for the S278 works.

Schools Condition Programme

The 2016/17 capital programme budget for the Schools Conditions Building Programme approved by Cabinet in February 2016 is £942k. Potential re-phasing of £2,833k from 2015/16 gives a total budgeted resource of £3,775k which is financed from a combination of internal and external resources including school contributions.

The proposed re-phased budget is required to fund nine Phase 1 priority schemes approved by Cabinet in January 2016. The budget is also required to meet the retention and legacy costs of prior year schemes whilst also setting aside provision for winter contingency should the need arise for reactive capital maintenance. Any remaining uncommitted budget will be used to supplement the 2016/17 budget and schools programme which is yet to be drawn up in full. However, a number of projects have already been identified for inclusion.

Following recent Cabinet approval to appoint contractors for the five outstanding Phase 1 schemes, all nine are due to commence works shortly at a projected total cost of £2,173k. The main contract works will only commence subject to formal agreement being reached with all schools with respect to their actual contributions. It is expected that the majority of the works will be undertaken over the school summer holidays due for completion by no later than October 2016.

4. EFFECT ON RESIDENTS, SERVICE USERS & COMMUNITIES

What will be the effect of the recommendation?

Completion of the school expansion projects will result in additional school places needed for local children, which the Council has a statutory duty to provide. In addition, the completion of the other school capital projects will result in the provision of quality fit for purpose school facilities.

Consultation Carried Out or Required

As previously reported, in 2014, the Department for Education (DfE) published revised statutory guidance on making organisational changes to maintained schools, which meant that, subject to certain conditions, governing bodies of all categories of maintained schools were able to enlarge their premises (expand) without a statutory process.

However, In April 2016, revised statutory guidance was published by the DfE, which means that a statutory process will now be required for expansion of premises that would increase the capacity of a school by more than 30 pupils; and by 25% or 200, whichever is the lesser (as was previously the case). This will need to be built into the timetable for expansion projects.

The statutory process includes publication of proposals, statutory consultation and a Cabinet or Cabinet Member decision. A statutory process is still required for proposals to establish special educational needs provision (e.g. Specialist Resourced Provision - SRP).

Under the School Admissions Code, the local authority as admissions authority for community schools must consult at least the school governing body on the admission number. Foundation schools and academies are their own admissions authority and set their own admission number.

5. CORPORATE IMPLICATIONS

Corporate Finance

Corporate Finance has reviewed this report and confirms the budgetary position outlined above, noting that the Council's significant programme of investment in school places is funded from a combination of Department for Education grants, developer contributions and locally financed Prudential Borrowing. As the Council's Medium Term Financial Forecast is developed over the coming year, latest intelligence on demand for school places, available funding and options for delivery will be captured as appropriate.

Legal

The Borough Solicitor confirms that there are no specific legal implications arising from this report. Legal advice is provided whenever necessary, in particular cases, to ensure that the Council's Interests are protected.

Corporate Property and Construction

Corporate Property and Construction authored this report.

6. BACKGROUND PAPERS

NIL

APPENDIX 1

Summary of school construction projects

School Name	Summary of Works	Status
PHASE 2		
Harefield Infants	Single storey extension to a Year 2 classroom, replacement of windows and external walls in the reception, together with associated works.	All works complete.
Harefield Junior	Construction of a single-storey classroom to accommodate two classrooms and associated facilities	All works complete.
Field End Infants	1 FE Expansion: Construction of new single storey building and associated facilities.	All works complete.
Field End Junior	1 FE Expansion: Construction of single storey building and associated facilities.	All works complete.
Bourne Primary	(Bulge Year) Single storey extension to existing school to provide two new classrooms with associated facilities.	All works complete.
Highfield Primary	1 FE Expansion: Construction of a two storey building and associated facilities.	All works complete.
Ryefield Primary	1 FE Expansion: Construction of a single storey building, a two storey block and associated facilities.	All works complete.
Heathrow Primary	0.5 FE Expansion: Part demolition of the existing building, construction of a two storey extension and associated facilities	All works complete.
Rabbsfarm Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	All works complete.
Ruislip Gardens	1 FE Expansion: Construction of a new two storey extension and associated facilities.	All works complete.
West Drayton Primary	1 FE Expansion: Construction of two storey building and associated facilities.	All works complete.
Pinkwell Primary	1 FE Expansion: Construction of a standalone classroom block and associated facilities.	All works complete.
Rosedale Primary	Demolition of school sports hall/gymnasium and construction of a new 2 FE school including nursery.	All works complete.
Wood End Primary	1 FE Expansion: Construction of 2 stand alone buildings and associated facilities.	All works complete.
Harlyn Primary	1 FE Expansion: Construction of part two storey/part single storey extension to existing school and a standalone two storey classroom block.	All works complete.
Hillingdon Primary	1 FE Expansion: Part demolition of existing school and construction of a new two storey classroom block and associated facilities.	All works complete.
Cherry Lane Primary	1 FE Expansion: Construction of a two storey building and associated facilities.	All works complete.
Hermitage Primary	1 FE Expansion: Demolition of existing school and construction of a new 2 FE school including nursery.	All works complete.
Glebe Primary	1 FE Expansion: Demolition of existing school and construction of a new 3 FE school including nursery.	All works complete.
PHASE 3		
Lake Farm site	A new 3 FE primary school, a nursery, a Special Resource Provision unit and other associated facilities.	All works complete.
St Andrews Park site	A new 3 FE primary school, a nursery and other associated facilities.	All works complete.
St Martin's CoE Primary School	New 3 FE Primary School and other associated facilities.	All works complete.
PHASE 4		
Hillside Infant Newnham Infant	Installation of a double modular classroom unit.	Construction (works will be completed in Aug 2016)
Hillside Infant Hillside Junior	Permanent expansion	Pre-construction.

Newnham Infant Newnham Junior	Permanent expansion	Pre-construction.
Warrender Primary	Permanent expansion	Pre-construction.
SECONDARY SCHOOLS		
Northwood School	1 FE Expansion: Demolition of existing school and construction of a new 6 FE school.	Construction (works will be completed in 2017).
Abbotsfield School	2.5 FE Expansion: Demolition of existing school and construction of a new 9 FE school.	Pre-construction (works scheduled to be completed in 2017).
Swakeleys School for Girls	2 FE Expansion: Demolition of existing school and construction of a new 8 FE school.	Pre-construction (works scheduled to be completed in 2017).
OTHER PROJECTS		
Deanesfield Primary School	Installation of a double modular unit for use as a Breakfast and After School Club.	All works complete.
Bourne Primary School	Installation of a single modular classroom unit.	All works complete.
Vyners School	Relocation of the Hearing Impairment Resource Base Specialist Resource Provision to a larger area within the existing school which will be remodelled.	All works complete.
	Installation of a single modular classroom unit.	All works complete.

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

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